

## MOSCOW BOROUGH COUNCIL

### MINUTES OF THE APRIL 4, 2016 MEETING

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A meeting of the Moscow Borough Council was held on April 4, 2016 at 7:00 p.m. at the Moscow Borough Building, 123 VanBrunt Street, Moscow, PA. The following Council members were either present or absent:

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

Also present were Constance Sanko (Secretary/Treasurer); Ivy Brenzel (Police Chief), David Lamm (Building Inspector/Zoning Officer), Bruce Zero (Solicitor), Grace Hamilton and Matt Zero (Junior Council Members), Daniel Schilling and Frank Goryl.

**Citizen's Comments:** Frank Goryl, 221-223 North Main Street, (Moscow Clayworks), said that he attended the Zoning Hearing Board hearing on March 15, 2016 for Roxanne Puchalski (Twiddle Bits and Treasures) , and the Planning Commission meeting on March 28, 2016 where the same issue was discussed. Frank is interested in converting his commercial property at 221-223 into a single family residence, however, this is the same issue that Roxanne was interested in which was denied y the Zoning Hearing Board as this is not a permissible use in a commercial zone, However a two unit side by side dwelling is permitted as a special exception. A very lengthy discussion followed and Attorney Zero advised Frank to draw up a plan for whatever he wants to do with his property and get legal advice from his attorney before he can move forward with the Borough.

**Minutes of the March 21, 2016 meeting:** Bill Heim made a motion to accept the minutes of the March 21, 2016 meeting as written. Rose Warner seconded the motion. The motion carried unanimously.

**Treasurer's Report:** Connie Sanko presented the Treasurer's Report for the month of March and lists of bills to be paid from the General Fund and Liquid Fuels Fund. Marc Gaughan made a motion to accept the Treasurer's Report and to pay the bills as presented. Joe Castrogiovanni seconded the motion. The motion carried unanimously with a roll call vote.

**Junior Council Persons:** Grace Hamilton will check to see if the Moscow Board is for emails and texts to make Borough wide announcements. There was a brief discussion on how to promote and who will be responsible for sending out notices.

#### **Secretary's Report:**

- A newsletter was distributed on April 15th.
- Matthew McDonough, Matt Kravitz and Quentin Colo picked up nine bags of garbage along State Route 435 in Moscow Borough on April 2, 2016 for community service hours for the National Honor Society. The Borough thanks these individuals for taking the time to keep their town clean.

**Correspondence:** Council members were provided with the following:

- Letter regarding Lackawanna County Association of Boroughs meeting on April 21, 2016.
- Letter from the Pennsylvania Department of Environmental Protection regarding the North Pocono School District Track and Turf Field Renovations.
- Newspaper article from The Villager regarding Moscow Borough, A Bright Future Ahead
- Newspaper article from The Villager regarding the Council meeting held on March 7, 2016

#### **Police Report:**

Chief Brenzel gave the police report for the month of March. There were 120 911 calls and 119 cleared calls.

The Pennsylvania Commission on Criminal Delinquency sent a letter thanking the Police for its participation in the Victims' Compensation Assistance Program.

**Shade Tree Commission:** An Arbor Day celebration will take place on April 29, 2016 at Golden Park.

**North Pocono Council of Governments:** Bill Heim is still waiting to hear from some of the local municipalities on group health insurance.

**Building/Zoning Officer's Report:** A brief discussion was held on a business located at 211 Market Street. Dave Lamm said he discussed the issue with the property owner. Art Pencek said something needs to be done since surrounding properties are losing value.

**Planning Commission:** A meeting was held on March 28, 2016. Marc Gaughan reported that since Roxanne Puchalski's application for a variance to have a single family dwelling in the C1 zone was denied that she will be asking for a zoning hearing for a special exception to convert a commercial building to a duplex in a commercial zone. The Planning Commission will send a letter to the Zoning Hearing Board stating that this falls within the guidelines of the zoning ordinance.

Marc noted that there is an inconsistency in the zoning ordinance pertaining to commercial buildings being renovated for residential use and recommended that Council review and amend the ordinance.

