

**MOSCOW BOROUGH COUNCIL  
AGENDA**

**FEBRUARY 7, 2022**

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1. CALL TO ORDER: Arthur Pencek, Council President
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. Opening of Bids for the McAndrew Road Tree Removal Project:
  - A. Four sealed bids received
5. MOSCOW VOLUNTEER FIRE AND HOSE COMPANY:
  - A. Article from the Borough News "Pandemic Adds Stress to Already Strained Fire Departments" (copies provided)
6. MOSCOW BOROUGH HISTORIAN: Brian Shaffer
  - A. Email dated February 2, 2022 from Bethany Staples, Market Share Inc., regarding setting up a page on the Moscow Borough Website for the Moscow Borough Historian (copies provided)
7. CITIZEN'S COMMENTS:
8. APPROVAL OF MINUTES OF PREVIOUS MEETING: Minutes of the January 3, 2022 Reorganization and Regular Meetings (copies provided)
9. TREASURER'S REPORT: Elizabeth Murray
  - A. Treasurer's Report (copies to be provided)
  - B. Monthly Bills
  - C. Monthly Reports for January 2022: Payroll Transactions by Payee, Deposit Detail, General Fund Register (copies provided)
  - D. Local Services Tax Exemption Certificate (copies to be provided)**(ACTION REQUIRED)**
10. REAL ESTATE TAX COLLECTOR:
  - A. Real Estate Tax Collector's Report for the month of December 2021 (copies provided)
11. JUNIOR COUNCIL PERSONS:
12. ENGINEER'S REPORT: Greenman-Pedersen
13. SECRETARY'S REPORT: Constance A. Sanko
  - A. Clean and Green 2022 Bid Specifications (copies provided)

- B. 2022 Moscow Borough Elected and Appointed Officials–Commissions-Committees-Employees List (copies to be provided)
14. GRANTS: Constance A. Sanko
- A. Letter dated January 19, 2022 to the Pennsylvania Bureau of Revenue, Capital and Debt, Redevelopment Assistance Capital Program, requesting a grant extension (copies provided)
  - B. Email dated December 15, 2021 from the Pennsylvania Department of Environmental Protection authorizing the use of remaining funds to purchase additional concrete barriers. Additional recycling containers and lids have been ordered, and a roll off lid is being ordered (copies provided)
  - C. Monroe County Local Share Account Grant – McAndrews Road: Advertisement and bid specifications for the tree removal project (copies provided)
  - D. Letter dated January 4, 2022 from the Lackawanna County Conservation District regarding a Request for Low Volume Road Grant Applications (copies provided)
15. CORRESPONDENCE:
- A. Letter dated January 7, 2022 from the Lackawanna County Conservation District regarding the Moscow TAP Electric Transmission Line Rebuild (copies provided)
  - B. Christmas card and note from Jean Bell (copies provided)
16. POLICE DEPARTMENT: Ivy Brenzel, Police Chief
- A. Monthly Report (copies provided)
  - B. Flyer from St. Mary’s Villa regarding National Law Enforcement Appreciation Day (copies provided)
17. CIVIL SERVICE COMMISSION:
- A. 2021 Annual Report (copies provided)
  - B. Minutes of the January 12, 2022 reorganization meeting (copies provided)
  - C. A meeting will be scheduled to begin the process for hiring a third full-time officer
18. MAYOR’S REPORT: Rosemarie Warner
19. SHADE TREE COMMISSION:
- A. Email dated February 1, 2022 from Tree City USA “Kicking Off 150 Years of Celebrating Trees” (copies provided)
20. NORTH POCONO COUNCIL OF GOVERNMENTS: Marc Gaughan, Council Representative
21. FLOOD PLAIN MANAGEMENT: George Parker, PE
22. BUILDING INSPECTOR’S REPORT: Building Inspection Underwriters of PA, Inc.
- A. Yearly report from Building Inspection Underwriters of PA (copies provided)
23. ZONING OFFICER AND CODE ENFORCEMENT OFFICER: George Parker, PE
- A. Monthly report for the month of January 2022 (copies provided)
  - B. Review of current Moscow Borough Fee Schedule – February 17, 2009 (copies provided)
  - C. Email dated January 22, 2022 from Michael Halpern regarding Neighborhood Blight: Updates and Best Practices from Across the Country (copies provided)

