

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

**June 26, 2019 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, Borough Secretary
- Present:** Mr. Bills, Mayor (6:10pm); Dr. Merritt, President; Mr. Lombardozzi, Vice-President; Councilors: Mrs. Julius, Mrs. Lijewski, Mr. Pietsch (6:50pm), Mr. Wittenberg; Mr. Gross, Public Works Supervisor; Ms. Bigwood, Borough Secretary

Required attendance only 1st meeting of the month:

Mrs. Roseberry, Treasurer/Borough office supervisor

Optional: Mrs. Silbaugh, Tax Collector; Mr. Petrini, Sewer/Street Tech

**Absent:** Mr. Bello, Councilor

Required attendance only 1st meeting of the month:

Mr. Betza, Esq., Solicitor; Mr. Jozefczyk, Zoning/Permits/License;  
Junior Council Members: Annastet Ngo, Tim Gallagher

Optional: Mr. Corey, Engineer; Chief Schulz, WPD

5. **Code Enforcement/Police Activity Report** – Officer J. Hawryliw
  - a. Verbal Activity Report. Questions and discussion from audience, staff and Council Members.
6. **Citizens to Address Council:** (5-minute time limit per signed-in citizen)
  - a. Fred Petrini, 2415 Station Road
    - i. Questioned 2018 Audit.
    - ii. Commented he was looking at the same budget as Council.
7. **Approve Agenda:** Motion to approve 6-26-19 agenda made by Mr. Wittenberg. Seconded by Mrs. Lijewski, no further discussion, unanimous voice vote, motion carries.
8. **Approve Minutes:** Motion to approve 5-22-19 draft meeting minutes made by Mr. Wittenberg. Seconded by Mrs. Julius, no further discussion, Dr. Merritt abstained due to absence, unanimous voice vote, motion carries.
9. **Old Business:**
  - a. Motion to approve budgeting for the newsletter made by Mr. Wittenberg. Seconded by Mr. Lombardozzi, much discussion, motion withdrawn, tabled pending updated request for proposals.
  - b. Motion to approve legal ad advertisement for annual audit findings (along with 2020 fee schedule ad) made by Mr. Lombardozzi. Seconded by Mr. Wittenberg, further discussion, unanimous voice vote, motion carries.
  - c. Motion to approve passing of attached Chapter 15 Motor Vehicle summary, containing these recommended changes to the Borough Solicitor, E. Betza, to review for content, format & legality, and upon Mr. Betza's concurrence, the Borough Office to advertise these changes in the local printed media for future, final approval by Council in a forthcoming public Council Meeting made by Mr. Wittenberg. Seconded by Mr. Lombardozzi, further discussion, unanimous voice vote, motion carries.
  - d. Wesleyville resident Nick Camera, 2405 Union Avenue, request for water/sewer/garbage/rental forgiveness appeal be accepted without physically appearing at a Council Meeting. Council agreed he did not have to appear.
  - e. Resident Larry Owens Sr., requesting handicap signs in front of his mother's house at 2227 Eastern Ave. Council agreed request form should be made, outlining process. Give to resident, upon return with required documentation, present to Police Chief and Council for approval. Public Works to be advised.
  - f. Motion to approve request for bids for section of Edison at the beginning of Hinkler Park go out made by Mr. Lombardozzi. Seconded by Mr. Wittenberg, further discussion, unanimous voice vote, motion carries.

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- g. Motion to approval using Hi-Tech Collision Service to repair 2015 Ford Interceptor in the amount of \$2,704.01 made by Mrs. Julius. Seconded by Mr. Wittenberg, further discussion, unanimous voice vote, motion carries.

1.) Mr. Wittenberg requested documentation from Borough insurance co. stipulating terms & conditions of reportable and recordable claims. Also the state insurance statute requiring those terms & conditions.

- h. Motion to approve Wesleyville Borough 2019 ADA Curb Replacement Project Change Order made by Mr. Lombardozzi. Seconded by Mrs. Julius, further discussion, unanimous voice vote, motion carries.
- i. Motion to approve Wesleyville Borough 2019 ADA Curb Replacement Project Final Estimate made by Mr. Wittenberg. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.

**10. New Business:**

- a. PSAB recognition of 20+ years of service award presented to Mr. Lombardozzi.
- b. Motion to approve last Re-Org Resolution amendment to indicate East Erie County Emergency Medical Services Corporation as the primary ALS provider for Wesleyville Borough, when licensed and operational made by Mr. Wittenberg. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.
- c. Goodwill Recycling Disposal of Electronic Equipment information passed out. Council approval, no motion needed.
- d. County of Erie Department of Public Safety letter passed out. Mr. Lombardozzi stated an Emergency Management Consultant will be coming in July.

