

Monday, March 4, 2024

MOSCOW BOROUGH COUNCIL

MEETING AGENDA

* Please note Council meetings are recorded and are transcribed at a later date

1. CALL TO ORDER: Arthur Pencek – Council President

2. PLEDGE OF ALLEGIANCE: Arthur Pencek – Council President

3. ROLL CALL (Check if present)

Mayor Rosemarie Warner	_____	Marc Gaughan	_____
Arthur Pencek	_____	Paula Bechaver	_____
Edward Gaughan	_____	Dennis Cawley	_____
Joseph Castrogiovanni	_____	Jason Castrogiovanni (Junior Council)	_____
William Heim	_____	Katherine Barker (Junior Council)	_____

4. CITIZEN'S COMMENTS AND/OR FOLLOW-UP ON PREVIOUS CITIZEN'S REQUESTS

5. APPROVAL OF MINUTES OF PREVIOUS MEETING:

- A. Approval of February 5, 2024 monthly council meeting minutes (copies provided)
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6. MOSCOW VOLUNTEER FIRE AND HOSE COMPANY: Fire Chief Colin Young

- A. Moscow Volunteer Fire and Hose Co. report for month of February 2024
- B. Applications for Employment
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7. GENERAL CORRESPONDENCE:

8. TREASURER'S REPORT:

- A. Transfer Report (**copies to be provided**)
- B. Treasurer's Report (**copies to be provided**)
- C. Monthly Invoices (**copies to be provided**)
- D. Monthly Reports for February 2024 (payroll transactions by payee, deposit detail and general fund register) (**copies to be provided**)
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9. REAL ESTATE TAX COLLECTOR REPORT:

- A. Real Estate Tax Collector's Report from **revised** from January 2024 and monthly report for February 2024 (**copies to be provided**)

10. FINANCIAL REPORT: William Heim, Financial Chair

11. BUSINESS OFFICE:

- A. Email dated February 22, 2024 regarding PMRS Audit for the period of January 1, 2022 to December 31, 2022. **(due to multiple pages, copies of entire report can be obtained at the Borough business office)**
 - B. Discussion of meeting on February 8, 2024 with Art Pencek and Jaclyn Bennett from WEPAY payroll service for option to use WEPAY payroll processing, calculating, deposits and files all-employee related taxes. Expense was approved in 2024 budget. **(Action is Required if council chooses to use for Q2 – 2024 which would be effective April 1, 2024)**
 - C. Update of balance remaining of American Rescue Funds.
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12. STREETS / PLANNING COMMISSION AND COUNCIL OF GOVERNMENTS: Marc Gaughan Chairperson (Streets)

- A. Planning Commission Meeting cancelled Monday February 26, 2024 due to lack of content on agenda.
 - B. Email dated February 29, 2024 regarding North Pocono School Board Work Session being held March 4, 2024. (copies provided)
 - C. Article from February 2024 Pennsylvania Borough News Magazine regarding Stormwater Management, informational purposes for review. (copy provided)
 - D. Letter dated February 8, 2024 from Kuharchik Construction proposal regarding Response/Preventative Maintenance – Traffic Signals, informational piece with pricing for this year. (copies provided) **(Action Required)**
 - E. Piping has been purchased and delivered for Jennifer Street Project to be expensed to American Rescue Funds.
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13. ZONING OFFICER AND CODE ENFORCEMENT OFFICER: George Parker, PE

- A. Monthly Report February 2024 **(copy to be provided)**

14. ZONING HEARING BOARD:

15. PARKS AND RECREATION: Paula Bechaver, Chairperson

- A. Recap of meeting held on Tuesday February 27, 2024 with Christine Dettore | Regional Advisor Department of Conservation and Natural Resources regarding Old Mill, New Street and Golden Park. Also, in attendance were Paula Bechaver, Mark Mecca, Marc Gaughan and Amy Carlson.
 - B. DCED grant application for the Moscow Borough \$12,500.00 for Clover Park rubber mulching was submitted on Friday, February 23, 2024.
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16. POLICE DEPARTMENT: Chief Ivy Brenzel

- A. Monthly report February 2024 **(copy to be provided)**

17. MAYOR'S REPORT: Mayor Rosemarie Warner

- A. Junior Council Applications being accepted for 2024-2025 School Year, currently posted on website.

18. JUNIOR COUNCIL – Jason Castrogiovanni and Katherine Barker

19. RECYCLING: Joseph Castrogiovanni, Chairperson

20. MUNICIPAL BUILDING: Dennis Cawley, Chairperson

- A. As of February 16, 2024 the generator for the Moscow Borough Building is actively up and running. The last invoice payment has been submitted for payment. Total of expenses for the project have been allocated and paid through the American Rescue Funds.
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21. MOSCOW SEWER AUTHORITY:

- A. Email request dated February 27, 2024 from resident Lisa Notarianni with question regarding as to what might be occurring on the road on 690 behind Harmony Hills. James Kanavy email response attached. (copy provided)
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22. SOLICITOR'S REPORT: Attorney Bruce S. Zero

23. PERSONNEL COMMITTEE: Edward Gaughan, Chairperson

24. OLD BUSINESS:

25. NEW BUSINESS:

26. ADJOURNMENT: Motion made by _____ Seconded _____