

Minutes of the West Pittston Borough Council Meeting of February 7, 2024

PLEDGE OF ALLEGIANCE

1st ORDER- CALL TO ORDER

The Meeting was called to order at 6:30 PM by President Quinn at the West Pittston Borough Building, 555 Exeter Avenue West Pittston, PA.

2ND ORDER- ROLL CALL

Roll Call was taken by Secretary Kendra-lee O'Brien. Council: Mike Bugelholl, Jim Butera, Ian Stevenson, Toni Valenti, President Ellen Quinn, and Mayor Angelo Alfano, as well as Attorney Bufalino. Absent: Bill Bohn and Jared Jordan

3RD ORDER- EXECUTIVE SESSIONS- None were held

4TH ORDER- PUBLIC PARTICIPATION PERIOD FOR AGENDA ITEMS ONLY

None was given.

5TH ORDER- APPROVAL OF MINUTES

Motion to approve and accept the minutes from January 2, 2024, as prepared and to place them on file in the Borough Office.

By: Stevenson 2nd: Valenti Motion Carried

Motion to approve and accept the minutes from January 2, 2024, Reorganization meeting, as prepared and to place them on file in the Borough Office.

By: Stevenson 2nd: Bugelholl Motion Carried

6TH ORDER- REPORTS OF OFFICERS

Motion to accept and approve the Treasurer's Report as submitted and place it on file in the Borough office.

By: Stevenson 2nd: Bugelholl Motion Carried by All

Motion to accept and approve the Mayor's Monthly Report, totaling \$185.21, as submitted and place it on file in the Borough office.

By: Stevenson 2nd: Bugelholl Motion Carried by All

Motion to accept and approve the Code Officer's Monthly Report, totaling \$5,627.50, as submitted and place it on file in the Borough office.

By: Stevenson 2nd: Valenti Motion Carried by All

7TH ORDER- CORRESPONDENCE

Kendra-lee O'Brien reported the following correspondences have been placed on file in the Borough office:

- A. Letter from resident of Hitchner Building about parking concerns on Ann Street
- B. Invitation from WARP for unveiling of the new headquarters on April 5, 2024
- C. Letter of request from West Pittston Library for parking signs and crosswalk signage
- D. Letter of appreciation for DPW assistance
- E. Wyoming Area Class of '24 asking for a letter of support for 2024 Graduation Parade

President Quinn said that the parking concern on Ann Street has been addressed as well as parking for the Library. Councilperson Bugelholl asked Chief Turner about the timing for the new headquarters event, Chief Turner clarified that there are state officials coming so it had to be at that time for their travel.

8TH ORDER- SOLICITOR

- A. Attorney Bufalino prepared for Council's review an amendment of the Ordinance for Annual Assessment for Future Replacement and/or repair of sewer and disposal system
- B. Attorney Bufalino prepared for Council's review an ordinance proposing time limit parking on Warren Street for library.

9th ORDER-REILLY ASSOCIATES

- A. Reilly submitted a grant report and reviewed that they are working on a temporary signal for the Wyoming and Exeter Avenue intersection

10th ORDER- MAYOR

Police Report given by Chief Turner. He reviewed the calls made for the region as a whole and for West Pittston. He also announced that Pittston City and WARP will be working together on their first National Night Out event on August 11, 2024, from 3p-8p at the new WARP location. WARP also was awarded a grant for equipment and are working on other grants for the new department. Chief Turner also announced the new website: wyomingarearegionalpd.org

Motion made to accept the monthly public safety report and keep it on file.

By: Stevenson 2nd: Valenti Motion Carried by All

11th ORDER-ADMINISTRATION

Motion made to approve payroll for January 12, 2024, in the amount of \$18,775.54, and January 26, 2024, in the amount of 12,581.42, totaling \$31,356.96

By: Butera 2nd: Stevenson Motion Carried by All

Motion made to approve the General Fund prepaid bills \$154,236.07

By: Butera 2nd: Stevenson Motion Carried by All

Motion made to approve the General Fund bills \$24.89

By: Butera 2nd: Stevenson Motion Carried by All

Motion made to approve the Sewer Maintenance Fund Bills in the amount of \$10,972.11

