

WORK SESSION OF WESLEYVILLE BOROUGH COUNCIL

BOROUGH HALL, 3421 BUFFALO ROAD, ERIE, PA 16510

June 28th, 2017 at 7:00pm

Approved Meeting Minutes

1. **Call To Order:** G. Lombardozzi, President 7:00pm
2. **Invocation:** G. Lombardozzi, President
3. **Pledge of Allegiance:** G. Lombardozzi, President
4. **Roll Call:** T. Roseberry, Secretary/Treasurer
Present: Mr. Lombardozzi, Council President, Mr. Bills, Council Vice President, Mr. Rickrode, Mayor, Councilors: Mr. Bello, Mr. Johnson, Mrs. Lombardozzi, Dr. Merritt; Mr. Briggs, Code Enforcement/Zoning Officer; Mr. Petrini, Sewer/Street Tech, Mrs. Roseberry, Secretary/Treasurer.
5. **Absent:** Mr. Crotty, Mr. Gross Public Works Supervisor
6. **Citizens to Address Council:** (5-minute time limit per signed-in citizen) - none
7. **Approve Agenda:** Motion made by Dr. Merritt, seconded by Mrs. Lombardozzi, Mr. Johnson requested that Mr. Dave Skellie from Pennsylvania Sea Grant be placed under old business at every meeting, no other further discussion, unanimous voice vote, motion approved.
8. **Approve Meeting Meetings:** Motion by Mr. Bills, seconded by Dr. Merritt to approved the meeting minutes from 5/10 & 5/24, no further discussion, unanimous voice vote, motion carried. There will be no meeting minutes from 6/14 (no quorum).
9. **Special Business:**
 - a. Motion by Mrs. Lombardozzi, seconded by Mr. Bello to accept Mr. Crotty's letter of resignation, no further discussion, motion carried. Mrs. Roseberry to advertise the open Council seat and accepting letters of interest on Borough sign.
 - b. Motion by Dr. Merritt, seconded by Mrs. Lombardozzi to approve the purchase of the engineered wood fibers from Jeffrey Associates in the amount of \$3,970.00. Total of both proposals equal \$52,493.00. No further discussion, unanimous voice vote, motion carried.
 - c. Code Enforcement/Zoning: Mr. Briggs – Ordinance for not requiring sewer lateral inspection if name is added to deed. – Tabled until discussed with solicitor Mr. Betza
 - d. Code Enforcement/Zoning: Mr. Briggs – Change to street cut Ordinance 21-607 for cash deposit or bond – Tabled until discussed with solicitor Mr. Betza
 - e. Motion made by Mr. Johnson, seconded by Mr. Bills to approve the Code Enforcement/Zoning Borough van have the designated spot (which is the 4th spot from Buffalo Road or 2nd spot from the Borough building), Mr. Lombardozzi stated that the Borough van may need to be moved to another spot once the generator is installed, but will have the sign. No further discussion, motion carried.
 - f. Motion made by Dr. Merritt, seconded by Mrs. Lombardozzi the 2018 Fee Schedule, with the new fees for Pool permit going from \$241.00 to \$108.50, and to change the cost of TV disposal going from up to 25" was \$8.00 to \$10.00 and over 26" and up going from \$10.00 to \$15.00. No further discussion, motion carried.
 - g. Motion made by Mr. Bills, seconded by Dr. Merritt to approve quote from Maloney, Reed, Scarpitti & Company for audit services for year ending 2017 in the amount of \$6,800, Mr. Johnson asked if this was an increase from last year, at that time Mrs. Roseberry did not have that information available but would have it for the next meeting, no further discussion, motion carried.
10. **New Business:**
 - a. Secretary/Treasurer: Mrs. Roseberry
 - i. Motion made by Mr. Johnson, seconded by Mrs. Lombardozzi to close Fire Escrow Account with Northwest and to transfer the \$41.83 into the General Fund, no further discussion, unanimous voice vote, motion carried
 - ii. Motion made by Dr. Merritt, seconded by Mr. Bello to open 3 accounts with Northwest that would be used to transfer the Cap Reserve funds received in General (DJ Rent – 01-3421 5% of the rent amount), Sewer (08-3642 2% of the daily ACH received from Erie Water Works

from sewer charges, and Garbage Funds (09-3644 2% of the daily ACH received from Erie Water Works from garbage charges), no further discussion, unanimous voice vote, motion carried.

iii. Motion made by Mr. Bills, seconded by Mrs. Lombardozi to approve bills from 5/11 to 5/31, no further discussion, unanimous voice vote, motion carried. – presented bills from 6/1 to 6/28 for review.

b. Code Enforcement/Zoning: Mr. Briggs/Mr. Petrini

i. Status update for home at 2162 Station, had fire in December and it appears no repairs have been done. Mr. Briggs will contact BIU for additional information. Has not received any information from the Fire Department or Chief

11. **Old Business:**

a. Mr. Bello discussed that he has been doing a Garbage account audit and had 23 accounts that could potentially be billed incorrectly. Mrs. Roseberry will check with EWW and verify. Motion by Mr. Johnson, seconded by Mrs. Lombardozi that if after the accounts are verified, if not billed correctly, are authorizing Mrs. Roseberry to request the changes be made with EWW for proper billing. No further discussion, motion carried

Discussion started that an additional employee would be needed to organize and reconcile the garbage and sewer accounts with Erie Water Works and also to review Ordinances and codify the ordinances up to date

b. Motion by Mr. Johnson, seconded by Mr. Bello to approve looking into getting an intern for the Code Ordinances to be codified. No further discussion, unanimous voice vote, motion carried

c. Motion by Mrs. Lombardozi, seconded by Mr. Bills to advertise for a position of Assistant Secretary as a part time employee, hours not to exceed 35/week. The position would primarily be for organizing and reconciling the Erie Water Works billing and the garbage & sewer accounts. The position would pay \$11.50/hour. No further discussion, unanimous voice vote, motion carried.

d. Mr. David Skellie with Pennsylvania Sea Grant – Mr. Betza to write up memo to Council.

e. Office is equipped to accept credit card payment. Mayor Rickrode to discuss with Chief Schulz the use of the credit card equipment to pay for parking tickets.

12. **Executive Session:** to discuss legal and/or personnel matters 8:25pm

13. **Reconvene: 8:45pm**

14. **Special Business (continued)**

a. Motion by Mrs. Lombardozi, seconded by Mr. Bello to appoint Mrs. Roseberry as the Project Coordinator for the Hinkler Park Grant Project. No further discussion, unanimous voice vote, motion carried.

15. **Good of the Order:**

a. Regular Meeting: Wed., July 12th @ 7:00pm, Borough Hall

b. Work Session Meeting: Wed., July 26th @ 7:00pm, Borough Hall.

16. **Meeting Adjournment: 8:55pm**

Meeting Minutes Approved: _____

Sina Roseberry

Date: 07/12/2017