

MOSCOW BOROUGH COUNCIL
MINUTES OF THE JUNE 6, 2022 MEETING

A meeting of the Moscow Borough Council was held on June 6, 2022 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	Joseph Castrogiovanni	Present
Arthur Pencek – President	Present	Dennis Cawley	Present
Edward Gaughan - Vice-President	Present	Marc Gaughan	Present
Paula Bechaver	Present	William Heim	Present

Also present were Constance Sanko (Secretary), Amy Carlson (Administrative Assistant), Ivy Brenzel (Police Chief), Bruce Zero (Solicitor), George Parker (Zoning and Code Enforcement Officer), Jacob Bianchi and Connor Mann (Junior Council Members), Shawn Young (Fire Chief), James Kelley (Representing Moscow Family Dollar) and Borough Residents Lisa Duffy, Patrick Cuff and Darlene D’Orio

Opening of Meeting: Art Pencek called the June 6, 2022 meeting to order at 7:00 p.m.

Additions to the Agenda:

- Lists of Instruction Binders, Miscellaneous Instructions, and Yearly/Monthly Planning Calendars
- Letter dated June 1, 2022 from the Lackawanna County Conservation District regarding the Moscow Family Dollar addition.
- Email dated June 6, 2022 from Michael Halpern regarding Neighborhood Blight: Updates and Practices from Across the Country – June 3, 2022 Advisory. (copies provided)
- Letter dated May 31, 2022 from Greenman-Pedersen, Inc. regarding Moscow Family Dollar Addition Lot Consolidation and Commercial Land Development.

Moscow Volunteer Fire Company:

- Fire Chief Shawn Young reported eight Fire Responses and fifty-one Emergency Medical Services for the month of May 2022.
- Chief Shawn Young thanked everyone for the sales and successful turnout for the Moscow Volunteer Fire Company Annual Chicken BBQ take-outs and raffle baskets. The event was held on Sunday, June 5, 2022.

Citizen’s Comments:

- Patrick Cuff, 201 Maple Street, brought forward a concern about his newly installed sidewalk. He stated that the berm has some loose asphalt. He contacted Moscow Borough DPW since he believes this part of the road is Moscow Borough’s responsibility but has not gotten a response. Councilmember Marc Gaughan stated that he would contact Moscow Borough DPW supervisor Mark Mecca to discuss and will get back to Mr. Cuff.
- Lisa Duffy of the North Pocono Cultural Society asked for funding from Moscow Borough for flowers in front of the Moscow Volunteer Fire House since they are currently being purchased by the North Pocono Cultural Society. She stated that Nicole Umbaugh, of the North Pocono Cultural Society, volunteered to make collapsible planters. Chief Shawn Young of the Moscow Volunteer Fire Company suggested the planters be placed by The Beehive and/or Magistrate’s Office to avoid blocking any areas that make it difficult for the Fire Company. Council President Arthur Pencek stated that he would get back to Lisa Duffy as to whether Moscow Borough would provide any funding for the flowers.
- Lisa Duffy of the North Pocono Cultural Society stated that she received communication from Cobblestone Realty, 119 North Main Street, that they would be willing to donate golf carts for

transportation service for vendors and/or civilians at the Moscow Country Street Fair on August 4, 5 & 6, 2022. Chief Ivy Brenzel stated that it would be illegal to operate the golf carts on the roads and/or sidewalks in addition to safety and liability issues. Chief Brenzel recommended denying donation of the golf carts. Arthur Pencek suggested maybe other streets could be considered and possibly use minivan transportation. Mayor Rosemarie Warner stated the Borough of Moscow does not have "golf cart roads", and suggested maybe using buses or vans instead.

- Resident Darlene D'Orio, 705 Clover Lane, was in attendance to express concern of water coming into her basement. She is claiming that it is the responsibility of the Borough. She stated that she has pictures of the water coming up through the cracks in Clover Lane. Ms. D'Orio stated that she has requested this be addressed in February 2022 and May 2022 and is requesting copies of the inspection reports from the Borough's engineering firm Greenman-Pedersen, Inc. that were conducted in February 2022 and May 2022. Councilmember Marc Gaughan stated that Moscow Borough does have a water problem but it is collected by the Borough's drains. Marc stated that he would forward Ms. D'Orio the contact information of Greenman-Pedersen Inc., as per her request.

Minutes of the May 2, 2022 meeting: Bill Heim made a motion to accept the minutes of the May 2, 2022 meeting as written. Edward Gaughan seconded the motion. The motion carried unanimously.

Treasurer's Report: Elizabeth Murray submitted the Treasurer's Report for the month of May 2022 and lists of bills to be paid from the General Fund and Liquid Fuels Fund. William Heim made a motion to accept the Treasurer's Report and to pay the bills and transfer of funds as noted below. Paula Bechaver seconded the motion. The motion carried unanimously with a roll call vote.