By: Butera 2nd: Stevenson Motion Carried by All

Motion made to ratify Agreement #8 between Luzerne County and Borough concerning County's Buyout program and FEMA grant, as follows: the subrecipient will incur all costs for fund budgeted under the county's buyout program no later than December 31, 2024, and provide \$187,500 in CDBG-DR planning funds to serve as the local match for the \$750,00 FEMA Grant

By: Butera 2nd: Stevenson Motion Carried by All

Motion made to advertise the Ordinance for the Annual Assessment for Future Replacement and/or repair of sewer and disposal system

By: Butera 2nd: Stevenson Motion Carried by All

Motion made to advertise ordinance for library parking

By: Butera 2nd: Stevenson Motion Carried by All

Motion made to authorize a Request for Proposal for lawn services for Borough properties

By: Butera 2nd: Valenti Motion Carried by All

Motion made to approve payment of Luzerne County Community Development Disaster Recovery Buyout Program to Brozena Consulting Services, in the amount of \$962.50

By: Butera 2nd: Stevenson Motion Carried by All

Motion to authorize advertising a Request for Proposal for paving projects in the Borough, including: Salem Street between Luzerne and Montgomery; Damon Street between Luzerne Ave and Tunkhannock Avenue; as well as the Borough parking lot.

By: Butera 2nd: Stevenson Motion Carried by All

Motion made to advertise a RFP for project manager for multiple Borough grant projects including: Luzerne County ARPA \$2 million grant; FEMA \$2 million grant; the FMA flood mitigation assistance grant for \$750,000; and the H2O CFA \$2.6 million CDBG-DR grant of 187,500 as a match for the aforementioned mitigation grant

By: Butera 2nd: Valenti Motion Carried by All

12TH ORDER-CODE ENFORCEMENT & ZONING

Motion to accept the monthly permit and case report for January 2024, submitted by Barry Isett, to be kept on file in the Borough Office.

By: Stevenson 2nd: Bugelholl Motion Carried by All

Motion to approve Barry Isset & Associates (December) Invoice # WV-184958 in the amount of \$7,033.75

By: Stevenson 2nd: Bugelholl Motion Carried by All

Motion to accept the BIU 2023 Inspections List and BIU 4th Quarter Report

By: Stevenson 2nd: Bugelholl Motion Carried by All

Motion to approve the notification not to renew contract with BIU

By: Stevenson 2nd: Bugelholl Motion Carried by All

Motion to approve a Request for Proposal for building and construction inspection services

By: Stevenson 2nd: Bugelholl Motion Carried by All

13th ORDER- PUBLIC SAFETY- see Mayor's report

14th ORDER-PUBLIC WORKS

Motion to accept the January 2024 report submitted by Neil Williams.

By: Stevenson 2nd: Bugelholl Motion Carried by all

Motion to approve the handicap parking request by 133 Elm Street, as recommended by DPW and WARP

By: Stevenson 2nd: Valenti Motion Carried by All

Motion to approve the handicap parking request by 327 Salem Street, as recommended by DPW and WARP

By: Stevenson 2nd: Valenti Motion Carried by All

Motion to deny the handicap parking request by 535 Delaware Avenue which was recommended against by DPW and WARP

By: Stevenson 2nd: Butera Motion Carried by All

Motion to accept the 2023 WWSA report and keep it on file in the office.

By: Stevenson 2nd: Valenti Motion Carried by All

15th ORDER- PARKS & RECREATION-nothing to report

16th ORDER- SHADE TREE COMMISSION

Motion to accept the January 2024 monthly report and minutes as submitted by the Shade Tree Commission and keep it on file in the office.

By: Stevenson 2nd: Bugelholl Motion Carried by All

Motion to appoint Matthew Carroll of 337 Washington Street Rear, West Pittston PA to the Shade Tree Commission, for a five-year term, set to expire 2029

By: Stevenson 2nd: Valenti Motion Carried by All

17th ORDER- PUBLIC PARTICIPATION

Resident asked to clarify if BIU was the same as Barry Isett.

19th ORDER- ANNOUNCEMENTS

20th ORDER- ADJOURNMENT

Meeting adjourned at 7:29 PM by Stevenson, 2nd by Valenti

Submitted,

Kendra-lee O'Brien, Borough Secretary and Secretary to Council