

**WORK SESSION MEETING OF  
WESLEYVILLE BOROUGH COUNCIL  
BOROUGH HALL, 3421 BUFFALO ROAD, ERIE, PA 16510-1813  
January 23, 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. Lombardozzi, Vice-President; Councilors: Mrs. Julius, Mrs. Lijewski, Mr. Wittenberg; Ms. Bigwood, Borough Secretary
  - Optional:** Mrs. Silbaugh, Tax Collector
  - Absent:** Mr. Bills, Mayor, Not in Attendance; Dr. Merritt, President; Councilors: Mr. Bello, Mr. Pietsch; Mr. Gross, Public Works Supervisor
  - Optional:** Mr. Corey, Engineer; Chief Schulz, WPD; Mr. Petrini, Sewer/Street Tech

Required attendance only 1st meeting of the month:  
Mr. Betza, Esq., Solicitor; Mr. Jozefczyk, Zoning/Permits/License;  
Mrs. Roseberry, Treasurer/Borough office supervisor
5. **Citizens to Address Council:** (5-minute time limit per signed-in citizen)
  - i. Barbara Nye, 2052 Station Road. Requested in writing and discussion with Council if her water, sewer & garbage bills could be adjusted. She hasn't had a tenant in well over a year, due to remodeling and doesn't plan to have another tenant for quite some time.
    - (1) Per Mrs. Roseberry at 12-12-18 meeting, the procedure is after the rental unit has been vacant for six (6) months the landowner can come to council and request a reduction in charges for sewer, which Mrs. Nye did.
    - (2) Per Mr. Bello at 12-12-18 meeting, the ordinance allows if a residence is vacant for six (6) months, the owner can write a letter requesting the garbage fee to be turned off. But if any garbage appears before we are notified, the billing will be backdated.
      - (1) Mrs. Nye came to the February 28, 2018 meeting to state her rental unit was vacant and after leaving several message at the office with no relief, at the 1-23-19 meeting she brought any and all documentation/correspondence regarding the bills to be adjusted.
      - (2) Mr. Jozefczyk advised her to pay the 2019 Rental Unit License Fee, which she did to avoid being penalized after 2-1-19, even though she hasn't had a tenant in well over a year, due to remodeling and doesn't plan to have another tenant for quite some time.
6. **Approve Agenda:**
  - a. Motion to approve 1-23-19 agenda, emailed 1-18-19, made by Mr. Wittenberg. Seconded by Mrs. Lijewski, no further discussion, unanimous voice vote, motion carries.
7. **Approve Meeting Minutes:**
  - a. Motion to approve 1-9-19 draft meeting minutes as presented, emailed 1-18-19 made by Mr. Wittenberg. Seconded by Mrs. Julius, no further discussion, unanimous voice vote, motion carries.

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**8. Executive Session:**           None

**9. Special Business:**

- a. Matt Flak, Wesleyville Hose Company Fire Chief
  - i. Questioned order of Council Meeting Agenda lines.
  - ii. Monthly WHC ‘dropped call’ report & representation at Council Meetings was requested.
  - iii. Wesleyville Community Day fundraising assistance offered by Mrs. Lijewski.
  - iv. Gratitude and appreciation was given to all Wesleyville Hose Company members.
  - v. Introduced Wesleyville Hose Company members.
- b. Motion to approve the Pennsylvania Sea Grant Program/Easement Option Agreement, Mr. Dave Skellie, Coastal Land Use & Economic Specialist made by Mr. Wittenberg. Seconded by Mrs. Lijewski, no further discussion, unanimous voice vote, motion carries.
- c. Affidavit of Residency certificates given to Councilors by Ms. Bigwood, to be returned by 3-1-19.
- d. PSAB ‘In Honor of Service Award’ application due 2-15-19, tabled.
- e. State Ethics Commission/Statement of Financial Interests passed out. Please hand back in by March 1 2019.
- f. Wesleyville Athletic Club thank you letter sent by Borough Secretary.
- g. Erie County Association of Boroughs voting member Presidential appointment, tabled.
- h. Borough developing a Memorandum of Understanding (MOU) with the Iroquois Little League
  - i. Schedules requested from Iroquois Little League by Ms. Bigwood.
  - ii. Mr. Wittenberg suggested Mr. Betza may perhaps have one previously used.
- i. Status of items from prior meetings:
  - i. Wiring for Christmas lights, tabled.

