

MOSCOW BOROUGH COUNCIL MEETING MINUTES
FEBRUARY 6, 2023

A meeting of the Moscow Borough Council was held on February 6, 2023 at 7:00 pm. at the Moscow Borough Building, 123 VanBrunt Street, Moscow, PA.

Louis LaFratte, P.E. LaFratte Engineering, Inc gave a presentation at 6:30 pm prior to the regular scheduled Council Meeting in regards to grant writing for the Borough of Moscow. Discussion was had on the presentation. After discussion, Borough Council recommended to consult and use Louis LaFratte on an interim basis. The borough is looking at potential grants he will be consulted as needed. Any grants and fees would need to be discussed with Borough Council before applying.

Opening of Meeting

Arthur Pencek, Council President, called the February 6, 2023 meeting to order at 7:00 pm. and also stated that meeting is being recorded.

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 Amy Carlson (Administrative Assistant), Conor Mann (Junior Council) Ivy Brenzel (Police Chief), George Parker (Zoning and Code Enforcement Officer) Colin Young (Fire Chief) Dave Rudat (Student Observer)

Citizens Comments

There were no citizens comments.

Approval of Minutes

The regular monthly council meeting was held on January 3, 2023 minutes were submitted for review and approval. Motion was made by Ed Gaughan to accept minutes as written. Motion was seconded by Paula Bechaver. The motion carried unanimously.

Junior Council

Conor Mann had no Junior Council updates for the month of January 2023

Moscow Volunteer Fire & Hose Company

Chief Colin Young reported on the following:

January 2023 monthly report had a total of 67 calls. The breakdown was 59 EMS calls and 8 fire calls.

Applications for employment requested to be approved. Kaitlin Purcell (Kathryn Purcell as written on application) employment position to be hired as an employee by the Moscow Volunteer Fire & Hose Company. Motion made by Joseph Castrogiovanni to accept Katlin Purcell to be hired as an employee by the Moscow Volunteer Fire & Hose Company. Motion was seconded by Marc Gaughan. Bill Heim

stated to include also the starting hourly rate as stated in the email of \$14.50 per hour. Motion carried unanimously to a roll call vote.

Request to council for required annual approval of 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, as stated in state Senate Bill 94. Motion made by Bill Heim to accept the annual approval. Motion was seconded by Ed Gaughan. Motion carried unanimously to a roll call vote.

General Correspondence

The North Pocono Public Library 2023 2nd Annual Mini Golf Classic Flyer and Sponsorship Opportunities information. The event will be held Sunday March 5, 2023 from noon to 4:00 pm. Additional information can be obtained at the Moscow Borough business office.

The Laurel Lines Newsletter, January 2023, Vol 50. Issue 1 was submitted to Borough Council as an informational document for review and/or discussion.

A letter was received dated January 13, 2023 regarding the Lackawanna County Disaster Mitigation Act of 2000, the Act requires updating the Hazard Mitigation Plan every 5 years. Paperwork needs to be signed and sent back to Lackawanna County by March 31, 2023. Art Pencek suggested that the Moscow Borough participate in the Memorandum of Agreement 2026 Hazard Mitigation Plan Update as read. "The Borough of Moscow will cooperate with Lackawanna County in preparing the 2026 5-year update of the Lackawanna County 2026 Hazard Mitigation Plan first adapted in 2009. This will entail providing information to the best of our ability, attending meetings, and adopting the plan. As with the original plan, participating in the update process will relieve the municipality from having to prepare its own individual plan and will not jeopardize the municipality's eligibility for disaster funding before or following and event." A motion was made by Marc Gaughan to accept the Memorandum of Agreement 2026 Hazard Mitigation Plan Update. Motion was seconded by Paula Bechaver. The motion carried unanimously.

Treasurer's Report

Elizabeth Murray submitted the Treasurer's Report for the month of January 2023 and lists of bills to be paid from the general fund and liquid fuels fund. Bill Heim made a motion to accept the Treasurer's Report as reported and to pay the bills as presented. Ed Gaughan seconded the motion. The motion carried unanimously with a roll call vote.

A report was submitted by Berkheimer to Borough Council of the year-to-date earned income tax collection as an informational document for review and/or discussion.

Real Estate Tax Collector

The Real Estate Tax Collector's Report was provided for the month of January 2022.

A letter dated January 30, 2023 from Connie Sanko to the Moscow Borough Council regarding Frank W. and Jean B. Hubbard PIN: 1900401012056 to issue a court ordered refund of \$370.36.

Administrative Assistant

Submission of requested information for Verizon cellular phone accounts.

Contact was made with Joshua Dukeman, Government Account Manager, Verizon Business. The police and Department of Public Works Department accounts have now been adjusted for unlimited on all services.

