

MOSCOW BOROUGH COUNCIL MEETING MINUTES
MARCH 6, 2023

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

Opening of Meeting

Arthur Pencek, Council President, called the March 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), George Parker (Zoning and Code Enforcement Officer) Ivy Brenzel (Police Chief), Colin Young (Fire Chief) Aaron Pikarski (Moscow Resident)

The only one sealed bid submission for Clean and Green by the advertised deadline of March 2, 2023 from Solid Waste Services, Inc., D/b/a J. P. Mascaro & Sons, 2650 Audubon Road, Audubon, PA 19403 was opened and read by Council President Art Pencek. The bid in agreement and signed specification sheet was for \$24,936.00. Services requested in specification sheet submitted are to be performed on May 22,23 and 24 2023. Joseph Castrogiovanni made a recommendation due to rising costs that the Borough have Clean and Green service in odd numbered years going forward. Joseph Castrogiovanni made motion to accept the bids as presented however Clean and Green going forward will be every other year process (odd numbered years) Motion was seconded by Dennis Cawley. The motion carried unanimously to a roll call.

Approval of Minutes

The regular monthly council meeting was held on February 6, 2023 minutes were submitted for review and approval. Motion was made by William Heim to accept minutes as written. Motion was seconded by Joseph Castrogiovanni. The motion carried unanimously.

Junior Council

There was no Junior Council representation at the March 6, 2023 meeting

Moscow Volunteer Fire & Hose Company

Chief Colin Young reported on the following:

January 2023 monthly report had a total of 79 calls. The breakdown was 66 EMS calls and 13 fire calls.

Chief Colin Young stated that the fire company sold the engine tanker and will be picked up in the next few weeks. It had been on reserve status for the past 3 to 4 years. This does not affect the protection of the town as a new purchase that was made and the tankers/rescue they have they hold the same amount of water.

Application for employment requested to be approved. David R. Prell employment position to be hired as an EMT by the Moscow Volunteer Fire & Hose Company. The starting hourly rate as stated in the email of \$14.50 per hour. Motion was made by William Heim to accept minutes as written. Motion was seconded by Edward Gaughan. The motion carried unanimously.

Citizens Comments

Moscow Borough resident Aaron Pikarski was in attendance with multiple concerns. His first concern was the presence of Moscow Borough Police Department in the morning at the entrance areas of the North Pocono Intermediate School for traffic control on Church Street. Mr. Pikarski second concern was how to go about reducing the speed limit on Church Street from Rt 435 to Rt 307 to 35 mph to 25 mph. Both concerns were discussed and Chief Ivy Brenzel was requested by Council to investigate if or how these concerns can be resolved.

General Correspondence

A request for approval of an increase in Cyber Liability Insurance Coverage for from DGK Insurance from \$50,000 to \$100,000. Additional annual premium would be \$400.00. Councilmember William Heim stated he will be contacting Jeff Kyle from DGK Insurance to discuss as he was under the impression that our Cyber Liability is covered under the umbrella of our regular coverage. No action was taken as this will be tabled until April 2023 council meeting.

An email dated March 1, 2023 from Mary Liz Donato, Planning Department Manager, Lackawanna County Dept of Planning & Econ Dev, regarding Communit Planning Course being offered May 2023 if anyone was interested in registering. Councilmember Marc Gaughan expressed his interest in attending and stated to submit his registration for the course.

North Pocono Public Library Newsletter 2023 Issue 1 was submitted as an informational document for review.

Thank You card from the Bianchi Family was submitted as an informational document for review.

Laurel Lines Vol 50 Issue 2 February 2023 was submitted as an informational document for review.

Treasurer's Report

Discussion was had for new line item (408.311) created for a fee that will need to be paid to QuickBooks that was not initially budgeted for in 2023. Elizabeth Murray, Moscow Borough Treasurer informed Bill Heim, Financial Chair that our payroll software provider QuickBooks has informed her of a direct deposit annual fee of \$1,788.00. Fee's will be reimbursed 100% by the Moscow Volunteer Fire & Hose Co. and 50% by the North Pocono School District for the crossing guards. Marc Gaughan made a motion to transfer \$1,788.00 from Contingency Fund to new line item 408.311. Bill Heim seconded the motion. The motion carried unanimously with a roll call vote.

Elizabeth Murray submitted the Treasurer's Report for the month of February 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.

Real Estate Tax Collector

The Real Estate Tax Collector's Report was provided for the month of February 2023.

Real Estate Tax Collector, Connie Sanko sent out a new policy notice for acceptance of payments sent out with the real estate tax invoices. Also, specific hours available at the Moscow Borough building for residents to make payments.

