

Moscow Borough Council Meeting Agenda
Monday April 3, 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, 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 ATTENDENCE AT THE COUNCIL MEETING:

5. CITIZEN'S COMMENTS
6. APPROVAL OF MINUTES OF PREVIOUS MEETING
 - A. Minutes of the March 6, 2023 Meeting (copies provided)
7. JUNIOR COUNCIL PERSONS: Conor Mann and Jason Castrogiovani

8. MOSCOW VOLUNTEER FIRE AND HOSE COMPANY: Fire Chief Colin Young
 - A. Moscow Volunteer Fire and Hose Co. report for month of March 2023
 - B. Applications for Employment Actions Required (none this month)
9. MOSCOW BOROUGH HISTORIAN: Brian Shaffer
10. GENERAL CORRESPONDENCE:
 - A. Laurel Lines Vol 50, Issue 3 March 2023 informational piece for review (copies provided)
 - B. Laurel Lines Vol 50, Issue 4 April 2023 informational piece for review (copies provided)
 - C. Meet and Greet Senator Rosemary Brown for Municipal Leaders and First Responders (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 March 2023 (payroll transactions by payee, deposit detail and general fund register) (copies to be provided)
12. REAL ESTATE TAX COLLECTOR: Connie Sanko
 - A. Real Estate Tax Collector's Report for the month of March 2023 (copies to be provided)
13. ENGINEER'S REPORT: Greenman-Pedersen Inc.
14. BUSINESS OFFICE: Amy Carlson
 - A. A meeting is scheduled for Wednesday April 12, 2023 at 11:30 am with Kevin Adams of Computer Visionaries regarding the finished draft version of the new website to review. .At that time he will go over the site to review and make any changes and additions that would be needed.
 - B. 2023 Moscow Borough Newsletter (Spring/Summer) will be mailed out with the Moscow Sewer Authority quarterly invoices in mid-April.
15. GRANTS:
 - A. Email dated March 16, 2023 from Jessica Edwards, Regional Planning Manager, office of Planning and Economic Development Lackawanna County regarding approval of extension request for the 2020 and 2021 Re-invest Grants for Golden Park. (copies provided)
 - B. Email dated March 30, 2023 from Robert Bochicchio,P.E., DBIA of Greenman-Pedersen, Inc. regarding programs PennDOT offers to municipalities when seeking grants. Due to the volume of pages this has been emailed to Borough Council. A hard copy of the presentation can be obtained from Amy Carlson at the business office. (copies provided)
16. POLICE DEPARTMENT: Ivy Brenzel, Police Chief
 - A. Monthly Report for March 2023 (copies to be provided)

- B. Letter dated March 25, 2023 from The Delaware Lackawanna Railroad Company Inc. to Chief Brenzel regarding trespassers and thieves in the Delaware Lackawanna Railroad and Northeast Regional Railroad Authority Property. (copies provided)

17. CIVIL SERVICE COMMISSION

18. MAYOR'S REPORT: Rosemarie Warner

19. SHADE TREE COMMISSION:

- A. The next Shade Tree Commission Meeting will be held Wednesday April 12, 2023 at 7:00 pm at the Moscow Borough Building.

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

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

- A. Russell Piccotti, Building Inspector submitted 2022 Annual Report (copies provided)

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

- A. Monthly Report for the month of March 2023. (copies provided)

23. ZONING HEARING BOARD:

- A. Email dated March 30, 2023 from Brian Yeager, Esquire, Solicitor, Moscow Borough Zoning Hearing Board with a letter regarding Pocono Management hearing on Variance Application. (copies provided)

24. PLANNING COMMISSION: Marc Gaughan, Council Representative

- A. Letter dated March 7, 2023 from Lackawanna County Conservation District regarding inspection report for Moscow Dollar General (copies provided)
- B. Email dated March 29, 2023 from Robert Bochicchio, P.E., DBIA of Greenman-Pedersen, Inc. regarding JBAR Realty, Inc. (copies provided)
- C. Update on Nichole Musewicz interview for Planning Commission Vacancy held on March 27, 2023. The Planning Commission is recommending Nichole Musewicz to fill the vacancy. **(Action Required)**

25. PARKS AND RECREATION: Paula Bechaver, Council Representative

A meeting was held on Friday March 17, 2023, regarding grants availability. In attendance were State Representative Kyle Donahue, Paula Bechaver, Mark Mecca and Amy Carlson.

- A. Rep. Donahue has approximately \$12,500.00 he can allot to us immediately. The group agreed that this money would be best utilized for rubber mulching at both Clover Park and Old Mill Park. This being the case, the Re-Invest grant that we were originally pursuing for the rubber mulch at Clover Park is now being sought for benches and tables at the recently acquired park area near the Moscow Sewer Authority. **If approved, required with the application is Resolution 297-2023 which has been reviewed and approved by Moscow Borough Solicitor Bruce Zero for submission. (copies provided) (Action Required)**

- B. Looking ahead to the next round of LSA applications (July 1st), we would like to apply for grant money for Clover Park's play equipment, Golden Park's rubber mulch, and equipment (potentially disc golf) for Harmony Park. The same group will meet again in early June to discuss plan going forward
26. RECYCLING: Joseph Castrogiovanni, Council Representative
- A. Information on 2023 Spring-Clean Up for the Borough included in 2023 Moscow Borough Newsletter (Spring/Summer). Once new website is live it will be included as well. (copies provided)
27. MUNICIPAL BUILDING: Dennis Cawley, Councilperson updates on the following:
- A. Generator
 - B. Air Filtration Systems
 - C. Automatic Defibrillator – Although ZOLL is continuing to pick up the pace on manufacturing, there is still a somewhat significant back log of ZOLL AED Plus devices. Our sales representative expects this to continue to get better in the next month or two, however there is still no firm time frame for delivery.
28. FINANCIAL REPORT: William Heim, Financial Chair
- A. Email from Jeff Kyle, DGK dated February 8, 2023 to increase Cyber Liability from \$50,000.00 to \$100,000.000. This was tabled from the March 2023 Council Meeting. (copies provided)
(Action Required)
 - B. Letter dated March 15, 2023 regarding 2019 Ford Explorer (Police) lease which has been paid in full. Title has been received and has been filed in fireproof filing cabinets. (copies provided of paid off lease)
 - C. Beth Murray has upgraded the software package for Quickbooks as per directed by Bill Heim. (copies attached)
29. MOSCOW SEWER AUTHORITY:
- A. Email dated March 30, 2023 from Michele Laurer of the Department of Environmental Protection regarding Individua; NPDES Permit Issuance effective March 29, 2023. Copies of the actual permit can be obtained from Amy Carlson at the Business Office upon request.
30. LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE (LERTA):
31. SEWER ENFORCEMENT OFFICER: Jerome Loftus
32. STREETS: Marc Gaughan, Councilperson
33. EMERGENCY MANAGEMENT COORDINATOR: Kimberly Mecca
34. SOLICITOR'S REPORT: Attorney Bruce S. Zero
35. STRATEGIC/LONG TERM PLAN: Edward Gaughan
36. HEALTH AND SAFETY: Edward Gaughan

37. PERSONNEL COMMITTEE: Edward Gaughan

38. OLD BUSINESS:

39. NEW BUSINESS:

40. ADJOURNMENT:

_____THE NEXT SCHEDULED COUNCIL MEETING WILL BE MONDAY MAY 1, 2023