Police Department Verizon Account information was discussed 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. This will be added to the September 2023 Council Meeting to address closer to that date.

Department of Public Works Department Verizon Account information was discussed 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 was made by Borough Council to have phones discontinued and letter signed by DPW Staff choosing to use their own personal phones.

Spoke with Kevin Adams of Computer Visionaries, Web Designer, he is actively working on the new website and will be meeting with Amy Carlson closer to the end of February 2023 to review and have updated as to the progress of the website. Amy will have an update for Borough Council at the March 2023 meeting.

Police Department

There were at total of Chief Brenzel gave the Police report for the month of January 2023. There were 100 911 calls and 97 cleared calls.

Special Order 2023-01 regarding Act 71 of 2022 Victim Information to Magisterial Court and Special Order 2023-02 regarding Overdose Mapping Act (Act 158 of 2022) was submitted to Borough Council as an informational document for review and/or discussion.

Council of Governments

Marc Gaughan stated that they have a Council of Government meeting coming up in the near future not sure of specific date.

Zoning Hearing Board

The below letter and emails were presented to Borough Council for informational documents. No actions were required.

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.

An email dated January 25, 2023 from Steve Stern, Managing Member, Pocono Management, LLC. regarding Moscow Family Dollar Addition Variance requesting a 60 Day Hearing Extension.

An email dated January 27, 2023 from Steve Stern, Managing Member, Pocono Management, LLC. regarding Moscow Family Dollar Addition Variance 60 Day Hearing Extension was approved. George Parker noted the 60-day extension granted has a new deadline of April 25, 2023.

Zoning Officer

George Parker, PE submitted Monthly Report for the month of January 2023.

Fire Chief, Colin Young stated he knows there is no ordinance but is there any way that the Borough can enforce getting a key for the Knox box that the Dollar General has purchased, installed and is currently working. Ever since it has been installed they have never issued the Moscow Volunteer Fire & Hose Company a key. Colin stated that they have been made aware that if there is an emergency that a window will need to be broken since they do not have a key. Their system is not a dial out system so Colin explained that if their fire alarm goes off the Moscow Volunteer Fire & Hose Company wouldn't know it until someone called them. Solicitor Bruce Zero stated that all the fire company can do is continue to ask.

Planning Commission

Marc stated that MarKoz Realty representative, Jody Ferdyn in attendance also said that a lot for two will be as much as 5 acres which will probably include wetland area according to Marc's interpretation

MarKoz Realty representative, Jody Ferdyn who attended the January 30, 2023 Planning Commission Meeting requested another 120-day extension from Moscow Borough Council. The current extension deadline is February 24, 2023. The request would make a new additional 120-day extension deadline June 24, 2023. A motion was made by Marc Gaughan to approve a new additional 120-day extension deadline June 24, 2023. The motion was seconded by Bill Heim. The motion carried unanimously.

Marc stated that MarKoz Realty representative, Jody Ferdyn in attendance also said that a lot for two will be as much as 5 acres which will probably include wetland area according to Marc's interpretation.

An email dated February 3, 2023 from Robert J. Bochicchio, P.E., DBIA, Greenman-Pedersen, Inc. (GPI) regarding J BAR Realty, Inc. Stormwater Management Plan Review. No action was needed by council. The applicant will need to resubmit the Stormwater Management Plan Submission with responses to comments from October 2022 to close the loop on the stormwater review conducted by GPI.

Parks and Recreation

Paula Bechaver – Chair of Parks and Recreation gave a report on the following.

A copy of the letter dated January 22, 2023 that was mailed out to Mr. Mark Dougher, Deputy Director, Department of Parks and Recreation, Lackawanna County regarding the annual Development Plan for Old Mill Park was submitted to Borough Council as an informational document for review and/or discussion.

Clover Park, Jeff Moore of Lyons Recreation who came in with the lowest park structure proposal submitted a new sale flyer as old sale flyer expired in December 2022. New sale flyer increased, original choice for play structure was priced at \$14,999.00 new pricing is for \$17,499.00. Other similar things in the flyer up for consideration. Another similar structure which is completely smaller for \$9,999.00. Also, the potential of smaller pieces to consider a small merry go round priced at \$3,600.00 or dome climber at \$6,800.00 when we are seeking funds and grants.

An email from Planning Commission member Judy Castrogiovanni as read. "I have an idea to keep Clover Lane playground an active and fun gathering place while we work out bigger plans for new equipment—a community garden space with raised beds. I think it would cost under 1,000 to create some raised beds and then we could put out a flyer for families to "rent a whole bed or share a bed for a minimal fee that would go back into the playground fund. Kiddos and parents could plant flowers and veggies and maybe we could work with the garden experts from the NP library as a satellite garden."

