

**MOSCOW BOROUGH COUNCIL
AGENDA
MARCH 7, 2022**

1. CALL TO ORDER: Arthur Pencek, Council President
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL:

COUNCIL MEMBER	PRESENT	ABSENT
Rosemarie Warner, Mayor		
Paula Bechaver		
Joseph Castrogiovanni, Secretary		
Dennis Cawley		
Edward Gaughan, Vice President		
Marc Gaughan		
William Heim		
Arthur Pencek, President		
Jacob Bianchi - Junior Council Member		
Conor Mann - Junior Council Member		

4. MOSCOW VOLUNTEER FIRE AND HOSE COMPANY:
5. MOSCOW BOROUGH HISTORIAN: Brian Shaffer
6. CITIZEN'S COMMENTS:
7. APPROVAL OF MINUTES OF PREVIOUS MEETING: Minutes of the February 7, 2022 Meeting (copies provided)
8. TREASURER'S REPORT: Elizabeth Murray
 - A. Treasurer's Report (copies to be provided)
 - B. Monthly Bills
 - C. Monthly Reports for February, 2022 (Payroll Transactions by Payee, Deposit Detail, General Fund Register)(copies provided)
 - D. Berkheimer Year To Date Comparisons (copies provided)
9. REAL ESTATE TAX COLLECTOR:
 - A. Real Estate Tax Collector's Report for the month of February (copies provided)
 - B. Proposed Ordinance #268 – 2022 designating tax certification, duplicate bill, and returned check fees to the Real Estate Tax Collector (copies provided)(**ACTION REQUIRED**)
10. JUNIOR COUNCIL PERSONS:
11. ENGINEER'S REPORT: Greenman-Pedersen
12. SECRETARY'S REPORT: Constance A. Sanko
 - A. There were no bids submitted for Clean and Green – need to readvertise (**ACTION REQUIRED**)
 - B. Advertise for replacement secretary's position (copies to be provided)(**ACTION REQUIRED**)
13. GRANTS: Constance A. Sanko
 - A. Redevelopment Capital Assistance Program Grant – The Audit will not be started for at least six months

14. CORRESPONDENCE:

- A. Email dated February 24, 2022 from Chris Smith, Office of the Mayor, Scranton, Pa regarding a joint Amtrak support letter (copies provided)
- B. Proposed Resolution #293 – 2022 for the endorsement of a Proposed Amtrak Corridor Between Scranton, the Poconos and New York City (copies provided)(**ACTION REQUIRED**)
- C. North Pocono Public Library Newsletter (copies provided)

15. POLICE DEPARTMENT: Ivy Brenzel, Police Chief

- A. Monthly Report (copies provided)
- B. Advertisement for full-time police position. Applications are due March 31, 2022 (copies provided)
- C. Verbal thank you from the O'Grady family for Chief Brenzel's assistance during a medical emergency
- D. Email dated February 14, 2022 from the Pennsylvania Department of Community and Economic Development "Funding Available for Regional Policing Assistance (copies provided)

16. CIVIL SERVICE COMMISSION:

- A. Civil Service is not needed for hiring third full-time officer

17. MAYOR'S REPORT: Rosemarie Warner

18. SHADE TREE COMMISSION:

- A. Annual Report is Due

19. NORTH POCONO COUNCIL OF GOVERNMENTS: Marc Gaughan, Council Representative

20. FLOOD PLAIN MANAGEMENT: George Parker, PE

21. BUILDING INSPECTOR'S REPORT: Building Inspection Underwriters of PA, Inc.

- A. Monthly Report for the month of February (copies to be provided)

22. ZONING OFFICER AND CODE ENFORCEMENT OFFICER: George Parker, PE

- A. Monthly Report for the month of February (copies provided)
- B. Amendment to Current Fee Schedule
- C. Email dated February 28, 2022 from Michael Halpern regarding "Neighborhood Blight: Updates and Best Practices from Across the County – February 28, 2022 Advisory" (copies provided)
- D. Email dated March 1, 2022 from the Pennsylvania State Association of Boroughs regarding "Managing the Subdivision Review Process" (copies provide)
- E. Email dated February 17, 2022 from The Pennsylvania State Association of Boroughs regarding "Limits to Zoning" (copies provided)

23. ZONING HEARING BOARD:

24. PLANNING COMMISSION: Marc Gaughan, Council Representative

- A. A special meeting was held on February 15, 2022
- B. Minutes of the February 15, 2022 Special Planning Commission Meeting (copies provided)
- C. Resignation letter from Mike Vilello (copies provided)

- D. Minutes of the February 28, 2022 Planning Commission Meeting (copies [provided])
- 25. RECREATION: Paula Behaver, Council Representative
 - A. Letter dated February 11, 2022 from Paula Behaver to Mark Dougher, Department of Parks and Recreation, Lackawanna County as per the terms of the Lease Agreement for Old Mill Park (copies provided)
 - B. Delivery of the two benches for Golden Park is expected mid-March
 - C. Fence along the lower side of Golder Park
 - D. Letter dated February 20, 2022 from the North Pocono Youth Soccer League asking for preliminary permission for the NPYSL to make improvements to the fields at Golden Park at no cost to the Borough (copies provided)(**ACTION REQUIRED**)
- 26. RECYCLING: Joseph Castrogiovanni, Council Representative
 - A. Pennsylvania Department of Environmental Protection Act 101, Section 904 Performance Grant - received \$7,458.02
- 27. MUNICIPAL BUILDING: Dennis Cawley, Councilperson
 - A. Generator
 - B. Air filtration system
- 28. FINANCIAL REPORT: William Heim, Councilperson
 - A. Second reading of proposed Ordinance #267 – 2022 Pennsylvania Municipal Retirement System – police department contributions (copies provided)(**ACTION REQUIRED**)
 - B. American Rescue Plan Funds
- 29. LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE (LERTA):
- 30. MOSCOW SEWER AUTHORITY:
- 31. SEWER ENFORCEMENT OFFICER: Jerome Loftus
- 32. STREETS: Marc Gaughan, Councilperson
 - A. Tree/stump removal project on McAndrew Road (copies provided)
 - B. No parking on lower Hideaway Drive
 - C. Proposals from Kuharchik Construction Inc. for Municipal Traffic Signal Response Maintenance and Preventative Maintenance (copies provided)(**ACTION REQUIRED**)
 - D. Handicapped parking/snow removal – Borough parking lot
- 33. EMERGENCY MANAGEMENT COORDINATOR: Kimberly Mecca
 - A. NIMS tests
 - B. Updated emergency management manual
- 34. SOLICITOR'S REPORT: Attorney Bruce S. Zero
- 35. STRATEGIC/LONG TERM PLAN: Edward Gaughan
- 36. HEALTH AND SAFETY: Edward Gaughan, Council Representative
- 37. PERSONNEL COMMITTEE: Edward Gaughan
- 38. OLD BUSINESS:

39. NEW BUSINESS:

40. ADJOURNMENT:

NEXT MEETING DATE: **April 4, 2022**