

**MINUTES  
WEST MIDDLESEX BOROUGH  
COUNCIL MEETING  
FEBRUARY 15, 2022  
6:30 p.m.**

**Call to Order**

**Pledge of Allegiance**

**Council Present:** President Eric Lucich, Vice-President Mike Williams, Pro Tem David Moyer, Robert Lark, Bill Novak and Mayor Stacey Curry.

**Others Present:** Attorney Robert Tesone, Secretary/Treasurer Sandra Ricci, Street Department Senior Laborer Bobby Cochran, WMVFD Fire Chief Rich Garrett, Ray Lucich, Brian Foster and Chuck Haun.

Brian Foster from COG addressed everyone regarding the management of the swimming pool along with a Pancake Fundraiser. Mr. Foster explained the 2022 Recreation Fees for memberships and rentals. Mr. Foster discussed the monies from the American Rescue Act for uses such as; paving, additional parking and estimates from L.A. Mattson to look into replacing siding and to also expand the concession stand area. Mr. Foster said he can get matching funds from Act 13 which is the gas well monies from the Commissioners. Mr. Foster said he will have more information next month for Council. Mayor Curry said the Women's Club would also like to give a donation. Mr. Foster thanked Mayor Curry.

**Public Comments:** None

**Two sets of Minutes of January 3, 2022 and January 18, 2022:** Mr. Williams made a motion to accept the Three Sets of Minutes, seconded by Mr. Moyer with all in favor.

**Bills:** Mr. Williams made a motion to approve the Bills, seconded by Mr. Novak with all in favor.

**Treasurer's Report:** Mr. Williams made a motion to accept the Treasurer's Report, seconded by Mr. Novak with all in favor.

**Street and Sewer Report:** Mr. Cochran read the Street and Sewer Report. Mr. Cochran addressed the need for a spare pump which would cost \$6,540.00, which includes the motor. Mr. Cochran said he is waiting on quotes from Allstar Roofing, Sharon Roofing and Penn Ohio Roofing for the roof repairs on the Municipal Building. Mr. Cochran said the Salt Contract with CoStars is up on March 15, 2022 and as of right now the contact person is Robert Lark. Mr. Cochran asked who should be the contact person for the 2022 Salt Contract and Eric Lucich said he or Dave Moyer since they are on the Street Department. Mr. Cochran asked Mr. Lucich if it was alright to put his name on the Contract and Mr. Lucich agreed.

**Fire Department Report:** Chief Richard Garrett read aloud the Fire Department Report. Ray Lucich said some maintenance is needed on the fire department vehicles, there is an air leak on the tanker to be repaired and there are leaks on the bottom of the pumps with explanations.

**Police Report:** The Police Report was available to Council. No Police Officer was present. Eric Lucich read the report aloud.

**FNB Capital Improvement Fund – matures 2/21/2022 in the amount of \$8,441.49:** Mr. Lark made a motion to drop the CD and transfer the \$8,441.49 into the General Fund with the expenses they have coming up, seconded by Mr. Novak with all in favor.

**Fire Department Savings Account:** Mr. Lucich addressed the amount of the balance of 2021's Fire Department Account to be rolled into a three (3) month CD. Mr. Williams accepted, seconded by Mr. Novak with all in favor.

**American Rescue Act: Improvements at Swimming Pool based on lost revenue from admissions and/or concessions:** Mr. Lark distributed a memorandum to Council from Brian Foster when he met with him this morning. Mr. Lark explained to Mr. Foster that Council was in favor of looking at the possibility of using some of the money from the American Rescue Act that they lost towards admissions and concessions. Mr. Lark said he and Mr. Foster were preparing a list and that Mr. Foster will seek bids and inform Council of these. Mr. Lark said they can do this, but any other Grant may or may not happen, so they need to be cognizant of that. Mr. Lark said he sent copies of the memorandum to Lackawannock Township and Shenango Township suggesting they do the same, which remains to be seen. Council discussed further.