Lackawanna County Reinvest 1st application due the last day in April 2023, second application due the last day in October 2023. The grant is for \$5,000.00.

Expressed feedback on what does the Borough want to do moving forward. Something smaller in Clover or do we want to seek out a bigger grant for Harmony Hills Park where there is more room. Art Pencek suggested to come up with a plan to present to Council. Mayor Rosemarie Warner suggested to focus attention on Clover Park. Recommendation to approach Louis LaFratte for consultation if there are any potential grants. Paula will come up with a plan and Council can revisit this topic at the March 2023 Borough Council meeting.

Municipal Building

Dennis Cawley, Chairperson reported on the following:

Amy Carlson on behalf of Dennis contacted Sean Riley, Territory Manager, AED Brands regarding updated status of the Automatic Defibrillators currently on backorder. Sean stated the Borough should have their shipment in February 2023, as they expect a larger quantity of ZOLL AEDs to be shipping at that time.

Financial Report

An email dated January 20, 2023 from Timothy L. DeFoor, Pennsylvania Auditor General regarding refund for 2022 General Municipal Pension (PMRS) was submitted to Borough Council as an informational document for review and/or discussion.

Edward Jones Statement date Nov 26 – Dec 31, 2022 for Account 360-24574-1-2 was submitted to Borough Council as an informational document for review and/or discussion.

Another meeting of TCC scheduled to have a meeting the end of January 2023, Bill was not aware if that occurred as he could not attend. He will keep Council updated after their next meeting.

Solicitors Report

Moscow Borough Solicitor Bruce Zero submitted for review a resolution of the Borough of Moscow waiving the permit fee required to be paid by the Moscow Sewer Authority pursuant to Ordinance Number 243-2017. He stated this does not have to be passed right away. This will be included on the March 2023 Borough Council meeting agenda.

Streets

Discussion for replacement of vacant seat left by Barry Gabello's resignation from the Planning Commission. Nichole or Jon Musevitch, Pen Oak PI expressing an interest. Art Pencek stated whomever is interested should submit a letter to Borough Council to request an interview for the vacant seat. Councilmember Joseph Castrogiovanni stated that he would inform Nichole or Jon Musevitch they would need to submit a request to Council.

Marc stated they are preparing design work for stormwater and curbing paving for the 200 block of Maple St, and the 200 block from Sunrise to the beginning on Parkview. Looking at an overlay as the street is the worst in the Borough. They are looking at an inch or inch and a half overlay over those streets.

Beginning a Stormwater Plan, registering with the state so anytime the borough is doing any type of stormwater we will have it in the boroughs inventory which may allow us for grants.

Mark Mecca will have an update at the March 2023 Borough Council meeting as to when the Borough will have access to the street sweeper.

School flashing speed limit sign damaged in traffic accident on January 17, 2023. Report is necessary from the Pennsylvania State Police who are investigating. He spoke with Jeff Kyle, DGK insurance.

State Representative Kyle Donahue said to inform Borough Council if there is anything needed from him or his office feel free to contact him.

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 was submitted to Borough Council as an informational document for review and/or discussion.

Mary Liz Donato, Planning Department Manager, Lackawanna County Dept of Planning & Econ Development had to postpone her presentation on Regional Planning until March 2023.

Recycling

Joseph Castrogiovanni addressed the Clean and Green. He stated to see what comes in this year for bids assuming the Borough gets a decent bid, the Borough will need to decide if they are going to go alternate years going forward and give notice with this year that it may be every other year going forward due to the high cost of hiring a contractor.

Borough Council agreed to approve placing the advertisement in for bids for Clean and Green for the Borough of Moscow.

New Business

Griffin Pond Animal Shelter

The Times Tribune, Thursday February 2, 2023, Page A5 informational piece submitted by Chief Brenzel regarding Griffin Pond Animal Shelter as an informational document for review and/or discussion.

Discussion had on Griffin Pond Animal Shelter regarding fees that are being assessed to the Moscow Borough when the Moscow Borough Police Department surrenders stray animals to the shelter. Also, discussion on animals that are surrendered by a private citizen of the Moscow Borough and the fees being assessed to the Moscow Borough After a brief discussion and Solicitor Bruce Zero's input, Mayor Rosemarie Warner stated she drafted a letter to in response to Griffin Pond Animal Shelter that will be signed by Art Pencek, President of Council and sent out, per recommendation from Moscow Borough Solicitor Bruce Zero.

Adjournment

Motion was made by Marc Gaughan to adjourn the meeting. Motion was seconded by Bill Heim. The motion carried unanimously.

Minutes submitted by Amy Carlson