

**MOSCOW BOROUGH COUNCIL  
AGENDA  
MAY 2, 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. ADDITIONS TO AGENDA:
5. MOSCOW VOLUNTEER FIRE AND HOSE COMPANY:
6. MOSCOW BOROUGH HISTORIAN: Brian Shaffer
7. CITIZEN'S COMMENTS:
8. APPROVAL OF MINUTES OF PREVIOUS MEETING: Minutes of the April 4, 2022 Meeting and minutes of the April 25, 2022 Special Meeting (copies provided)
9. TREASURER'S REPORT: Elizabeth Murray
  - A. Treasurer's Report (copies to be provided)
  - B. Monthly Bills
  - C. Monthly Reports for April 2022 (payroll transactions by payee, deposit detail, general fund register)(copies provided)
10. REAL ESTATE TAX COLLECTOR:
  - A. Real Estate Tax Collector's Report for the month of April, 2022 (copies to be provided)
11. JUNIOR COUNCIL PERSONS:
  - A. Advertise for replacement for Junior Council Member position
12. ENGINEER'S REPORT: Greenman-Pedersen
13. SECRETARY'S REPORT: Constance A. Sanko
  - A. Memo dated April 25, 2022 from Connie Sanko to Borough Council notifying Council of her official retirement date of June 30, 2022 (copies provided)
  - B. Interviews were held for the full-time Administrative Assistant position. Amy Carlson has accepted the position at a rate of \$20.00 per hour with full benefits **(ACTION REQUIRED)**
  - C. Clean and Green will be June 20 – 23, 2022. Discussion on possibly holding the event every other year.
  - D. April 15, 2022 – October 15, 2022 Newsletter (copies provided)

14. GRANTS: Constance A. Sanko

- A. Lackawanna County Re-Invest Grant – an application was submitted to request an additional \$3,000.00 to be used towards the installation of the fence at Golden Park. Resolution #294 – 2022 is required to be submitted (copies provided)(**ACTION REQUIRED**)
- B. A letter dated April 13, 2022 was submitted to Lackawanna County requesting an extension of the grant for the original \$5,000.00 toward the installation of the fence at Golden Park. The request was approved for a one-year extension to end on June 2, 2023.
- C. Email dated April 26, 2022 from Mary Liz Donato regarding Safe Streets and Roads for All Grants (copies provided)
- D. Email dated April 27, 2022 and letter dated April 21, 2022 from the Pennsylvania Department of Transportation 2022 Multimodal Transportation Grant Fund notifying the Borough that the project is not being funded (copies provided)

15. CORRESPONDENCE:

- A. TextMyGov information (copies provided)
- B. Letter from the Lackawanna County Commissioners Office regarding West Nile Virus (copies provided)
- C. Letter dated April 20, 2022 from David W. Bolton, Pennsylvania State Association of Boroughs Board of Directors, and the Resolution and Policy Committee, and Resolution #295 – 2022 regarding legalization of the cannabis industry and expungement for previous such offenses in Pennsylvania (copies provided)(**ACTION REQUIRED**)
- D. Newspaper article/photo from the Scranton Times regarding the grand opening of The Beehive (copies provided)
- E. Letter dated April 14, 2022 from the Pennsylvania State Association of Borough's regarding a proposed Constitution Amendment regarding Emergency Authority in the event of emergency (copies provided)
- F. Information from the North Pocono Public Library regarding a Garden Gala scheduled for June 17, 2022 (copies provided)

16. POLICE DEPARTMENT: Ivy Brenzel, Police Chief

- A. Monthly Report (copies to be provided)
- B. Full-time Police position. Hire part-time patrolman Janniel DeJesus as a full-time officer at a rate of \$18.00 per hour with full-time benefits (**ACTION REQUIRED**)
- C. National Night Out will be held on August 2, 2022. A planning meeting is scheduled for Monday, May 16, 2022 at 6:30 p.m.