**American Rescue Act: Additional Street Department work based on lost revenue from the Liquid Fuels Tax:** Mr. Lark gave Council a list of information and read aloud the Liquid Fuels distributions from March 2018 to March of 2022 with explanations of how the monies are sent to the Borough based on the amount of Roads, which are approximately six (6) miles of roads, and also the Census Count. Mr. Lark calculated the Liquid Fuels losses throughout the years with lost revenues of \$5,098.04. Mr. Lark suggested they should pursue the lost revenue in the amount of \$5,000.00 due to the change in the Liquid Fuels taxes from the \$42,024.69. Mr. Lark also suggested potential money for Street and Maintenance along with Storm Sewers. Mr. Lark said what they could do right now is schedule the money for the pool and also the \$5,000.00 to help there as well once everything is lined up.

**GPI Invoices: Lillibridge Pump Station – \$195.75**  
**Paving & Storm Sewer - \$116.25**  
**Building/Restroom - \$1,528.25**  
**General Technical Services - \$484.50**  
**Lillibridge Pump Station - \$417.00**

Council and Attorney Tesone spoke of GPI's services regarding their invoices. Mr. Lark made a motion to pay GPI's Invoices, seconded by Mr. Moyer with all in favor.

**Backhoe Repairs and Maintenance Costs:** Mr. Lucich said he only received one quote in the amount of \$5,771.00 for the brakes, steering, hydraulics and oil changes. Mr. Lucich said this company has never seen the backhoe, will want to see it and it might affect the pricing. Council and Mayor Curry discussed either repairing the backhoe or purchasing a new backhoe. Mr. Lucich said it would cost approximately \$6,000.00 to build a good backhoe or \$50,000.00-\$60,000.00 to purchase a new backhoe. Mr. Novak said it is easier to sell a running backhoe. Council discussed further. Mr. Lucich said he will research for other quotes. Mr. Cochran addressed the skid steer repairs needed with one quote for \$2,300.00 for repairs. Mr. Moyer asked if there were any special tools required for repairs. Mr. Lucich said he could help with the repairs.

**Purchase of LED Shop Lights Costs:** Mr. Moyer demonstrated LED lights in the meeting room with explanations on brightness and lumens. Mr. Lucich said it is \$190.00 for a ten (10) pack of those lights or for the round high bay lights, that are a little bit brighter than those, are \$285.95 for a ten (10) pack. Mr. Lucich explained these are easy to install with no electrician needed. Mr. Moyer made a motion to purchase the high bay lights for the price of \$285.95, seconded by Mr. Novak with all in favor.

**Purchase of Generator for Municipal Building:** Mr. Lucich said he spoke with an electrician and he will arrive on Thursday to discuss a generator with installation.

**Purchase or Repair of Heater for Truck Bay and Garage:** Mr. Lucich said they have combined quotes. Mr. Cochran explained companies, warranties and BTU's; Thompson's Mechanical offers one year labor and parts at \$4,982.00, D & G offers one year labor and ten year parts at \$6,400.00, and Grimm's price at \$4,690.00. Mayor, Council and Mr. Cochran discussed differences between the prices and warranties. Mr. Lucich stated they would get a warranty and a larger heater with Thompson's for \$300.00 more, but they don't get as long of a warranty. Mayor, Council and Mr. Cochran discussed differences in parts and labor costs. Mr. Novak made a motion to purchase the heaters from D & G. No one else voted. Motion failed for lack of votes. Mr. Moyer made a motion to purchase the heaters from Thompson's Mechanical, seconded by Mr. Novak with all in favor. Mr. Cochran will contact Thompson's Mechanical for set up.

**Repair Costs for Roof Leaks/Seals:** Council discussed the repairs needed for the roof. Attorney Tesone suggested getting references.

**Repair Flooring Upstairs of Municipal Meeting Room:** Council discussed the repairs needed for the flooring upstairs of the Municipal Meeting Room. Attorney Tesone suggested obtaining specifications.

**Purchase PSAB Plus Training Program Membership for \$450.00.:** Mr. Novak made a motion to purchase the PSAB Plus Training Program Membership in the amount of \$450.00 for this year, seconded by Mr. Moyer with all in favor.