24. ZONING HEARING BOARD:
25. PLANNING COMMISSION: Marc Gaughan, Council Representative
  - A. Email dated January 4, 2022 from Marylou Butler regarding the JBAR Realty Stormwater Management Plan (copies provided)
  - B. Letter dated January 4, 2022 from Marylou Butler regarding the JBAR Realty Stormwater Plan requesting a waiver of the ninety-day requirement for review (copies provided)
  - C. Letter dated January 7, 2022 from R.L.E. Enterprises regarding the JBAR Realty Stormwater Management Plan requesting that the permitting process be delayed until a final decision is made on the use of the property (copies provided)
  - D. Letter dated January 18, 2022 to R.L.E. Enterprises regarding the JBAR Realty Stormwater Management Plan requesting that Mr. Gentile attend the next Planning Commission meeting (copies provided)
  - E. Minutes of the January 31, 2022 Planning Commission meeting (copies provided)
26. RECREATION: Paula Bechaver, Council Representative
  - A. Copy of Lease Agreement with Lackawanna County for Old Mill Park (copies provided)
  - B. Golden Park - Survey 2021 (copies to be provided)
  - C. Golden Park – two park benches are being ordered
27. RECYCLING: Joseph Castrogiovanni, Council Representative
  - A. Christmas trees have been taken to the Lackawanna Recycling Center
28. MUNICIPAL BUILDING: Dennis Cawley, Councilperson
29. FINANCIAL REPORT: William Heim, Councilperson
  - A. Email dated December 4, 2021 regarding the "Coronavirus State and Local Fiscal Recovery Funds – NEU Portal Open" – assign a Borough administrator (copies provided)**(ACTION REQUIRED)**
  - B. Email dated January 19, 2022 regarding "Coronavirus Local Fiscal Recovery – Final Rule Issued" (copies provided)
  - C. Letter dated January 18, 2022 from Murphy, Dougherty and Company with a proposal for auditing services and an Engagement Letter (copies provided)**(ACTION REQUIRED)**
  - D. Emails dated February 2, 2022 from Vicky Long, Pennsylvania Municipal Retirement System, regarding the Defined Benefit Plan Adoption Agreement and ordinance that is required each year. First reading of Ordinance #267 – 2022. (copies provided)**(ACTION REQUIRED)**
30. LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE (LERTA):
31. MOSCOW SEWER AUTHORITY:
32. SEWER ENFORCEMENT OFFICER: Jerome Loftus
  - A. Appointment of James Bochicchio to the Moscow Sewer Authority **(ACTION REQUIRED)**
33. STREETS: Marc Gaughan, Councilperson
  - A. Article from the Borough News "Fleet Safety and CDL Drivers in Your Community" (copies provided)
  - B. FSSolutions – CDL Licensing and Random Drug Testing and Queries information (copies provided)**(ACTION REQUIRED)**

- C. Email dated January 25, 2022 from FSSolutions regarding an "Update: Lab and Clinic Delays" (copies provided)
  - D. Diagram obtained from Lackawanna County by Robert Bochicchio, Greenman-Pedersen, Inc., showing ownership of the land by the newly reconstructed VanBrunt Street Bridge where a proposed fence should be installed (copies provided)
  - E. Street Sweeper – April 11 – 15, 2022
  - F. Information from the Lackawanna County Conservation District regarding a Request for Low Volume Road Grant Applications (copies provided)
  - G. Email dated January 25, 2022 from LTAP regarding PennDOT's 2022 Municipal Road Maintenance and Safety Symposium (copies provided)
  - H. Information from PennDOT regarding Improving Safety at Intersections and Maintaining Traffic Signals (copies provided)
  - I. Borough of Moscow Street Map 2022 – Aerial May 2020 (copies to be provided)
34. EMERGENCY MANAGEMENT COORDINATOR: Kimberly Mecca
- A. NIMS tests
  - B. Update Emergency Management Manual
35. SOLICITOR'S REPORT: Attorney Bruce S. Zero
- A. Email dated January 5, 2022 from Settlement Administrator regarding Class Action Notice: Settlement of Zoom Privacy Litigation (copies provided)
36. STRATEGIC/LONG TERM PLAN: Edward Gaughan
37. HEALTH AND SAFETY: Edward Gaughan, Council Representative
38. PERSONNEL COMMITTEE: Edward Gaughan
39. OLD BUSINESS:
- A. Information from the United States Department of Commerce, United States Census Bureau, regarding Boundary and Annexation services (copies provided) **(ACTION REQUIRED)**
40. NEW BUSINESS:
- A. Zoned Community signage
41. ADJOURNMENT:

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