

REGULAR MEETING OF WESLEYVILLE BOROUGH COUNCIL
BOROUGH HALL, 3421 BUFFALO ROAD, ERIE, PA 16510

December 12, 2018 at 6:00pm

*****APPROVED***MEETING MINUTES**

1. **Call To Order:** Dr. Merritt, President
2. **Invocation:** Dr. Merritt, President
3. **Pledge of Allegiance:** Dr. Merritt, President

4. **Roll Call:** Ms. Bigwood, Borough Secretary
Present: Dr. Merritt, President; Councilors: Mrs. Julius, Mrs. Lijewski, Mr. Lombardozzi, Mr. Pietsch, Mr. Bello; Ms. Bigwood, Borough Secretary
Required attendance only 1st meeting of the month: Mr. Betza, Esq., Solicitor; Mrs. Roseberry, Treasurer/Borough office supervisor; Mr. Jozefczyk, Zoning/Permits/License,
Optional: Mr. Petrini, Sewer/Street Tech; Mrs. Silbaugh, Tax Collector
Absent Mr. Bills, Mayor, not in attendance; Mr. Gross, Public Works Supervisor
Optional: Mr. Corey, Engineer; Chief Schulz, WPD

5. **Citizens to Address Council:** (5-minute time limit per signed-in citizen)
 - a. Fred Petrini, 2415 Station Road
 - i. Budget questions
 - b. Tom Owens, 3213 Skellie Avenue
 - i. Asked Council if his water, sewer & garbage bills could be adjusted. He hasn't had a tenant in over two years and doesn't plan to have another for quite some time.
 - (1) Per Mrs. Roseberry, the procedure is after the rental unit has been vacant for six (6) months the landowner can come to council and request a reduction in charges for sewer.
 - (2) Per Mr. Bello, the ordinance allows if a residence is vacant for six (6) months, the owner can write a letter requesting the garbage fee to be turned off. But if any garbage appears before we are notified, the billing will be backdated. Also to bring any and all documentation/correspondence regarding those bills.

6. **Approve Agenda:**
 - a. Motion to approve 12-12-18 agenda as presented, emailed 12-7-18 made by Mrs. Julius. Seconded by Mr. Pietsch, no further discussion, unanimous voice vote, motion carries.

7. **Approve Meeting Minutes:**
 - a. Motion to approve 11-28-18 budget meeting minutes, emailed 12-7-18 made by Mr. Lombardozzi. Seconded by Mrs. Julius, no further discussion, unanimous voice vote, motion carries.

8. **Special Business:**
 - a. Motion to approve Mr. Wittenberg to vacant council seat made by Mrs. Julius. Seconded by Mr. Lijewski, further discussion, not unanimous voice vote, roll call vote.
Mrs. Julius, aye. Mrs. Lijewski, aye.
Dr. Merritt, aye. Mr. Lombardozzi, aye.
Mr. Bello, nay. Mr. Pietsch, nay.
The aye's have it. Motion carries.
 - b. Letter of interest for vacant Council seat given to Councilors, not secretary or treasurer, by Mr. Briggs.

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- c. Motion to approve Mr. Lombardozzi as Council Vice President made by Mrs. Lijewski. Seconded by Mrs. Julius, no further discussion, unanimous voice vote, motion carries.
- d. Motion to approve Mr. Bello as President Pro Tempore made by Mr. Pietsch. Seconded by Mr. Lombardozzi, further discussion, not unanimous voice vote, roll call vote:
Mr. Pietsch, aye. Mr. Lombardozzi, aye.
Dr. Merritt, aye. Mrs. Julius, nay.
Mrs. Lijewski, nay. Mr. Bello, aye.
The aye's have it. Motion carries.
- e. Motion to approve, subject to being sworn in, Mr. Wittenberg as Erie County Department of Planning/Metropolitan Planning Organization (MPO) voting member made by Mr. Lombardozzi. Seconded by Mrs. Lijewski, no further discussion, unanimous voice vote, motion carries.
- f. Motion to approve Resolution for Mrs. Silbaugh, Wesleyville Tax Collector to accept insufficient funds fee made by Mr. Pietsch. Seconded by Mrs. Julius, no further discussion, unanimous voice vote, motion carries.
- g. Motion to approve Intergovernmental Cooperative Act Ordinance and enter into Intergovernmental Agreement with Lawrence Park and Harborcreek made by Mr. Pietsch. Seconded by Mr. Bello, no further discussion, unanimous voice vote, motion carries.
- h. Status of items from prior meetings:
 - a. Municipal parking lot – ordinance, tabled from previous meetings. Tabled again.
- i. Motion to approve advertisement for Tax Levy, Sewer and Garbage Ordinances made by Mrs. Julius. Seconded by Mrs. Lijewski, no further discussion, unanimous voice vote, motion carries.

9. Special Administrative Business:

- a. Wesleyville Police Department-Officer Hawryliw, Code Enforcement verbal report.
 - i. The question was brought up if Code Enforcement communicates to Permits/License/Zoning of any construction in the Borough, so Permits/License/Zoning can follow up with the necessary permit. Officer Hawryliw said he'd ask Chief Schulz if that was in his scope of responsibilities and Chief would talk to Council.

