

COUNCIL MEETING OF WESLEYVILLE BOROUGH

BOROUGH HALL, 3421 BUFFALO ROAD, ERIE, PA 16510-1813

July 10, 2019 at 6:00pm

***APPROVED**MEETING MINUTES**

1. **Call To Order:** Mr. Lombardozzi, Vice President, 6:05pm
2. **Invocation:** Mr. Lombardozzi, Vice President
3. **Pledge of Allegiance:** Mr. Lombardozzi, Vice President

4. **Roll Call:** Ms. Bigwood, Borough Secretary
Present: 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; Mr. Petrini, Sewer/Street Tech
Absent: Mr. Bills, Mayor; Dr. Merritt, President; Councilors: Mr. Bello, Mr. Pietsch
Junior Council Members: Annastet Ngo, Tim Gallagher; Zoning/Permits/License
Optional: Mr. Corey, Engineer; Chief Schulz, WPD

5. **Code Enforcement Activity Report:** Officer Hawryliw – Verbal Activity Report. Questions and discussion from audience, staff and Council members. Mr. Wittenberg stated Code Enforcement was doing an excellent job.

6. **Citizens to Address Council:** (5-minute time limit per signed-in citizen)
 - a. Cecil Woodle, 2830 E. 28th Street
 - i. Questioned neighbor's yard burning and fireworks complaint.
 - b. Fred Petrini, 2415 Station Road
 - i. Discussed budget questions/concerns.
 - c. Ed Rickrode
 - i. Presented Iroquois School District resolution, FYI.
 - d. Marlene Silbaugh, 2812 East 32nd Street
 - i. Requested less disgust come from Councilors. Thanked Council, employees and residents for their due diligence.

7. **Approve Agenda:** Motion to approve 7-10-19 Agenda made by Mr. Wittenberg with the addition of:
9.d. Old Business: 'Civilian Vehicles Parking'
9.e. Old Business: 'Iroquois Little League Schedule Use of Memorial Field'
10.a. New Business: 'Zoning Officer', and
10.b. New Business: 'Motion to approve 2020 Fee Schedule'.
Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.

8. **Approve Minutes:** Motion to approve 6-26-19 draft Meeting Minutes as presented made by Mr. Wittenberg. Seconded by Mrs. Julius, further discussion, unanimous voice vote, motion carries.

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9. Old Business:

- a. Legal vaping clarification. Ordinance, Resolution, Park & Hall Reservation Forms potential updates.
 - i. Smoking regulations do not apply to vaping, per Mr. Betza. An Ordinance must be created and passed to legally enforce any/all smoking regulations.
 - ii. Parks Reservation Form nomenclature to be updated by Ms. Bigwood and Parks & Recreation Chair.
- b. "Approval of 'Additional, Unbudgeted' Funding of April 2019 (in addition to Recycling \$s)" Newsletter update.
 - i. Ms. Bigwood to get estimates (rfp's) with additional information.
- c. Motion to approve General Borough Policies. Tabled.
- d. Civilian Vehicles parked in North Street Parking Lot.
 - i. Motion to approve Council request WPD to enforce parking in Wesleyville Area Museum designated spots made by Mr. Wittenberg. Seconded by Mrs. Lijewski, much discussion, motion rescinded.
 - ii. Motion to approve designating the leased (between Wesleyville Borough and Wesleyville Area Museum) area declared as no public parking area but a leased area made by Mr. Wittenberg. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.
- e. Iroquois Little League Schedule Use of Memorial Field.
 - i. Mr. Wittenberg spoke again about a memorandum of understanding to include the parties involved, dates, period covered, and obligations of all parties-each individual party.

10. New Business:

- a. Zoning Officer. Tabled.
- b. Motion to approve 2020 Fee Schedule made by Mr. Wittenberg. Seconded by Mrs. Julius, further discussion, unanimous voice vote, motion carries.

