

**MOSCOW BOROUGH COUNCIL**

**MINUTES OF THE SEPTEMBER 3, 2019 MEETING**

A meeting of the Moscow Borough Council was held on September 3, 2019 at 7:00 p.m. at the Moscow Borough Building, 123 VanBrunt Street, Moscow, PA. The following Council members were either present or absent:

Rosemarie Warner – Mayor	Present	Marc Gaughan	Present
Arthur Pencek – President	Present	Daniel Hanna	Absent
Joseph Castrogiovanni	Present	William Heim, Vice-President	Present
Edward Gaughan	Present	Thomas Lynch	Present

Also present were Constance Sanko (Secretary), Ivy Brenzel (Police Chief), David Lamm (Building Inspector/Zoning Officer), Bruce Zero (Solicitor), Marie LaRosa and Brian Castrogiovanni (Junior Council Members), Teresa Ripley, Mr. and Mrs. Jerry Pinataro, Mr. and Mrs. Joseph Castrogiovanni, Judy Castrogiovanni, and several other relatives of Brian Castrogiovanni.

**Opening of Bids for the Sidewalk Project in front of the Borough Building:** Three bids were received for the sidewalk project in front of the Borough Building as follows:

<b>Contractor</b>	<b>Base Bid</b>	<b>Alternate</b>
Benko	\$ 91,940.00	\$ 4,597.00
Multiscape Inc.	\$ 88,881.00	\$ 1,065.00
Wayco	\$ 97,844.24	\$ 1,038.00

Marc Gaughan made a motion to accept the bids as presented and turn them over the Harry Andes for review. Bill Heim seconded the motion. The motion carried unanimously with a roll call vote.

**Oath of Office:** Mayor Warner administered the Oath of Office to Brian Castrogiovanni for his position as Junior Council Member. Council members welcomed Brian as a new member.

**Minutes of the July 22, 2019 Special Meeting and the August 12, 2019 meeting:** Joe Castrogiovanni made a motion to accept the minutes of the July 22, 2019 special meeting and the August 12, 2019 meeting as written. Ed Gaughan seconded the motion. The motion carried unanimously.

**Treasurer's Report:** Elizabeth Murray submitted the Treasurer's Report for the month of August and lists of bills to be paid from the General Fund and Liquid Fuels Fund. Bill Heim made a motion to accept the Treasurer's Report and to pay the bills as presented. Tom Lynch seconded the motion. The motion carried unanimously with a roll call vote.

**Junior Council Persons:** Marie LaRosa asked for a list of the individuals who had applied for the Junior Council position. Mayor Warner asked her to encourage them to get involved as part of the Executive Committee and to ask them to bring other people.

**Engineer's Report:** Marc Gaughan reported that he is waiting to hear back from Harry Andes regarding Leeward Construction's bid for the Grove Street Project, who did an add on after the bid was placed.

**Secretary's Report:** Connie Sanko reported that on National Night Out Chief Brenzel was presented with a "Special Recognition Award" for her thirty years of service to the Borough and Art Pencek was presented with a "Special Recognition Award" for his forty years of service as a Council Member. Council members congratulated both and thanked them for their many years of dedicated service.

**Grants:** Connie Sanko reported on the following:

- A reimbursement of \$33,079.66 was received from The Federal Emergency Management Agency for the damage to McAndrews Road in August of 2018. An additional \$11,026.55 will be received from The Pennsylvania Emergency Management Agency once all paperwork is completed.
- A resolution is required for the Monroe County Local Share Account Grant Application for the American Legion. Art Pencek read Resolution #277 - 2019 authorizing Arthur Pencek to sign all

documents for the Monroe County Local Share Account Grant Application for the American Legion. Bill Heim made a motion to adopt Resolution #277 - 2019. Marc Gaughan seconded the motion. The motion carried unanimously with a roll call vote.

- A resolution is required for the Monroe County Local Share Account Grant Application for Moscow Borough for a backhoe and dumptruck. Art Pencek read Resolution #278 - 2019 authorizing Arthur Pencek to sign all documents for the Monroe County Local Share Account Grant Application for Moscow Borough. Ed Gaughan made a motion to adopt Resolution #278 - 2019. Tom Lynch seconded the motion. The motion carried unanimously with a roll call vote.

**Correspondence:**

- A letter was received from The Pennsylvania Department of Environmental Protection regarding the Harmony Hills, Phase III project.
- A letter was received from PPL regarding survey work that will begin in order to complete a rebuild of the transmission line in Moscow Borough and Madison Township that will improve the electric reliability in the region. A map of the proposed area of work was provided.

**Police Report:**

- Chief Brenzel gave the Police Report for the month of August. There were 126 911 calls and 124 cleared calls.
- There was an article in The Villager regarding a radKIDS course conducted in July. Marc Gaughan said it is wonderful to see so many kids involved.
- A Thank You Note was received from the Bifano and Hanna families for security checks at their houses while they were away on vacation.
- There was an article in The Scranton Times regarding Carfax and accident reports which can now be obtained on-line. Chief Brenzel said the department benefits from this as it can be used as tools for investigations.
- Bill Heim made a motion to hire Kathleen Manheim as a part-time School Crossing Guard. Marc Gaughan seconded the motion. The motion carried unanimously with a roll call vote.

**Mayor's Report:**

- Mayor Warner reported that she was not here for National Night Out but loves the event because it focuses on and showcases the efforts of our police department for our community. Since its inception Moscow Borough has won an award every year. She congratulated Connie, Beth and Chief Brenzel for all the planning they do for this event. Mayor Warner also congratulated Art Pencek for his 40 years of service award and thanked him for all he does, noting that everyone has no idea how much time he spends on the Borough.
- Mayor Warner welcomed Brian Castrogiovanni as a Junior Council member and said the Borough has two strong people and would like to see them do great things.

