



January 2024 Work Session Meeting
Wesleyville Borough, Erie County, Pennsylvania

*****Draft Agenda*****

Public Meeting Information

January 24, 2024 at 6:00PM

In-Person – Borough Hall located at 3421 Buffalo Road, Erie, PA 16510.

Live Virtual Option - *Coming Soon*

Archive of Recordings - *Coming Soon*

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- 1) **Call to Order** - By: Mrs. Julius, President
 - 2) **Invocation** - By: Mrs. Julius, President
 - 3) **Pledge of Allegiance** - By: Mrs. Julius, President
 - 4) **Roll Call:**
 - a) Council President, Regina Julius
 - b) Council Vice President, Fred Petrini
 - c) Council President Pro Tem, Paul Bills
 - d) Councilperson, Steve Alfieri
 - e) Councilperson, Jake Wilder
 - f) Councilperson, Sandy Morrow
 - g) Councilperson, Cassandra Kolesar

- h) Mayor, E. Paul Johnson
- i) Solicitor Ed Betza
- j) Engineer Mark Corey
- k) Borough Manager/Secretary Marcus Jacobs
- l) Police Chief Robert Buzanowski
- m) Public Works Supervisor Joseph Ball
- n) Tax Collector, Marlene Silbaugh

5) **Citizens to address Council:**

- a) *Note: 5-minute time limit per signed-in citizen.*

6) **Approve Agenda:**

7) **Approve Minutes:**

- a) 01/02/2024 - Reorganization Meeting/Council Meeting

8) **Old Business:**

- a) A motion to adopt Ordinance – 2024-001 - Quality of Life Ticketing Program.
 - i) *Note: Approved for public advertisement at the December 27th, 2023, meeting and then advertised in a newspaper of public circulation on January 10th, 2024; a date more than seven days before tonight's Council Meeting.*
- b) A motion to acknowledge receipt of the bond increase for Marcus Jacobs to \$500,000 with an annual premium of \$500.
 - i) *If you would like a copy of the bond on file, let the Borough Office know and one can be provided.*
- c) **(Tabled)** Tabacco Use in Recreation Areas
- d) **(Tabled)** A motion to authorize the advertisement and public display of Ordinance 2024-00? - Revisions to the Borough's Street Cut ordinance increasing the bond required and the period of warranty coverage for repairs made.
 - i) *No change since the Council Meeting on December 13th.*
 - ii) *Verbiage needs to be confirmed with Mark Corey and then have Betza draft final version.*
- e) **(Tabled)** A motion to adopt Ordinance 2024 – 00?, amending Code 15-403, Parking Prohibited at Certain times in Certain Locations, an amendment to add two locations where parking will now be prohibited.

- i) 3600 Edison South side of street, between ___ and ___.
- ii) West side of Center Street, North of 2024 Center St between ___ and ___.

9) New Business:

- a) A motion to approve of an additional compensation distribution of \$500 to Officer Robert Beaton for his Master Patrolman status in the fiscal year 2024.
 - i) *The distribution is in accordance with the contract with the Wesleyville Police Department due to Officer Beaton achieving Master Patrolman status in January 2023, marking 12 years of service to the Wesleyville Borough.*
 - ii) *It has come to our attention that the additional compensation, which should have commenced in January 2023 with a portion provided in each paycheck throughout the year, was not implemented. The \$500 requested will rectify the oversight for the year 2023. Starting in 2024, the compensation will be distributed in parts with each paycheck, as originally intended.*
 - iii) *Distribution of \$500 for 2023 will occur in the payroll period with a check date of 02/01/2024.*
 - iv) *A copy of the Police contract can be provided to anyone who requests it from the Borough Hall.*
- b) A motion to authorize the advertisement and public display of Ordinance 2024 – 002 - An Ordinance adjusting the Garbage Fee rate starting in the second quarter of 2024.
 - i) Increase of \$6/quarter (\$2/month) from the current flat rate of \$56 to the new rate of \$62. From \$18.66/month to \$20.66/month.
 - ii) This increase will bring in approximately \$26,500 for the remaining 3 quarters of 2024 and then approximately \$35,520 for each year thereafter.
- c) A motion to accept the quote from Scobell Company Inc. for the replacement of two garage heaters in the Public Works Garage for \$9,050, with the funding coming from the Borough’s ARPA account.
 - i) *Appendix: review the quote titled “01.24 - Scobell_HeatersQuote”.*
 - ii) *ARPA Account Balance as of 01/19/2024, \$137,277.58.*
 - iii) *The current heaters were installed in 2005 and the heat resonators are bad, parts are hard to come by, and a new unit is more efficient.*