Real Estate Tax Collector: Connie Sanko submitted the Real Estate Tax Collector Report for the month of May 2022.

Junior Council Persons: Council President Arthur Pencek and Mayor Rosemarie Warner thanked Jacob Bianchi for his service the past two years as both junior and senior council representative. They also congratulated him on being valedictorian of the North Pocono High School Class of 2022. Best wishes and good luck to Jacob on his acceptance to UCLA. Also, Conor Mann will be the senior council representative for the upcoming 2022-2023 school year. There have been no applicants for a replacement for the junior council representative as of the June 6, 2022 Council meeting so the position will be re-advertised.

Secretary's Report: Connie Sanko reported on the following:

- Clean and Green will take place from June 20 – 22, 2022. Residents may start to place items out for pickup beginning Friday, June 17, 2022. Clean and Green stickers can be purchased at the Moscow Borough Office at the cost of \$15.00 for each of the following listed items: refrigerators, dishwashers, hot water heaters, washers, dryers, stoves and air conditioners.
- A tire drop off will be Saturday, June 25, 2022 between 8:00 a.m. and 12:00 p.m.
- Due to the July 4, 2022 holiday the next Borough Council meeting will be held on Tuesday, July 5, 2022.
- Moscow Borough Secretary, Connie Sanko has put a large amount of time and effort in completing fully detailed lists of Instruction Binders, Miscellaneous Instructions, and Yearly/Monthly Planning Calendars for Amy Carlson, who is filling the upcoming vacant full-time Administrative Assistant position. This will allow for a smooth transition in advance preparation for Connie's retirement date of June 30, 2022.

Grants:

- Councilmember Marc Gaughan thanked Connie Sanko for her vigilant work on the Moscow Borough/Roaring Brook Township Brush Bandit (Wood Chipper) grant in the amount of \$58,087.00 which is waiting for approval from the PA Department of Community & Economic Development Local Share Account.
- Council President Arthur Pencek acknowledged all other grants mentioned in the May 2, 2022 agenda which included:

1. Monroe County Local Share Account Grant for McAndrews Road - Remaining funds to be used for guiderails on McAndrews Road.
2. PA Department of Environmental Protection Grant – received final reimbursement.
3. Redevelopment Assistance Capital Program Grant – Audit is scheduled for June 16, 2022.

Correspondence: Council President Arthur Pencek acknowledged below correspondence mentioned in the May 2, 2022 agenda which included:

- North Pocono Public Library Newsletter
- Pennsylvania Liquor Control Board letter dated June 1, 2022 Re: #R928-Krishiv, LLC
- An email dated May 31, 2022 regarding the United States Census Bureau
- Letter dated May 27, 2022 from the Minisink Lions Club regarding the Fireworks Extravaganza on July 2, 2022. Council President Arthur Pencek stated the rain date for the fireworks will be July 9, 2022 as noted by the Minisink Lions Club. Chief Shawn Young of the Moscow Volunteer Fire Company stated that they are prepared for the event.

Police Report:

- Chief Ivy Brenzel gave the police report for the month of May 2022. There were ninety-six 911 calls, and ninety-five cleared calls.
- 2022 National Night Out - Councilmember William Heim brought up the topic of event insurance. Moscow Borough does not have event insurance but he has information about getting event insurance at one single charge of \$500.00. He will forward information to Chief Ivy Brenzel for review.

Mayor's Report: Mayor Warner reported on the following:

- A bicycle helmet giveaway was held on May 29, 2022 which was a huge success, Mayor Warner stated that it was wonderful and her grandchildren were very excited about getting the helmets. All helmets were properly fitted by Chief Ivy Brenzel.
- Thanked Connie Sanko for her 29 years as Secretary for the Moscow Borough and acknowledged the amount of time put into the training manuals for her replacement for a smooth transition.
- Acknowledged Amy Carlson as Connie's replacement as Administrative Assistant.
- Wished Jacob Bianchi, senior representative, best of luck at UCLA where he will be attending college this fall. Thanked him for his work with the council over the past 2 years.

Shade Tree Commission: There is an upcoming Shade Tree Commission meeting on June 9, 2022.

North Pocono Council of Governments:

- Council reviewed a sample of a Jefferson Township Ordinance establishing a Volunteer Service Credit Program for Volunteer Members of Volunteer Fire Companies and Nonprofit Emergency Medical Service Agencies. (Currently, the Moscow Volunteer Fire Company is struggling to retain enough volunteers)
- As addressed at a previous meeting Council will not enter into an Intermunicipal Agreement. Council will address on a case by case basis.

