

**March 2025 Work Session Meeting**

**Wesleyville Borough, Erie County, Pennsylvania**

*\*\*Draft Agenda\*\**

**Public Meeting Information**

March 26th, 2025, 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)
   1. Mayor, E Paul Johnson;
   2. Council President, Regina Julius;
   3. Council Vice President, Fred Petrini;
   4. Council President Pro Tem, Paul Bills
   5. Councilperson, Steve Alfieri;
   6. Councilperson, Jake Wilder;
   7. Councilperson, Sandy Morrow;
   8. Councilperson, Cassandra Kolesar;
   9. Tax Collector, Lisa Huff;
   10. Solicitor, Ed Betza;
   11. Engineer, Mark Corey;
   12. Police Chief, Robert Buzanowski;
   13. Borough Manager/Secretary, Marcus Jacobs;
   14. Public Works Supervisor, Joseph Ball
5. **Citizens to address Council:**
6. **Approve Agenda:** 
   1. A motion to approve of the agenda for tonight’s meeting, March 26th, 2025.
7. **Approve Minutes:**
   1. A motion to approve the minutes from the March 12th, 2025 Council Meeting.
8. **Top of Agenda – Reserved Time:**
9. **Borough Administration:**
   1. Borough Manager – Manager Jacobs
      1. Updates -
         1. Kitchen is finished, waiting on inspection by Erie County Department of Health.
         2. Police side door is completed.
   2. Police Department – Chief Buzanowski
      1. Update on Police Cruiser.
   3. Fire Department – Board member, Jeffrey Simpson
   4. Treasurer’s Report *(Council Meetings Only) -* Manager Jacobs
      1. Awaiting the audit to be sent our way.
   5. Engineer’s Report *(Council Meetings Only)*
   6. Solicitor’s Report *(Council Meetings Only)*
10. **Executive Session:** Anticipated
    1. Recessed:
       1. Borough Council recessed public session at for an executive session regarding personnel contract matters.
    2. Reconvened:
       1. Borough Council reconvened the public session at .
    3. Motions resulting from the Executive Session: None anticipated
11. **Old Business:**
    1. **Tabled** until further research is completed – Ordinance to increase the Tax Collector’s wages, would be effective January 2026 when the newly elected Tax Collector is sworn in.
       1. Current Salary - $7,542
       2. Potential percentages - (**5%** - $377.10, **10%** - $754.20, **15%** - $1,131.30, **20%** - $1,508.40)
12. **New Business:** 
    1. Motion to approve of going out to bid for the 2025 Street Resurfacing Projects
       1. Riverside Dr (Full, from Buffalo to Fremont), North Street (From Eastern to Wesley).
       2. Trying some experimentation.
    2. Motion to approve of Resolution 2025 – 006 - Authorizing the sale of surplus personal property with an estimated fair market value of less than $2,000.
    3. Motion to approve of drawing on the reserve account in the amount of $40,000 to add cover additional expenses under the 2025 Operating Budget under the Pavement Preservation line item 1438100.
       1. *Reserve Acct. - $330,821.58*
       2. *Adds ~20,000 yards of seal coating coverage.*
       3. *Used to expand the initially planned 2025 Seal Coating project to include more roads to be preserved.*
    4. Motion to approve advertising and interviewing for the Code Official position according to the 2025 Budget. ($15/hr for 15/hrs/wk).
       1. *The Code Enforcement Officer position is maintained at the Police Department and this Code Official position would work in partnership with the Code Enforcement Officer.*
       2. *Provides administrative assistance to the enforcement officer. Communicates with the public.*
    5. Motion to approve of going out to bid for the replacement of the Hinkler Park Pavillion A that had collapsed according to the plans drafted by Engineer Corey.
    6. Motion to approve of signing the Letter to ECGRA stating support for the East County EMS grant submission that will help to support the agency’s operations.
    7. Motion to adopt Ordinance 2025-003 – Parking Locations Prohibited.
13. **Borough Boards & Commissions**
    1. Planning Commission – Manager Jacobs
       1. Next meeting is on March 19th at 5pm at the Borough Hall.
    2. Safety Committee – Mrs. Morrow
       1. Next meeting is on March 19th at 1pm at the Borough Hall.
14. **Council - Committee Reports:** 
    1. Public Works/Streets - Mr. Petrini
    2. Sanitary and Storm Sewers - Mr. Wilder
    3. Public Safety - Mr. Alfieri
    4. Refuse and Recycling - Mrs. Kolesar
    5. Community Engagement - Mrs. Morrow
15. **Council – Members:**
    1. Councilmember – Mr. Alfieri
    2. Councilmember - Mr. Bills
    3. Councilmember – Mrs. Kolesar
    4. Councilmember – Mrs. Morrow
    5. Councilmember – Mr. Wilder
16. **Council - Officers:**
    1. Mayor – Mr. Johnson
    2. Council Vice President - Mr. Petrini
    3. Council President - Mrs. Julius
17. **Good of the Order:**
    1. Next Council Meeting is on April 12th, 2025, 6PM in the Borough Hall.
    2. Next Work Session is on April 26th, 2025, 6PM in the Borough Hall.
    3. Joint Municipal Meeting
18. **Meeting Adjournment:**
    1. 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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Marcus A Jacobs, Borough Manager/Secretary Official Raised Seal of the Borough of Wesleyville

Do you need a license

* No exchange of money, people other than their family unit. Invite status, open to the public even after buying tickets, anyone can come must have license.
* Private groups
* Baked goods do not regulate bake sales as long as they are shelf stable. Even if it's a public event.
* Encourage people to use the commercial kitchen as much as possible

Deliverables -

* **Kitchen Permitted Uses** - Guide for what can be cooked and how it can be used.
* **Guide for license acquisition** -
  + Register for a temporary license. No cost for the license. How long will it last? 14 days. Registered with the organization. Nonprofits are not required to have any extra education
* **Food handler's certification materials** – Relatively cheap. Cooking for crowds, videos.
* Safety guide

Tables

Lien calculations

* Not compounded 6 percent

Garbage Truck