**Shade Tree Commission:** Mayor Warner noted a letter was received from State Representative Matt Cartwright congratulating the Borough on being designated as a Tree City again by the Arbor Day Foundation. Art Pencek said that thanks for the Tree City USA designation goes to Mayor Edwards for implementing this program many years ago and that Moscow Borough was the first Tree City USA in Lackawanna County. Rose said a copy of the letter should be sent to Dan noting that the program is still ongoing due to his efforts.

**Zoning Hearing Board:** Art Pencek reported that a hearing was held on August 31, 2019 regarding the Sam's Land appeal. The decision is now in the Judge's hands.

**Planning Commission:** Marc Gaughan reported on the following:

- A meeting was held on August 26, 2019.
- Dollar General is in the process of beginning construction on the new store.

- Dave Lamm was asked to check on the status of the Emily/Pappas project on Foundry Road. Dave said they are going to proceed with the project.
- Mary Liz Donato provided a proposed revised zoning map for consideration which will add changes to the residential zone.
- A letter dated August 20, 2019 was sent to Jason Toy regarding his request for a zone change. A public hearing will be scheduled for Monday, October 7, 2019 at 6:00 p.m., and the neighbors will also be notified.
- A special meeting is being scheduled for the near future for the continuing zoning ordinance review.

**Recreation:**

- Council members were provided with a photo from The Villager of North Pocono athletes participating in a Day of Service at local parks.
- DPW employees are receiving compliments on the clean up of Harmony Park from the local residents.
- Sign regulations for Harmony Park and Old Mill Park will be ready soon.

**Recycling:**

- Monthly Recycling Report for July: 3.6 tons paper; 5.79 tons comingled; 5.26 tons cardboard; 33.34 tons brush; 18 trips to recycling center.
- Joe Castrogiovanni reported that notification from the Lackawanna Recycling Center was received stating that cardboard and mixed paper can no longer be recycled together effective September 9, 2019. An email was received from Barbara Giovagnoli, Lackawanna County Office of Sustainability, regarding changes to the recycling stating that after a meeting held on August 28, 2019 that the deadline was extended to January 1, 2020. Joe said that the Borough needs to come up with a plan for the Borough collection, and educating the public through the newsletter and a separate letter at the end of the year. We should also look into stickers and fencing around the containers behind the building.

**Municipal Building:** Bids were previously opened for the sidewalk project in front of the building.

**Financial Report:** Bill Heim made a motion to pay EMC Insurance \$ 2,000.00 as per the invoice and documentation presented regarding an issue concerning a crosswalk, however, only times and dates were provided, no details on what took place. Marc Gaughan seconded the motion. The motion carried unanimously with a roll call vote.

**Moscow Sewer Authority:** Art Pencek reported that he spoke to the individual interested in being appointed to the Sewer Authority. Art will pass this information on to the Sewer Authority.

**Streets:** Marc Gaughan reported on the following:

- He is waiting to hear back from Harry Andes about some concerns with additional work being proposed by Leeward Construction on Grove Street.
- Abandoning Janette Street is no longer being considered.
- A thank you note was sent to the DPW employees from Rich Ludka for fixing/cleaning a drainage ditch at Golden Park.
- A phone call was received from Larry Morton thanking DPW for patching potholes on Orchard Street.
- He received a request from a resident on Hill Street to have her driveway paved which she says is not hers. Marc said it is a paper street between two properties. Bruce Zero said the Gardner Development was established in the 1950's and the paper streets were never dedicated so the Borough has no obligation to pave or maintain since you can't use taxpayer money to fix them if the Borough does not own them.

- Joe Castrogiovanni said that kids cut through the pathway on the Marion Street extension to go to school from Clover Lane. The owner at the end of the extension put up a no trespassing sign near his property in the middle of the road stating that it is "under video surveillance". He said that the Brundage's, who live on the opposite of the road, have no problem with the kids walking on their property. Attorney Zero said people can put a sign up for whatever reason since the Borough does not own the roadway; fifty percent is the Brundage's and fifty percent is the Schmidt's. They can request to file an Action of Quiet Title to settle the matter once and for all.

**Solicitor's Report:** Attorney Zero reported that the subdivision for the Sewer Authority was already filed but since then the Sewer Authority noted that the incorrect map was filed. A final deed needs to be filed so an amended map is needed. Art will talk to Jim Kanavy about this issue.

**Old Business:**

- Connie Sanko said the website should be ready for publication soon.
- Art said the entrance sign will go in by the library.

**New Business:**

- A thank you note was received from some of the residents of Stephens Heights who live near the property which was recently condemned, thanking the Borough for cleaning up the garbage.
- Patrick Reid submitted a letter of resignation from his position as Judge of Elections. The position has been advertised.
- Council members were provided with information on a communications program "Savvy Citizens". There is no interest at this time.
- Art Pencek proposed the idea of going back to having only one monthly meeting. The reason why Council started meeting twice a month was during the time when the Borough purchased the building on VanBrunt Street and there were a lot of issues to be discussed. Also, Bill Heim said that now Art and Marc are available to be in the Borough Office more now that they are retired.

**Adjournment:** Marc Gaughan made a motion to adjourn the meeting. Bill Heim seconded the motion. The motion carried unanimously.

**Minutes submitted by Constance Sanko**