

Moscow Borough Council Meeting Agenda  
**Monday February 6, 2023**

1. CALL TO ORDER AND ANNOUNCE MEETING IS BEING RECORDED:  
Arthur Pencek, Council President
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL:

Rosemarie Warner, Mayor	Present _____	Absent _____
Joseph Castrogiovanni, Secretary	Present _____	Absent _____
Edward Gaughan Jr., Vice President	Present _____	Absent _____
William Heim	Present _____	Absent _____
Arthur Pencek, President	Present _____	Absent _____
Marc Gaughan	Present _____	Absent _____
Paula Bechaver	Present _____	Absent _____
Dennis Cawley	Present _____	Absent _____
<u>Junior Council</u>		
Conor Mann	Present _____	Absent _____
Jason Castrogiovanni	Present _____	Absent _____

ADDITIONAL INDIVIDUALS IN ATTENDANCE AT THE COUNCIL MEETING:

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4. Louis LaFratte, P.E. LaFratte Engineering, Inc presentation in regards to grant writing for the Borough of Moscow
5. CITIZEN'S COMMENTS
6. APPROVAL OF MINUTES OF PREVIOUS MEETING:
  - A. Minutes of the January 3, 2023 Meeting (copies provided)

7. JUNIOR COUNCIL PERSONS: Conor Mann and Jason Castrogiovanni
8. MOSCOW VOLUNTEER FIRE AND HOSE COMPANY: Fire Chief Colin Young
  - A. Requesting council for required annual approval for members of the Moscow Fire and Hose Company who are not directly related to firefighting to participate in the following activities. Maintenance of the company property or vehicles, Administrative duties, Community events, Parades and fundraising events. Senate Bill 94 (copies provided) (**Action Required**)
9. MOSCOW BOROUGH HISTORIAN: Brian Shaffer
10. GENERAL CORRESPONDENCE:
  - A. Email dated January 13, 2023 from Mary Liz Donato, Lackawanna County Planning Department Manager regarding Lackawanna County Hazard Mitigation Plan 2026 Update (copies provided)
  - B. North Pocono Public Library 2023 Mini Golf Classic Flyer and Sponsorship Opportunities (copies provided)
  - C. Laurel Lines Newsletter, January 2023, Vol 50. Issue 1 (copies provided)
11. TREASURER'S REPORT: Elizabeth Murray
  - A. Treasurer's Report (copies to be provided)
  - B. Monthly Bills (copies to be provided)
  - C. Monthly Reports for January 2023 (payroll transactions by payee, deposit detail and general fund register) (copies to be provided)
  - D. Reminder anyone has not already submitted Statements of Financial Interest please submit these forms as soon as possible so that the deadline can be met.
12. REAL ESTATE TAX COLLECTOR: Connie Sanko
  - A. Real Estate Tax Collector's Report for the month of January 2023 (copies provided)
  - B. Letter dated January 30, 2023 from Connie Sanko to the Moscow Borough Council regarding Frank W. and Jean B. Hubbard PIN: 1900401012056. (copies provided)
  - C. 2022 Delinquent Real Estate Tax Report was sent in to Lackawanna County
13. ENGINEER'S REPORT: Greenman-Pedersen Inc.
14. ADMINISTRATIVE ASSISTANT: Amy Carlson
  - A. Submission of requested information for Verizon cellular phone accounts.
    1. Contacted Joshua Dukeman, Government Account Manager, Verizon Business. The police and DPW department accounts have now been adjusted for unlimited on all services for savings.
    2. Police Department Account: Information received for replacement of 2 flip phones currently in use to 2 smart phones for Cpl. Cieless and Officer DeJesus. To summarize, the phones can be replaced to the smart phones after September 25, 2023 for \$50.00 and under. Recommendation needed so Verizon can be contacted.

