

**MOSCOW BOROUGH COUNCIL
AGENDA**

08/08/22

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 Jr., Vice President		
Marc Gaughan		
William Heim		
Arthur Pencek, President		
Conor Mann - Junior Council Member		
Jason Castrogiovanni – Junior Council Member		

4. MOSCOW VOLUNTEER FIRE AND HOSE COMPANY: Fire Chief Shawn Young
5. MOSCOW BOROUGH HISTORIAN: Brian Shaffer
6. CITIZEN’S COMMENTS:
7. APPROVAL OF MINUTES OF PREVIOUS MEETING: Minutes of the July 5, 2022 Meeting (copies provided)
8. TREASURER’S REPORT: Elizabeth Murray
 - A. Treasurer’s Report (copies to be provided)
 - B. Monthly Bills
 - C. Monthly Reports for July 2022 (payroll transactions by payee, deposit detail and general fund register) (copies provided)
9. REAL ESTATE TAX COLLECTOR: Connie Sanko
 - A. Real Estate Tax Collector's Report for the month of July 2022 (copies provided)
10. JUNIOR COUNCIL PERSONS: Conor Mann and Jason Castrogiovanni
 - A. Jason Castrogiovanni was administered the oath of the new 2022-2023 Junior Council Member by Mayor Rose Warner at the Moscow Borough National Night Out held on August 2, 2022.
11. ENGINEER’S REPORT: Greenman-Pedersen Inc.
12. ADMINISTRATIVE ASSISTANT: Amy Carlson
 - A. Email received from Darrielle J. Carter, Events & PR Coordinator, Children’s Advocacy Center sponsorship letter for Cocktails by Moonlight on Friday September 23, 2022. (copies provided)
 - B. Credit and/or Training is currently needed for NIMS (National Incident Management System). Amy has learned that this is a provision needed when the Moscow Borough applies for certain grants and is also listed as needed in the Moscow Borough Employee Handbook. Credits can be obtained through the Pennsylvania Department of Environmental Protection Website. Currently, the Moscow Borough Police Department is the only department with personnel that are certified

with NIMS. Certifications are suggested to be coordinated in conjunction with the Moscow Borough Emergency Management Coordinator. NIMS guides all levels of government, nongovernmental organizations and the private sector to work together to prevent, protect against, mitigate, respond to and recover from incidents. (copies provided)

- C. Email invitation from Northeastern Pennsylvania Alliance for NEPA Alliance Annual Networking Reception to be held Thursday October 6, 2022 at the Radisson Lackawanna Station Hotel, Scranton from 4:30 p.m. to 7:00 p.m. The Moscow Borough is a member and has one complimentary ticket if anyone on Council is interested in attending. Deadline for RSVP September 29, 2022. (copies provided)
- D. Email forwarded on July 20, 2022 on behalf of Paula J. Wilcox, Director of Administration of the Pennsylvania Emergency Management Agency regarding a need for 10 new Adjunct Fire Instructors at the Fire Academy. Email was forwarded to Chief Shawn Young, Moscow Volunteer Fire & Hose Company. (copies provided)
- E. Email dated August 3, 2022 from Nichole Londo owner of Salon Joy, Gouldsboro regarding the 5th Annual Fill the Bus community event August 7, 2022 and August 14, 2022.

13. GRANTS:

- A. Email dated July 18, 2022 received from the Pennsylvania Department of Community & Economic Development regarding the American Rescue Plan Act regarding unused funding from First Tranche ARPA funding. (copies provided)
- B. Article dated July 16, 2022 published in the Times-Tribune regarding Scranton, PA's details of the use of portions of its Federal American Rescue Plan Act funds allocation through June 2022. (copies provided)
- C. Email dated July 26, 2022 regarding Traffic Signal technologies Grant Program. Applications being accepted from September 1, 2022 to September 30, 2022. (copies provided)

14. CORRESPONDENCE:

15. POLICE DEPARTMENT: Ivy Brenzel, Police Chief

- A. Monthly Report (copies provided)
- B. National Night Out was held Tuesday August 2, 2022 from 6:00 p.m. to 9:00 p.m.
- C. Letter dated July 23, 2022 from the Pennsylvania Juvenile Court Judges' Commission to Chief Ivy Brenzel regarding the Pennsylvania Commission on Crime and Delinquency Compliance Monitoring Program visit on Friday, July 22, 2022. (copies provided)
- D. Letter dated July 19, 2022 from the Commonwealth of Pennsylvania, Office of Attorney General regarding the Pennsylvania Commission on Crime and Delinquency (PCCD) grants. (copies provided)
- E. Email from Mission BBQ Thank you for bringing in Moscow Borough Police Departments patch.
- F. Copy of thank you note to Chief Ivy Brenzel from Ella and P.J. Carrigan for having the rad kids program for the children in the community. (copies provided)

16. CIVIL SERVICE COMMISSION:

17. MAYOR'S REPORT: Rosemarie Warner

18. SHADE TREE COMMISSION:

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

- A. Council of Government meeting held on July 13, 2022 determined that Mary Liz Donato is scheduled to make Regional Council of Governments presentation for Comprehensive planning on October 12, 2022 at the monthly Council of Government meeting.

