

## West Wyoming Borough - Council Meeting Minute March 9, 2020

Pledge to the Flag and roll call was taken. The following were present: Chairman Gary Stavish, Councilman Randy Colarusso, Vice-Chairwoman Maureen Zaboski, Councilman Dan Grescavage, Councilman Dolan, Solicitor Linell Lukesh, Treasurer Mark Kendzor and Engineer Michael Amato.

Absent: Mayor Herbert.

**Gary Stavish-Chairman-Personnel:** Chief Nocera, who is absent tonight, is making a recommendation to Council to hire as a part-time police officer, Chad Jacobs. All paperwork is completed on background checks. Chairman Stavish asked for a motion, made by Councilman Colarusso and seconded by Councilman Dolan to hire Chad Jacobs. Voice vote all in favor. Motion carried.

**Old Business- None.**

### COMMITTEE REPORTS

**RANDY COLARUSSO- Public Facilities:** Councilman Colarusso called upon Treasurer Kendzor for the reading of the Treasurer's Report. It is as follows:

#### West Wyoming Borough Treasurer's Report As of March 8, 2020

#### CASH ACCOUNTS

#### COMBINED GENERAL,HIGHWAY AID AND SEWER FUND

##### GENERAL FUND

ESSA BANK REFUSE	\$ 115,963.92	
FNCB DEBT SERVICE ACCOUNT	\$5,679.71	
FNCB GENERAL ACCOUNT	\$ 376,481.90	
FNCB PROPERTY PROCEEDS	\$68,003.09	
FNCB REFUSE ACCOUNT	\$ 309,224.44	
PLGIT EARNED INCOME TAX	\$85,236.54	
PLGIT PAYROLL	\$3,841.33	
PLGIT GENERAL	<u>\$2,017.03</u>	
TOTAL GENERAL FUND/CHECKING SAVINGS	<u>\$ 966,447.96</u>	

PLGIT	\$455,635.10
ESSA	\$115,963.92
M&T	\$176,131.58
FNCB	<u>\$903,845.35</u>
	<u>\$1,651,575.95</u>

##### HIGHWAY AID FUND

PLGIT	<u>\$204,899.82</u>	
TOTAL HIGHWAY AID FUND CHECKING/SAVINGS	<u>\$204,899.82</u>	

##### SEWER FUND

M&T SEWER	\$176,131.58	
FNCB SEWER OPERATING FUND	\$144,456.21	

**PLGIT SEWER CREDIT CARD** \$159,640.38  
**TOTAL SEWER FUND/CHECKING /SAVINGS** \$480,228.17

**TOTAL COMBINED CHECKING/SAVINGS** \$1,651,575.95

Motion made by Councilman Colarusso and seconded by Vice Chairwoman Zaboski to approve the reading of the Treasurer's Report. Voice vote all in favor. Motion carried.

Councilman Colarusso spoke to DPW and arrangements were made to have the Wyoming Valley Sanitary Authority clean out storm drains in town. Forty more inlets need to be cleaned and the timing of when they will come is uncertain. Engineer Amato added that the Borough will be responsible to have the truck dispose of the debris that comes out of the storm drains. Chairman Stavish added that Rick Kamus, the head of DPW, made some suggestions on this matter.

**Daniel Grescavage - Community Development:**

Councilman Grescavage stated that he received a letter from Army Corp of Engineers that they will be inspecting the catch basin, concrete weir and concrete channel from the catch basin all the way down to Wyoming. They will be coming on July 8<sup>th</sup> at 8:30am.

**Maureen Zaboski - Finance/Health and Sanitation:**

Motion made by Councilwoman Zaboski and seconded by Councilman Grescavage to approve all outstanding bills for payment that have been approved by the Finance Committee. Voice vote all in favor. Motion carried.

Motion made by Councilwoman Zaboski to make payment to Belles Construction Property Management application # 3 for \$2500 and also pay the remainder of application # 2 for \$107.50, and seconded by Councilman Colarusso. Voice vote all in favor. Motion carried.

Also, Councilwoman Zaboski announced that our annual Document Shredding event will be held on Saturday, September 12<sup>th</sup> from 9:00am to 12:00 by the DPW building.