11. Borough Administration/Management:

- a. Borough Office Supervisor/Treasurer – Mrs. Roseberry
 - i. Treasurer's Report, emailed 7-5-19. June check detail to be approved at 7-24-19 meeting.
 - ii. Motion to approve use of County Liquid Fuels, in the amount of \$19,291, to be allocated for road salt/maintenance made by Mrs. Julius. Seconded by Mr. Wittenberg, no further discussion, unanimous voice vote, motion carries.
 - iii. EIP follow up-RFP's were sent out on March 25th, due by May 1st, and no response was received. Mrs. Roseberry to follow up with Jessica Horan Kunco to determine what the next step should be.
 - iv. Mrs. Roseberry requested specific questions or requested information for the auditor be given ahead of time.
- b. Borough Secretary – Ms. Bigwood
 - i. ECAB (Erie County Association of Boroughs) July 17th meeting invitation distributed. Ms. Bigwood to make reservations.
 - ii. Office of Open Records training update. George Spiess, the Chief of Outreach & Training for the Pennsylvania Office of Open Records provided a three (3) hour Open Records training seminar at Borough Hall for eight (8) surrounding municipality representatives.
 - iii. 2019 Codification update.
 - (1) Motion to approve advertising 'Ordinance 2019-05 Adopting Revisions to the 1989 Code of Ordinances' made by Mr. Wittenberg. Seconded by Mrs. Julius, no further discussion, unanimous voice vote, motion carries.
 - (2) Motion to approve advertising 'Ordinance 2019-06 Notice of Introduction' (for codification) made by Mrs. Julius. Seconded by Mr. Wittenberg, no further discussion, unanimous voice vote, motion carries.
 - (a) Mr. Wittenberg suggested having these two (2) code affiliated ordinances advertised separate from fire billing ordinance, depending on the cost.
 - (3) Motion to approve 'Ordinance 2019-07 Chapter 15 Motor Vehicle' made by Mr. Wittenberg. (advertised 6-27-19) Seconded by Mrs. Julius, further discussion, unanimous voice vote, motion carries. Ms. Bigwood to forward to General Code for the first supplementation.
 - (4) Motion to approve advertising 'Ordinance 2019-08 Fire Billing Reimbursement' made by Mr. Wittenberg. Seconded by Mrs. Lijewski, further discussion, unanimous voice vote, motion carries.

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- iv. PennDOT Connects 360 Workshop invitation extended. (emailed on 6-19-19) Ms. Bigwood to make reservations.
 - v. Options to change the sliders on the website banner
 - (1) Motion to purchase Adobe Photoshop (to create website graphics in house) up to the amount of \$250 made by Mrs. Lijewski. Seconded by Mr. Wittenberg, further discussion, unanimous voice vote, motion carries.
 - vi. Pennsylvania Association of Municipal Administrators (PAMA) Conference attendance denied.
 - c. Police Department – Activity Report
 - d. Wesleyville Hose Company – Activity Report
- 12. Professional Services:**
- a. Mr. Betza, Esq., Borough Solicitor
 - i. Erie County Land Bank comprehensive clarification and recommended Borough involvement. Mr. Wittenberg provided much detailed information on the Erie County Land Bank and suggested the ECLB Coordinator, Christy Mahany, provide a briefing presentation at a work session. Ms. Bigwood to schedule.
- 13. Borough Boards, Committees and Commissions:**
- a. Erie Metropolitan Planning Organization (Erie MPO) – Mr. Wittenberg
 - i. Passed out MPO Project Summary.
- 14. Borough Council Department Chairs:**
- a. Public Improvement Chair – Mr. Pietsch, absent.
 - b. Parks & Recreation Chair – Mrs. Julius
 - i. Spoke with arborist today about putting more trees in Memorial Park along Pearl Avenue.
 - c. Finance Chair – Mrs. Lijewski, nothing to report.
 - d. Streets, Sewer & Storm Sewer Chair – Mr. Wittenberg
 - i. Mr. Gross and crew are getting lines painted on the street. Water Company tore up Eastern & Edison Avenue when their line blew and was fixed in less than five (5) days. Special thanks went out to Craig Kern. Sewer clean outs are in process. College Heights ditches were scheduled, but the company was a no show. Mrs. Roseberry to follow up.
 - ii. Mr. Gross was specifically thanked for stepping up and helping out so much with the vacant zoning position on top of his other duties.
- 15. Executive Session:** To discuss legal and/or personnel matters, 8:19pm.
- 16. Reconvene:** 8:44pm
- a. Motion to approve Personnel Committee develop a plan for how the Wesleyville Borough Zoning Officer will function. What the duties, hours, etc., including job description and wages to be given to Council before the July 24th meeting.
- 17. Borough Officers:**
Any Borough Officers concerns or issues to be addressed. None.
- 18. Good of the Order:**
- a. Next Work Session Meeting: Wednesday, 7-24-19, 6:00pm, Borough Hall.
 - b. Next Regular Meeting: Wednesday, 8-7-19, 6:00pm, Borough Hall.
- 19. Meeting Adjournment:**
- a. Meeting adjourned at 8:55pm.

Meeting Minutes Approved:

Melissa Bigwood
Borough Secretary

Date: 7/25/19