3. DPW Department Account: Information received for replacement of 2 flip phones (DeFelice/Savitz). To summarize, these flip phones can currently be replaced with smartphones for \$50.00 and under per phone or option to discontinue service on both phones. Recommendation needed so Verizon can be contacted.
  - B. Update on website development. February 1, 2023 spoke with Kevin Adams, Website Developer, Computer Visionaries. Kevin is actively working on the development of the new website, he stated he will be contacting me late February 2023 to set up a meeting to go over specifics and updates with me.
15. GRANTS:
  16. POLICE DEPARTMENT: Ivy Brenzel, Police Chief
    - A. Monthly Report for January 2023 (copies provided)
    - B. Special Order 2023-01 regarding Act 71 of 2022 Victim Information to Magisterial Court (copies provided)
    - C. Special Order 2023-02 regarding Overdose Mapping Act (Act 158 of 2022) (copies provided)
    - D. Copy of 2022 National Night Out Award (copy 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
  21. BUILDING INSPECTOR'S REPORT: Building Inspection Underwriters of PA, Inc.
  22. ZONING OFFICER AND CODE ENFORCEMENT OFFICER: George Parker, PE
    - A. Monthly Report for the month of January 2023. (copies provided)
  23. ZONING HEARING BOARD:
    - A. Letter dated January 18, 2023 from Brian Yeager, Esquire, Solicitor Moscow Borough Zoning Board to Simcha S. Stern, Managing Partner, Pocono Management, LLC regarding Application Requesting a Variance from the Moscow Borough Zoning Hearing Board by Pocono Management. (copies provided)
    - A. Follow up email dated January 25, 2023 from Steve Stern, Managing Member, Pocono Management, LLC. regarding Moscow Family Dollar Addition Variance 60 Day Hearing Extension. (copies provided)
    - B. Email dated January 27, 2023 from Steve Stern, Managing Member, Pocono Management, LLC. regarding Moscow Family Dollar Addition Variance 60 Day Hearing Extension Approved (copies provided)
  24. PLANNING COMMISSION: Marc Gaughan, Council Representative
    - A. Recap of MarKoz Realty update from the Planning Commission Meeting held on January 30, 2023 regarding MarKoz 120-day extension deadline which expires February 24, 2023.

- B. MarKoz Realty attended the January 30, 2023 Planning Commission Meeting and is requesting another 120-day extension from Moscow Borough Council at their next scheduled meeting on Monday February 6, 2023. This request would make a new additional 120-day extension deadline June 24, 2023. **(Action Required)**
  - C. Email dated January 30, 2023 from Marc Gaughan regarding Dollar General revisited. Email was forwarded to Moscow Borough Solicitor Bruce Zero for legal opinion per Marc's request. (copies provided)
25. RECREATION: Paula Bechaver, Council Representative
- A. Letter dated January 22, 2023 to Mr. Mark Dougher, Deputy Director, Department of Parks and Recreation, Lackawanna County regarding the annual Development Plan for Old Mill Park. (copies provided)
26. RECYCLING: Joseph Castrogiovanni, Council Representative
27. MUNICIPAL BUILDING: Dennis Cawley, Councilperson updates on the following:
- A. Generator
  - B. Air Filtration Systems
  - C. Automatic Defibrillator – Email received January 23, 2022 from Sean Riley, Account Representative for AED Brand, that large number of the ZOLL AED Plus devices are set to ship at the beginning of February and that this would include Moscow Borough's order.
28. FINANCIAL REPORT: William Heim, Financial Chair
- A. Email dated January 20, 2023 from Timothy L. DeFoor, Pennsylvania Auditor General regarding refund for 2022 General Municipal Pension (PMRS) (copies attached)
  - B. Edward Jones Statement date Nov 26 – Dec 31, 2022 for Account 360-24574-1-2. (copies Provided)
29. MOSCOW SEWER AUTHORITY:
30. LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE (LERTA):
31. SEWER ENFORCEMENT OFFICER: Jerome Loftus
32. STREETS: Marc Gaughan, Councilperson
- A. Letter dated January 5, 2023 from Lackawanna County Conservation District to Mr. Curtis Tran ENTECH Engineering regarding Moscow Spring Garden Main Replacement, Moscow Borough, Lackawanna County (copies provided)
33. EMERGENCY MANAGEMENT COORDINATOR: Kimberly Mecca
- A. A number of employees still need certification of NIMS.
  - B. Emergency Management Manual needs to be updated and presented for approval.
34. SOLICITOR'S REPORT: Attorney Bruce S. Zero
35. STRATEGIC/LONG TERM PLAN: Edward Gaughan Jr.

36. HEALTH AND SAFETY: Edward Gaughan Jr.
37. PERSONNEL COMMITTEE: Edward Gaughan Jr.
38. OLD BUSINESS:
39. NEW BUSINESS:
  - A. Griffin Pond Animal Shelter Discussion
  - B. The Times Tribune, Thursday February 2, 2023, Page A5 informational piece submitted by Chief Brenzel regarding Griffin Pond Animal Shelter. (copies provided)
40. ADJOURNMENT:

THE NEXT SCHEDULED COUNCIL MEETING WILL BE MONDAY MARCH 6, 2023