

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

**February 12, 2020 at 6:00pm**

**\*\*\* APPROVED MINUTES \*\*\***

1. **Call To Order:** Mrs. Julius, Vice President
2. **Invocation:** Mrs. Julius, Vice President
3. **Pledge of Allegiance:** Mrs. Julius, Vice President
1. **Roll Call:** Ms. Bigwood, Borough Secretary
  - Present:** Mr. Bills, Mayor; Mrs. Julius, Vice President;  
Councilors: Mr. Briggs, Mrs. Lijewski, Mr. Petrini, Mr. Silbaugh;  
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;  
Mr. Dyne, Sewer Tech/Zoning/Permits/License
  - Optional:** Mrs. Silbaugh, Tax Collector
  - Absent:** Mr. Lombardozzi, Council President; Mr. Pitonyak, Councilor
  - Optional:** Mr. Corey, Engineer; Chief Schulz, WPD
2. **Code Enforcement/Police Activity Report:** Officer J. Hawryliw
  - a. Verbal report with Q & A from Council.
3. **Citizens to Address Council:** (5-minute time limit per signed-in citizen) None.
4. **Approve Agenda:** Motion to approve 2-12-20 draft agenda with the addition of 9.a.iv. 'Other items from previous meetings' made by Mrs. Lijewski. Seconded by Mr. Petrini, further discussion, unanimous voice vote, motion carries.
  - a. Mr. Petrini requested this remains permanent on agenda format.
5. **Approve Minutes:**
  - a. Motion to approve amended 2-27-19 draft minutes made by Mrs. Lijewski. Seconded by Mr. Petrini, further discussion, unanimous voice vote, motion carries.
  - b. Motion to approve 1-22-20 draft minutes made by Mr. Petrini. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.
  - Edward Cardy, Building Inspection Underwriters of PA, Inc.
    - Verbal presentation of rental program statistics in Wesleyville Borough with Q&A from Council.
6. **Old Business:**
  - a. Status of items from prior meetings:
    - i. Motion to approve Intergovernmental Cooperation Agreement for an RFP for contracted services made by Mr. Petrini. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.
    - ii. Motion to approve Mrs. Nye must continue to pay for sewer going through 2019 and continuing through 2020 until we are notified to eliminate it made by Mr. Petrini. Seconded by Mr. Briggs, further discussion, unanimous voice vote, motion carries.
    - iii. Motion to approve Mrs. Nye must convert property to single family dwelling or will be required to pay for residential rental license fee made by Mr. Petrini. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.
    - iv. Motion to approve Mrs. Nye's 2019 credit continuing to date for garbage (only paying for one unit's garbage fees) made by Mrs. Lijewski. Seconded by Mr. Petrini, further discussion, not unanimous voice vote, roll call vote:

Mrs. Lijewski	Aye	Mr. Petrini	Aye
Mr. Lombardozzi	Absent	Mrs. Julius	Aye
Mr. Briggs	Nay	Mr. Pitonyak	Absent
Mr. Silbaugh	Aye		

Ayes have it, 4 to 1. Motion carries.

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**9. Old Business cont.**

- i. Motion to approve Mrs. Roseberry purchasing Sergeant Tests made by Mrs. Lijewski. Seconded by Mrs. Julius, further discussion, not unanimous voice vote, roll call vote:

Mrs. Lijewski	Aye	Mrs. Julius	Aye
Mr. Lombardozzi	Absent	Mr. Briggs	Nay
Mr. Petrini	Aye	Mr. Pitonyak	Absent
Mr. Silbaugh	Nay		

Ayes have it, 3 to 2. Motion carries.

Mr. Petrini again requested justification from the Police Chief as to why the Sergeant position is needed.

- ii. ID Badge.

(1) Ms. Bigwood to gather current pricing to present at work session meeting.

**10. New Business:**

- a. State of the Community 2020 Event to discuss the collective vision for growth within Erie County, National Stormwater Center is offering Certified Stormwater Inspector (municipal) training, and Erie County Conservation District (ECCD) 'Dirt & Gravel/Low Volume Road' training information presented.

