

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

September 11, 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: Mr. Bills, Mayor; Dr. Merritt, President; Mr. Lombardozzi, Vice-President; Councilors: Mrs. Julius, Mrs. Lijewski, Mr. Wittenberg; Mr. Gross, Public Works Supervisor; Ms. Bigwood, Borough Secretary

Required attendance only 1st meeting of the month:
Mr. Betza, Esq., Solicitor;
Mrs. Roseberry, Treasurer/Borough office supervisor

Optional: Mrs. Silbaugh, Tax Collector

Absent: Councilors: Mr. Bello, 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; Mr. Petrini, Sewer/Street Tech
5. **Code Enforcement/Police Activity Report**-Officer J. Hawryliw – Verbal activity report.
 - a. Mr. Wittenberg suggested Code Enforcement do a ‘proactive’ property maintenance inspection on properties for sale.
 - b. Mr. Bills mentioned he was receiving emails from a concerned resident about code enforcement issues.
6. **Citizens to Address Council:** (5-minute time limit per signed-in citizen)
 - a. Terry Etzel, 2914 Buffalo Road, 814-899-5731
 - i. Earnestly voiced concerns regarding the Borough’s new parking ordinance and his tenant’s parking. Requested some sort of variance for his tenants to legally park their vehicles.
 - b. Cecil Woodle, 2830 E. 28th Street, 814-899-8644
 - i. Expressed displeasure of his neighbors smoking habits and location of mobile homes on Shannon Road, questioned Borough flower pots and smoking ordinance.
 - c. Paul Pitonyak, 2930 North Street, 814-823-1519
 - i. Articulated smoking data, beautification on Main Street, and zoning/parking ordinance.
 - d. Norma Renshaw, 2422 Taggart Street
 - i. Thanked Council, Wesleyville Police Department, Public Works, Fire Department & Borough office staff for their hard work in making Wesleyville Borough safe and a great place to live.
7. **Approve Agenda:** Motion to approve 9-11-19 Agenda made by Mrs. Julius. Seconded by Mr. Wittenberg, no further discussion, unanimous voice vote, motion carries.
8. **Approve Minutes:** Motion to approve 8-28-19 draft Meeting Minutes made by Mr. Wittenberg. Seconded by Mrs. Julius, further discussion, unanimous voice vote, motion carries.
9. **Old Business:**
 - a. Wesleyville Area Museum (WAM) – Tabled.
 - i. Motion to approve Borough Solicitor’s revised Wesleyville Area Museum lease made by Mr. Wittenberg. Seconded by Mr. Lombardozzi, further discussion, motion rescinded pending July, August & September accrued legal fees to be presented on 9-25-19 by Mrs. Roseberry.
10. **New Business:**
 - a. Smoking & Vaping Prohibition(s) – W. A. Wittenberg Tabled
 - i. Mr. Wittenberg requests Council has formal discussion about ‘no smoking’ signs, no smoking in Borough vehicles and no vaping, also considering amending or enact an ordinance.

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10. New Business con't:

- ii. Mr. Betza specified PA State Clean Indoor Air Act states it is illegal to smoke indoors or in a work vehicle. Smoking in a private vehicle, home, public park or in public in general is permitted. State law regulates vaping as smoking. If we are to have a no smoking policy, it's good to put signs up.
 - (1) Mr. Pitonyak requested Council review data he will provide before making any decisions.
- b. Lunch and Learn invitation with Erie staff, City Grows and Engaging Local Government Leader's (ELGL) on 9-25-19 at noon.
 - i. Ms. Bigwood to make reservations.
- c. Transfer station request for proposals.
 - i. Motion to approve ProWaste refuse and recycling proposal along with having the Solicitor check for necessary ordinance changes and ensure correctly worded change article goes in the newsletter with blue recycling bins made by Mr. Wittenberg. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.

