



Moscow Borough Council  
Meeting Minutes  
Monday November 3, 2025

Moscow Borough Municipal Building  
123 Van Brunt Street  
Moscow, PA 18444

Moscow Borough Council  
Arthur Pencek - President  
Edward Gaughan - Vice President  
William Heim  
Marc Gaughan  
Joseph Castrogiovanni  
Dennis Cawley  
Paula Bechaver  
Mayor Rosemarie Warner

### Call Meeting to Order

President Art Pencek called the November 3, 2025, regular meeting to order at 7:00 PM.

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 Atty. Bruce Zero (Solicitor) Amy Carlson (Business Manager) Ivy Brenzel (Moscow Police Chief), George Parker (Zoning/Code Enforcement Officer) Colin Young (Chief, Moscow Volunteer Fire & Hose Co.) Alia Rava (Junior Council), Mark Cordelli (Lackawanna County Director for Community Relations), Leo Woelkers (resident), Michelle Woelkers (resident), Paul Wiss (resident), Scott Williams (resident) Kyrah Williams (resident), Carol Yanko (resident)

### Approval of Minutes

The monthly council meeting was held on October 6, 2025. Minutes were submitted for review and approval. Motion was made by William Heim to accept council meeting minutes as written. Motion was seconded by Edward Gaughan. The motion carried unanimously with a roll call vote.

A special council meeting was held on October 20, 2025, regarding MarKoz Realty 120-day extension for Harmony Hills Phase 3. Minutes were submitted for review and approval. Motion was made by Joseph Castrogiovanni to accept council meeting minutes as written. Motion was seconded by Paula Bechaver. The motion carried unanimously with a roll call vote.

### Citizens Comments

Resident Leo Woelkers, Sunrise Boulevard (Harmony Hills) inquired at the last meeting if the Moscow Borough DPW Department he had inquired if the borough could do anything for the swale to open up drainage for the winter near his property. Leo publicly thanked DPW Department in appreciation for completing the request in a timely manner.

Marc Cordelli, Lackawanna County Director for Community Relations submitted and reviewed upcoming events for the remainder of 2025.

### Moscow Volunteer Fire & Hose Co.

Fire Chief Colin Young gave the Moscow Volunteer Fire and Hose Co. report for the month of October 2025. There were 78 total calls. The breakdown was 70 EMS and 8 fire calls.

Members of the Moscow Volunteer Fire & Hose Co passed out candy on Friday October 31, 2025, at the firehouse and eventually drove to Harmony Hills to also pass out candy to trick-or-treaters.

### Treasurer's Report

The transfer report was submitted and reported for the month of October 2025. William Heim made a motion to accept the transfer report as reported. Dennis Cawley seconded the motion. The motion carried unanimously with a roll call vote.

The treasurer's report was submitted and reported for the month of October 2025. William Heim made a motion to accept the treasurer's report as reported and to pay the bills as presented. Marc Gaughan seconded the motion. The motion carried unanimously with a roll call vote.

### **Financial Report**

Investment of Certificate of Deposit was purchased from the general fund on October 17, 2025, in the amount of \$43,096.43 for a 13-month term annual percentage yield of 3.76% maturity date of November 17, 2026.

Two separate Certificate of Deposits, Acct #360-4574-1-2 Edward Jones in the amounts of \$46,000.00 and \$47,000.00 mature dates of 11/21/25. Bill Heim has instructed Elizabeth Murray, treasurer, to contact him with rates closer to the maturity date to determine which investment will be most beneficial to the Moscow Borough.

Holiday Gift Cards were purchased from local business for employees. This was approved in the 2025 Budget line item 400.100 for this expense. Gift Cards total of \$450.00 will be distributed to employees with paystub on Friday December 19, 2025.

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

Real Estate Tax Report for October 2025 was submitted for review.

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

Marc Gaughan, called PennDOT to have Latona fix the bump on Church Street (PA Rt 690)

There was no Planning Commission Meeting held on Monday October 27, 2025, due to lack of content on agenda.

Maple Street Paving Project Marc spoke with RLE Enterprises, and they are starting the curbing November 5, 2025.

### **Zoning and Code Enforcement**

Zoning and Code Enforcement monthly report for October 2025 was submitted for review.

### **Zoning Hearing Board**

Letter of Resignation dated October 21, 2025, was submitted for review from the Moscow Borough Zoning Board Solicitor Brian Yeager, Esquire effective date of the letter. Moscow Borough solicitor Bruce Zero suggested considering Attorney Joseph McDonald for replacement, who is currently alternate Moscow Zoning Hearing Board Solicitor. Art Pencek stated he will contact Attorney Joseph McDonald to discuss.

Marc Gaughan stated Moscow Borough Zoning Board Solicitor Brian Yeager, Esquire was an outstanding solicitor, professionally and weighed the decisions very carefully for the Moscow Borough. Art Pencek also added he was very thorough in what he did and served the borough well.

Joseph Castrogiovanni made a motion to accept the Letter of Resignation dated October 21, 2025, from the Moscow Borough Zoning Board Solicitor Brian Yeager, Esquire effective date of the letter. Ed Gaughan seconded the motion. The motion carried unanimously.

### **Police Report**

Police Report submitted for October 2025 report. There was a total of 135 911- calls and 134 cleared calls for the month, also several events and training.

### **Mayor's Report**

Mayor Rosemarie Warner thanked and recognized Office Janniel DeJesus for his efforts on Friday October 31, 2025 for Halloween in the borough.

The annual Christmas Tree Lighting will be held Thursday December 4, 2025

### **Municipal Building**

Dennis Cawley stated TK Elevator Allentown, PA was contacted on October 17, 2025, to execute the approved proposal at a cost of \$7,112.00 to furnish and install a new soft starter on the existing elevator at the municipal building. To date, still waiting on parts. Once received installation will be scheduled.

## **Recycling**

Joseph Castrogiovanni stated the 2026 Recycling Schedule was mailed out with the Moscow Borough 2025 fall/winter newsletter.

## **Business Office**

Council President Arthur Pencek read aloud the first reading of the Proposed 2026 Moscow Borough Preliminary Budget and First Reading of the Proposed 2026 Moscow Borough Preliminary Tax Levy Ordinance # 278-2025. William Heim made a motion to accept the first reading of the Proposed 2026 Moscow Borough Preliminary Budget. Paula Bechaver seconded the motion. The motion carried unanimously with a roll call vote. Willaim Heim commented that this was a tough year for budgeting with all the changes going on wanted to thank Amy Carlson and Joseph Castrogiovanni for efforts and helping council understand as to what is being done and how it is going to be handled this coming year.

**Note:** The 2026 Moscow Borough Preliminary Proposed Budget is based on a non-certified assessment. The Lackawanna County assessment is an estimate for the Moscow Borough that was submitted by Patrick Tobin, CPE Director, Office of Assessment and Appeals, Lackawanna County for the purpose of calculation of milage for the Moscow Borough 2026 Budget. The certified final 2025 assessments are set to be confirmed November 14, 2025. Certified Assessment values will be provided on December 1, 2025, Council Meeting as they become available.

## **Adjournment**

Motion was made by Marc Gaughan to adjourn the meeting. Motion was seconded by Joseph Castrogiovanni. The motion carried unanimously.

Minutes submitted by Amy Carlson