- d) A motion to authorize the sale of the old chairs from the Borough Hall for no less than \$10 a chair.
- e) A motion to authorize the sale of the residential grade stove from the Borough Kitchen for no less than \$80.
- f) A motion to authorize the usage of the updated Wesleyville Borough emblem.
 - i) *View file "Eagle_Emblem_Revised".*
- g) A motion to purchase 60 folding chairs to be used in the Borough Hall for \$2,534.70 from Home Depot.
 - i) *Appendix: View file titled, "HomeDepot_Chairs_ShoppingCart".*
 - ii) *60 was decided because we have 9 tables with 6 chairs per table, equaling 54 plus 6 for the kitchen.*
- h) A motion to approve the reimbursement of Officer Szelinski for payroll deductions taken during the month of November, December, and the first pay period of January.
 - i) *Appendix: View file titled, "Szelinski_InsuranceCalculations"*
- i) **(Tabled)** A motion to amend the 2024 Garbage Enterprise Fund budget to reflect an increase in the revenue line item "364.300 - Refuse Collection Charges" and a subsequent increase in the expense line item "430.112 – Wage Public Works".
 - i) *This motion will need to be made at the February 14th Council Meeting, if the Council has voted to adopt Ordinance 2024 – 001 – Garbage Fee 2024.*
- j) A motion to increase the starting rate for the previously approved full time public works laborer to \$16.50/hour.
- k) A motion to accept Josh Doenhoefer to fill the Full Time Public Works position.
- l) A motion to accept Darlene Taylor as the Part Time Financial Administrator.
- m) A motion to appoint Darlene Taylor as the Treasurer of the Wesleyville Borough.
- n) A motion to add Darlene Taylor, Borough Treasurer, as a signatory to the Borough's depositories.
- o) A motion to increase the compensation for Gary Wensel.
- p) A motion to approve of the Traffic Surveyor job description to be offered to Mr. Thomas Szelinski at an hourly rate of \$16/hour.
 - i) *Appendix: View file titled "Traffic Surveyor - Description – Wesleyville".*

- ii) *Once approved, it will be sent to Mike Faber and Ed Betza for review and then the Borough Office will directly send a letter to Mr. Szelinski.*

10) Executive Session:

- a) Session anticipated to discuss personnel matters.
- b) Recessed:
 - i) Borough Council recessed public session at ___PM for an executive session regarding ___.
- c) Reconvened:
 - i) Borough Council reconvened the public session at ___PM.

11) Treasures Report:

12) Borough Manager:

- a) A Statement of Financial Interest Form is still needed from Mrs. Kolesar to comply with the State Ethics Commission's rules.
 - i) *Note: Failure to complete this statement, if identified, would result in a fine of \$600 and a public announcement, whether wrongdoing is identified or not.*
- b) GAP funding update
 - i) *Received nearly \$250,000 for Center Street.*
 - ii) *Applied for another \$250,000 for the Sanitary Sewer replacement on Euclid Blvd.*
- c) Borough Constable
 - i) *The current elected Constable did not complete the training and has since moved out of the district.*
- d) "Skills Games" Machines
- e) Borough Parking Lot Permit

13) President of Council to Appoint Committee Chairs:

- a) Public Safety -
- b) Parks and Recreation -
- c) Public Works/Streets -
- d) Public Engagement -
- e) Finance -
- f) Refuse and Recycling -

- g) Sanitary and Storm Sewers -
- h) Personnel Committee -

14) President of Council to Appoint Delegates

- a) Appoint _____ as delegate to the Vacancy Chair Board on behalf of the Borough of Wesleyville.

15) Borough Officers: o

- a) Mayor – Mr. Johnson
- b) Council Vice President - Mr. Petrini
- c) Council President - Mrs. Julius

16) Good of the Order:

- a) Next Council Meeting is on February 14th, 2024, 6:00PM, to be held at the Borough Hall.
- b) Next Work Session Meeting is on February 28th, 2024, 6PM in the Borough Hall located at 3421 Buffalo Road.

i) The engineering firm WRA will be presenting their intersection study report for Buffalo Road and Station Road at this meeting.

17) Meeting Adjournment:

- a) A motion to adjourn the meeting made by ____, seconded by ____, passed ____.
Adjourned at ____.

Respectfully submitted to the public record of the Borough of Wesleyville after the meeting minutes were approved by the Borough Council at the public Council Meeting on the ____ day of _____, _____.

Mr. Marcus Jacobs, Borough Manager/Secretary

Borough Seal