



September 2024 Council Meeting
Wesleyville Borough, Erie County, Pennsylvania

*****Approved Meeting Minutes*****

Public Meeting Information

September 11th, 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*

- 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:** (Present) (Not Present)
 - a) Council President, Regina Julius; (Present)
 - b) Council Vice President, Fred Petrini; (Present)
 - c) Council President Pro Tem, Paul Bills (Not Present)
 - d) Councilperson, Steve Alfieri; (Present0)

- e) Councilperson, Jake Wilder; (Present)
- f) Councilperson, Sandy Morrow; (Present)
- g) Councilperson, Cassandra Kolesar; (Present)
- h) Mayor, E Paul Johnson; (Not Present)
- i) Tax Collector, Lisa Huff; (Not Present)
- j) Solicitor, Ed Betza; (Present)
- k) Engineer, Mark Corey; (Not Present)
- l) Police Chief, Robert Buzanowski; (Not Present)
- m) Borough Manager/Secretary, Marcus Jacobs; (Present)
- n) Public Works Supervisor, Joseph Ball

5) Top of Agenda – Reserved Time:

- a) *Nothing Reserved*

6) Citizens to address Council:

7) Approve Agenda:

- a) A motion to approve of the agenda for tonight's meeting, September 11th, 2024 made by Mr. Alfieri and seconded by Mrs. Morrow. Unanimous voice vote.

8) Approve Minutes:

- a) A motion to approve the minutes from the August 28th, 2024, Work Session meeting made by Mr. Petri and seconded by Mrs. Morrow. Unanimous voice vote.

9) Borough Administration:

- a) Borough Manager – Manager Jacobs
 - i) *Managers' Report*
- b) Police Department – Chief Buzanowski

- c) Fire Department – Member of the Board Jeffrey Simpson
- d) Treasurer’s Report (*Council Meetings Only*) - Manager Jacobs
 - i) A motion to acknowledge receipt of the August 2024 Depository Log and the Transfer Log made by Mr. Alfieri and seconded by Mrs. Morrow. Unanimous voice vote.
 - ii) A motion to acknowledge receipt of the August 2024 Profit & Loss Reports for the General, Sewer, Garbage, and Liquid Fuels funds made by Mr. Petrini and seconded by Mrs. Morrow. Unanimous voice vote.
 - iii) A motion to acknowledge receipt of the August 2024 Check Details from the General, Sewer, and Garbage funds made by Mr. Alfieri and seconded by Mr. Petrini. Unanimous voice vote.
- e) Engineer’s Report (*Council Meetings Only*)
- f) Solicitor’s Report (*Council Meetings Only*)
 - i) *Title search needed for the easement of parcels in Hinkler Park*
 - ii) *Letter needed for the process of Police Department purchasing decommissioned firearms and transferring ownership.*

10) Old Business:

- a) (Tabled) - A motion to approve of the sale of miscellaneous Police vehicle equipment that is no longer of use to the Borough including light bar, rear seats, dividers, etc.

11) New Business:

- a) Revisiting the motion to approve the preliminary schedule of quarterly Joint Municipal Meetings with Lawrence Park Township
 - i) *This motion passed Borough Council at the August Council Meeting; same motion is on the Township Commission’s agenda. Assuming their meeting tonight passes, we will add to the calendar and advertise.*
 - ii) *A 4th Quarter joint meeting may not take place. Quarterly meetings in 2025 appear to work.*
- b) A motion to approve of Manager Jacobs completing the Letter of Intent to DCED to engage a peer consultant and begin the Police Regionalization Study jointly with the Lawrence Park Township made by Mrs. Kolesar and seconded by Mrs. Morrow. Unanimous voice vote.

- c) A motion to approve moving forward with vendor SuitKote for the 2024 Seal Coating and Crack Filling Phase 2 plan with a total cost of \$25,533.41 for Seal Coating and at most \$12,600 for Crack Filling, totaling \$38,133.41 made by Mr. Wilder and seconded by Mr. Alfieri. Unanimous voice vote.
- i) Line item 438.100 - Pavement Preservation has about \$5,000 remaining and this project would send the line item overbudget so we would dip into last year's ending balance to complete. 2023 Audit shows excess of \$283,965.*
 - ii) Trying a smaller diameter stone that would provide a smoother road surface, may be preferred by our residents.*
 - iii) Wesleyville.gov/sealcoat has a video presentation to our residents explaining our reasoning.*
- d) Motion to approve of the purchase of Even/Odd sign replacements from Econosigns in the amount of \$2,841.60 made by Mrs. Morrow and seconded by Mr. Alfieri. Unanimous voice vote.
- i) Line Item 433.300 - Street Signs. Overbudget currently, \$3,381 out of a budget of \$3,000. However, about \$1,105 came from ARP. So, the current expense from Gen Fund is closer to \$2,200 which means that there is about \$800 left that could be spent.*
 - ii) Line item 433.300 Street Signs. \$800 from General Fund, remaining \$2,041.60 from ARP.*
 - iii) Buying these not only replaces old, dilapidated signs but also because we combined the signs the PW crew will no longer need to manually flip the signs twice a year.*
- e) Motion to approve of accepting the quotes from ETG Communications and Eric Walter Tree & Stump for the Memorial Park Camera Project in the amounts of \$12,185.20 (ETG) and \$5,700 (EWTS), totaling \$17,885.20 made by Mrs. Morrow and seconded by Mr. Alfieri. Unanimous voice vote.
- i) Covered by;*
 - (1) 430.310 - Professional Services - \$4,300*
 - (2) 430.380 - Rental – Street Equip - \$800*
 - (3) 454.361 - Parks Utilities - \$1,000*
 - (4) 410.310 - Professional Services - \$1,000*

