

**MOSCOW BOROUGH COUNCIL MEETING MINUTES**  
**OCTOBER 2, 2023**

A meeting of the Moscow Borough Council was held on October 2, 2023 at 7:00 pm. at the Moscow Borough Building, 123 VanBrunt Street, Moscow, PA.

**Opening of Meeting**

Arthur Pencek, Council President, called the October 2, 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 George Parker (Zoning and Code Enforcement Officer) Ivy Brenzel (Police Chief), Colin Young (Fire Chief) Jason Castrogiovanni, (Junior Council) Guy Palmer (Citizen) Karen Clifford (Citizen) Christopher Kelly (NP Public Library), Marianne Gilmartin (NP Public Library) Mark Kozik (MarkKoz Realty) Jody Ferdyn (MarkKoz Realty)

**Presentations:**

Christopher Kelly, Development Director of the North Pocono Public Library annual library update.

MarkKoz Realty, Mark Kozik and Jody Ferdyn gave updates on the Harmony Hills III project. Mark stated they are waiting on approvals from engineers which is a slow process. Both Mark and Jody stated that they are 100% still moving along with the project. Also, an additional 120-day extension was requested by Mark Kozik. Fire Chief Colin Young inquired if they have any type of fire suppression system in the plan. They do not. Mark Kozik stated he will have his engineer contact Robert Bochicchio of Greenman-Pedersen, Inc. to discuss.

**Citizen's Comments**

Property owner Guy Palmer of Willow St. Moscow inquiring on the progress of the request for the installation of the catch basin. Councilmember Marc Gaughan stated he was meeting with the engineer on October 3, 2023 to discuss the design plan hopefully to begin end of October or November. He believes that this will still be completed by the end of 2023.

**Approval of Minutes**

The regular monthly council meeting was held on September 5, 2023. Minutes were submitted for review and approval. Motion was made by Edward Gaughan to accept minutes as written. Motion was seconded by Paula Bechaver. The motion carried unanimously.

**Moscow Volunteer Fire & Hose Company**

Chief Colin Young reported on the following:

September 2023 monthly report had a total of 94 calls. The breakdown was 84 EMS calls and 10 fire calls.

Motion was made by Joseph Castrogiovanni to hire the following for employment at the Moscow Volunteer Fire & Hose Co. Bryanna Knecht (EMT) Amy Hammen (EMT) and Ernest Koch Jr. (Driver) Motion was seconded by William Heim. The motion carried unanimously with a roll call vote.

### **General Correspondence**

Laurel Lines Vol 50, Issue 8 an informational piece was submitted for review.

Invitation information for the Lackawanna & Wyoming Valley Railway Historical Society 50<sup>th</sup> Anniversary Dinner to be held on Saturday November 11, 2023, The Moscow Railroad Station will be recognized at the event. Anyone wishing to attend is asked to contact the business office for arrangements to be made.

Griffin Pond Animal Shelter thank you & donation letter was submitted as an informational piece was submitted for review

Letter dated September 25, 2023 from the North Pocono Public Library submitted as an informational piece was submitted for review

### **Treasurer's Report**

Elizabeth Murray submitted the Treasurer's Report for the month of September 2023 and lists of bills to be paid from the general fund and liquid fuels fund. Marc Gaughan made a motion to accept the Treasurer's Report as reported and to pay the bills as presented. Paula Bechaver 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 September 2023.

### **Financial Report**

Joseph Castrogiovanni made a motion for William Heim to authorize Edward Jones CD # 360-4574-1-2 maturity date October 3, 2023 at \$43,000.00 and approval needed for renewal at the prevailing rate as stated by Brian Goldsack of Edward Jones on October 3, 2023. The motion also included William Heim to renew rates of additional CD's that will mature and need to be renewed at the prevailing rates in the remainder of the month of October and November 2023. Ed Gaughan seconded the motion. The motion carried unanimously with a roll call vote (William Heim abstained to the vote).

Letter dated September 2023 Michael B. Carroll, PENNDOT Secretary of Transportation regarding the estimated Liquid Fuels Allocation for 2024 of \$68,342.08. was submitted for informational purposes.

Lackawanna County Tax Collection Committee Audit Report from Berkheimer for the year ending 12/31/2022 was submitted for informational purposes. A copy of the report can be obtained for review from the Moscow Borough Business Office. William Heim added that there hasn't been a meeting in a year due to not enough for a quorum for vote,

Email dated September 20, 2023 from Timothy L. DeFoor, PA Auditor General regarding 2023 Municipal Pension State Aid Allocation. Direct deposit for \$22,726.89 on September 27, 2023. was submitted for informational purposes

First Priority Blue Cross/Blue Shield Medical 2022 Ratio Loss Rebate Check with breakdown Moscow Borough/Moscow Sewer Authority was submitted for informational purposes.