**Exit Signs and Smoke Alarms/Carbon Monoxide Detectors:** Mr. Cochran said he has the smoke detectors and carbon monoxide detectors and would like to know where Council would like to place them. Mr. Cochran said the cost for these items were approximately between \$50.00 - \$60.00. Council and Mr. Cochran discussed where they will be placed. Mr. Novak suggested purchasing a smoke alarm for the hearing impaired with a strobe light, which would be approximately \$120.00. Mr. Novak made a motion to purchase the smoke detector/carbon monoxide detector for the hearing impaired with a maximum amount of \$120.00, seconded by Mr. Williams with all in favor.

**Approval of Coffee Pot waterline installation:** Mr. Cochran spoke with Joe at O'Neill's Coffee Company and he said he will make sure he hooks up everything correctly at the Fire Department's request. Mr. Lucich said no motion for this topic is needed.

**Approval of Locks on Kitchen Cabinets:** Mr. Cochran will get prices on new cylinder locks for the kitchen cabinets at the Fire Department's request.

**Communication Board:** Mr. Novak addressed the Communication Board in that it can consist of either two panels or three panel sections. Mr. Novak said he will obtain quotes from either a Company or if someone can build one. Mr. Moyer suggested three panels with locking doors for such topics as Borough Business, Fire Department Business and Events. Mr. Novak quoted a price for size 72" x 36" in an amount of \$476.99.

**Technical Upgrades:** Mr. Novak and Mayor Curry's husband will be in discussions regarding technical upgrades.

**Digitalizing Codes and Ordinances:** Mr. Moyer said he reached out to the school and if given approval they can reach out to the Seniors to see if they are interested in scanning, etc. Mr. Moyer said this process could entail the use of a copy machine and scanner. Mr. Moyer said the students have to do two or three internships for Community Service to graduate and this might be a good time to get some students involved. Mr. Moyer also said he thinks Vo-Tech has a technology class. Attorney Tesone said if the Ordinances get lost, stolen or misplaced it is the obligation of the Borough. Attorney Tesone asked who would take the time off, and also said they might run into more legal issues. Mr. Novak and Attorney Tesone discussed further. Ms. Ricci said digitalizing is a great idea but the Borough has a very old copy machine that is not connected to email and the fax machine isn't connected to email, so they would have to buy new equipment unless the school has something to work with. Mr. Moyer said the problem is putting our documents out where we cannot supervise them. Ms. Ricci suggested they could check the books out like a library and see that they come back the way that we gave them to them. Mr. Lucich said it would be better if they were to re-type them, but we don't have computers around for those either. Mr. Williams said he is okay with the whole thing, but that the way schools are now, if they have to have one of them there to be responsible, they are looking at jumping through a lot of hoops. Mr. Williams said first you need Board approval, at least five different clearances that the Borough would have to pay for, and he asked who was going to take the time off to sit there and watch the students do all of this stuff while they are getting text messages every twenty minutes, it would just take forever. Mayor Curry said she has her clearances but she doesn't want to be responsible for this. Mr. Moyer suggested tabling this topic until they find another option. Mr. Novak said he looked into a company that is bonded, insured and it is what they do for a living.

