

WORK SESSION OF WESLEYVILLE BOROUGH COUNCIL
BOROUGH HALL, 3421 BUFFALO ROAD, ERIE, PA 16510
June 22, 2016 at 7:00pm
APPROVED MEETING MINUTES

1. **Call to Order:** G. Lombardozzi, President 7:18pm
2. **Invocation:** G. Lombardozzi, President
3. **Pledge of Allegiance:** G. Lombardozzi, President
4. **Roll Call:** T. McCollum, Secretary/Treasurer
Present: Mr. Lombardozzi, Council President; Mr. Bills, Council Vice President; Councilors: Mr. Crotty, Dr. Merritt, Mr. Rickrode, Mayor; Mr. McCollum, Secretary/Treasurer; Mr. Gross, Public Works Supervisor; Mr. Briggs, Code Enforcement.
Absent: Mr. Johnson, Mrs. Lombardozzi, Mr. St. Denny
5. **Citizens to Address Council:** (5-minute time limit per signed-in citizen)
 - a. Terence Sedney – 2712 Shannon Drive. Requested Council to review Sewer/Garbage bill. Mr. Sedney purchased residence in Nov/Dec. 2015, did not receive deed until March 28, 2016. On 6/6/16 received past due invoice utility services from Erie Water Works for \$379.48. Water has been shut off for at least 3 years. No sewer service. Motion by Dr. Merritt, second by Mr. Bills to write off \$296.58 from that bill, \$100.00 1st quarter, \$100.00 for 2nd quarter for sewer service and \$96.58 in late fees from previous owner of residence, leaving a balance due of \$82.90. Sewer charges will not be incurred until water service is turned back on. Garbage charges will continue. No further discussion, unanimous voice vote, motion carries.
 - b. Kim Guzowski – 1721 Eastern Ave. Requested Council to review Sewer/Garbage bill. Water was voluntarily shut off 1st week of November 2015. Home is Kim's mother's home, who had passed away in September 2014. Motion made by Mr. Bills, seconded Mr. Crotty to write off \$308.68, leaving a balance of \$119.40 owed by the customer (statement shows a past due amount, customer states that she paid & will provide proof of payment to Erie Water Works). Sewer charges should not be incurred until the water service is turned back on. Garbage charges will continue. No further discussion, unanimous voice vote, motion carries.
6. **Approve Agenda:** Motion by Mr. Bills, second by Mr. Crotty, no further discussion, unanimous voice vote, motion carries.
7. **Approve Meeting Meetings:** Motion by Dr. Merritt, second by Mr. Crotty to approve meeting minutes from 5/11 and 5/25, no further discussion, unanimous voice vote, motion carries.
8. **Present Meeting Minutes:** Regular session 6/8/16
9. **Special Business:**
 - a. Mr. Lombardozzi: Clothes donation box from Veteran's Miracle Center of Erie. Motion by Mr. Bills, seconded by Dr. Merritt. Place the box on the outside of the Borough building on Market Street. Mr. Lombardozzi to verify the frequency of pick up and leave contact name and number in case there are donations that would be on the ground because box is full. No further discussion, unanimous voice vote. Motion carries.
10. **Borough Administration/Management:**
 - a. **Secretary/Treasurer** – T. McCollum
 - i. Green Light Go Grant – received notification that application was approved. Handed out information to Council members to review, tabled discussion until meeting on July 13th.
 - ii. Motion made by Dr. Merritt, seconded by Mr. Bills to open another bank account at Northwest Savings Bank as a holding account for grant matching money and create a new budget line item. No discussion, unanimous voice vote, motion carries.
 - iii. Approve Bills – tabled until later in meeting for Council members to review detail.
 - iv. May Financial Statements – reviewed information.
 - v. Recycling Center security cameras – Updated Council on status of camera purchase. Currently under budget with one remaining purchase.
 - vi. Reported that the EACOG EGov grant payment was received in the amount of \$815.00. Invoice for admin fees totaling \$213.00 included.