**10. Treasurer’s Report**

- a. Motion to approve December 2018 check detail made by Mr. Wittenberg. Seconded by Mrs. Julius, further discussion, unanimous voice vote, motion carries.

**11. Borough Council Department Chairs:**

- a. **Streets, Sanitary/Storm Sewer Chair** –                   Mr. Wittenberg
  - i. Council Member Presidential appointment for WesBoro Rep to the ESA (Erie Sewer Authority), tabled.
  - ii. Attended MPO meeting, will be sending PDF documents for all of Council.
  - iii. Status of items from prior meetings:
    - (a) Camera truck update, tabled from past several meetings.
    - (b) Municipal parking lot – Ordinance, tabled.
- b. **Parks & Recreation Chair** –                               Mrs. Julius, nothing to report.
  - i. Mr. Lombardozzi questioned 8-22-18 motion to approve Mr. Betza to review entertainment for ordinance to rezone 2900 North Street from R3 to B1, tabled.
    - (1) Mr. Lombardozzi to get with Mrs. Roseberry about the advertisement.
- c. **Finance Chair** –   Mrs. Lijewski, nothing to report.

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**d. Public Safety Chair –**

Mr. Lombardozzi

- i. Motion to approve authorized voting representative for East County EMS made by Mr. Wittenberg. Seconded by Mrs. Julius, not unanimous voice vote, roll call vote.

Mr. Wittenberg	Aye	Mrs. Julius	Aye
Dr. Merritt	Absent	Mr. Lombardozzi	Aye
Mr. Bello	Absent	Mrs. Lijewski	Nay
Mr. Pietsch	Absent		

The aye's have it. Motion carries.

- ii. Status of items from prior meetings:

- (1) East Erie County Communications Center letter regarding alarm monitoring.
  - (a) Smoke detectors, getting requests for proposal, met with Vector; in process.
  - (b) Entry alarms at recycling center, getting requests for proposal, met with Vector; in process.
  - (c) Mrs. Julius requested panic button with switch to turn on/off in hall & office, getting requests for proposal, met with Vector; in process.
  - (d) Contact Jessica Horan-Kunco to see if grant money was available, in process.
- (2) Asbestos safety resource email – tabled again pending further information.

**e. Public Improvement Chair –** Mr. Pietsch, Absent

**f. Refuse & Recycling Chair –** Mr. Bello, Absent

- i. Status of items from prior meetings:

- (1) Mr. Bello to get with Ms. Bigwood to update the 2013 recycling document currently used on website update.
- (2) Ms. Bigwood sent three (3) copies of the 902 Development and Implementation Grant Agreement and signature pages according to the Offering Letter.
- (3) Mr. Bello requested revenues on detailed report for garbage expenses in 2018.
- (4) Recycling roll-off truck pending arrival of new garbage truck, in process.

**12. Borough Officers:**

- a. Mayor – Mr. Bills, Not in Attendance.
- b. Council President – Dr. Merritt, Absent.
- c. Council Vice-President – Mr. Lombardozzi, nothing to report.

**13. Good of the Order:**

- a. Council Meeting, Wednesday, February 13, 2019, 6:00pm, Borough Hall
- b. Work Session, Wednesday, February 27, 2019, 6:00pm, Borough Hall

**14. Meeting Adjournment:**

- a. Meeting adjourned at 7:37pm.

Meeting Minutes Approved: Melissa Bigwood  
Borough Secretary

Date: 2/14/19