10. Borough Administration/Management:

- a. **Treasurer –** Mrs. Roseberry
 - i. Motion to approve Draft 2019 Budget made by Mr. Lombardozzi. Seconded by Mrs. Julius, no discussion, not unanimous voice vote, roll call vote:
Mr. Lombardozzi, aye. Mrs. Julius, aye.
Dr. Merritt, aye. Mr. Bello, nay.
Mrs. Lijewski, aye. Mr. Pietsch, nay.
The aye's have it, motion carries.
 - ii. Motion to approve October & November check details collectively, emailed 12-7-18 made by Mrs. Lijewski. Seconded by Mr. Pietsch, no further discussion, unanimous voice vote, motion carries.
 - iii. Treasurer's Report presented for review.
 - iv. Motion to enter in the loan agreement with Northwest for the garbage truck in the amount of \$180,500 made by Mr. Bello. Seconded by Mr. Lombardozzi, no further discussion, unanimous voice vote, motion carries.
 - v. Early Intervention update-Trying to coordinate with Planning Commission as not to duplicate services. In process.

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- b. **Secretary** – Ms. Bigwood
- i. Status of items from prior meetings:
- (1) Flag pole plaque installed and complete.
- (2) Motion to approve business card order in quantities of 100 made by Mr. Pietsch. Seconded by Mr. Lombardozzi, further discussion, not unanimous voice vote, roll call vote:
- Mr. Pietsch, aye. Mr. Lombardozzi, aye.
Dr. Merritt, aye. Mr. Bello, nay.
Mrs. Julius, aye. Mrs. Lijewski, nay.
- The aye's have it, motion carries.
- (3) Employee lanyards have been ordered & badges in process-photos needed.
- (4) Motion to approve 2019 Calendar, pending suggested edits-Spring Clean Up Days, Borough Wide Garage Sale and Wesleyville Community Day the same weekends in 2019, contingent on a detailed report for all garbage expenses, line item by line item for 2018, made by Mr. Lombardozzi. Seconded by Mr. Bello, no further discussion, unanimous voice vote, motion carries.
- (5) Council in agreement for the two (2) unsigned ordinances General Code found to be used in codification, no motion needed.
- c. **Police Department** – Activity Report
- d. **Fire Department** – Activity Report
- e. **Emergency Management** – Mr. Lombardozzi, meeting is next week, he will provide a written report for everyone.
- f. **Public Works Supervisor** – Mr. Gross, absent.
- g. **Zoning/Permits/License** – Mr. Jozefczyk
- i. Questioned current Appeals Board listed on website, Dr. Merritt suggested Mr. Jozefczyk contact members listed to verify involvement. Mr. Betza said he would discuss details with Mr. Jozefczyk after the meeting about merging with Millcreek, Harborcreek, & Fairview's board.
11. **Professional Services:**
- a. **Legal** – Mr. Betza, Esq.
- i. Mr. Dave Skellie from Pennsylvania Sea Grant/waiting for formal offer documentation is in process.
12. **Borough Boards, Committees and Commissions:**
- a. **Planning Commission** – Vacant
- b. **Wesleyville Community Day** – Mrs. Lijewski
- i. Provided spending report to Council.
- c. **Neighborhood Watch** – Mrs. Lijewski, nothing to report.
- d. **Safety Committee** – All non-uniform employees to be trained on 12/20 on First Aid/CPR/AED certification as per the Safety Committee.
13. **Borough Council Department Chairs:**
- a. **Streets, Sanitary/Storm Sewer Chair** – Vacant
- b. **Parks & Recreation Chair** – Mrs. Julius, nothing new to report.
- c. **Finance Chair** – Mrs. Lijewski, nothing to report.

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- d. **Public Safety Chair** – Mr. Lombardozzi
- i. Status of items from prior meetings:
- (1) East Erie County Communications Center letter regarding alarm monitoring in process.
 - (a) Smoke detectors.
 - (b) Entry alarms at recycling center.
 - (c) Mrs. Julius requested panic button with switch to turn on/off in hall & office.
 - (d) Contact Jessica Horan-Kunco to see if grant money was available.
- e. **Public Improvement Chair** – Mr. Pietsch
- (1) Motion to approve Junior Council Members made by Mrs. Pietsch. Seconded by Mr. Lombardozzi, no further discussion, unanimous voice vote, motion carries.
- f. **Refuse & Recycling Chair** – Mr. Bello
- i. Waiting on approved grant letter.
- ii. Status of items from prior meetings:
- (1) Recycling roll-off truck update.

14. Borough Officers:

- b. **Mayor** – Mr. Bills, not in attendance.
- i. Status of items from prior meetings:
- (1) Welcome to Wesleyville signs.—TABLED UNTIL FURTHER NOTICE
 - (2) Expressed interest in reversing the 1-24-18 motion and keep the Crown Vic in service. To be discussed at next meeting.—TABLED UNTIL FURTHER NOTICE
- c. **Council President** – Dr. Merritt, nothing to report.
- d. **Council Vice-President** – Vacant

15. **Executive Session:** 7:09pm To discuss legal and/or personnel matters
Reconvene: 7:37pm

16. Good of the Order:

- e. Tax Levy/Garbage/Sewer Ordinance meeting, Wednesday, December 19th, 2018, 8:30am
- f. Work Session, Wednesday, December 26, 2018, 6:00pm, Borough Hall--CANCELLED
- g. Council Session, Wednesday, January 9, 2019, 6:00pm, Borough Hall

17. Meeting Adjournment:

- h. Motion to adjourn made by Mrs. Julius. Seconded by Mrs. Lijewski, no further discussion, unanimous voice vote, motion carries.

Meeting Minutes Approved: Melissa Bigwood
Secretary

Date: 1/10/19