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- vii. Verified with Council the Borough's liability responsibility for anyone who would be doing Community Service, which would not cover injury of the individual. Decision was that Community Service would not be allowable for Borough Office or Streets/Public Works.
- viii. Requested motion to have delinquent sewer/garbage bills sent to Erie Water Works to collection. Accepted by Erie Water Works confirmation received by email and voice mail. Motion made by Dr. Merritt, seconded by Mr. Crotty, remaining 52 accounts will be sent for collection because there are no enforcement repercussions if handled by the office. No further discussion, unanimous voice vote, motion carries.
- b. Public Works Supervisor – R. Gross
 - i. Rick met with Mr. Corey to discuss the street paving bid project.
- c. Code Enforcement/Zoning Officer – S. Briggs
 - i. Erie Water Works/sewer and garbage charges when water is shut off. Ms. McCollum will work with Mr. Briggs to write an ordinance to state that when water is voluntarily shut off that the sewer charges will be voluntarily shut off as well. Will send to Mr. Betza to review before the next meeting.
 - ii. Mr. Bills questioned if there could be anything done with the red garage behind the thrift shop that is in the Church parking lot. Appears have a hole in the roof and seems structurally unsound.
 - iii. Mr. Crotty questioned if there is any ordinance regarding the appearance of the businesses along Buffalo Road. Also wanted to see if there was some grants available to have the outside appearances of the businesses improved.
- d. Police Department –
- e. Streets/Sewer Tech –
- f. Fire Department –
- g. Emergency Management – G. Lombardozzi
- h. Safety Committee – No quorum on May 15th meeting.
- 11. Borough Boards, Committees and Commissions:
 - a. Wesleyville Community Days Committee: No follow up meeting scheduled yet
 - b. Planning Commission: Have not met this year yet
 - c. Zoning Hearing Board: Question was raised to see if anyone knew if the Zoning Hearing Board solicitor was selected? Mr. Briggs would look into this.
- 12. Borough Council Department Chairs:
 - a. Refuse & Recycling Chair – Mr. Johnson
 - b. Parks & Recreation Chair – Mr. Crotty
 - i. Mr. Crotty reported that Beth from DCNR had returned to work and that Mr. Corey, Beth and Mr. Crotty would be scheduling a time for the conference call. Mr. Crotty reported that there is no deadline set as of yet because of Beth's absence at her office. He hopes to have some additional information by July 13th meeting.
 - c. Public Improvement Chair – Mrs. Lombardozzi
 - d. Finance Chair – Dr. Merritt - nothing to report
 - e. Streets, Sanitary/Storm Sewer Chair – Mr. St. Denny
- 13. Borough Officers:
 - a. Mayor – E. Rickrode – nothing to report
 - b. Council Vice-President – P. Bills – nothing to report
 - c. Council President – G. Lombardozzi – nothing to report
- 14. Approval of Bills: Motion by Dr. Merritt, seconded by Mr. Bills to approve the bills presented from 6/10/16 to 6/16/16. No discussion, unanimous voice vote, motion carries.

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15. **Misc:**
- i. Ms. McCollum requested that Council members send an email to her by the Tuesday prior to the Wednesday meetings so that Council members are accounted for and the meeting can either start on time, with or without a quorum. Email addressing this was advised to be sent out.
 - ii. Ms. McCollum requested that Council address the procedure of having the Work Session meetings be where information is brought up and then the Regular Session is when the motion would be passed. This was the intention of Mr. Stephany when he was hired as HR Consultant and Council should work towards going back to that method of meeting. Email addressing this was advised to be sent out
16. **Good of the Order:**
- a. Regular Meeting: Wed., July 13 @ 7:00pm, Borough Hall
 - b. Work Session Meeting: Wed., July 27 @ 7:00pm, Borough Hall.
17. **Meeting Adjournment: 8:42pm**

Meeting Minutes Approved: *Sara McCollum* Date: *7/27/16*