

MOSCOW BOROUGH COUNCIL

AGENDA

June 6, 2022

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

COUNCIL MEMBER	PRESENT	ABSENT
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: The items highlighted have been added to the agenda since it was distributed on Friday June 3, 2022.

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 May 2, 2022 Meeting (copies provided)
9. TREASURER'S REPORT: Elizabeth Murray
 - A. Treasurer's Report (copies to be provided)
 - B. Monthly Bills
 - C. Monthly Reports for May 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 May 2022 (copies provided)
11. JUNIOR COUNCIL PERSONS:
 - A. New Junior Council Person – no applicants received
 - B. Two articles from The Scranton Times regarding Jacob Bianchi (copies provided)
12. ENGINEER'S REPORT: Greenman-Pedersen
13. SECRETARY'S REPORT: Constance A. Sanko
 - A. Clean and Green will take place from June 20 – 22, 2022
 - B. Tire drop off will be Saturday, June 25, 2022 between 8:00 a.m. and 12:00 p.m.
 - C. North Pocono Cultural Society flowers for Main Street

D. Due to the July 4, 2022 holiday the next meeting will be held on Tuesday, July 5, 2022

E. Lists of Instruction Binders, Miscellaneous Instructions, and Yearly/Monthly Planning Calendars (copies provided)

14. GRANTS: Constance A. Sanko

- A. Monroe County Local Share Account Grant for McAndrews Road – received reimbursement for tree removal, remaining \$8,000.00 will be used to install guiderails near Lake Hideaway.
- B. Pennsylvania Department of Environmental Protection - received final reimbursement for recycling materials. This grant is being closed out.
- C. Redevelopment Assistance Capital Program – on-site audit will take place on June 16, 2022.
- D. Status of grants report, June 2022 (copies provided)

15. CORRESPONDENCE:

- A. North Pocono Public Library Newsletter (copies provided)
- B. Letter dated June 1, 2022 from the Pennsylvania Liquor Control Board regarding liquor license #R928-Krishiv, LLC. (copies provided)
- C. Email dated May 31, 2022 from the United States Census Bureau. (copies provided)
- D. Letter dated May 27, 2022 from Minisink Lions Club regarding fireworks extravaganza on July 2, 2022. (copies provided)

16. POLICE DEPARTMENT: Ivy Brenzel, Police Chief

- A. Monthly Report (copies provided)
- B. National Night Out meeting held on May 16, 2022.
- C. Moscow United Methodist Church, Bicycle Helmet Giveaway held on May 29, 2022. (copies provided)

17. CIVIL SERVICE COMMISSION:

18. MAYOR'S REPORT: Rosemarie Warner

19. SHADE TREE COMMISSION:

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

- A. Intermunicipal Agreement
- B. Sample Jefferson Township Ordinance establishing a Volunteer Service Credit Program for Volunteer Members of Volunteer Fire Companies and Nonprofit Emergency Medical Service Agencies (copies provided)

21. FLOOD PLAIN MANAGEMENT: George Parker, PE

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

23. ZONING OFFICER AND CODE ENFORCEMENT OFFICER: George Parker, PE

- A. Monthly Report for the month of May 2022 (copies provided)

24. ZONING HEARING BOARD:

25. PLANNING COMMISSION: Marc Gaughan, Council Representative

- A. Minutes of the May 31, 2022 Planning Commission Meeting (copies provided)