**Welcome Packets for New Borough Homeowners:** Mr. Moyer said this is something they can work on.

**Snow Ordinance and Landlord Ordinance:** Mr. Novak said the Borough has a Snow Ordinance from 1975 and he said his question would be if the previous one was not signed into law essentially, is the one from 1975 still active. Attorney Tesone asked if they have that Ordinance and Mr. Novak said they do and he can get the book right now if Attorney Tesone wants to take a look at it. Attorney Tesone stated if it's in the book it should be signed. Mr. Moyer suggested Attorney Tesone research this. Ms. Ricci asked Attorney Tesone if he knew of an Ordinance from 1975 that Mr. Novak said he has. Mr. Novak left the meeting room to get the 1975 Ordinance. Mr. Moyer and Attorney Tesone discussed further. Attorney Tesone said as far as a Landlord Ordinance, that it didn't work the last time due to inspections and asked who was going to do the inspections and who is qualified to do the inspections. Mr. Moyer said Jeff Richardson does that for other municipalities. Mr. Novak returned to the meeting room with a Code of Ordinances Book. Mr. Novak said there are companies that do landlord inspections and it still needs done. Attorney Tesone said they talked about this years ago. Mr. Novak agreed and said some of it is in the Book that he brought into the room. Ms. Ricci reviewed the Book that Mr. Novak brought into the room and stated it is a Book of Code of Ordinances and asked if they are signed Ordinances and if they were voted on. Mr. Novak said that inside of the front cover is a signed Ordinance. Ms. Ricci showed this document to Attorney Tesone. Attorney Tesone read over the document and said that it is an Ordinance, signed and dated by the Council and President. Mayor Curry read from the Book presented and she said it is only about snow on sidewalks and not pertaining to streets. Attorney Tesone, Mayor and Council discussed further. Attorney Tesone said they will re-visit the topic of a Snow Ordinance.

**Government FaceBook Page:** Mayor and Council discussed creating a Government FaceBook Page versus the current FaceBook Pages which are on a personal level. Mr. Novak said he has created a Government Facebook Page like other municipalities have for meetings and events with any current Council Member to be in charge of and the general control of the page would be under the West Middlesex Borough email address with Ms. Ricci as Administrator. Each person would log into their own personal account and posting under this FaceBook Page. Mr. Moyer made a motion to create a Government FaceBook Page to be controlled by current Council and Secretary, seconded by Mr. Novak with all in favor. Mayor Stacey said they need to shut down the other FaceBook Pages, Mr. Novak said he would work on that and to switch them.

**Status of Barris' Property/Trailer:** Mr. Lark said he has no other information. Mr. Moyer said that Mr. Richardson should not need an approval for everything he does, whether he sends letters or makes contact, as his job under the Ordinances he is given authority to do that. Attorney Tesone said he agrees with Mr. Moyer but that in this case, he will have to file with Judge Odem and he has this appeal going on now. Attorney Tesone said that is one reason for a situation regarding litigation, and that is why he thinks Jeff is asking Council what would they want him to do now. Attorney Tesone asked Ms. Ricci if he was asking that, and Ms. Ricci said Jeff Richardson asked in his email if Council wanted to proceed or not to proceed. Mr. Moyer suggested waiting for an Executive Session to discuss it further, Attorney Tesone agreed and said they can recess it under the Executive Session and then come back after that.

**Consolidate Committee Members for Shenango Township Discussions/Meetings:** Mr. Lucich asked Attorney Tesone if they need a motion to create a Consolidation Committee. Attorney Tesone said no motion was needed to organize a Committee. Mr. Lucich said he and Dave Moyer will be the Consolidation Committee Members.

**Approval to Set Dates and Times for 2022 Work Session and Council Meetings:** Mr. Novak suggested keeping the dates and times as set in the Herald advertisement so as not to spend more money for advertising. Mr. Lark said the cost of the Herald ad was \$97.07 and he thinks they should keep those dates and times. Mr. Lucich said they can change the meetings to one single meeting as needed. Mr. Moyer made the motion to accept, seconded by Mr. Novak with all in favor.

**Recess – Executive Session for Personnel Matters @ 8:27 p.m.**

**Council Meeting Resumed @ 8:48 p.m.**

Mr. Moyer made a motion to contact Jeff Richardson to have him re-initiate the conversation with the Dubrasky's regarding the abandoned trailer and with that to determine whether they have a plan for the removal and then if not, Mr. Richardson can proceed with his normal actions where there would be a ten (10) day notice. Mr. Novak seconded the motion with all in favor.

**Adjournment @ 8:50 p.m.:** Mr. Lark made the motion to Adjourn, seconded by Mr. Novak with all in favor.

**Recessed: Executive Session**

**Meeting Resumed at 8:48 p.m.:** Mr. Moyer made a motion to

**Adjournment @ 8:48 p.m.:** Mr. Lark made a motion to Adjourn, seconded by Mr. Novak with all in favor.