Zoning and Code Enforcement Officer:

- George Parker, Zoning Officer submitted his report for the month of May and went over some of the items listed in the report.
- George reported on the status of the issues with the Dollar General and he has a conference call scheduled for June 7, 2022 at 11:00 a.m. Topics to include review of the building for hazards, Verizon backup generator and Knox box access key.

Planning Commission:

- Minutes of the May, 2022 Planning Commission Meeting
- James Kelley, P.E., engineer representing the Moscow Family Dollar addressed the request for approval of the 1400 square foot addition at the rear of building on 308 South Main Street and for 5 parking spaces. He stated that a permit from the state for the slope work and a lighting plan for Family Dollar will be submitted in a few weeks. Councilmember Marc Gaughan stated that there were 3 waiver requests recommended by Greenman-Pedersen Inc. at the Family Dollar location. The Planning Commission recommended that the Borough Council accept the Land Development Plan contingent on Zoning Hearing Board approval of the variance to the slope of the embankment of VanBrunt Creek for the proposed stormwater pipe installation. Mr. Kelley also noted that subdivision approval is needed. Moscow Borough Council President also stated that the annex at Family Dollar needs approval as well. The plans must be signed by the surveyor, and the individual property owners, before final approval. Marc Gaughan made a motion to approve the minor subdivision and to conditionally approve the Land Development Plan as recommended by the Planning Commission contingent on the Zoning Board approval. Bill Heim seconded the motion. The motion carried unanimously with a roll call vote.
- To date, John Gentile of RLE Enterprises has not submitted a Stormwater Management Plan which is preventing him from getting a zoning permit to do screening. The deadline was June 1, 2022. Attorney Bruce Zero will be sending a noncompliance letter.
- Marc Gaughan made a motion to approve a request dated June 1, 2022 from MarKoz Realty requesting an additional 120-day extension and that no other extensions will be granted until MarKoz attends a Planning Commission meeting to give them an update on the status of progress. Bill Heim seconded the motion. The motion carried unanimously with a roll call vote.
- There was discussion on a Comprehensive Plan. Marc Gaughan suggested Moscow Borough combine and participate regionally. It was brought up that this would help with grants as well as other projects. Attorney Bruce Zero agreed it might be difficult but if we can get all of the North Pocono Council of Governments on board it will be beneficial to the Borough. It was suggested that Mary Liz Donato be contacted to look more into this if council is all on board. Council agreed all in favor to have Mary Liz explore the idea. This topic will be reviewed again when Mary Liz gets back to us with any information.
- The next Planning Commission meeting is scheduled for June 27, 2022 at 7:00 p.m.

Recreation:

- Paula Bechaver provided a monthly report for May 2022
- The Clover Park playground unit has been removed
- Two benches have been installed at Golden Park by the park signs.
- An email dated May 17, 2022 was received from the North Pocono Youth Soccer League, together with an invoice from Suriano's Landscaping Lawn Maintenance, dated May 5, 2022 for the soccer fields at Golden Park. The North Pocono Youth Soccer League is paying for the upgrades noted.

Municipal Building: Dennis Cawley reported on the following:

- He set up a meeting with Mark Mecca to discuss on what action to take and how far to go with getting a new quote for a generator.
- He contacted Scranton Heating and Cooling to see what type of air filtration system we have. Still in discussions.
- He asked how many automatic defibrillators we have. Chief Brenzel said zero in the building and one in police vehicle. We need two for the building, one upstairs and one downstairs.

Financial Report

- Councilmembers were provided with the Pennsylvania Department of Community and Economic Development Annual Audit prepared by Murphy, Dougherty and Company, and the Pennsylvania Municipal Retirement System 2020 Employee Annual Statement for the Police Department and Non-Uniformed Employees.
- Bill Heim made a motion to get extensions on loans #12200022453 and #12200021772 from Peoples Security Bank. Joe Castrogiovanni seconded the motion. The motion carried unanimously with a roll call vote.

Streets: Marc Gaughan reported on the following:

- DPW employees filled the sinkhole in Ardito's parking lot on SR 435.
- He talked with Frank Summa of Greenman Pedersen, Inc. regarding reimbursement for the Van Brunt Street Bridge fence.
- Moscow Borough DPW will have the street sweeper week of June 20, 2022

Personnel Committee: A brief discussion was held on:

- Revisions to the Employee Handbook for mandatory direct deposit of paychecks, change of actual pay date from Thursday to Friday due to direct deposit, mandatory background checks and fingerprinting. Councilmember Joseph Castrogiovanni had some concerns of the mandatory direct deposit as some employees may not have bank accounts, however banks will no longer cash checks unless an individual has an account at that bank.

Adjournment: Ed Gaughan made a motion to adjourn the meeting at 8:35 p.m. Bill Heim seconded the motion. The motion carried unanimously.

Minutes submitted by Amy Carlson