



Moscow Borough Municipal Building
Reorganization Meeting Minutes and
Monthly Council Meeting Minutes

Monday January 5, 2026

Arthur Pencek - President
Edward Gaughan - Vice President
Joseph Castrogiovanni
Dennis Cawley
Earnest Church
Marc Gaughan
Nichole Musewicz

Mayor Rosemarie Warner

Oaths Of Office Were Administered To newly elected / re-elected Borough officials by Mayor Rosemarie Warner as follows: Arthur Pencek, Councilmember, Dennis Cawley, Councilmember, Nichole Musewicz, Councilmember, Earnest Church, Councilmember, Constance Sanko, Real Estate Tax Collector, Kimberly Mecca Majority Election Inspector & Kimberly Bochicchio, Minority Election Inspector

Call Meeting to Order

Mayor Rosemarie Warner called the January 5, 2025, Reorganization meeting to order at 7:00 PM

Pledge Of Allegiance: Mayor Rosemarie Warner

Roll Call: Mayor Rosemarie Warner

Rosemarie Warner (Mayor)	Present	Joseph Castrogiovanni	Present
Arthur Pencek (President)	Present	Dennis Cawley	Present
Edward Gaughan (Vice-President)	Present	Marc Gaughan	Present
Nichole Musewicz	Present	Earnest Church	Present

Also, present were 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), Carol Yanko (resident) Connie Sanko (Elected – Real Estate Tax Collector) Kimberly Mecca (Elected – Majority Election Inspector) Kimberly Bochicchio (Elected – Minority Election Inspector) Shawn Pierre (Appointed Election Clerk) Aaron Lankford (Appointed Election Clerk) Family of Nichole Musewicz (Elected Councilmember) Elizabeth Murray (employee/resident)

Mayor Rosemarie Warner opened the reorganization meeting for nominations for Council President.

Marc Gaughan made a motion to nominate Arthur Pencek for Council President. Nomination was accepted and seconded by Dennis Cawley. Marc Gaughan made a motion to close nominations. Joseph Castrogiovanni seconded the motion to close nominations. The motion to approve Arthur Pencek for Council President carried unanimously with a roll call vote. Arthur Pencek accepted position of Borough Council President.

Mayor Rosemarie Warner opened the reorganization meeting for nominations for Council Vice-President. Art Pencek made a motion to nominate Edward Gaughan for Council Vice-President. Nomination was accepted and seconded by Marc Gaughan. Joseph Castrogiovanni made a motion to close nominations. Nichole Musewicz seconded motion to close nominations. The motion to approve Edward Gaughan for Council President carried unanimously with a roll call vote. Edward Gaughan accepted position of Borough Council Vice-President.

Mayor Rosemarie Warner opened the reorganization meeting for nominations for Council Secretary. Marc Gaughan made a motion to nominate Joseph Castrogiovanni for Council Secretary. Nomination was accepted and seconded by Ed Gaughan. Art Pencek made a motion to close nominations. Nichole

Musewicz seconded motion to close nominations. The motion to approve Joesph Castrogiovanni for Council Secretary carried unanimously with a roll call vote. Joseph Castrogiovanni accepted position of Borough Council Secretary.

Marc Gaughan made a motion to close the nomination portion of the meeting. Joseph Castrogiovanni seconded the motion.

Mayor Rosemarie Warner turned the meeting over to council President Arthur Pencek to conduct the regular monthly council meeting.

Arthur Pencek , Borough Council President welcomed newly elected councilmembers Nichole Musewicz and Earnest Church .

Art Pencek nominated Joseph Castrogiovanni to accept Borough Council Finance Chairperson. Joseph accepted the position of Borough Council Finance Chairperson

Art Pencek nominated Nichole Musewicz to accept Borough Council Parks & Recreation Chairperson. He also asked her to continue her position on the Planning Commission. Nichole accepted the position of Borough Council Parks & Recreation Chairperson and will continue serving on the planning commission.

Art Pencek nominated Earnest Church to accept Borough Council Recycling Chairperson. Earnest accepted the position of Borough Council Recycling Chairperson.

All above carried unanimously with a roll call vote

Art Pencek stated that below listed are the nominated appointments and for terms set forth.