Administrative Assistant

Contacted DGK Insurance Check L34602321 dated February 14, 2023 for \$1,000.00 was received on Friday February 17, 2023 for reimbursement of the deductible from the July 2, 2022 claim.

Email dated Tuesday February 14, 2023 from Holly Maria, DGK Insurance regarding the School flashing speed limit sign damaged in traffic accident on January 17, 2023. The information was sent to the driver's insurance as the adjuster felt that it could be handled directly through them. She will follow up and update accordingly.

Met on Wednesday March 1, 2023 with Kevin Adams, Computer Visionaries Web Designer. The meeting consisted of reviewing formats and status of the project. Kevin stated his goal is at the end of March to have draft completed for review before it goes live.

Grants

Council agreed That Amy Carlson should proceed to apply for the CRP (Community Re-Invest) grant for \$5,000.00 for the rubber mulching at Clover Park.

Paula Bechaver, Chair for Parks and Recreation, stated through DCNR grants have to be for a specific location. She is working with State Representative Kyle Donahue along with Amy Carlson and Mark Mecca to look into potential grants for all the parks for upgrades.

Amy Carlson updated that she discussed Golden Park fencing project with Jessica Edwards, Regional Planning Manager, Office of Planning and Economic Development Lackawanna County regarding extension of the 2020 and 2021 Reinvest Grants which has current deadlines of June 2023. Amy will submit letter for an extension.

Police Department

There were at total of Chief Brenzel gave the Police report for the month of January 2023. There were 113 911 calls and 107 cleared calls.

Art Pencek stated he spoke with Griffin Pond will take stray animals from the Borough at the \$110.00 rate per animal but officer must call first to assure there is room.

Moscow Borough Civil Service Commission Annual Reports and Minutes for the calendar years 2020, 2021 and 2022 submitted as informational piece for review.

Mayor's Report

Mayor Rosemarie Warner stated she reached out to Moscow Borough Historian Brian Shaffer who will be back on track in his position.

Contacted the North Pocono High School Guidance Counselor in search for a new Junior Council Representative for the 2023-2024 school year.

Special thanks was extended to Corporal Marty Cieless for taking time to provide a presentation and demonstrations to the North Pocono Daisy Troop. He also provided them with stickers, materials, showed them the fleet.

RAD Kids Summer Safety Camp applications are beginning to come in.

Council of Governments

Marc Gaughan stated dues are due of \$200.00, Elizabeth Murray will be taking care of this.

Zoning Officer

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

Code enforcement is moving along on Church Street across from the school. Instruction to the gentlemen is that he would be back in three weeks to check on progress.

Joe Castrogiovanni questioned RLE moving earth if it was part of the stormwater management plan, George replied that it was. Borough engineer has also reviewed as well.

An article dated February 24, 2023 entitled, "Dollar Tree Accused of "Endangering Everyone "Who Shops There" regarding a Dollar Tree store in Texas that OSHA is proposing fines against was submitted as an informational piece for review.

Planning Commission

No meeting was held for February 2023 due to lack of topic content.

Letter of interest dated February 10, 2023 from Nichole Musewicz for open position on the Planning Commission. Interview to be set up to happen at 6:30 pm before the next scheduled Planning Commission meeting which is scheduled for Monday March 27, 2023.

Parks and Recreation

Discussed in beginning of this meeting on potential grants.

Recycling

Recycling Reports were submitted as an informational piece for the period of October 2022 through January 2023 as an informational piece for review.

Joseph Castrogiovanni expressed the need to be sure that Borough residents are aware the dates for 2023 Clean and Green. Discussion was had and information will be put in the newsletter and new website when it is completed.

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

A letter from Pennsylvania Department of Transportation Michael B. Carroll, Acting Secretary of Transportation regarding the Liquid Fuels Tax Fund Payment of \$69,492.28 was paid to the Moscow Borough on March 1, 2023 as an informational piece for review.

PA Department of the Auditor General completed Moscow Borough Pension Audit via telephone with Elizabeth Murray, Treasurer for the period of January 2018 to December 2022. Audit is complete and in the review process which takes approximately 90 days for the final report to be released. Once finalization is complete the audit report will be released to the Moscow Borough for review.

Moscow Sewer Authority

Motion was made by Marc Gaughan to accept Resolution 296-2023 waiving the permit fee required to be paid by the Moscow Sewer Authority pursuant to ordinance 243-2017. Motion was seconded by William Hiem. The motion carried unanimously with a roll call vote.

Streets

DPW Supervisor, Mark Mecca has not yet heard back as to when the street sweeper will be available for use for the Borough of Moscow.

New Business

Old Business

Adjournment

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

Minutes submitted by Amy Carlson