- B. Council of Government meeting held on July 13, 2022 Marc Gaughan stated he would like to thank State Representative Mike Carroll for his service in public office for representing the Borough of Moscow.
 - C. Email dated July 14, 2022 from Coleen Watt, Jefferson Township Secretary regarding North Pocono Council of Government by-laws (copies provided).
 - D. Email dated July 14, 2022 from Coleen Watt, Jefferson Township Secretary regarding Act 172 being expanded to include County and School District Real Estate Tax Credits (copies provided).
 - E. Email dated July 20, 2022 response from Holly M. Fishel, Policy & Research Director, Pennsylvania State Association of Township Supervisors response regarding Act 172 tax credits /rebates. (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 June 2022. (copies to be provided)
 - B. Email dated July 6, 2022 from the Pennsylvania Department of Environmental Protection regarding permit information for Moscow Family Dollar Addition. (copies provided)
 - C. A meeting was held with parties involved on July 1, 2022 at 11:00 a.m. at the Moscow Borough Building with RLE Enterprises. The meeting was to discuss a solution to compliance with the Borough Ordinances regarding the Land Development submission for property owned by John Gentile Jr. of RLE Enterprises (deeded as J BAR Realty) Minutes were taken by Zoning Officer George Parker copy of notes and draft letter have been compiled for review. (copies provided)
 - D. Email dated July 18, 2022 from Robert Bochicchio P.E. DBIA, of GPI to George Parker in regards to comment memo on July 22,2020 based on the subdivision and land development plan that had been submitted April 2, 2020. (copies provided)
22. ZONING HEARING BOARD:
23. PLANNING COMMISSION: Marc Gaughan, Council Representative
- A. May 25, 2022 Planning Commission Meeting Minutes. (copies provided)
 - B. The June and July 2022 Planning Commission Meeting was held on Monday July 25,2022.
 - C. Letter dated July 7, 2022 from James Kelly, P.E. of Barry Isett & Associates Inc., regarding Moscow Family Dollar Addition Lot Consolidation and Commercial Land Development. (copies provided)
 - D. Email dated July 13, 2022 from MarKos Realty regarding verdict for Harmony Hills Phase 3 Pre-App Meeting. (copies provided)
24. RECREATION: Paula Bechaver, Council Representative
- A. Parks and Recreation Report August 2022 (copies provided)
25. RECYCLING: Joseph Castrogiovanni, Council Representative
26. MUNICIPAL BUILDING: Dennis Cawley, Councilperson
- A. Email dated July 7, 2022 from Robert Bochicchio, GPI regarding request for generator estimate information from Rinker to determine specs for generator advertisement for upcoming bids (copies provided)
 - B. Email dated July 12, 2022 from Dennis Cawley regarding update to advertise for bids for the generator project. (copies provided)

- C. Email dated July 28, 2022 from Robert Bochicchio, P.E. DBIA, of GPI regarding update on generator proposal. (copies provided)
 - D. Air Filtration System
 - E. Automatic Defibrillator
27. FINANCIAL REPORT: Bill Heim, Councilperson
- A. Letter dated June 6, 2022 to Arthur Pencek and Attorney Bruce Zero from Supreme Alliance LLC requesting to make a presentation to Moscow Borough Council. Communication from Art Pencek (verbal), Bill Heim and Dennis Cawley (email) advise no presentation needed are satisfied with current pension status currently in place. (copies provided)
 - B. Email dated July 12, 2022 from Collen Watts, Jefferson Township Secretary with information pertaining to a Firefighter/EMS Tax Break Program. Jefferson Township Ordinance No. 1 of 2021 and PSATS Guidance on Act 172 of 2016 (copies provided)
 - C. General Obligation Note (Series of 2020) dated December 14, 2020 in the amount of \$262,478.00 received from Peoples Security Bank and Trust. Paid date June 13, 2022. (copies provided)
 - D. Email dated July 19, 2022 from Denise Maleski, Chief Financial Officer, DGK Insurance regarding new blanket accident policy purchased that provides coverage to volunteers at events conducted by the Borough of Moscow. This policy coverage is one year. If recommended to purchase annually money will need to be budgeted.
28. LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE (LERTA):
29. MOSCOW SEWER AUTHORITY:
30. SEWER ENFORCEMENT OFFICER: Jerome Loftus
31. STREETS: Marc Gaughan, Councilperson
- A. Fence at the Van Brunt Street Bridge.
 - B. Email dated July 13, 2022 from Ken Reuther thank you note for replacing an inlet on 249 Maple Street. (copies provided)
 - C. Marc Gaughan attended the July 13, 2022 Council of Governments Meeting. He will be sending a letter to support a grant for Spencer's Road Cooperative Grant Application together with Roaring Brook Township and the Moscow Borough. Roaring Brook township has agreed to take the lead for this project.
 - D. Letter dated July 19, 2022 from Arthur Pencek to PA Department of Community and Economic Development supporting Roaring Brook Township for proposed Multimodel Road Grant-Spencer Road ID #9353978 road improvement project. (copies provided) **(ACTION REQUIRED)**
32. EMERGENCY MANAGEMENT COORDINATOR: Kimberly Mecca
- A. Employee Credit and/or Training needed for NIMS.
 - B. Update on updated Emergency Management Manual
33. SOLICITOR'S REPORT: Attorney Bruce S. Zero
- A. Email dated July 5, 2022 from Attorney Bruce Zero regarding authorization for him to enter stipulation - Fuller v. Lackawanna Assessment Appeal. (Please note this was an addition to the agenda from the July 5, 2022 meeting) (copies provided) **(ACTION REQUIRED)**
34. STRATEGIC/LONG TERM PLAN: Edward Gaughan Jr.
35. HEALTH AND SAFETY: Edward Gaughan Jr., Council Representative

36. PERSONNEL COMMITTEE: Edward Gaughan Jr.

37. OLD BUSINESS:

38. NEW BUSINESS:

39. ADJOURNMENT:

DUE TO THE LABOR DAY HOLIDAY MONDAY SEPTEMBER 5, 2022

**THE NEXT SCHEDULED COUNCIL MEETING WILL
BE TUESDAY SEPTEMBER 6, 2022**