11. Borough Administration/Management:

- a. Treasurer/Borough Office Supervisor – Mrs. Roseberry
 - i. Treasurers Report:
 - (1) August Check detail presented for review to be approved at 9/25 meeting.
 - (2) Present unreconciled reports.
 - (3) Bank Balance print out.
 - ii. Motion to have General/Sewer/Garbage Fund interest move to Capital reserve account to include opening a new account for the General Account for the General capital reserve with Northwest Bank made by Mr. Wittenberg. Seconded by Mr. Lombardozzi, further discussion, unanimous voice vote, motion carries.
 - iii. Motion to accept Grass Roots Solution RFP for the STMP grant in the amount of \$47,550 made by Mr. Wittenberg. Further discussion, motion rescinded.
 - iv. Motion to apply for the Strategic Management Planning (STMP) program through DCED made by Mr. Wittenberg. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.
- b. Borough Secretary – Ms. Bigwood
 - i. Motion to approve Ordinance 2019-05 (Ordinance adopting revisions to the 1989 Code, advertised on 7-15-19, which could not be approved/adopted until after thirty (30) day advertisement of Notice of Introduction, advertised on 8-2-19) made by Mr. Wittenberg. Seconded by Mrs. Julius, no further discussion, unanimous voice vote, motion carries.
 - ii. eCode cellphone app verbal presentation.
- c. Zoning/Permits/Licenses – Absent.
- d. Wesleyville Hose Company – Activity Report.
- e. Public Works Supervisor – Mr. Gross
 - i. Iroquois High School Day of Service on 9-11-19 did some painting at Memorial Park and planted flowers.
 - (1) Ms. Bigwood to send thank you letter/card.
 - ii. Fleet Maintenance Report presented.
 - iii. Mr. Wittenberg asked about individual vehicle checks/daily inspection.
 - iv. Motion to approve up to \$5000 be spent to obtain a 9' suitable plow for 2012 truck made by Mr. Wittenberg. Seconded by Mrs. Julius, no further discussion, unanimous voice vote, motion carries.
 - v. Looking at getting a demo Exmark lawnmower from Miller Brothers to try out.

12. Professional Services:

- a. Mr. Betza, Esq., Solicitor
 - i. Mr. Wittenberg questioned the breakdown of the Loftus situation. Mr. Betza gave detailed explanation.
 - ii. Mr. Wittenberg asked about the change that Iroquois School District is trying to get for the 1% realty sales tax. The 1% is divided between the municipality and school district. If the school district does not pass any legislation to get that tax, the Borough can have the full 1%. ISD is filing legislation to get half.

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13. Borough Boards, Committees and Commissions:

- a. Mr. Wittenberg – Planning Commission
 - i. Mr. Wittenberg suggested Code Enforcement do a ‘proactive’ property maintenance inspection on properties for sale when the sewer lateral is being inspected.
 - ii. Mr. Wittenberg mentioned the Erie Times News ISD challenges Wabtec assessment article.
- b. Mrs. Julius – Personnel Committee
 - i. New position profiles were passed out to be looked over for the next meeting. Mr. Wittenberg formally asked if it would be for a full time or part time position. Mrs. Julius replied full time. Mr. Wittenberg asked if there was specific documentation to justify a 40 hour position based on the task. Mrs. Julius said they do not. Mr. Wittenberg asked for qualifying documentation.

14. Borough Council Department Chairs:

- a. Mrs. Lijewski – Finance Chair
 - i. Inquired on ID Badge status.
 - (1) Ms. Bigwood stated the final proof was expected today, but not received. Should be any day now.
 - ii. Asked Mayor Bills to get an updated photo of the entire police force.

15. Executive Session: 8:20pm

16. Reconvene: 9:02pm

- a. Motion to approve administering HR related letter to a Borough employee made by Mr. Wittenberg. Seconded by Mrs. Julius, further discussion, Mr. Wittenberg requested roll call vote:

Mr. Wittenberg	aye	Mrs. Julius	aye
Dr. Merritt	aye	Mr. Lombardozzi	aye
Mr. Bello	absent	Mrs. Lijewski	nay
Mr. Pietsch	absent		

The aye’s have it. Motion carries.

17. Borough Officers:

- a. Mayor – Mr. Bills
 - i. Announced Officer Hawryliw had a performance review and based on the contract will be promoted to Class A Patrol Officer.
- b. Council President – Dr. Merritt
 - i. Motion to approve Wesleyville Borough become part of the Erie County Land Bank and we advocate Iroquois School District join with us made by Mr. Wittenberg. Seconded by Mrs. Julius, further discussion, unanimous voice vote, motion carries.
 - (1) Dr. Merritt & Mrs. Mahany (from the Land Bank) to attend Iroquois School Board meeting on Tuesday, September 17th at 6:30pm.
- c. Council Vice President – Mr. Lombardozzi
 - i. Stated his attendance on End User Training on the base radio and the mobile radio the morning of 9-12-19.

18. Good of the Order:

- a. Work Session Meeting: Wednesday, September 25, 2019 @ 6:00pm, Borough Hall.
- b. Next Regular Meeting: Wednesday, October 9, 2019@ 6:00pm, Borough Hall.

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

Meeting Minutes Approved:

Melissa Bigwood
Borough Secretary

Date: 9/26/19