

## West Wyoming Borough - Council Meeting Minutes - November 11, 2019

The regular monthly meeting of West Wyoming Borough was called to order by Chairman Stavish. Following the Pledge of Allegiance, roll call was taken and the following were in attendance: Chairman Stavish, Councilman Colarusso, Councilman Grescavage, Councilwoman Zaboski, Councilman Dolan, Mayor Herbert, Solicitor Lukesh, Treasurer Kendzor, Engineer Amato and Secretary Pedley.

Chairman Stavish asked for a motion, made by Councilman Dolan and seconded by Councilman Colarusso, to approve the previous month's meeting minute with added changes. 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 November 10, 2019**

#### CASH ACCOUNTS

##### GENERAL FUND

ESSA BANK REFUSE	\$111,977.86	PLGIT	\$387,209.25
FNCB DEBT SERVICE ACCOUNT	\$32,762.81	ESSA	\$111,977.86
FNCB GENERAL ACCOUNT	\$539,498.10	M&T	\$278,339.85
FNCB PROPERTY PROCEEDS	\$67,969.33	FNCB	<u>\$988,510.76</u>
FNCB REFUSE ACCOUNT	\$191,039.21		<u>\$1,766,037.72</u>
PLGIT EARNED INCOME TAX	\$18,163.32		
PLGIT PAYROLL	\$3,658.19		
PLGIT GENERAL	<u>\$1,404.00</u>		
TOTAL GENERAL FUND CHECKING/SAVINGS	<u>\$966,472.82</u>		

##### HIGHWAY AID FUND

PLGIT	<u>\$216,275.99</u>
TOTAL HIGHWAY AID FUND CHECKING/SAVINGS	<u>\$216,275.99</u>

##### SEWER FUND

M&T SEWER	\$278,339.85
FNCB SEWER OPERATING FUND	\$157,241.31
PLGIT SEWER CREDIT CARD	<u>\$147,707.75</u>
TOTAL SEWER FUND CHECKING/SAVINGS	<u>\$583,288.91</u>

TOTAL COMBINED CHECKING/SAVINGS	<u>\$1,766,037.72</u>
---------------------------------	-----------------------

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

Councilman Colarusso spoke to DPW about the upcoming snowstorm. He reported that the trucks are prepared to go and salt and cinders are already mixed. Councilman Colarusso mentioned that DPW would like to run the street sweeper on Cooper Hill to get rid of all the leaves and check on the stormwater drains. He will get a list for the sewer authority to come around and clean drains out.

Councilman Colarusso stated that the telephone poles that were changed on the back road need receptacles and brackets. Mike Kuharchik will be asked to take care of this matter.

**Daniel Grescavage - Community Development:** Business as usual.

**Mike Dolan - Public Safety/Code Enforcement:** West Wyoming Fire Department Monthly Chief's Report. West Wyoming Fire Department responded to twenty three alarms in October: Medical assist, assist EMS Crew – 1- Motor vehicle accident with no injuries-1- Gas leak (natural gas or LPG)-2- Carbon monoxide incident-1- Councilman Dolan reminded residents to check carbon monoxide detectors in their homes, Unauthorized burning-1. Councilman Dolan stated that there is no need for burning since our town has recycling and yard waste.

The Fire Department will be holding their annual Breakfast with Santa on December 8th at the firehouse on Shoemaker Ave from 9:00 a.m. until noon. Tickets are \$5 for children and \$8 for adults and are available from any member and at the door.

Code Enforcement continues to address complaints. All complaints regarding our ordinances can be brought to the front desk, and they will be addressed. Complaints not regarding our ordinances can still be brought in but there is probably not much we can do about them.

About our police report – one vehicle is currently out of service due to leaking anti-freeze, so it is in for repair. They will be putting snow tires on the vehicles. One of the computers is down in car 2, screen malfunction. It is 6 years old, so we probably have to replace it. Kevin Walkowiak resigned on October 18. Officers handed glow stick bracelets to Trick or Treaters on Halloween.

**Mayor Joe Herbert:**

If there are any questions about the budget line items, Chief can set up a meeting with council. 108 calls for the month of October. 4 Criminal arrests, 13 citations were issued. Assisted the Fire Department 2 times. A discussion about the snow tires as to when to put them on.

**Mike Amato – Engineer:**

We advertised for bids for the shingle roof replacement. We have two submissions. The bids were duly advertised.

First Bid – Multiscape, Pittston PA. Total amount of bid \$36,845.00. Bid Bond included. Cincinatti Insurance Company.

Second Bid – Hadley Construction, Pittston PA. Total Amount of bid \$25,000. Bid Bond cannot be located in bid packet.

Engineer Amato recommended that we table the bids so they can be reviewed with our solicitor, Linell Lukesh. Then a recommendation will be made to award it to the lowest responsible bidder.

He continued with routine business and said we are working with with Forty Fort and Mr. Campenni from WVSA to clean out the storm drains. There was a complaint from one of the residents on Cooper Hill and we got up there and cleaned that.

As for the CDBG ADA sidewalk project, we did remove the hand rail on the side of the building. There was discussion about putting it back. If there are any minor deficiencies, we will take them up with the contractors.

Councilman Stavish stated they will go into an Executive Session to discuss personnel issues. It will be quick, then we will move on to the rest of our business.

**Maureen Zaboski: Administration/Finance, Health and Sanitation**

Motion made by Councilwoman Zaboski to approve all outstanding bills approved by the Finance Committee, second by Councilman Colarusso. Voice vote all in favor. Motion Carried.

Motion made by Councilwoman Zaboski to make MMO payment to the Police Pension Plan for \$69,941. Second by Councilman Dolan. Voice vote all in favor. Motion carried.

Motion made by Councilwoman Zaboski to pass a resolution stating that the Borough will submit an LSA grant application for building renovations. The Borough designates Chris Cawley, of Ashburn Advisors, as the Administrator of the grant. Seconded by Councilman Grescavage. Voice vote all in favor. Motion carried.

Motion made by Councilwoman Zaboski to pass a resolution to submit a PA Small Water and Sewer grant application for replacement pumps for our two sewer pump stations. Seconded by Councilman Colarusso. Voice vote all in favor. Motion carried.

A motion made by Councilwoman Zaboski to appoint Chris Cawley, from Ashburn Advisors, as the Administrator of this grant as well, seconded by Dolan. Voice vote all in favor. Motion carried.

Under Personnel, Chairman Stavish made a motion to hire Teresa Featherstone as the new Borough Administrator, seconded by Councilman Dolan. Voice vote all in favor. Motion carried.

Chairman Stavish thanked Marie Pedley for her time here at the Borough and said what a great job she did.

**Mark Kendzor - Treasurer:** Read the Budget for 2020.

Councilwoman Zaboski announced that there is no increase in taxes for next year.

Councilwoman Zabolski made a motion to place 2020 Budget on the table for 30-day review. Seconded by Councilman Colarusso. Voice vote all in favor. Motion carried.

**Linell Lukesh: Solicitor-** Finishing up legal report to the auditors for last year's audit.

Motion to adjourn made by Councilman Dolan and seconded by Councilman Grescavage. Voice vote all in favor. Motion carried.