### **Recycling:**

- A letter was sent to all Borough residents/businesses and landlords regarding garbage companies now picking up recycling. The letter encourages everyone to continue to recycle with the Borough since it is unclear as to how the garbage companies will provide totals for tonnage of recycling at the end of the year. The Borough's Performance Grant is based on total tonnage for the year.
- A notice was received from the Lackawanna County Office of Environmental Sustainability stating that the Lackawanna Recycling Center will begin charging \$1.00 per pound for electronics effective May 1, 2016. Connie suggested that the Borough schedule an electronics drop-off day for April 23, 2016.

### **Municipal Building:**

Three contractors were contacted and two proposals were submitted for the cleaning of the air conditioning system: The two proposals submitted were:

1. Enviro-Tek Inc. Air Duct Cleaning: \$5,860.00
2. Andrews Air Duct Cleaning: \$5,200.00

Bill Heim made a motion to accept the proposal of Andrews Air Duct Cleaning in the amount of \$5,200.00. Tom Lynch seconded the motion. The motion carried unanimously with a roll call vote.

Art Pencek and Dan Schilling will be meeting with contractors interested in bidding on the landscaping around the Borough Building on Wednesday, April 13, 2016 at 11:00 a.m.

Department of Public Works employees are currently working on installing the guiderail at the rear of the building.

### **Financial Report:**

Murphy, Dougherty & Company sent a letter dated March 30, 2016 stating that they submitted the 2015 Municipal Annual Audit and Financial Report, 2015 DCED-CLGS-30, without the Pension Plan financial activity since it is not yet available. Once the Borough receives this information, it will be submitted to the Department of Community and Economic Development by Murphy, Dougherty & Company.

**Moscow Sewer Authority:** Art Pencek reported that the Sewer Authority has changed the wording on the first page of the Trail Easement Agreement to reflect that the agreement will automatically renew on each twenty-five year anniversary, rather than on each ten year anniversary, as previously discussed. Bill Heim made a motion to accept the Trail Easement Agreement between the Borough and the Moscow Sewer Authority for a twenty-five year period with the correction made as noted for the anniversary date. Marc Gaughan seconded the motion. The motion carried unanimously.

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

- "No Parking" Signs will be reinstalled on the easterly side of Market Street since people are driving up over the sidewalks.
- Greenman-Pedersen, Inc. inspected the damage caused by a vehicle to the VanBrunt and Orchard Street Bridges on March 24, 2016 and will be providing a complete report. They recommended that the Department of Public Works fill in the cracks with masonry caulk until the full report is completed.
- Harry Andes will be sending a letter to PennDOT regarding the drainage issue on Main Street across from Dollar General.
- Wayco will be paving Old Logger Road once the weather gets warmer.
- Harry Andes will be working on the design phase for paving in Stephens Heights. The Department of Public Works will be doing the drainage work.
- Harry Andes will be reviewing the Market Street Crosswalk situation and make a recommendation to the Borough. Bill Heim said the timing of the street light at the the intersection of Market and Main should be lengthened. Art Pencek said a meeting needs to be set up with PennDOT to go over these issues.
- Marc Gaughan said that PPL will replace the current street lights with LED lights at no cost to the Borough; however there will be a small increase in cost to the Borough to operate the lights. He also recommended that for now only the lights in the commercial district should be changed since they will be much brighter. Once they are in then a determination can be made to see if the Borough wants to put them in residential areas.

**Emergency Management Coordinator:** Bill Heim asked about the status of the Emergency Management Manual and said it needs to be kept up to date and maintained. Connie said that she has been in contact with Kim Mecca to get a copy of the manual.

**Solicitor's Report:**

- Attorney Zero said that he spoke to Christine DeTorre from the Pennsylvania Department of Conservation and Natural Resources regarding the exchange of property from the Sewer Authority to replace New Street Park. He needs to send her some additional documentation for her to send to the Department of Community and Natural Resources for approval.
- Attorney Zero said there is no evidence that the Borough ever took over the alleyway between Green Street and Maple Street. In 1956 it vacated a portion of the property to Earl B. Litvin. Since the Borough does not collect liquid fuels funds and does not maintain it he feels it is not the adjoining property owners' issue, however, he will continue to research the ownership. Bruce said if the property owners get an attorney to have the attorney contact him directly.
- Attorney Zero will prepare an ordinance naming all the parks in the Borough and establishing enforcement of park rules.

**New Business:** Lackawanna County issued a schedule of when spraying will take place for gypsy moths. Moscow Borough is not included in the schedule for this year.

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

**Minutes submitted by Constance Sanko**