

**MOSCOW BOROUGH COUNCIL  
AGENDA  
JANUARY 3, 2022**

**REORGANIZATION AND REGULAR MEETING**

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**OATHS OF OFFICE TO NEWLY ELECTED BOROUGH OFFICIALS:** Mayor Rosemarie Warner

1. Arthur Pencek, Councilmember
2. William Heim, Councilmember
3. Dennis Cawley, Councilmember
4. Paula Bechaver, Councilmember
5. Constance Sanko, Real Estate Tax Collector
6. Kimberly Bochicchio, Majority Inspector
7. Kimberly Mecca, Minority Inspector
8. Shaun Pierre, Judge of Elections

**REORGANIZATION:**

1. CALL MEETING TO ORDER: Mayor Rosemarie Warner
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL:

<b>COUNCIL MEMBER</b>	<b>PRESENT</b>	<b>ABSENT</b>
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. NOMINATION AND ELECTION OF PRESIDENT:
5. NOMINATION AND ELECTION OF VICE PRESIDENT:
6. NOMINATION AND ELECTION OF COUNCIL SECRETARY:
7. APPOINTMENTS TO COMMITTEES/POSITIONS/EMPLOYEE POSITIONS:
  - A. List of appointments (copies provided)

**TURN MEETING OVER TO THE PRESIDENT FOR THE REGULAR MEETING:**

8. MOSCOW VOLUNTEER FIRE AND HOSE COMPANY:
9. CITIZEN'S COMMENTS:
10. MOSCOW BOROUGH HISTORIAN: Brian Shaffer
11. APPROVAL OF MINUTES OF PREVIOUS MEETING: Minutes of the December 6, 2021 Regular Meeting and the December 20, 2021 Special Meeting (copies provided)
12. TREASURER'S REPORT: Elizabeth Murray
  - A. Treasurer's Report (copies to be provided)
  - B. Monthly Bills

- C. Monthly Reports for December (payroll transactions by payee, deposit detail, general fund register)(copies provided)
- 13. REAL ESTATE TAX COLLECTOR:
  - A. Real Estate Tax Collector's Report for the month of November (copies provided)
- 14. JUNIOR COUNCIL PERSONS:
  - A. Article from The Borough News regarding Jacob Bianchi (copies provided)
- 15. ENGINEER'S REPORT: Greenman-Pedersen
- 16. SECRETARY'S REPORT: Constance A. Sanko
  - A. 2022 Meeting Schedule (copies provided)
  - B. Jeff Kyle, DGK Insurance, will make a presentation on February 7, 2022 at 6:00 p.m. prior to the Council meeting
  - C. Update contact information (copies to be provided)
- 17. GRANTS: Constance A. Sanko
  - A. Email dated December 21, 2021 from the Pennsylvania Department of Natural Resources and the Pennsylvania Municipal Leaders Funding and Resource Guide (copies previously emailed)
- 18. CORRESPONDENCE:
  - A. North Pocono Public Library Newsletter (copies provided)
- 19. POLICE DEPARTMENT: Ivy Brenzel, Police Chief
  - A. Monthly Report (copies to be provided)
  - B. New Full-Time Police Position
- 20. CIVIL SERVICE COMMISSION:
  - A. Email dated December 10, 2021 to the Civil Service Commission together with information on the Pennsylvania Chiefs of Police Testing Program (copies provided)
  - B. A Reorganization meeting is scheduled for January 3, 2022 at 6:00 p.m.
  - C. Annual Report is due
- 21. MAYOR'S REPORT: Rosemarie Warner
- 22. MOSCOW BOROUGH HISTORIAN: Brian Shaffer
- 23. SHADE TREE COMMISSION:
  - A. Meeting held on December 16, 2021
  - B. Annual Report is due
- 24. NORTH POCONO COUNCIL OF GOVERNMENTS: Marc Gaughan, Council Representative
- 25. FLOOD PLAIN MANAGEMENT: George Parker, PE
  - A. Letter dated December 7, 2021 from the Federal Emergency Management Agency and supporting documents regarding the Flood Insurance Rate Map (FIRM)(copies provided)
- 26. BUILDING INSPECTOR'S REPORT: Building Inspection Underwriters of PA, Inc.

27. ZONING OFFICER AND CODE ENFORCEMENT OFFICER: George Parker, PE
  - A. Email dated December 29, 2021 from Michael Halpern, MUNIREG, regarding Neighborhood Blight: Updates and Best Practices from Across the Country (copies provided)
28. ZONING HEARING BOARD:
29. PLANNING COMMISSION: Marc Gaughan, Council Representative
  - A. Minutes of the November 29, 2021 Planning Commission Meeting (copies provided)
  - B. Letter dated December 10, 2021 from Christopher Coco, regarding proposed development of self-storage units (copies provided)
  - C. Letter dated December 22, 2021 from Robert Bochicchio, Greenman – Pedersen, Inc. regarding J BAR Realty, Inc. and its Stormwater Management Plan Review (copies provided)
30. RECREATION: Paula Bechaver, Council Representative
31. RECYCLING: Joseph Castrogiovanni, Council Representative
32. MUNICIPAL BUILDING: Dennis Cawley, Councilperson
  - A. Generator for the building
  - B. Air filtration system for the building
33. FINANCIAL REPORT: William Heim, Councilperson
  - A. Email dated December 14, 2021 from the United States Department of the Treasury regarding Coronavirus State and Local Fiscal Recovery Funds (copies provided)
  - B. Email dated December 13, 2021 from Scantek regarding using American Rescue Plan funds to scan/digitize documents (copies provided)
  - C. Certificate of Deposit #...3302 will automatically renew on January 5, 2022 (copies provided)
  - D. The 2022 Budget was adopted at the December 20, 2021 Special Meeting
  - E. Email dated December 10, 2021 from Stone House Tax (Diana Patton) and information regarding expenditures within American Rescue Plan compliance (copies provided)
34. LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE (LERTA):
35. MOSCOW SEWER AUTHORITY:
36. SEWER ENFORCEMENT OFFICER: Jerome Loftus
37. STREETS: Marc Gaughan, Councilperson
  - A. Snow removal guidelines (copies provided)
  - B. Fence along the VanBrunt Street bridge
  - C. Email dated December 16, 2021 from William Miller, PennDOT and March 23, 2021 Minutes regarding SRO 690-D50 Bridge Replacement Project – Church Street (copies provided)
  - D. Letter dated December 14, 2021 regarding Pennsylvania State Association of Boroughs CDL Licensing information (copies provided)
38. EMERGENCY MANAGEMENT COORDINATOR: Kimberly Mecca
39. SOLICITOR’S REPORT: Attorney Bruce S. Zero
40. STRATEGIC/LONG TERM PLAN: Ed Gaughan

41. HEALTH AND SAFETY: Edward Gaughan, Council Representative
42. PERSONNEL COMMITTEE: Ed Gaughan
43. OLD BUSINESS:
44. NEW BUSINESS:
  - A. Email dated December 15, 2021 and supporting documents regarding the United States Census 2020 Census County Question Resolution Operation (copies provided)
45. ADJOURNMENT:

NEXT MEETING DATE: **FEBRUARY 7, 2022**