

**COUNCIL MEETING OF WESLEYVILLE BOROUGH**  
**BOROUGH HALL, 3421 BUFFALO ROAD, ERIE, PA 16510-1813**

**October 9, 2019 at 6:00pm**

**\*\*\* APPROVED \*\*\* 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; Mr. Lombardozi, Vice-President;  
Councilors: Mrs. Lijewski, Mr. Wittenberg;  
Mr. Gross, Public Works Supervisor; Ms. Bigwood, Borough Secretary

Required attendance only 1<sup>st</sup> meeting of the month:  
Mr. Betza, Esq., Solicitor;  
Mrs. Roseberry, Treasurer/Borough Office Supervisor

Optional: Mrs. Silbaugh, Tax Collector

**Absent:** Mr. Bills, Mayor-Not in Attendance; Councilors: Mr. Bello,  
Mrs. Julius, Mr. Pietsch

Required attendance only 1st meeting of the month:  
Zoning/Permits/License;  
Junior Council Members: Annastet Ngo, Tim Gallagher

Optional: Mr. Corey, Engineer; Chief Schulz, WPD; Sewer/Street Tech

5. **Code Enforcement/Police Activity Report**-Officer J. Hawryliw – Absent.
6. **Citizens to Address Council:** (5-minute time limit per signed-in citizen) – None.
7. **Approve Agenda:** Motion to approve 10-9-19 Agenda made by Mr. Wittenberg pending addition of Legal Services under Professional Services and changing corresponding numbers. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.
8. **Approve Minutes:** Motion to approve 9-25-19 draft meeting minutes made by Mr. Wittenberg. Seconded by Mrs. Lijewski, no further discussion, unanimous voice vote, motion carries.
9. Nick Bruno, Bayfront Glass LLC
  - a. Verbal presentation on glass recycling.
  - b. Motion to approve public pop-up collection event at Borough Hall (outdoors) on 11-30-19-hours to be determined, made by Mr. Wittenberg. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.
10. **Old Business:**
  - a. Mr. Englert, 4309 Station Road
    - i. Follow up to his appearance at the 8-16-19 Council Meeting where he requested his trash can be replaced due to it being damaged by the new garbage truck. Council agreement on not replacing can, no motion needed.
    - b. Motion to approve Ordinance 2019-009, Recommended Chap 15 - Motor Vehicles & Traffic Amendment/Correction made by Mr. Wittenberg. Seconded by Mr. Lombardozi, no further discussion, unanimous voice vote, motion carries.
11. **New Business:**
  - a. None
12. **Borough Administration/Management:**
  - a. Treasurer/Borough Office Supervisor – Mrs. Roseberry
    - i. Motion to approve accepting UPMC proposal for health plan renewal made by Mr. Wittenberg. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.
    - ii. Treasurers Report:
      - (1) Motion to approve September check detail made by Mr. Wittenberg. Seconded by Mrs. Lijewski, no further discussion, unanimous voice vote, motion carries.
      - (2) Present unreconciled reports.
      - (3) Bank Balance print out.
    - iii. Public Works employee CDL classification upgrade, tabled.
    - iv. Jason Bronson's auction items reimbursement, tabled. Mrs. Roseberry to identify which budget line auction items would be placed under by next (work session) Council Meeting.
    - v. No Fleet Report due to laptop difficulties.

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- b. Borough Secretary – Ms. Bigwood
    - i. *DRAFT* 2020 Calendar presented. November 11, 2020 Council Meeting in question. Tabled.
    - ii. Residential Rental Inspection process information verbal report given with further discussion.
    - iii. Wesleyville yearbooks, resident inquiry. Tabled.
    - iv. Motion to approve ‘No Smoking or Vaping in Borough Building’ signs be hung in Borough Hall made by Dr. Merritt. Seconded by Mrs. Lijewski, further discussion, vote roll call requested, unanimous vote, motion carries.
    - v. Mrs. Lijewski asked about the realtor sewer lateral requirement letter. In process. Tabled.
    - vi. ID badges should be done soon.
  - c. Zoning/Permits/Licenses – Absent
    - i. Mr. Wittenberg requested an update on the job interview process for this open position.
  - d. Wesleyville Hose Company – Activity Report
  - e. Public Works Supervisor – Mr. Gross
    - i. Described current Public Works repairs to damaged traffic light at Station & Buffalo Rds.
- 13. Professional Services:**
- a. Legal – Mr. Betza, Esq., Solicitor
    - i. Mr. Wittenberg asked if the garbage/recycling RFP’s had to go out for bid. Mr. Betza explained if the obligated bidding quoting limit is:

Under \$10,000	Nothing needs done
Over \$10,000	Three (3) quotes are required
Over \$20,000	Bids are needed
    - ii. Mr. Wittenberg suggested using a standard form listing all inquiry information for identical quotes.  
(1) Mrs. Roseberry to compose form.
- 14. Borough Boards, Committees and Commissions:**
- a. Planning Commission – Mr. Wittenberg
    - i. Meeting discussion on inviting John McGranor with the Erie County Planning Department to a work session to have Comprehensive Plan dialogue.
  - b. Public Safety – Mr. Lombardozzi
    - i. New portable EMA radios go live on 10-10-19.
    - ii. Reported staffing problems at East County.
- 15. Borough Council Department Chairs:**
- a. Public Safety – Mr. Lombardozzi
    - i. New portable EMA radios go live on 10-10-19.
    - ii. Reported staffing problems at East County EMS.
  - b. Finance Chair – Mrs. Lijewski
    - i. Erie County Association of Boroughs (ECAB) meeting/dinner invitation passed out.  
(1) Ms. Bigwood to make reservations.
  - c. Streets, Sanitary/Storm Sewer Chair – Mr. Wittenberg
    - i. Questioned how Borough residents would get new recycling information.  
(1) Mrs. Lijewski stated she is compiling information for updates.
    - ii. Asked what the Land Bank collaboration status was.  
(1) Dr. Merritt will contact the Land Bank Coordinator and update at next meeting.
- 16. Executive Session:** To discuss legal and/or personnel matters. None.
- 17. Borough Officers:**  
Any Borough Officers concerns or issues to be addressed. None.
- 18. Good of the Order:**
- a. Next Work Session Meeting: Wednesday, October 23, 2019 @ 6:00pm, Borough Hall.
  - b. First Budget Meeting: Wednesday, November 6th at 6:00pm, Borough Hall.
  - c. Next Regular Meeting: Wednesday, November 13, 2019 @ 6:00pm, Borough Hall.

**Meeting Adjournment:** Motion to adjourn made by Mr. Lombardozzi. Seconded by Mrs. Lijewski, no further discussion, unanimous voice vote, motion carries

**Meeting Minutes Approved:**

*Melissa Bigwood*  
**Borough Secretary**

**Date:** 10/24/19