- B. Moscow Family Dollar Minor Subdivision Plan and Land Development Plan (copies provided)
 - C. Letter dated May 3, 2022 from Greenman – Pedersen, Inc. regarding Moscow Family Dollar addition. Request for 3 waivers (copies provided)
 - D. Letter from the Lackawanna County Conservation District regarding Family Dollar Addition (copies provided)
 - E. Lackawanna County Planning Commission Subdivision Land Development Evaluation letter dated May 12, 2022 (copies provided)
 - F. Email Dated June 1, 2022 from MarKoz Realty requesting an additional 120-day extension (copies provided) **(ACTION REQUIRED)**
 - G. Discussion on Dollar General contacts
 - H. JBAR Realty – Stormwater Management Plan was due June 1, 2022.
 - I. Comprehensive Plan
 - J. Letter dated June 1, 2022 from Lackawanna County Conservation District regarding the Moscow Family Dollar addition (copies provided)
 - K. Email dated June 6, 2022 from Michael Halpern regarding Neighborhood Blight: Updates and Practices from Across the Country – June 3, 2022 Advisory (copies provided)
 - L. Letter dated May 31, 2022 from GPI regarding Moscow Family Dollar Addition Lot Consolidation and Commercial Land Development (copies provided)
26. RECREATION: Paula Bechaver, Council Representative
- A. Monthly Report for June 2022 (copies provided)
 - B. Clover Park – playground removed
 - C. Golden Park – benches
 - D. Email dated May 17, 2022 from the North Pocono Youth Soccer League. Invoice from Surianos Landscaping and Lawn Maintenance dated May 5, 2022 for the soccer fields at Golden Park (copies provided) **(ACTION REQUIRED)**
27. RECYCLING: Joseph Castrogiovanni, Council Representative
28. MUNICIPAL BUILDING: Dennis Cawley, Councilperson
- A. Generator
 - B. Air Filtration System
 - C. Automatic Defibrillator
29. FINANCIAL REPORT: William Heim, Councilperson
- A. Tax Collection Committee 2022 Assessment
 - B. Email dated May 16, 2022 from Mark Bennett from Peoples Security Bank regarding extension on loans #12200022453 and #12200021772 (copies provided) **(ACTION REQUIRED)**
 - C. Pennsylvania Department of the Auditor General Liquid Fuels audit on May 26, 2022 Exit Conference Memorandum. (copies provided)
 - D. Pennsylvania Department of Community and Economic Development - Murphy, Dougherty and Company, CPA's Annual Audit
 - 1. Murphy, Dougherty and Company, CPA's Independent Auditors Report dated May 17, 2022 (copies provided)

2. 2021 Municipal Audit and Financial Report (copies provided)
 3. Murphy, Dougherty and Company, CPA's Findings Report dated May 17, 2022 (copies provided)
 4. The audit was submitted to Pennsylvania Department of Community and Economic Development however it was incomplete as we are still waiting for 2021 Pension information.
- E. Email dated June 2, 2022 from the Pennsylvania Municipal Retirement System with the 2020 Employer Annual Statement for the Police Department (copies provided)
 - F. Email dated June 2, 2022 from the Pennsylvania Municipal Retirement System with the 2020 Employer Annual Statement for the Non-Uniformed Employees (copies provided)
30. LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE (LERTA):
 31. MOSCOW SEWER AUTHORITY:
 - A. A letter from Brennan Heavy Equipment and emails from Jim Kanavy, Tammy Brennan and Mary Lou Butler regarding damage to a manhole by the Van Brunt Street Bridge (copies provided)
 32. SEWER ENFORCEMENT OFFICER: Jerome Loftus
 33. STREETS: Marc Gaughan, Councilperson
 - A. Clover Lane
 - B. Ardito's Parking Lot
 - C. VanBrunt Street Fence – Lackawanna County received a quote for the fence in the amount of \$4,200.00. Moscow Borough will pay the difference in the amount of \$2,310.00 (copies provided)
 - D. Street Sweeper – Week of June 20, 2022
 34. EMERGENCY MANAGEMENT COORDINATOR: Kimberly Mecca
 - A. NIMS tests
 - B. Updated Emergency Management Manual
 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. Employee Handbook – discussion on revisions for mandatory direct deposit of paychecks, pay period, mandatory background checks and fingerprinting
 39. OLD BUSINESS:
 - A. PSAB Emergency Amendment (copies provided)
 40. NEW BUSINESS:
 41. ADJOURNMENT:

NEXT MEETING DATE: TUESDAY, JULY 5, 2022