



Moscow Borough Council  
Meeting Minutes

Tuesday September 3, 2024  
7:00 PM

Moscow Borough Municipal Building  
123 Van Brunt Street  
Moscow, PA 18444  
570.842.1699  
www.moscowboro.com

**Call Meeting to Order**

President Art Pencek called the September 3, 2024 regular meeting to order at 7:00 p.m.

The following Council members were either present or absent:

Rosemarie Warner (Mayor)	Present	Joseph Castrogiovanni	Present
Arthur Pencek (President)	Present	Dennis Cawley	Absent
Edward Gaughan (Vice-President)	Present	Marc Gaughan	Present
Paula Bechaver	Present	William Heim	Present

Also present were: George Parker (Zoning and Code Enforcement Officer) Attorney Bruce Zero (Moscow Borough Solicitor) Amy Carlson (Business Manager) Colin Young (Chief Moscow Volunteer Fire & Hose Co) Ivy Brenzel (Police Chief) Christopher Kelly & Nicole Umbaugh (North Pocono Public Library)

**Approval of Minutes**

The monthly Council meeting was held on August 5, 2024. Minutes were submitted for review and approval. Motion was made by Joe Castrogiovanni to accept council meeting minutes as written. Motion was seconded by Marc Gaughan. The motion carried unanimously.

**Presentations:**

Mayor Rosemarie Warner presented Chief Ivy Brenzel with Service Award for 35 years of dedicated service to the Moscow Borough Police Department.

**Citizens Comments**

Christopher Kelly gave the annual presentation for the North Pocono Public Library and Nicole Umbaugh gave an overview and updates at The Garden Project at the North Pocono Public Library.

**Moscow Volunteer Fire & Hose Company**

Chief Colin Young, reported on the following:

There were 115 total calls 11 fire related calls and 104 EMS calls for the month of August 2024.

Marc Gaughan made a motion to hire William Trygar as a driver at the rate of \$15.00 per hour (all clearances and certifications have been submitted. Motion was seconded by Ed Gaughan. The motion carried unanimously with a roll call vote.

A raffle for (1) 2024 Honda FourTrax Rancher 4x4 ES is still active with a drawing date scheduled for September 30, 2024. For information and to purchase tickets visit the Moscow Volunteer Fire & Hose Co. Facebook page.

**General Correspondence**

Laurel Lines Vol 51, Issue 8 – August 2024 was submitted for informational piece and review. History of the Moscow Train Station and Mayor Rosemarie Warner was also featured in this edition citing a proclamation at the grand re-opening of the Moscow Train Station on Saturday July 27, 2024.

Thank you letters to the Moscow Borough, the Department of Public Works and the Police Department were received from the Lisa Duffy of the North Pocono Cultural Society for assistance with the Annual Moscow Street Fair which was held July 25-27.

**Treasurer’s Report**

Treasurer's Report was submitted and reported for the month of August 2024. A motion was made by William Heim to accept the treasurers report as reported and to pay the bills as presented. Paula Bechaver seconded the motion. The motion carried unanimously with a roll call vote. A motion was made by Marc Gaughan to accept the transfer report for the month of August 2024. William Hiem seconded the motion The motion carried unanimously with a roll call vote.

Included with the treasurer's report was Greenman-Pedersen, Inc. Invoice 0372393 dated September 20, 2023 in the amount of \$8,602.66 regarding project SCR-2304000.03 UST Removal Inspection-TTI submitted for approval. Funds are to be paid out of contingency line item in General Funds account until reconciliation/reimbursement from TTI Environmental at which the funds will be deposited back into the general fund contingency.

### **Real Estate Tax Collector's Report**

There was not a Real Estate Tax Collector's Report submitted for the month of August 2024.

### **Financial Report**

2023 Final Audit Summary from Murphy, Dougherty & Co was submitted for review (complete detailed packet can be obtained at the business office by request)

A motion was made by William Heim to accept PMRS Pension Plan 2025 MMO Worksheet for 35-078-3 N - Moscow Borough (Non-Uniformed) and the PMRS Pension Plan 2025 MMO Worksheet for 35-078-3 P - Moscow Borough Police. Also, included in the motion was Ordinance 272- 2024 Amend Police Pension Plan to waive member contributions for 2025 which is required. William Hiem seconded the motion. The motion carried unanimously with a roll call vote.