(5) 410.311 - Medical Services - \$1,000

(6) Donation - Dusckas Funeral Home - \$500

(7) The remaining balance of \$9,285.20.20 from ARP put under 430.700 - Capital Purchases, unless other community donations come in.

ii) Letters have been sent to several prominent donors in the area seeking help.

f) Motion to approve of creating a water line easement between several Borough owned parcels in Hinkler Park to connect the new bathroom up to the connection point on Fremont St made by Mrs. Kolesar and seconded by Mr. Wilder. Unanimous voice vote.

i) Solicitor Betza, Engineer Corey has asked that you please complete a title search on the parcel of Hinkler Park to figure out the easement that Penelec or subsidiary has down there.

g) Motion to approve of going out to bid for the Hinkler Park Bathroom Utilities Project with the bid packet provided by Engineer Mark Corey with an opening date of October 7th or 8th and Council approval scheduled for October 9th made by Mr. Petrini and seconded by Mr. Wilder. Unanimous voice vote.

h) Motion to approve of moving forward with the Borough Hall concrete sidewalk replacement project to be completed for no more than the \$11,140 quoted by Amendola Construction & Maintenance made by Mr. Petrini and seconded by Mr. Wilder. Unanimous voice vote.

i) I have only received one quote as of now, soliciting at least one more.

i) Motion to approve the submission of a \$100,000 CDBG application to Erie County for the improvement of various ADA ramps around the Borough and to authorize a local match of \$25,000 made by Mr. Petrini and seconded by Mrs. Kolesar. Unanimous voice vote.

j) Motion to approve of moving forward with the Borough Hall Front and Hall Door Replacement project for no more than the quote received by Plyler Entry Systems of \$11,566 made by Mrs. Kolesar and seconded by Mr. Wilder. Unanimous voice vote.

i) 2 quotes received, one from Plyler Entry Systems and the other by Builders' Hardware, going to try to get one more.

ii) This will empty out the remainder of ARP funds ~\$5,000, with the remainder drawing from the 2023 ending balance.

k) Motion to approve the revised 2025 MMO for the Non-uniform Pension plan made by Mrs. Morrow and seconded by Mrs. Kolesar. Unanimous voice vote.

i) It was approved at the August Council Meeting, but I forgot to include 1 employee in the estimated wages, so the calculation needed to be revised.

12) Executive Session: None Anticipated

a) Recessed:

i) Borough Council recessed public session at _____ for an executive session regarding...

b) Reconvened:

i) Borough Council reconvened the public session at _____.

c) Motions resulting from the Executive Session:

13) Borough Boards & Commissions

a) Planning Commission – Manager Jacobs

i) Next meeting is on September 18th at 5pm at the Borough Hall.

b) Safety Committee – Mrs. Morrow- The safety committee does recommend that we replace borough sidewalks around the borough building. It is also recommended by both the committee and insurance/workers comp. that we change to only use of tipper totter garbage cans for the safety of our public works employees. Alfieri asked about the recycle cans we have left over from grant and if we could use those as garbage cans. Jacobs said the grant paperwork is only for recycling.

i) Next meeting is on September 11th at 1pm at the Borough Hall.

14) Council - Committee Reports:

a) Public Works/Streets - Mr. Bills – Not present.

b) Sanitary and Storm Sewers - Mr. Wilder -Asked about ADU and the status of that.

c) Public Safety - Mr. Alfieri- Do we have any kind of document or contract to where we let the Fire Dept use our hall at no cost? Do we have a dollar value of the amount of in-kind donation we've

given them? Mr. Jacobs said he'd get the square footage calculation and assign an amount. We don't have taxes but its still a cost to us as a Borough.

- d) Refuse and Recycling - Mrs. Kolesar- Nothing to report.
- e) Community Engagement - Mrs. Morrow- CPR training October 2. Will need to end by 1PM. History team did meet again. Contact Steve from the Hagen History Center. He will look at what we have and what we can do with it on September 26th at 2PM.

15) Council – Members:

- a) Councilmember – Mr. Alfieri- Veterans banners were put up by American Legion with help from Public Works. How much was spent to have our public works crew use their time to do this? We didn't keep track but will in the future- Mr. Jacobs.
- b) Councilmember - Mr. Bills- Not Present.
- c) Councilmember – Mrs. Kolesar- Nothing to report.
- d) Councilmember – Mrs. Morrow- Nothing to report.
- e) Councilmember – Mr. Wilder- Nothing to report.

16) Council - Officers:

- a) Mayor – Mr. Johnson -Not Present.
- b) Council Vice President - Mr. Petrini - Asked about grass being cut on private property on Pearl/Water. It is being cut because you can't see when coming to that intersection. Owners have been contacted. We will start to keep track of how often we cut it so we can put a lien on the property.
- c) Council President - Mrs. Julius – Can we us ARP funds to purchase more holiday banners? Mr. Jacobs said there are not enough left after other expenses.

17) Good of the Order:

- a) Next Work Session Meeting is on September 25th, 2024, 6PM, in the Borough Hall.
- b) Next Budget Meeting October 2nd, 2024 6PM, in the Borough Hall.

c) Next Council Meeting is on October 9th, 2024, 6PM in the Borough Hall.

18) Meeting Adjournment:

- a) A motion to adjourn the meeting made by Mr. Petrini, seconded by Mr. Wilder, passed unanimously.
Adjourned at 7:20 PM.

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 25 day of September, 2024.



Marcus A Jacobs, Borough Manager/Secretary

Official Raised Seal of the Borough of Wesleyville

