

**West Wyoming Borough Council Meeting Minutes - June 14, 2021**

The monthly meeting of West Wyoming Borough was called to order by Chairman Stavish via Zoom Cloud Video Communications software. Roll call was taken by Secretary Jill Lukesh and the following were present: Chairman Stavish, Vice-Chairwoman Zaboski, Councilman Dolan, Councilman Colarusso, Councilman Skok, Solicitor Linell Lukesh, Treasurer Kendzor and Secretary Lukesh.

Absent: Mayor Joe Herbert and Engineer Amato

**OLD BUSINESS-None**

**Gary Stavish: Chairman/Personnel-** Chairman Stavish mentioned that the Borough is looking for a part-time Borough Clerk for working 15 hrs a week, and a crossing guard for the upcoming school year in August.

Chairman Stavish, Councilman Dolan and Vice Chairman Zaboski met with officials from Forty-Fort Borough to discuss contract negotiations.

Chairman Stavish also brought up the subject of police regionalization meeting with Rep. Aaron Kaufer which will be held next Thursday, June 17<sup>th</sup>. Secretary Lukesh will be attending the meeting to represent the Borough.

Chairman Stavish also mentioned that Treasurer Kendzor stated that there was no mention of Citizen Participation in the minutes from last month.

Motion made by Chairman Stavish, and seconded by Councilman Colarusso, to approve payments of all outstanding bills. Voice vote all in favor. Motion carried.

Motion was made by Chairwoman Zaboski and seconded by Councilman Colarusso to approve last month's meeting minutes. Voice vote all in favor. Motion carried.

Motion made by Chairman Stavish and seconded by Councilman Colarusso to approve the Rizzo payment of \$17,857.00. Voice vote all in favor. Motion carried.

**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 June 13,2021**

**CASH ACCOUNTS**

**GENERAL FUND**

**ESSA BANK**

**\$177,926.20**

**FNCB DEBT SERVICE ACCOUNT**

**\$5,679.71**

**COMBINED GENERAL,HIGHWAY  
AID AND SEWER FUNDS**

**PLGIT \$659,398.58**

**ESSA \$177,926.20**

FNCB GENERAL ACCOUNT	\$684,077.20	M&T	\$477,606.57
FNCB PROPERTY PROCEEDS	\$32,360.71	FNCB	\$1,072,978.50
FNCB REFUSE ACCOUNT	\$278,107.70		<u>\$2,357,909.85</u>
PLGIT EARNED INCOME TAX	\$65,588.73		
PLGIT PYROLL	\$5,817.51		
PLGIT GENERAL	<u>\$3,739.53</u>		
<b>TOTAL GENERAL FUND CHECKING/SAVINGS</b>	<b><u>\$1,253,297.29</u></b>		
<b>HIGHWAY AID FUND</b>			
PLGIT	<u>\$309,340.88</u>		
<b>TOTAL HIGHWAY CHECKING/SAVINGS</b>	<b><u>\$309,340.88</u></b>		
<b>SEWER FUND</b>			
M&T	\$477,606.57		
FNCB SEWER OPERATING FUND	\$72,753.18		
PLGIT SEWER CREDIT CARD	<u>\$274,911.93</u>		
<b>TOTAL SEWER FUND CHECKING/SAVINGS</b>	<b><u>\$795,271.68</u></b>		
<b>TOTAL COMBINED CHECKING/SAVINGS</b>	<b><u>\$2,357,909.85</u></b>		

Chairman Stavish asked for a motion made by Councilman Colarusso and seconded by Chairwoman Zaboski to approve the reading of the treasurer's report. Voice vote all in favor. Motion carried.

Councilman Colarusso said he spoke to Councilwoman Zaboski on the purchase of a new trailer for DPW.

Councilman Colarusso said that Phil Campenni from WVSA reached out to him regarding inlets and asked if any need to be replaced.

**Maureen Zaboski: Vice Chairman-Administration/Finance, Health and Sanitation**

Motion made by Councilwoman Zaboski and seconded by Councilman Colarusso to transfer \$65,588.73 from PLGIT EIT to FNCB General. Voice vote all in favor. Motion carried.

Councilwoman Zaboski stated that the Borough has the opportunity to apply for the 902 Grant this year. Maximum application is \$350,000.00. The last time we applied we were able to get the Case Front End Loader and the recycling containers for residents. Councilwoman Zaboski asked if Council would like to apply for the grant this year. We could go for skidster and make improvements to compost yard.

Councilwoman Zaboski made a motion and seconded by Councilman Colarusso to proceed with the 902 Grant application. Voice vote all in favor. Motion carried.

Councilwoman Zaboski stated that they do say that multi municipality applications get higher grades than those who try to go it alone. A discussion followed.

The American Rescue Plan did notify us to get application in within 5 days. Councilwoman Zaboski said that she has submitted the application to DCED. The only thing outstanding is the Sam's registration. So

far, the borough is eligible for a total \$280,000.00. The first allotment would be \$140,000.00 this year and another \$140,000.00 next year. It is somewhat limited in terms of how the funds can be used. We can use it for sewer preventative maintenance that we are looking to do. We can use it to get reimbursement for our employment compensation because of the crossing guards being on unemployment for the majority of the Covid period.

For Fire engine # 1, since 2019 up to 2021 there has been \$17,000.00 in funds that was not spent. The amount saved can go to refurbish the 2000 engine. A brand new engine can cost several hundred thousand dollars, so a refurb is less than that, somewhere in the neighborhood of two or three hundred thousand dollars. Chairman Stavish said that Council did talk about the Hose Company selling some of the other vehicles. Councilwoman Zaboski said that has been done. Chairman Stavish asked about the ladder truck and Councilwoman Zaboski replied that it is still there but the Rescue truck and the Baghdad have been sold. A discussion followed among council members in regards to possibly applying for a grant for the engine and some other pertaining issues.

