

DRAFT

**MOSCOW BOROUGH COUNCIL
AGENDA
SEPTEMBER 7, 2021**

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

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

4. MOSCOW VOLUNTEER FIRE AND HOSE COMPANY:
5. CITIZEN'S COMMENTS:
6. APPROVAL OF MINUTES OF PREVIOUS MEETING: Minutes of the August 2, 2021 Meeting (copies provided)
7. TREASURER'S REPORT: Elizabeth Murray
 - A. Treasurer's Report (copies provided)
 - B. Monthly Bills
 - C. Monthly Reports
 - D. Budget Transfers (copies provided)
8. REAL ESTATE TAX COLLECTOR:
 - A. Real Estate Tax Collector's Reports for the months of July and August (copies provided)
9. JUNIOR COUNCIL PERSONS:
 - A. Thanks to Conor Mann for delivering the items donated for the National Night Out food drive for The Griffin Pond Animal Shelter and the North Pocono Food Pantry
10. ENGINEER'S REPORT: Greenman-Pedersen
11. SECRETARY'S REPORT: Constance A. Sanko
 - A. Three articles from the Scranton Times regarding the 2021 Census (copies provided)
 - B. Article from the Borough News regarding a New Law that Imposes New Requirements on Meetings Held by Local Governments (copies provided)
12. GRANTS: Constance A. Sanko
 - A. Local Share Account Grant - Moscow Train Station - Letter dated August 19, 2021 from the Lackawanna & Wyoming Valley Railway Historical Society, Inc. regarding a grant application and Resolution # 289 - 2021 (copies provided)(**ACTION REQUIRED**)
 - B. Local Share Account Grant - Moscow Borough/Roaring Brook Township - Resolution

- #290 - 2021 (copies provided)(**ACTION REQUIRED**)
- C. Local Share Account Grant - Moscow Sewer Authority - Resolution #291 - 2021 (copies provided)(**ACTION REQUIRED**)
 - D. A request was submitted to the Pennsylvania Department of Community and Economic Development to use excess funds from the McAndrew Road Roadway Improvement Project grant to remove dead trees along the roadway. The Borough will be notified at the end of September if the request is approved.
 - E. A request was submitted to State Representative Mike Carroll to see if American Rescue Plan funds can be used to purchase a generator.
13. CORRESPONDENCE:
- A. Lackawanna County Association of Borough meeting scheduled for September 16, 2021 (copies provided)
 - B. Article from The Borough News regarding legislation to give Boroughs more authority to regulate fireworks (copies provided)
 - C. Letter dated August 9, 2021 regarding Corrective Action Plan for Verrastro Residence (copies provided)
14. POLICE DEPARTMENT: Ivy Brenzel, Police Chief
- A. Monthly Report (copies provided)
 - B. National Night Out Food Drive for The Griffin Pond Animal Shelter and the North Pocono Food Pantry
 - C. Information from the Borough News regarding a Senate Bill to allow local police to use radar (copies provided)
15. CIVIL SERVICE COMMISSION:
16. MAYOR'S REPORT: Rosemarie Warner
17. SHADE TREE COMMISSION:
18. NORTH POCONO COUNCIL OF GOVERNMENTS: Marc Gaughan, Council Representative
19. FLOOD PLAIN MANAGEMENT: George Parker, PE
- A. Letter dated August 24, 2021 from the Federal Emergency Management Agency regarding the Flood Insurance Rate Map (copies provided)
20. BUILDING INSPECTOR'S REPORT: Building Inspection Underwriters of PA, Inc.
21. ZONING OFFICER AND CODE ENFORCEMENT OFFICER: George Parker, PE
- A. Monthly report for the month of August 2021 (copies provided)
22. ZONING HEARING BOARD:
23. PLANNING COMMISSION: Marc Gaughan, Council Representative
- A. Minutes of the July 26, 2021 Planning Commission Meeting (copies provided)
 - B. Schedule a public hearing for the review of the proposed zoning ordinance (**ACTION REQUIRED**)
24. RECREATION: Daniel Hanna, Council Representative
- A. Survey of Golden Park or portion of the park where the chain link fence will be installed along the easterly side of the lower side of Golden Park

