

## **West Wyoming Borough Council Meeting Minutes - July 12, 2021**

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

Absent: Mayor Herbert

Pending motion on approving the minutes from June's council meeting. Will be approved at next month's meeting.

### **OLD BUSINESS- None**

### **COMMITTEE REPORTS**

**Gary Stavish; Chairman-Personnel-** Chairman Stavish stated that there is a meeting on regionalization scheduled on the 21<sup>st</sup> of this month. Chairman Stavish said council will have to pick two representatives, which will be Chairman Stavish and Councilman Colarusso and Chairwoman Zabolski will be the alternative to represent the Borough.

Chairman Stavish made it known that the Borough is still looking for a part-time crossing guard and part-time clerk.

Chairman Stavish asked Engineer Amato on an update on the roof, pump stations, and Brady St.

Engineer Amato replied that we are in procurement on the pump stations. Delivery in Sept. for pump station 1 and 3 weeks later for pump station # 2.

On the roof, he said that he did speak to Multiscape and that they did check the flashing and suspect that there may be leaks in the masonry. Engineer Amato said that he will keep in touch with Multiscape on roof fixing.

On Brady St, Engineer Amato stated that he had a meeting with PennDot Liquid Fuels representative and we were able to get the job qualified. The proposal will need to be signed by the Borough and then sent to contractor.

Concerning the manhole by the church, trying to coordinate with PennDot and contractor on this matter.

### **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 JULY 11, 2021**

**CASH ACCOUNTS**

**HIGHWAY AID/SEWER FUNDS**

<b>GENERAL FUND</b>		
ESSA BANK	\$177,935.71	<b>PLGIT</b> \$603,981.26
FNCB DEBT SERVICE ACCOUNT	\$5,679.71	<b>ESSA</b> \$177,935.71
FNCB GENERAL ACCOUNT	\$720,331.92	<b>M&amp;T</b> \$453,876.51
FNCB PROPERTY PROCEEDS	\$32,362.77	<b>FNCB</b> <u>\$1,109,466.27</u>
FNCB REFUSE ACCOUNT	\$278,431.11	<u>\$2,345,259.75</u>
PLGIT EARNED INCOME TAX	\$9,148.17	
PLGIT PAYROLL	\$3,337.44	
PLGIT GENERAL	<u>\$3,739.56</u>	
<b>TOTAL GENERAL FUND CHECKING/SAVINGS</b>	<u><b>1,230,966.39</b></u>	
<b>HIGHWAY AID FUND</b>		
PLGIT	<u>\$308,135.73</u>	
<b>TOTAL HIGHWAY AID CHCKING/SAVINGS</b>	<u><b>\$308,135.73</b></u>	
<b>SEWER FUND</b>		
M&T	\$453,876.51	
FNCB SEWER OPERATING FUND	\$72,660.76	
PLGIT SEWER CREDIT CARD	<u>\$279,620.36</u>	
<b>TOTAL SEWER FUND CHECKING/SAVINGS</b>	<u><b>\$806,157.63</b></u>	
<b>TOTAL COMBINED CHECKING/SAVINGS</b>	<u><b>\$2,345,259.75</b></u>	

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

Councilman Colarusso said DPW was very busy with the creek project. Mentioned that he and Secretary Lukesh attended the police regionalization meeting which was held on June 21<sup>st</sup>.

Chairman Stavish said that once the roof project is done, the office upstairs will get finished and then we can proceed in moving Secretary Lukesh to the upstairs office and open up the Borough building.

**Maureen Zaboski: Vice Chairwoman-Administration/Finance, Health and Sanitation-**  
902 Performance Grant was submitted for pre-application to our local DEP representative. Hopefully, we will be able to apply for a backhoe, cameras, security system additions, and lighting for the compost yard . The grant will fund 90%, but we will need to match 10%. As of now, that's about \$14,000.00. Also, the compost yard will have to be re-assessed so we can use the lease value of the compost yard as our match for the 902 Performance Grant.

Councilwoman Zaboloski asked to make a motion to proceed with the application for 902 Grant. We will reach out to Ashburn to help us write it, seconded by Councilman Colarusso. Voice vote all in favor. Motion carried.

Motion made by Councilwoman Zaboloski to transfer the American Rescue Fund amount from the General account to a new account at FNCB . We can call it ARP. This will allow us to have the funds stored separately to set up a proper audit trail for when the funds get spent. Funds will be used for sewer preventative maintenance, seconded by Councilman Dolan. Voice vote all in favor. Motion carried.