Councilwoman Zaboski made a motion to open a bank account for the funds set aside to refurbish the engine, seconded by Councilman Colarusso. Voice vote all in favor. Motion carried.

Councilwoman Zaboski commented on the complaints regarding yard waste.

Councilwoman Zaboski noted on the Document Shredding on 8/28/21 from 9 to noon by the DPW building. Also, there is work on a list of street signs that need to be replaced from Swetland Lane up to W 3<sup>rd</sup> St.

### **Dan Skok: Community Development**

Councilman Skok apologized to council for being unable to communicate with them at the last council meeting.

Councilman Skok reported that DPW did a great job placing the 17 new American flags up on our street polls. They were up for Memorial Day. Also, a volunteer resident added a new red, white, and blue flowers to our memorial garden along with the new black mulch. A memorial wreath was also added.

Building permits in June totaled \$75,084.00. Councilman Skok thanked fellow residents and business owners for maintaining and improving their properties.

Councilman Skok also added that July 7<sup>th</sup> is the new inspection date for Abraham's Creek by DEP. Resident and business must have all vegetation REMOVED from the creek, wall/fence. Residential gates must be unlocked along the channel. Any deterioration of the creek channel walls/floor by overgrowth endangers the borough's flood control/protection. The maintenance of the Abraham's Creek channel will directly affect state grants to the borough to help us maintain the channel.

Residents with pets who have side yard gates near the channel are required to keep their pets indoors and their gates unlocked and open for this inspection.

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

West Wyoming Emergency Services Monthly Chief's report. West Wyoming Emergency Services responded to seven alarms in May.

Rescue, EMS incident, other 1

Motor Vehicle accident with injuries – 1

Motor vehicle accident with no injuries- 1

Cover assignment, standby, moveup- 1

Good intent call, other 2

Dispatched & cancelled en route – 1

Code Enforcement has provided a report to Secretary Lukesh. Councilman Dolan spoke about the complaints that came in on 81 W 3<sup>rd</sup> St. It went up for Upset sale and the property was purchased but owner's identity cannot be disclosed until 122 days have passed. A discussion followed among council members on this property as to new owner and placing a lien on the property.

Chief Nocera gave his monthly Police report:

Vehicle Maintenance : Car 1: N/A – Car 2: Needs to be taken to Wyoming Valley Motors for an on-going air vent issue and alignment, also slight crack in the windshield.

Regionalization- Have not heard any updates.

Chief Nocera is requesting council hire Jennifer Anderson as a part-time police officer. Officer Anderson has been a police officer since 2009, currently works part-time for Wyoming Borough. Officer Anderson has immediate availability to work open shifts.

Residents are again reminded to lock their vehicles and not to keep valuable items in plain view. Warm nights have criminals out looking for unlocked vehicles to steal valuable items.

Officers handled approximately 102 calls for service in the month of May. 4 Criminal Arrests were made. 13 citations were issued.

A motion was made by Councilman Dolan and seconded by Councilman Colarusso to hire Jennifer Anderson for the part time police officer position. Voice vote all in favor. Motion carried.

**Linell Lukesh: Solicitor**

Brought up the subject of the Business Registration Ordinance. Asked council to set a date and goal, so it can get underway. Business on 6<sup>th</sup> St has a dog that was terrorizing other dogs . Asked the police to check into this matter which they did give the owner a warning and if this is not taken care of , police will cite.

Another matter was the sale of a property which a company took over which would provide services to mentally challenged children. Solicitor Lukesh commented that the business registration would give the Borough the necessary information to handle situations that may come up.

Also, update to the Handicapped Parking Ordinance. This Ordinance is more detailed and updated.

## **Citizen Participation**

Brian Yaworski of 27 West Brady called and is concerned about the condition of the sidewalk on West Brady St. It has been marked off with caution tape but it's been that way for a long time. He would like to know when this will be fixed.

Councilman Colarusso responded that he got bids from Mike Amato and that Highway Aid will cover the drain underneath the sewer, but will not cover the concrete on top. Councilman Colarusso will reach out to Engineer Amato.

John Appel- 83 W 3<sup>rd</sup> St

Concerned about the house located at 81 W 3rd St. High grass and mailman told him about ticks. Said he filed complaint a month ago and so far nothing has been done. Rodents are coming in and out of the property. Swimming pool in the backyard that is half down. A discussion followed between John and council members.

Brian Yaworski- 27 E Brady St

Thanked Secretary Lukesh and Councilman Colarusso for helping him with the matter on Brady St. Also, discussed this matter with other council people.

Chairman Stavish stated that he will be meeting with the Rotary Club on the 24<sup>th</sup> of this month. Each year they give a yearly donation to the Rec Board.

To follow up zoom meeting even though we are still on emergency order due to pandemic, there is another issue that is a setback. We had a roof leak upstairs and caused some damage that we had to re-do the administrative office upstairs. During that transition period, the upstairs office was moved downstairs into council chambers. We had another setback with the roof leaking again. Before we can finish the upstairs, which is minimal, with the ceiling, touch-up work on walls due to leaky roof, and also the placement of a new floor. Engineer Amato is working with the company who did the roof project. Once the upstairs gets completed, we can move forward in opening up the building to the public.

Council went into Executive session.

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