17. CIVIL SERVICE COMMISSION:

18. MAYOR'S REPORT: Rosemarie Warner

19. SHADE TREE COMMISSION:

- A. Arbor Day Celebration was held on April 29, 2022 (copies provided)

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

- A. A North Pocono Council of Governments meeting was held on April 13, 2022 (copies provided)

21. FLOOD PLAIN MANAGEMENT: George Parker, PE

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

- A. Monthly Report (to be provided)
  - B. Undated letter from the Lackawanna County Assessor's Office and Senate Bill 477 pertaining to the definition of 'normal regular repairs' and reporting building and demolition permit information to be submitted to the County (copies provided)
23. ZONING OFFICER AND CODE ENFORCEMENT OFFICER: George Parker, PE
- A. Monthly Report for the month of April 2022 (copies provided – updated copy to be provided on May 2, 2022)
24. ZONING HEARING BOARD:
25. PLANNING COMMISSION: Marc Gaughan, Council Representative
- A. Minutes of the April 25, 2022 Planning Commission Meeting (copies provided)
  - B. A special meeting has been scheduled for May 12, 2022 at 6:30 p.m. to begin work on the Comprehensive Plan
  - C. Letter dated April 11, 2022 to John Gentile from George Parker in response to Mr. Gentile's letter dated April 1, 2022 regarding RLE Enterprises (copies provided)
  - D. Letter dated April 6, 2022 to Mr. Mark Kozik regarding granting another one hundred twenty (120) day extension for the review of the Land Development Plans (copies provided)
  - E. Email dated April 22, 2022 from MarKoz Realty (copies provided)
  - F. Roaring Brook Township Drainage Permit Application (copies provided)
  - G. Lackawanna County Regional Planning Commission Annual Report 2021 (full copy previously emailed)
  - H. Email dated April 19, 2022 from Michael Halpern regarding "Neighborhood Blight: Updates and Best Practices from Across the Country – April 19th, 2022 Advisory" (copies provided)
26. RECREATION: Paula Bechaver, Council Representative
- A. May 2022 Recreation Planning Report (copies provided)
  - B. Status of the installation of a fence on the lower side of Golden Park (noted in grant information above)
  - C. Benches at Golden Park
  - D. Email dated April 17, 2022 from Rich Ludka regarding the infield at Golden Park (copies provided)
27. RECYCLING: Joseph Castrogiovanni, Council Representative
- A. Email dated April 6, 2022 from the Lackawanna County Office of Environmental Sustainability regarding Municipal Electronic Recycling Collection Event Grant Programs (copies provided)
28. MUNICIPAL BUILDING: Dennis Cawley, Councilperson
- A. Automated External Defibrillator
  - B. Generator
  - C. Air Filtration System
  - D. Carpet strip in foyer/hallway
  - E. Painting of copy and file rooms
  - F. Cleaning of carpets and floors throughout the building

29. FINANCIAL REPORT: William Heim, Councilperson
  - A. American Rescue Plan Funds – Compliance Report has been submitted
  - B. Murphy, Dougherty and Company Audit is ongoing – an extension was granted by the Pennsylvania Department of Community and Economic Development until June 30, 2022 for submission of the audit
30. LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE (LERTA):
31. MOSCOW SEWER AUTHORITY:
  - A. Email dated April 28, 2022 from Jim Kanavy regarding a damaged manhole near the VanBrunt Street Bridge (copies provided)
32. SEWER ENFORCEMENT OFFICER: Jerome Loftus
33. STREETS: Marc Gaughan, Councilperson
  - A. Two additional Handicapped parking spaces in the Borough Parking Lot
  - B. No parking on lower Hideaway
  - C. Greenman – Pedersen, Inc – Authorization for Professional Services for Bridge Inspections for the New Street Bridge and the Orchard Street Bridge (copies provided)
  - D. Temporary part-time seasonal help – one application has been received. Hire Michael Kearney at \$12.00 per hour **(ACTION REQUIRED)**
  - E. VanBrunt Street bridge fence – Mark Mecca obtained a quote which expires on May 5, 2022 (copies provided)**(ACTION REQUIRED)**
  - F. Email dated April 14, 2022 from PennDOT regarding millings for sale (copies provided)
  - G. The street sweeper has been secured for the middle of June
  - H. FSSolutions – designate a contact for drug testing
  - I. Email dated April 29, 2022 from Robert Bochicchio and quote from Wayco for repairs to the Ardito Parking Lot (copies provided)
34. EMERGENCY MANAGEMENT COORDINATOR: Kimberly Mecca
  - A. Updated Emergency Management Manual needed
  - B. NIMS tests
35. SOLICITOR’S REPORT: Attorney Bruce S. Zero
36. STRATEGIC/LONG TERM PLAN: Edward Gaughan
37. HEALTH AND SAFETY: Edward Gaughan, Council Representative
38. PERSONNEL COMMITTEE: Edward Gaughan
  - A. Fingerprinting required for all employees
39. OLD BUSINESS:
  - A. Status of Fee Schedule
40. NEW BUSINESS:
  - A. Adams Cable (copies provided)

41. ADJOURNMENT:

NEXT MEETING DATE: **JUNE 6, 2022**