**11. Borough Administration/Management:**

- a. Treasurer/Borough Office Supervisor – Mrs. Roseberry
- i. Treasurers Report distributed for informational purposes.
  - ii. January Check detail distributed for informational purposes, to be approved at 2-26-20 Council meeting.
  - iii. Motion to approve December check detail made by Mr. Petrini. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.
  - iv. Motion to approve purchase of a new tablet to use for credit card purchases, up to \$500 made by Mrs. Lijewski. Seconded by Mr. Petrini, further discussion, unanimous voice vote, motion carries.
  - v. Grant workshop was very informative. Mrs. Roseberry signed the Borough up for online application for surplus program. DCED (Department of Community & Economic Development) STMP (Strategic Management Planning Program) grant has been submitted for a 10% match.
- b. Borough Secretary – Ms. Bigwood
- i. New Borough Hall keys and coordinating mailbox keys distributed and signed for. Mr. Lombardozzi & Mr. Pitonyak still needed.
  - ii. Motion to approve advertising Iroquois Jr/Sr High School 'Taste of Erie' event on the LED sign made by Mr. Petrini. Seconded by Mr. Briggs, further discussion, unanimous voice vote, motion carries.
  - iii. Council confirmed information on contact sheet for distribution. Ms. Bigwood to present at next meeting.
  - iv. Ms. Bigwood to put resident 5% sewer/garbage discount on website.
  - v. Council agreed Pirrello Enterprises Inc. to service the 2020 yearly shredding.
- c. Zoning/Permits/Licenses – Craig Dyne, activity report distributed.
- i. Motion to approve Reeves Plumbing to do sewer lateral camera-ing tabled. Mr. Dyne to get 'example' of camera-ing for 2-26-20 Council meeting.
- d. Wesleyville Hose Company, activity report distributed.
- e. Public Works Supervisor – Mr. Gross
- i. Discussion on getting steps (or something) for residents to be able to reach new 6 foot high recycling dumpsters. Council consensus not necessary. If it is too high for a resident, to encourage recycle bin use.
  - ii. Discussion on Reznor furnace quotes. Was not put in 2020 Budget, perhaps next year.
  - iii. Wesleyville Borough Recycling roll off bins at recycling center have been lettered.
  - iv. All Public Works employees have obtained their CDL permits.
  - v. Motion to approve Auto Wholesalers bid for purchase of roll off truck in the amount of \$59,875.00 made by Mr. Petrini. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.
  - vi. Motion to approve the sale of F550 Truck (gold) to Scott Kosak Services (SKS) at \$6,500.00 made by Mr. Petrini. Seconded by Mr. Briggs, further discussion, unanimous voice vote, motion carries.

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**12. Professional Services:**

- a. Borough Solicitor, Mr. Betza, Esq.
  - i. Mr. Petrini inquired status of removing 'real property' verbiage from the sewer ordinance.
    - (1) Mr. Betza stated that change was made.
    - (2) An inquiry was made about how the ordinance states extra garbage bags are \$ .75, not \$1.50. Mr. Betza said there may have been an ordinance passed to amend that by fee schedule. Ms. Bigwood to confirm.

**13. Borough Boards, Committees and Commissions:**

- a. Mr. Petrini, MPO (Metropolitan Planning Organization)
  - i. Attended their most recent meeting and presented Mr. Gross with possible availability of funds for streets construction work.

**14. Borough Council Department Chairs:**

- a. Mrs. Lijewski, Public Improvement Chair
  - i. In process of pricing remodeling Borough Hall Chambers.
  - ii. Grant seminar at Mr. Merski's office on 2-21-20 10am. FYI
  - iii. Distributed Bayfront Glass drop-off site information for Wesleyville residents, with potential pop up events for the general public. Details to follow.
- b. Mr. Petrini, Finance Department Chair
  - i. Motion to approve removing the portion of Mrs. Roseberry's job description to reflect the changes that Mr. Gross-Public Works Supervisor, will not be under Mrs. Roseberry's supervisory umbrella, Mr. Gross will supervise Public Works, Mrs. Roseberry to supervise Borough Office, Mr. Gross' supervisor will be his Council Department Chair, Public Works employees should follow the Chain of Command made by Mr. Petrini. Seconded by Mr. Briggs, further discussion, unanimous voice vote, motion carries.
  - ii. Mr. Petrini reiterated a previous Council decision that if any Council member has a need for information to request it, preferably via email, as to not disrupt the office. And that any meetings should be conducted outside the office area, preferably in Borough Hall as not to disrupt the office.
    - Employees should address their concern with their immediate supervisor and only go to the office with the approval of their immediate supervisor. Employees should follow the Chain of Command.
  - iii. Motion to approve 'removing Wesleyville Police Department Administrative Assistant from Mrs. Roseberry's supervisory umbrella, Chief Schulz will be given that responsibility' made by Mr. Petrini. Seconded by Mr. Briggs, further discussion, unanimous voice vote, motion carries.
  - iv. Mr. Petrini stated there is additional office security needed and said Borough employees are the most valuable commodity the Borough has. Keeping that in mind, he directed office staff to keep office doors locked at all times. Office personnel should be protected from harassment and/or false allegations or accusations and prevent the Borough from being held liable.
  - v. Motion to approve additional Borough Hall security with Vector Security installation of up to two (2) cameras inside both Borough office and Wesleyville Police Department offices (to assist PD in preventing civil litigation) to be taken out of all three (3) accounts, made by Mr. Petrini. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.

**15. Executive Session:** None.

**16. Borough Officers:**

- a. Mrs. Julius, Council Vice President
  - i. Mrs. Julius requested again, to get a wireless 'panic button' in Borough Chambers and the office window.
    - (1) Mr. Petrini believed we could check on that.

**17. Good of the Order:**

- a. Next Work Session Council Meeting: Wednesday, February 26<sup>th</sup>, 6:00pm, Borough Hall.
- b. Next Regular Council Meeting: Wednesday, March 11<sup>th</sup>, 6:00pm, Borough Hall.

**18. Meeting Adjournment:**

- a. Motion to Adjourn made by Mr. Petrini. Seconded by Mr. Briggs, no further discussion, unanimous voice vote, motion carries.

**Meeting Minutes Approved:**

Melissa Bigwood  
**Borough Secretary**

**Date:** 2/28/20