25. RECYCLING: Joseph Castrogiovanni, Council Representative
 - A. Opening of recycling drop off area for brush, leaves, branches, etc.
26. MUNICIPAL BUILDING: Dennis Cawley, Councilperson
 - A. Generator for the Borough Building
 - B. Ventilation system for the Borough Building
 - C. Automated External Defibrillator for the Building
27. FINANCIAL REPORT: William Heim, Councilperson
 - A. American Rescue Plan Funds - a separate bank account has been opened at Peoples Security Bank
 - B. Email dated August 26, 2021 from Lackawanna County regarding American Rescue Plan Funds (copies provided)
 - C. Moscow Borough Consise Statement of Revenue Receipts and Expenditures Paid - Combined Funds - Year Ended December 31, 2020 (copies provided)
 - D. 2022 Budget process will begin soon
 - E. Information from the Pennsylvania State Association of Boroughs regarding the Online Budget Bulletin, a One-Stop Shop for Municipal Financial Planning (copies provided)
 - F. Information from the Borough News regarding a bill being introduced to help communities with high percentage of tax-exempt properties (copies provided)
 - G. Lackawanna County 2020 Municipal Real Property Tax Summary (copies provided)
 - H. Lackawanna County Real Estate Tax Duplicate For 2020 (copies provided)
 - I. Email dated August 25, 2021 from Terri Dickow, Pennsylvania State Association of Boroughs and a sample resolution regarding procedures for expenditures of municipal funds (copies provided)
 - J. Email dated August 20, 2021 from the Pennsylvania Department of the Auditor General and the Liquid fuels Tax Fund Audit for the period January 1, 2020 to December 31, 2020 (copies provided)
 - K. Letter dated September 7, 2021 regarding the 2022 Minimum Municipal Obligation for the Moscow Borough Pension Plan for the Police Department and the Minimum Municipal Obligation Worksheet (copies provided)
 - L. Letter dated September 7, 2021 regarding the 2022 Minimum Municipal Obligation for the Moscow Borough Pension Plan for the Non-Uniformed Employees and the Minimum Municipal Obligation Worksheet (copies provided)
28. LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE (LERTA):
29. MOSCOW SEWER AUTHORITY:
30. SEWER ENFORCEMENT OFFICER: Jerome Loftus
31. STREETS: Marc Gaughan, Councilperson
 - A. Email dated August 5, 2021 from Robert Bochicchio regarding the Hideaway Drive and McAndrew Road Roadway Improvements projects and awarding the bids to Wayco, Inc. and E.R. Linde. (copies provided)

32. EMERGENCY MANAGEMENT COORDINATOR: Kimberly Mecca
 - A. NIMS Tests
 - B. Updated Emergency Management Manual - there have many changes in Lackawanna County, Municipal, and School District personnel (**ACTION REQUIRED**)
33. SOLICITOR'S REPORT: Attorney Bruce S. Zero
 - A. Article from The Scranton Times regarding Attorney Bruce Zero being named to the 2021 Pennsylvania Super Lawyers list (copies provided)
 - B. Agreement pertaining to Frank W. Hubbard and Jean B. Hubbard vs. Lackawanna County Board of Assessment Appeals (copies provided)
34. STRATEGIC/LONG TERM PLAN: Ed Gaughan
35. HEALTH AND SAFETY: Edward Gaughan, Council Representative
36. PERSONNEL COMMITTEE: Ed Gaughan
 - A. Juneteenth Holiday - add to Employee Handbook
 - B. Amendment to insurance coverage for spouses and dependents - add to Employee Handbook
 - C. Article from The Borough News regarding Pandemic-Focused Employee Handbook Updates (copies provided)
 - D. Article from The Borough News regarding Proof of COVID-19 Vaccines: What Your Borough Needs to Know (copies provided)
 - E. Email regarding Affordable Care Act Plans; Pennsylvanians to See More Plans, Insurers, and Stable Premiums in 2022 (copies provided)
37. OLD BUSINESS:
 - A. Fee Schedule
 - B. Chrome Books
 - C. Upgrade to computer system
 - D. Dumpsters - 2016 version and 2021 proposed version (copies provided)
38. NEW BUSINESS:
39. ADJOURNMENT:

NEXT MEETING DATE: **October 4, 2021**