Email dated September 25, 2023 from Bridget Nealon, Murphy Dougherty & Company for review regarding policy and procedure if implementing on-line payments to vendors from the Moscow Borough. This will be added as a line item for vote on the November 2023 Council Agenda.

### **Streets**

The grate on Sunrise and Church street has been fixed by DPW.

DPW Department has been performing road patching throughout the Borough.

New GMAC Truck ordered for the Moscow

Borough and currently financial paperwork is being processed for lease of vehicle.

Email dated September 6, 2023 from Mary Liz Donato, Planning Dept. Mgr. Lackawanna Co. Dept. of Planning & Economic development regarding North Pocono Regional Planning, COG Meeting to be held regarding the regional planning on Wednesday October 11, 2023. (in which was stated at the council meeting as October 12) Mary Liz Donato looking for a verbal commitment from the Moscow Borough. Marc Gaughan made a motion for the Moscow Borough to formally give verbal commitment that the Moscow Borough will participate in the regional planning at the next scheduled COG meeting.

Maple Street Paving Project update, Marc spoke with Leeward Construction and they will begin to pave Spring Garden Street in the next day and all new sidewalks by the end of the week.

The scheduled September 25, 2023 Planning Commission Meeting was cancelled due to lack of content on the agenda

### **Engineer's Report** Greenman-Pedersen Inc.

Email dated September 5, 2023 from Robert Bochicchio P.E., DBIA, Greenman-Pedersen Inc., regarding the Moscow Borough for Harmony Hills Phase 3 Stream Crossing has been approved.

### **Zoning Officer Report**

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

Joseph Castrogiovanni asked where we stand with RLE Enterprises. George responded that it is still being addressed on discrepancy of property lines for the planting of the trees. Art Pencek stated that it is taking longer than expected but is still being addressed. Bruce Zero stated that he will be getting in contact with the Register of Deeds. George believes there is a discrepancy in the property lines and the survey has just been completed and stakes have been placed. George will ask who did the survey and update accordingly going forward.

### **Zoning Hearing Board**

Zoning Hearing Board Meeting was held Thursday September 26, 2023 of the continuance of a variance requested by John Pagotto for a property owned with Tara Pagotto at 400 Church Street, Moscow, PA. The Moscow Borough Zoning Hearing Board Attorney Brian Yeager, will submit Finding and Facts of Conclusion of Law with the Decisions of the Board once completed.

### **Police Report**

Chief Brenzel gave the Police report for the month of September 2023. There were at total of 162 911-calls and 157 cleared calls. Also, several events and training.

Marc Gaughan made a motion to hire two substitute crossing guards. Applicants were Linda Ames Biefeldt and Susan Gambucci. Bill Heim seconded the motion. The motion carried unanimously with a roll call vote.

## **Junior Council**

Jason Castrogiovanni stated he will be focusing on assisting the Mayor with the annual tree lighting ceremony being held Thursday November 30, 2023. He will also contact Kathrine Barker (Junior Council Member) for assistance.

## **Mayor's Report**

Mayor Rosemarie Warner reported on the following:

The annual tree lighting ceremony will be Thursday November 30, 2023 looking to purchase additional decorations and tree lighting fixtures in anticipation of the event. Decorations from last year are no longer intact for use.

Junior Council Member Jason Castrogiovanni has will be working as a paid internship at Discover NEPA. He will be videography, photography, social media and additional articles on Northeastern Pennsylvania.

Rose Gisele and Operation Santa Claus has donated stuffed animals for Santa Claus to distribute at the tree lighting ceremony for the second year in a row.

## **Recycling**

Joseph Castrogiovanni stated curbside leaf collection will begin in the next few weeks and may have an impact or delay recycling pickup.

## **Business Office**

Request for newsletter supplement (4) times per year with sewer invoices to decrease cost and repetitive information. Real time updates and pertinent Moscow Borough information will be posted on the Borough website.

## **Solicitors Report**

Attorney Bruce Zero stated that there is a scheduled hearing on Thursday October 5, 2023 at 1:30 at the District Magistrates Office regarding 822 Church Street zoning and permit violation. He will meet one hour before the hearing with George Parker, Moscow Borough Zoning Officer to review his testimony.

## **Old Business**

Marc Gaughan made a motion was made to approve an additional 120-Day extension for MarKoz Reality, Inc. Dennis Cawley seconded the motion. The motion carried unanimously.

## **Adjournment**

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

## **Minutes submitted by Amy Carlson**