Councilwoman Zaboloski spoke on the Document Shredding Event that will be held on 8/28/21.

Motion made by Councilwoman Zaboloski to transfer \$9,148.17 from PLGIT EIT to FNCB General , seconded by Councilman Colarusso. Voice vote all in favor. Motion carried.

Motion made by Councilwoman Zaboloski to transfer \$279,620 from Sewer PLGIT card into our FNCB Sewer Operating Fund, seconded by Councilman Dolan. Voice vote all in favor. Motion carried.

Motion made by Councilwoman Zaboloski to approve all outstanding bills approved by the Finance Committee, seconded by Councilman Colarusso, Voice vote all in favor. Motion carried.

**Dan Skok - Community Development:** Councilman Skok sent out a letter thanking the DPW for the fine job on cleaning out the channel for inspection. Report will come on the inspection from DEP. Councilman Skok wants to spread out DPW's work on Abrahamn's Creek so it's not done once a year and also to ask the sanitary authority to help. Also, would like residents along the channel to help with care of the easement.

Councilman Skok also said that three teener leagues paid \$250.00 a piece for the use of the field at Dailey Park.

Councilman Skok asked that the donation from the Rotary Club be used for new flags for next year.

Councilman Skok also commented on the good job that DPW is doing in maintaining the parks and keeping them safe for the children. He also talked about the flag that Congressman Cartwright gave the Borough from the Capital building in Washington and thanked all who were present and also those who couldn't come but wanted to. Flag is up and the proclamation is at the townhall.

Total for the month of June on building permits was \$\$120,234.00.

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

Councilman Dolan gave his report on the West Wyoming Emergency Services Monthly Chief's Report. Emergency Services responded to eleven alarms in June:

Brush or brush – and – grass mixture fire	1
Medical assist, assist EMS crew	1
Motor vehicle accident with no injuries	2
Unauthorized burning	1
Good intent call, other	2
Dispatched & cancelled en-route	3
Special type of incident, other	1

Along with the agenda, Code Enforcement report and bill was given to council from June 13<sup>th</sup> to July 12<sup>th</sup>. Councilman Dolan stated the Code Enforcement Officer is addressing many complaints.

Chief Nocera gave his report : Car 1 N/A Car 2 N/A

On Regionalization: no updates

Officers completed 12 hours of Buckle-Up PA traffic grant. A total of 27 vehicles were stopped for moving/ equipment violations. Multiple citations were issued, 1 criminal arrest was made. These traffic shifts were fully funded by the Luzerne County DA's office/ DUI Task Force.

Chief Nocera stated that we have been approached by Wyoming Borough Police Department to sell them two of our old radio's that we know longer use. Chief Nocera said that he researched the price for them on line and found they are selling for an average of \$100.00 each. He asked for approval to sell the two to Wyoming Borough.

Officers handled approximately 113 calls for service in the month of June 2021. 2 criminal arrests were made. 22 citations were issued.

Chairman Stavish made a motion, seconded by Councilman Skok, to sell the radios to Wyoming Borough. Voice vote all in favor. Motion carried.

Chairman Stavish said that he received a text that the owner of the property located on 3<sup>rd</sup> St will have the property taken care of. Chairman Stavish asked Councilman Colarusso if he received the invoices from DPW concerning the 4<sup>th</sup> St property to give to Solicitor Lukesh. Will call DPW after meeting.

**Linell Lukesh – Solicitor:** Follow up with the residents who are supposed to have the block party -- just for clarification -- on Labor Day weekend. Solicitor Lukesh asked if the Borough received anything from them describing their intentions. Secretary Jill Lukesh said we haven't gotten anything from them, but she did say that she contacted the insurance company and rep told her that it was fine for the party as long as emergency vehicles have access to the road. As far

as rules and regulations, what we want from this resident the Borough does not have any info on that.

Councilman Skok mentioned a few guidelines that should be followed and was brought up during a discussion. Solicitor Lukesh mentioned that it might be a good idea to have something in writing from them. A discussion followed among council.

Solicitor Lukesh stated that she has been getting a number of sewer lien satisfactions.

Chairman Stavish and Councilman Dolan went over a few of the statements in report pertaining to Code Enforcement.

**Mike Amato-Engineer:** Engineer Amato said he has been coordinating with WVSA about MS4 storm drain replacements. Also reached out to DPW if they have a list on replacements. Working well with WVSA .

#### **NO CITIZENS PARTICIPATION**

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