

Moscow Borough Council Meeting Agenda
Monday May 1, 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:

4. CITIZEN'S COMMENTS
5. APPROVAL OF MINUTES OF PREVIOUS MEETING
 - A. Minutes of the April 3, 2023 Meeting (copies provided)
6. JUNIOR COUNCIL PERSONS: Conor Mann and Jason Castrogiovanni

7. MOSCOW VOLUNTEER FIRE AND HOSE COMPANY: Fire Chief Colin Young
 - A. Moscow Volunteer Fire and Hose Co. report for month of April 2023
 - B. Applications for Employment (copies provided) **(Actions Required)**
 1. Megan Olzar applying for Part-Time Ambulance Driver
 2. Julia Paige Lamberton for Part-Time EMT
8. MOSCOW BOROUGH HISTORIAN: Brian Shaffer
9. GENERAL CORRESPONDENCE:
 - A. Primary election day is May 16, 2023. Moscow Borough residents vote at the Moscow United Methodist Church on the corner of Church and Spring Garden Streets from 7:00 am to 8:00 pm.
 - B. Letter dated April 2023 regarding the 50th Anniversary Celebration of the Lackawanna & Wyoming Valley Railway Historical Society. (copies provided)
10. TREASURER'S REPORT: Elizabeth Murray
 - A. Reimbursement for LSA Grant C000076601, Moscow Fire and Hose Co. payable to Moscow Borough was received and deposited on April 24, 2023. Check in the amount of \$19,600.00 in current check run payable to the Moscow Fire and Hose Co. for approval. (copies provided)
 - B. Treasurer's Report (copies to be provided)
 - C. Monthly Bills (copies to be provided)
 - D. Monthly Reports for April 2023 (payroll transactions by payee, deposit detail and general fund register) (copies to be provided)
11. REAL ESTATE TAX COLLECTOR: Connie Sanko
 - A. Real Estate Tax Collector's Report for the month of April 2023 (copies to be provided)
12. ENGINEER'S REPORT: Greenman-Pedersen Inc.
 - A. Documentation dated March 30, 2023 for Authorization of Professional Services regarding Storm Sewer mapping. After review Robert J. Bochicchio, P.E., DBIA, **does not recommend moving forward with the project** unless the Borough can be approved for a grant. (copies provided)
 - B. Documentation dated March 30, 2023 for Authorization of Professional Services regarding 2024 Maple Street Paving. After review Robert J. Bochicchio, P.E., DBIA, **recommends moving forward with the project.** (copies provided) **(Action Required)**
13. BUSINESS OFFICE: Amy Carlson
 - A. Discussion on seeking permission from Borough Council to looking into purchase of 2 new AED's for the Police Department and plan for funding if any.
 - B. Discussion on seeking permission from Borough Council to use Shred-All Co. Roaring Brook Township for destruction of specific records (50-60 boxes) as set forth in the Municipal Records Manual. Approximate cost \$500-\$600 (lowest in the area).

- C. Resolution #297-2023 regarding destruction of specific records as set forth in the Municipal Records Manual (copies provided) **(Action Required)**
 - D. Resolution #298-2023 regarding intent to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual (copies provided) **(Action Required)**
 - E. Discussion of electronic and television recycling and shredding event possibilities for Moscow Borough residents. Responsible Recycling, Kutztown, PA seems to be what local municipalities are hiring out. **(see copies of flyers provided)**
14. GRANTS:
- A. Email dated April 12, 2023 from Louis LaFratte on information needed regarding application for Community Development Block Grant (CDBG) (copies provided)
15. POLICE DEPARTMENT: Ivy Brenzel, Police Chief
- A. Monthly Report for March 2023 (copies to be provided)
16. CIVIL SERVICE COMMISSION
17. MAYOR'S REPORT: Rosemarie Warner
18. SHADE TREE COMMISSION:
- A. On Friday April 28, 2023, which was also Arbor Day, a tree was dedicated to Edward Gaughan Sr. in a ceremony at Golden Park.
 - B. The butterfly garden relocation and tree dedicated to Arlene Kakareka is currently being worked on.
19. NORTH POCONO COUNCIL OF GOVERNMENTS: Marc Gaughan, Council Representative
20. BUILDING INSPECTOR'S REPORT: Building Inspection Underwriters of PA, Inc.
21. ZONING OFFICER AND CODE ENFORCEMENT OFFICER: George Parker, PE
22. ZONING HEARING BOARD:
- A. Email dated April 19, 2023 from Brian Yeager regarding withdrawal letter of application requesting a variance from the Moscow Borough Zoning Hearing Board by Pocono Management LLC (copies provided)
 - B. A Zoning Hearing Board Meeting was held on April 20, 2023 regarding application of John and Cecelia Mercuri, 120 Horseshoe Drive, Moscow, PA 18444 for a variance for property they own at 201 North Main Street in Moscow.
23. PLANNING COMMISSION: Marc Gaughan, Council Representative
- A. Letter dated April 10, 2023 from the Lackawanna County Conservation District regarding Notice of Termination Approval Letter Moscow Dollar General. (copies provided)
 - B. Letter dated April 19, 2023 from Jody Ferdyn updating the progress of the third phase of Harmony Hills III and requesting a 120-day extension for the project to be submitted to Borough Council for approval. The current 120-day extension expires June 24, 2023.

24. PARKS AND RECREATION: Marc Gaughan (in Paula Bechaver's absence), Council Representative
 - A. Marc Gaughan to update the grant meeting with Louis LaFratte from earlier in the month.
 - B. Port-a-potties were delivered to Old Mill Park and Golden Park.
25. RECYCLING: Joseph Castrogiovanni, Council Representative
 - A. Email dated April 24, 2023 from Moscow Borough resident Dr. Kristin Bewick regarding recycling of televisions and electronics. (copies provided)
26. MUNICIPAL BUILDING: Dennis Cawley, Councilperson updates on the following:
 - A. Generator
 - B. Air Filtration Systems
 - C. Automatic Defibrillator =Abbie Moyer ZOLL Medical was on site April 11, 2023 to train Moscow Borough Employees on the new AED's.
27. FINANCIAL REPORT: William Heim, Financial Chair
 - A. Statement from Edward Jones for the period of January 1 to March 31, 2023. Current ending value \$128,304.81.
28. MOSCOW SEWER AUTHORITY:
 - A. Email dated April 20, 2023 correspondence regarding Moscow Sewer Authority Extension Project LSA Grant C000083204
 - B. Email dated April 21, 2023 from Amy Carlson on behalf of Arthur Pencek, Council President of signed letter for extension of LSA Grants C000065518 and C000071611 to Mary Lou Butler of ESC Design Inc. for submission to John Murray at PA Department of Community and Economic Development.
 - C. Email dated April 21, 2023 from Allison Cramer, PA Department of Community and Economic Development regarding current balances of Moscow Sewer Authority LSA Grants.
29. LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE (LERTA):
30. SEWER ENFORCEMENT OFFICER: Jerome Loftus
31. STREETS: Marc Gaughan, Councilperson
32. EMERGENCY MANAGEMENT COORDINATOR: Kimberly Mecca
33. SOLICITOR'S REPORT: Attorney Bruce S. Zero
34. STRATEGIC/LONG TERM PLAN: Edward Gaughan
35. HEALTH AND SAFETY: Edward Gaughan
36. PERSONNEL COMMITTEE: Edward Gaughan
37. OLD BUSINESS:

38. NEW BUSINESS:

39. ADJOURNMENT:

_____THE NEXT SCHEDULED COUNCIL MEETING WILL BE MONDAY June 5, 2023