**Mike Dolan - Public Safety/Code Enforcement:**

Motion made by Councilman Dolan, seconded by Councilman Colarusso to accept and approve the minutes from last month's meeting and also the special meeting. Voice vote all in favor. Motion carried.

West Wyoming Emergency Services Chief's report for February 2020: West Wyoming Emergency Services responded to 5 alarms in February: one brush fire, two medical assists (assist an EMS crew) and one natural gas leak.

The Hose Company's annual Pizza Sale will be held every Friday between March 13 and April 3, at the fire house on Shoemaker Ave. Cost is \$10.00 unbaked and \$12 baked. Pre-orders are strongly suggested by calling 570-693-3660. The annual Spring Craft Show at the Hose Company will be held on April 4, 2020, from 9AM to 3 PM. Vendor spots are still available. For more information call Jayne Hromek at 570-954-4531.

The West Wyoming Police Dept. reports that vehicle maintenance was performed on Car #1 and Car #2. Car#2 had some electrical issues fixed, a new battery installed and a new blower fixed and the driver's side will be addressed.

This month, there were a few vehicle break-ins. We would like to remind all residents to not leave your valuables in your vehicles.

As the Mayor is not here, Councilman Dolan addressed a few other points. Chief Nocera congratulated Patrolman Brandon Bradshaw getting hired as a full time patrolman. There were 75 calls for service, 2 criminal arrests and 12 citations were issued.

With regard to Code Enforcement, Ken Shefler met with Council at the work session. He is involved in maintaining our ordinances throughout the town, as well as working with building permits. One particular issue was brought up last week, concerning the body shop/repair shop property on 6<sup>th</sup> street. He is working with that individual very closely. He is going to identify specific occupancy and what is going on there. It is a repair shop, and the person who owns that facility now has a trucking company, and he used that facility to repair his equipment. He did some painting, but it was some personal stuff and is not doing business as a painter in anyway shape or form. He is allowing other businesses to store equipment there. He is going to establish hours of operation, and that will be when Ken Shefler offers him an Occupancy Permit. He will fill out that information.

A resident stated that there is a lot of junk that is on that property. It has to be cleaned up, as we are starting to worry about dirty water and mosquitos coming. A discussion followed about the property.

**Linell Lukesh—Solicitor:**

As it was already discussed we had a special meeting on February 28<sup>th</sup> to appoint a new Pension Plan Administrator. As far as appointing a new pension plan administrator, it is the Pennsylvania Association of Boroughs Municipal Retirement Trust. I need to ask council to pass a resolution adopting the Master Plan and Trust administered by our new Pension Administrator, the PA State Association of Boroughs Municipal Retirement Trust.

Solicitor Lukesh asked for a motion, made by Councilwoman Zaboski, to adopt a West Wyoming Borough Resolution, Adopting a Master Plan And Trust administered by the PA State Association of Borough's Municipal Retirement Trust for the Police and Non-Uniform Pension Plan. Solicitor Lukesh asked for a second and a second was made by Councilman Dolan. Voice vote all in favor. Motion Carried.

Solicitor Lukesh thanked the council and added that work was being done to get all of the paperwork done to get the transfer. The last payment by the previous pension plan administrator was made on March 1, 2020, so they ended their term with us on March 2. We are under a deadline to meet everything by April 1, 2020. I was working with them and sent correspondence to TD Ameritrade, and have been asked by them, because we are without a Borough Administrator, if the council would allow me to correspond with TD Ameritrade. Council gave permission to Solicitor Lukesh.

**Mike Amato – Engineer:**

Routine business as usual, we have made progress on projects. Mike Dolan asked about the stormwater issue with the DPW shed. Mike Amato stated he did know about this issue.

Councilman Stavish stated he would like make a motion to appoint Councilman Grescavage as the Flood Plain Administrator, second by Councilman Colarusso. Voice vote all in favor. Motion carried.

**Adjournment:**

A motion to adjourn by Councilman Grescavage, second by Councilman Dolan. Voice vote all in favor. Motion carried.