

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

March 9, 2016 at 7:00pm

APPROVED MEETING MINUTES

1. **Call to Order:** G. Lombardozzi, President
2. **Invocation:** G. Lombardozzi, President
3. **Pledge of Allegiance:** G. Lombardozzi, President
4. **Roll Call:**
Present: Mr. Lombardozzi, Council President; Mr. Bills, Council Vice President; Councilors: Mr. Crotty (arrived at 7:21pm); Dr. Merritt; Mr. St. Denny; Mr. Rickrode, Mayor; Ms. McCollum, Secretary/Treasurer; Mr. Gross, Public Works Supervisor; Mr. Betza, Solicitor; Mr. Briggs, Code Enforcement; Ms. Silbaugh, Tax Collector
Absent: Mrs. Lombardozzi, Mr. Johnson
5. **Citizens to Address Council:** (5-minute time limit per signed-in citizen)
Kevin Bello – 2304 Union Avenue – looking to work with the Borough to obtain his Eagle Scout Project. Will be in contact with Mr. Crotty and Mr. Gross for potential project with Hinkler Park.
6. **Approve Agenda:** Motion by Mr. Bills, second by Dr. Merritt to approve the agenda, no discussion, unanimous voice vote, motion carried.
7. **Approve Meeting Minutes:** Work Session 1/27/16;
Presented Draft Meeting Minutes from Special Meeting on 2/17/16 and Work Session on 2/24/16.
8. **Special Business:**
 - a. Mr. Don Hill is willing to be an alternate to the Zoning Hearing Board, need approval. Motion by Mr. St. Denny, second by Mrs. Lombardozzi to appoint Mr. Hill as an alternate to the Zoning Hearing Board, no discussion, unanimous voice vote, motion carried.
 - b. Motion by Mr. Bills, second by Dr. Merritt to approve the Borough paying for up to 7 people to attend the meeting held by the COG for Zoning Hearing Board training on April 20th from 5 to 8:30pm at the Summit Municipal Building. Cost is \$10/person. No discussion, unanimous voice vote, motion carried.
9. **Borough Administration/Management:**
 - a. **Secretary/Treasurer** – T. McCollum – Treasurer’s report –
 - i. Motion made by Mr. St. Denny, second by Mrs. Lombardozzi, to approve bills from 2/25 to 3/9. No discussion, unanimous voice vote, motion carried.
 - b. **Public Works Supervisor** – R. Gross
 - i. Reported that the generator is up and running, will test weekly to make sure it remains in proper working order.
 - ii. Reported that TNT Plowing and Excavating sent in a proposal to purchase the millings at the recycling center in the amount of \$500.00. Council has already approved Officer Buzanowski to take the millings at no charge, Ms. McCollum is to check to see if Officer Buzanowski is still interested or if TNT can purchase them.
 - iii. Reported that the electric bill for the Salt Barn at the recycling center was \$341.53 which more than doubled the previous month’s bill because of the fact that the lights had to be left on due to the cold weather. Council requested Mr. Gross to look into the LED lights for the Salt barn, Fire House, and Garage.
 - iv. Mr. Rickrode asked Mr. Gross what the status of moving the telephone pole from Memorial Field to the Recycling center was. Mr. Gross stated that it is still in the works, but is focusing on patching of the potholes currently due to the nicer weather.
 - c. **Code Enforcement/Zoning Officer** – S. Briggs/M. Kyle: Activity Report
 - i. Mr. St. Denny stated that he feels that things are expected from Code Enforcement and their pay should reflect this. He feels that they do more, that when the Secretary/Treasurer and now that the Admin Assistant is hired, are not in the office, Code Enforcement deserves a raise, Mr. St. Denny stated specifically Mr. Briggs because he does more than what Mr. Kyle does. Mr. Lombardozzi stated that evaluations/reviews are to be done by April meeting and

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will address it after the reviews. **This is a reminder to all Supervisors that reviews are to be done.**

