

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

August 22, 2018 at 6:00pm

*****APPROVED***MEETING 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, Secretary
Present: Dr. Merritt, President; Councilors: Mrs. Julius, Mrs. Lijewski, Mr. Lombardozzi, Mr. Bello; Ms. Bigwood, Secretary; Optional: Mrs. Silbaugh, Tax Collector; Mr. Briggs; Zoning/Permits.
Absent: Mr. Bills, Mayor; Mr. Johnson, Vice President; Mr. Betza, Esq., Solicitor; (Required attendance only 1st meeting of the month); Councilor: Mr. Pietsch; Mr. Gross, Public Works Supervisor; Mrs. Roseberry, Treasurer (Required attendance only 1st meeting of the month); Optional: Mr. Corey, Engineer; Chief Schulz, Police Department; Mr. Petrini, Sewer/Street Tech
- 5. Citizens to Address Council:** (5-minute time limit per signed-in citizen) None
- 6. Approve Agenda:**
 - a. Motion to approve 8-22-18 agenda as presented, emailed 8-17-18, made by Mrs. Lijewski. Seconded by Mrs. Julius, no further discussion, unanimous voice vote, motion carries.
- 7. Approve Meeting Minutes:**
 - a. Motion to approve 8-8-18 draft meeting minutes as presented, emailed on 8-17-18, made by Mr. Lombardozzi. Seconded by Mrs. Lijewski, with the correction of 15.f.i. (Borough Council Department Chairs, Refuse and Recycling Chair) to change the wording ‘Contract with Waste Management is up’ to ‘Contract with Waste Management is up at the end of August 2018’, no further discussion, unanimous voice vote, motion carries.
- 8. Borough Council Department Chairs Special Business:**
 - a. Public Works, Donald McKee
 - i. Went to Harborcreek two (2) Fridays ago to discuss their composting center.
- 9. Special Business:**
 - a. Mr. Wittenberg, WAM zoning permit.
 - i. Motion to approve “Mr. Betza to review to entertain ordinance to rezone 2900 North Street from R3 to B1”, made by Mr. Lombardozzi. Seconded by Mrs. Lijewski, abundant further discussion, unanimous voice vote, motion carries.
 - b. Motion for approval of request from Marlene Silbaugh to attend the Tax Collectors Association convention in October and subsequent costs made by Mr. Bello. Seconded by Mrs. Julius, no further discussion, unanimous voice vote, motion carries.
 - c. Informational purposes only: Borough has been awarded \$19,291.00 from County Aid Liquid Fuels to offset 2018 Winter Maintenance costs.
 - d. Informational purposes only: Received letter from East Erie County Communications Center regarding alarm monitoring.
 - i. Smoke detectors
 - ii. Entry alarms at recycling center
 - iii. Mrs. Julius requested panic button with switch to turn on/off in hall and office.
 - iv. Council requested Ms. Bigwood to present information to the Public Safety Chair, Mr. Pietsch to look into, and also contacting Jessica Horan-Kunco to see if grant money was available.
 - e. Motion for approval of Woodlawn Avenue Sanitary Sewer Replacement project Construction Change Order No. 1 – Repair of existing damaged storm sewer pipe - \$2,000.00 made by Mr. Lombardozzi. Seconded by Mrs. Lijewski, no further discussion, unanimous voice vote, motion carries.
 - f. Motion for approval of Woodlawn Avenue Sanitary Sewer Replacement project Pay Estimate No. 1 – \$108,195.50 made by Mr. Lombardozzi. Seconded by Mrs. Lijewski, no further discussion, unanimous voice vote, motion carries.
 - g. Flag pole plaque update
 - i. Mr. Lombardozzi finalized decision and Ms. Bigwood has ordered.
 - h. Facebook presence

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- i. In process
- i. Codification update
 - i. Ms. Bigwood completed searching through individual bimonthly meeting minutes from 2005-2015 looking for missing ordinance references, then contacted the Erie County Law Library to cross reference what was absent from the current incomplete ordinance book. Then forwarded everything to General Code for their records.

10. Executive Session: 7:17pm

11. Reconvene: 7:36pm

12. Treasurer's Report

- a. Present check detail for August for review.
- b. Present web proposal (PSAB vs Erie Multimedia) information for upcoming motion of approval.
 - i. Council requested 2 more quotes.
- c. Met with Linda Bliley from the PEER program, beginning to reconstruct the Chart of Accounts to DCED standards.

13. Borough Council Department Chairs:

- a. Streets, Sanitary/Storm Sewer Chair – Mr. Johnson, Absent.
- b. Parks & Recreation Chair – Mrs. Julius
 - i. Hinkler Park benches installed. Mrs. Roseberry to help with ribbon cutting ceremony.
 - ii. Working on \$100,000 grant for Memorial Park, to include a stage, pavilion, picnic tables and rain barrels.
 - iii. For safety reasons several Ash trees and dead stump need taken down in Hinkler Park, new trees will be planted.
 - iv. Cost data needs to be done on Hinkler Park rental to look at 2020 Fee Schedule adjustment.
- c. Finance Chair – Mrs. Lijewski
 - i. Upcoming Municipal Budgeting Workshop hosted by the COG on Thursday September 13th starting at 5:00pm to 8:30pm at Lawrence Park Township Building. Cost is \$10.00 per COG member. Tina has already registered and will be attending.
 - ii. Motion to approve Wesleyville Volunteer Fire Department receive 100% reimbursement for passing and 75% reimbursement upon fire department recommendation of a failed student for EMT/EMR training made by Mr. Lombardozzi. Seconded by Mr. Bello, no further discussion, unanimous voice vote, motion carries.
- d. Public Safety Chair – Mr. Lombardozzi
 - i. Still working on better ALS coverage for the first of the year.
 - ii. Mrs. Roseberry to get copy of WFD insurance policy clause for next meeting.
- e. Public Improvement Chair – Mr. Pietsch, Absent.
- f. Refuse & Recycling Chair – Mr. Bello
 - ii. Recycling roll-off truck update, in process.

14. Borough Officers:

- a. Mayor – Mr. Bills, Absent.
- b. Council President – Dr. Merritt, nothing to report.
- c. Council Vice-President – Mr. Johnson, Absent.

15. Good of the Order:

- a. Regular Council Meeting, Wednesday, September 12, 2018; 6:00pm, Borough Hall
- b. Work Session, Wednesday, September 26, 2018; 6:00pm, Borough Hall

16. Meeting Adjournment:

- a. Motion to adjourn at 8:02pm made by Mrs. Julius. Seconded by Mr. Lombardozzi, no further discussion, unanimous voice vote, motion carries.

Meeting Minutes Approved: Melissa Bigwood
Secretary

Date: 8/23/18