A motion was made by William Heim to accept **Certificate of Deposit for Moscow Borough at Edward Jones**, Heartland Bank & Treasury to \$47,000.00 (Maturity Date 10/11/2024), Charles Schwab to \$46,000.00 (Maturity Date 11/14/2024) State Bank of India to \$47,000.00 (Maturity Date 11/15/2024) for approval of renewals at maturity dates and roll the following down to nearest thousand. Also motion includes not to deposit interest into Edward Jones cash balance account at 1% any longer. Moscow Borough to receive check for interest and deposit into the General Fund. Joseph Castrogiovanni seconded the motion. The motion carried unanimously with a roll call vote.

### **Business Office**

Nothing to report in the business office for the month of August 2024

### **Streets/Planning Commission and Council of Governments:**

Marc Gaughan addressed the following:

DPW worked on repairs on Hill Street in the areas that were in bad shape. DPW was able to cut a lot out and repave and perform drainage repairs.

Marc Gaughan began discussion of Maple Street project estimates have gone up for the entire project to nearly \$600,000.00. Marc Gaughan would like to budget 1.5 mills to fund the Maple Street project again as in the prior three years past for a loan payment. Possibly would like to take out a loan for \$200,000.00 for ten years and use those funds to pay said loan. Solicitor Bruce Zero suggested Marc Gaughan present a scope of the projected work to be submitted for review at the next council meeting. Kyle Donahue and Lou LaFratte trying to see if they can get funds for stormwater projects. Council verbally agreed that 1.5 mileage should be built in when Amy Carlson, Business Mgr. prepares the 2025 Budget

Rollin R Keisling Associates recap of lot line adjustment request at August 26, 2024 Planning Commission Meeting.

Next Council of Governments Meeting is scheduled for October 9, 2024 at 7:00 PM at the Moscow Borough Building

### **Zoning and Code Enforcement Officer George Parker, PE**

Monthly Report for August 2024 was submitted for review. There were no questions or comments for George Parker.

## **Zoning Hearing Board comments by George Parker, PE**

Recap of Special Exception Zoning Hearing held on Wednesday August 21, 2024, 7:00 PM at the Moscow Borough Building regarding Rejendra R. Russell property located at 305 North Main Street which was approved for the building of garden apartments.

Attorney Bruce Zero requested an emailed copy of the Findings of Fact Report once Zoning Board signs off on it.

## **Parks and Recreation**

Clover Park playground equipment installation is scheduled for this month if all goes as planned.

Lou LaFratte working on LSA application for Harmony and Golden Parks.

## **Mayor's Report , Mayor Rosemarie Warner**

Decade of Development met and the mayor stated that the Young Visionaries Committee would like to contact Billy Barker and Kelly Mann to request they also be on the committee.

## **Police Report**

Chief Brenzel gave the police report for the month of August 2024. There were a total of 145 911-calls and 143 cleared calls for the month, also several events and training.

Thanked Fire Chief Colin Young with assisting in motorcycle run due to police shortage.

## **MOSCOW SEWER AUTHORITY:**

Signed off on everything core of engineer and leeward signed contracts and it's just a matter of them beginning the project.

## **Solicitor's Report**

### **Personnel Committee**

Ed Gaughan, Chairperson stated he still working on the current proposed revisions being contemplated for the employee handbook. Amy Carlson will email council the revisions. Projected to vote on revisions at next month's meeting

## **New Business**

George Parker advised that council may want to look into the New NFIP Compliance Audit Program. Once George gets more information he will pass it along. Flood plain officers at municipalities are stepping up in the monitoring process.

## **Adjournment**

Motion was made by Paula Bechaver to adjourn the meeting. Motion was seconded by William Heim. The motion carried unanimously.

## **Minutes submitted by Amy Carlson**