**11. Borough Administration/Management:**

- a. Borough Office Supervisor/Treasurer –Mrs. Roseberry
- i. Council approved RFP for pension administration. No motion needed.
- ii. Motion to approve May check detail made by Mrs. Julius. Seconded by Mr. Wittenberg, further discussion, unanimous voice vote, motion carries.
- iii. Motion to approve legal ad for proposed 2020 Fee Schedule (along with 2018 audit ad) made by Mr. Lombardozzi. Seconded by Mrs. Julius, further discussion, unanimous voice vote, motion carries.
- iv. Clarification of donation policy information passed out.
- v. Motion to approve outsourcing of Borough payroll made by Mr. Wittenberg. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.
- vi. Motion to approve Northwest Bank loan in the amount of \$109,000 for simultaneous 902 Grant purchases made by Mr. Lombardozzi. Seconded by Mr. Wittenberg, further discussion, unanimous voice vote, motion carries.
- vii. Motion to approve Mrs. Roseberry's notary commission renewal made by Mr. Lombardozzi. Seconded by Mrs. Julius, further discussion, unanimous voice vote, motion carries.
- viii. Motion to approve up to \$600 allotment for Jason Bronson to purchase needed items from auction made by Mr. Wittenberg. Seconded by Mrs. Julius, further discussion, unanimous voice vote, motion carries.
- ix. Dr. Merritt asked the status of the Early Intervention Program. Mrs. Roseberry will follow up.
- x. Motion to approve, upon Mr. Betza's sanction, the sale of Wesleyville Borough's old generator made by Mr. Wittenberg. Seconded by Mr. Lombardozzi, further discussion, unanimous voice vote, motion passes.
- b. Borough Secretary – Ms. Bigwood
- i. Motion to approve block party street closing from E. 32<sup>nd</sup> St. from Highland Avenue to Groveland Avenue made by Mr. Lombardozzi. Seconded by Mr. Wittenberg, further discussion, unanimous voice vote, motion carries.
- ii. AT&T Mobility cell tower near 3118 Station Road needs its own address for emergency services. Council agreement 3120 Station Road. No motion needed.
- iii. Wesleyville Baptist Church Vacation Bible School & Sue Larson thank you's shown. FYI

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

- a. Personnel Committee Chair – Mrs. Julius
  - i. Presented General Borough Policies. Mr. Lombardozzi made the motion to approve the latest version. Much discussion, motion withdrawn. Tabled until next meeting.
- b. Neighborhood Watch – Mrs. Lijewski
  - i. Motion to approve spending \$500 for National Night Out made by Mr. Lombardozzi. Seconded by Mrs. Julius, no further discussion, unanimous voice vote, motion carries.
- c. Wesleyville Community Day – Mrs. Lijewski
  - i. Passed out Wesleyville Community Foundation 2018 final report again. 2019 report should be coming out in July.
  - ii. Thanked Wesleyville Borough for their in-kind donation.

**13. Borough Council Department Chairs:**

- a. Streets, Sanitary/Storm Sewer Chair – Mr. Wittenberg
  - i. CityGrows email. ‘Taken care of’.
  - ii. Mr. Wittenberg Fee Schedule email. ‘Taken care of’.
  - iii. MPO 2 page attachment. ‘Taken care of’.
  - iv. Questioned progression of road work. Mr. Gross said manhole project will start in about three (3) weeks.
  - v. Thanked Mayor’s Police Department for their presence and community interaction at Wesleyville Community Day.
  - vi. Stated intent to contact State Representative regarding opposition to House Bill 1400 re: local zoning ordinances. (email passed out)
- b. Parks and Recreation Chair – Mrs. Julius
  - i. Reported details on EACOG grant program that provided new trees in Hinkler Park.

**14. Borough Officers:**

- a. Council Vice President – Mr. Lombardozzi
  - i. Voiced opinion on LERTA & Community College.

**15. Executive Session:**

To discuss legal and/or personnel matters, none.

**16. Good of the Order:**

- a. Next Regular Meeting: Wednesday, 7-10-2019, 6:00pm, Borough Hall.
- b. Work Session Meeting: Wednesday, 7-24-2019, 6:00pm, Borough Hall.

**17. Meeting Adjournment:**

- a. Meeting adjourned at 8:02pm.

**Meeting Minutes Approved:**

**Melissa Bigwood**  
**Borough Secretary**

**Date: 7/11/19**