- d. Police Department – Activity Report
 - e. Streets/Sewer Tech –
 - f. Fire Department –
 - g. Emergency Management – G. Lombardozi
 - i. At the next Work Session Meeting, Mr. Lombardozi will open the meeting and then have a NIMS training session for 1 hour.
 - h. Safety Committee – Mr. Lombardozi is working to get the Safety Committee up and running.
10. **Professional Services:**
- a. Engineering - M. Corey, P.E.
 - i. Mr. St. Denny reported that Mr. Corey is almost done with writing the scope of work report between the Borough, Carlin Plumbing, and BIU.
 - b. Legal - E. Betza, Esq.
 - i. Mr. Betza had emailed two memos to Ms. McCollum to hand out, the 1st was in regards to the bidding process and spending thresholds, the 2nd was regarding the EMA position and if Mr. Lombardozi was able to continue holding that unpaid position and be Council President, the answer being yes.
 - ii. Dr. Merritt inquired about the concerns that Lawrence Park had regarding sharing of services and their bidding process. Mr. Betza explained that there is an inter-municipal agreement that exempts the bidding process between municipalities. Should have a written agreement of the details of the sharing of services.
 - iii. Mr. Betza addressed the concerns of Mr. Briggs regarding the Ordinances of the Borough and where the previous ordinances are at.
11. **Old Business:** Motion made by Mr. Bills, second by Dr. Merritt to approve the changes as handed out previously to the Employee Handbook. Much discussion regarding why only the Personnel Committee was involved in the decisions of making the changes. Attempts to state that the Personnel Committee and the Secretary/Treasurer came together, discuss what out of date items were listed in the handbook and made those recommendations to all of Council. Roll call vote called: Aye: Mr. Bills, Mr. Crotty, Dr. Merritt, Mr. Lombardozi. Nay: Mr. St. Denny. Absent: Mr. Johnson, Mrs. Lombardozi.
12. **Borough Boards, Committees and Commissions:**
- a. Wesleyville Community Days Committee: Motion made by Mr. Bills, seconded by Mr. St. Denny to approve the spending from the Special Events account in the amount of \$2,100.00 for Bands, Wrestling, and the stage, no discussion, unanimous voice vote, motion carried.
 - b. Planning Commission – Mr. St. Denny talked to Mr. Petrini on 3/8/16 and is expected back by April 1st and hopefully have the Planning Commission in order after that.
13. **Borough Council Department Chairs:**
- a. Refuse & Recycling Chair – Mr. Johnson – n/a
 - b. Parks & Recreation Chair – Mr. Crotty
 - i. Mr. Crotty reported that he is in weekly contact with Beth Helterbran from DCNR to coordinate all efforts regarding the grant money received for Hinkler Park improvements. Mr. Crotty stated that he needs to have a formal letter/request to appoint Mr. Crotty as project Manager were it was formerly the Borough Manager. Motion made by Mrs. Lombardozi, second by Mr. St. Denny, no discussion, unanimous voice vote. Motion carried.
 - ii. Mr. Bills conveyed to Mr. Crotty that the COG is trying to have all the trails connecting and will be having a work shop on March 23rd from 2 to 5pm for all Parks Department Chairs and if Mr. Crotty is unable to go then someone else should go on behalf of the Borough.

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- c. Public Improvement Chair – Mrs. Lombardozzi
 - d. Finance Chair – Dr. Merritt
 - i. Mr. Lombardozzi brought up that the matching portion of the grant for Hinkler Park needs to be approved. Motion made by Mr. St. Denny, second by Mrs. Lombardozzi to approve the matching \$20,000.00 for the Hinkler Park grant, no discussion, unanimous voice vote, motion carried.
 - e. Streets, Sanitary/Storm Sewer Chair – Mr. St. Denny
 - i. Street Cuts – Mr. St. Denny will be reviewing the Street Cuts and see which are still under the Utilities responsibility. Mr. St. Denny will give list to Secretary/Treasurer and have a proposal from Brozel Construction.
14. **Borough Officers:**
- a. Mayor – E. Rickrode
 - i. Report that he was speaking to the Police Chief from Southern Regional Police Force that was combined in 1994 and discussed the savings and additional information. Question was asked if anyone knew when Lawrence Park was going to be voting on the study and it was reported that it was thought to be on their meeting agenda for this evenings meeting.
 - ii. Dr. Merritt questioned that even if the vote regarding the study is not passed, when is the next scheduled meeting between Wesleyville Borough and the Lawrence Park Commissioners. Dr. Merritt questioned whether or not the Council would be interested in maintaining a working relationship with Lawrence Park in regards to sharing of services in the future. There is currently no meeting scheduled.
 - b. Council Vice-President – P. Bills
 - i. Motion made by Mr. Bills, second by Dr. Merritt to approve the changes as handed out previously to the Employee Handbook. Much discussion regarding why only the Personnel Committee was involved in the decisions of making the changes. Attempts to state that the Personnel Committee and the Secretary/Treasurer came together, discuss what out of date items where listed in the handbook and made those recommendations to all of Council. Roll call vote called: Aye: Mr. Bills, Mr. Crotty, Dr. Merritt, Mr. Lombardozzi. Nay: Mr. St. Denny. Absent: Mr. Johnson, Mrs. Lombardozzi.
 - c. Council President – G. Lombardozzi
 - i. Will email all of the information regarding the electronic sign to Council for everyone's review to discuss at the next meeting.
15. **Executive Session:** to discuss legal and/or personnel matters. 8:28pm
16. **Reconvene:** 9:01pm
17. **New Business:** Motion made by Dr. Merritt, second by Mr. Bills to amend Chief Schulz survivor benefits to be in order with the State Law changes. No discussion, unanimous voice vote, motion carried.
18. **Good of the Order:**
- a. Work Session Meeting: Wed., March 23rd @ 7:00pm, Borough Hall.
 - b. Regular Meeting: Wed., April 13th @ 7:00pm, Borough Hall
19. **Meeting Adjournment:** 9:03pm

Meeting Minutes Approved: _____

Sina McCollum

Date: _____

4/29/16