- Borough Solicitor, Attorney Bruce Zero
- Deputy Real Estate Tax Collector, Cheryl Bosley
- Emergency Management Coordinator, Kimberly Mecca
- Flood Plain Administrator, George Parker
- Flood Plain Administrator (Alternate), Greenman – Pedersen, Inc.
- North Pocono Council of Governments, Marc Gaughan
- Planning Consultant, Mary Liz Donato
- Right-to-Know Officer, Amy Carlson
- Sewage Enforcement Officer, Paul Kosik
- Zoning and Code Enforcement Officer, George Parker
- Election Board Inspector: Shawn Pierre
- Planning Commission, David Martin
- Shade Tree Commission, Dan Schilling
- Shade Tree Commission, Paula Bechaver
- Tax Collection Committee, Arthur Pencek (Delegate #1)
- Tax Collection Committee Elizabeth Murray (Delegate #2)
- Tax Collection Committee Joseph Castrogiovanni (Delegate #3)
- Vacancy Board, Lisa Notarianni
- Zoning Hearing Board Solicitor, Joseph McDonald, Esquire
- Zoning Hearing Board, Daniel Kopcza
- Zoning Hearing Board, Aaron Pickarski
- Zoning Hearing Board, Donald Julian (Alternate)

- Auditor, Murphy, Dougherty and Company
- Depository, Peoples Security Bank
- Building Inspector, Building Inspectors Underwriters of PA
- Engineer, Greenman-Pedersen, Inc.

Approval of Minutes

The monthly council meeting was held on December 1, 2025. Minutes were submitted for review and approval. Motion was made by Edward Gaughan to accept council meeting minutes as written. Motion was seconded by Dennis Cawley. The motion carried unanimously.

Moscow Volunteer Fire & Hose Co.

Fire Chief Colin Young was not in attendance to present the Moscow Volunteer Fire and Hose Co. report for the month of December 2025. 107 Total calls 97 EMS 10 Fire. Year end 2025 = 1154 Total Calls 1005 EMS 149 Fire.

Annual Installation Dinner to be held January 24, 2026 at a location to be determined (at either Elmhurst Country Club or the High Bridge House)

General Information

Laurel Lines, Vol 52, Issue 11 - December, 2025 , Publication Of The Lackawanna And Wyoming Valley Railway Historical Society, Inc can be downloaded and viewed at <https://lwvrhs.org/monthly-laurel-lines-newsletter/>

Business Office:

Email dated Friday December 19, 2025 from Chad Deitrich Economic Development Analyst PA Department of Community & Economic Development Business Finance regarding approval of 2025 LSA Grant application for the Moscow Borough Police Vehicle Purchase in the amount of \$62,000.00. Process has begun for purchasing the new vehicle which will be an incurred expense and not leased.

Treasurer's Report

The transfer report was submitted and reported for the month of December 2025. Marc Gaughan 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 December 2025. Dennis Cawley made a motion to accept the treasurers report as reported and to pay the bills as presented. Nicole Musewicz seconded the motion. The motion carried unanimously with a roll call vote.

Real Estate Tax Collector's Report

Real Estate Tax Collector, report submitted for the month of November 2025 due to time constraint.

Streets/Planning Commission and Council of Governments:

No Planning Commission Meeting held on Monday December 29, 2025 due to lack of topic content

Zoning and Code Enforcement

Zoning and Code Enforcement monthly report for December 2025 was submitted for review. 45 permits issued in 2025.

Police Report

Moscow Borough National Night Out held in August 2025 placed first nationally for areas with less than 5,000 population.

Police Report submitted for December 2025. There was a total of 119 911- calls and 113 cleared calls for the month, also several events and training.

Police Report submitted for the year of 2025. There was a total of 1531 911- calls and 1514 cleared calls for the year.

Mayor's Report

Thanked all who helped with the Annual Christmas Tree Lighting which was held Thursday December 4, 2025 at 6:00 PM, Main Street at the gazebo.

Thanked all who helped with the NP Cultural Society with the Russian Christmas Event which was held Saturday, January 3, 2026.

Recycling

Flyer will be emailed and posted on website for information on disposal of Christmas Trees at the building until 01/31/2026.

Adjournment

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

Minutes submitted by Amy Carlson