

**West Middlesex Borough  
Council Meeting  
May 21, 2024**

**Call to Order:** The West Middlesex Borough Council was called to order at 6:30 p.m. by Borough President Mr. Tim Webster.

**Pledge of Allegiance**

**Council Present:** President: Mr. Tim Webster conducted the meeting. Vice President, Mr. Robert Lark, Mr. Bill Novak, Mr. Robert Rankin, Mr. Dennis Bollinger, Mayor Stacey Curry.

**Others Present:** Attorney Robert Tesone, Secretary/Treasurer: Paula Luca, Police Chief: Mr. Jason Newton, Mr. Ray Lucich, Ms. Barb Lapinski, Mr. Garold Williams, Mrs. Thelma Barnes,

**Public Comments:** Mr. Garold Williams presented to the Council a concern with Public Parking. He feels parking on the street is becoming ridiculous. His address is 54 North Street. And he reports that cars that do not belong to him are always parked in front of his home. He added that he had an emergency issue due to a storm causing electrical issues, and the electrician working on his issue was not able to get to his home due to the parked cars. Mr. Webster added, he does not disagree with what he is saying. However, at one time, everyone is to have off road parking for each resident. And there probably is an ordinance related to the issue. We will look up the ordinance. One of the issues now is, back in the day, most people had only one car. Now most people own two cars or more. Mr. Willimas feels this issue is some people park for many days and that is what is causing the issues. Council agrees, the ordinance may need to be updated. Mr. Lucich added that the parking on Haywood Street may need to be addressed before the Parade on Monday.

**Minutes:** A motion was made by Mr. Lark, and seconded by Mr. Rankin to accept the Minutes from April 10 2024 Work Session Meeting, April 16 2024 Council Meeting. All in Favor, No Opposed. Motion Carries. Mr. Novak asked if we have heard back from the appeal board. We have not heard.

**Police Department Report:** Chief Newton reviewed the Police Report. Chief Newton added that he has received complaints concerning the cross walk near the post office crossing Main Street. Mr. Novak added that the Streets department is in the process of getting the paint. Chief Newton suggests calling Penn Dot concerning mats. Mayor Stacey asked about kids in the Borough causing issues. Chief suggest making sure he is called when an issue is happening. Mrs. Lapinski added when the issue was happening at the church, the police were called when it was happening. Chief Newton added, yes, the Police Dept did talk with the kids at that time, and the parents.

**Fire Department Report:** President Rich Garrett was not present. No Fire Report.

**Treasurer's Financial Report:** The Treasurer Report was presented by Treasurer: Paula Luca. A ½ year budget was added to the Treasurers report. This is a break-down of the budget for

2024, and a break-down of how money is being spent to date. Mayor Stacey added that after checking on the balance of Parks and Rec, she was informed that the Kiwanis Park Penn Power Invoice, and Score Board Penn Power Invoice, are being paid out of parks and recs. It was decided that it should be paid out of General Account: Street Lighting. The chart of accounts can be adjusted. Mr. Webster agreed to change the account that those Penn Powers Invoices to be paid from. A motion was made to accept the Treasurer's Report and pay the bills by Mr. Novak, and Seconded by Mr. Bollinger. All in Favor, No Opposed. Motion Carries.

**Liquid Fuel Audit:** Mr. Webster presented the Liquid Fuel Audit to the Council. The Audit was for the time period of January 2021-December 31, 2022. He explained that the Borough failed to get PennDOT pre approval on a project that was completed in the above time period. He explained that because we did not get the pre-approval, the money used from our Liquid Fuel Fund as payment towards the project, would need to be reimbursed to the Borough Liquid Fuel Account. The money can be paid in one payment, three payments, or up to 5 years. The money goes back to the Borough Liquid Fuel Account to be used at a future date. Mr. Webster addressed the Council that the Borough needs to Accept Receipt of the Audit. Once that is done, then we can work with them to see how we are going to handle it. Mr. Lark made A Motion that We Acknowledge that we Received the Audit Report but also that we are going to contest it. No Second. Mr. Webster stated that he did not feel that we had anything to contest because we did not follow through and did not do what was correct. The Borough did not get the needed approval from PennDOT before the project began. Mr. Lark added he feels that we followed the rules as the rules were explained to the Borough. From both our Solicitor and the Engineers. We acted in good faith. Mr. Novak asked what about the contractors. Mr. Webster added that as per the audit, the contractors did get their proper paperwork. Mr. Lark made his motion again, that the Borough is acknowledging receiving the Audit, the Audit will be reviewed, and based on the findings possibly contesting the audit, Mr. Novak Seconded the Motion. The Motion was put to a vote. All in favor say aye: all responded Aye with the exception of Mr. Webster who responded Nay.

**Mid -Year Budget Update:** Secretary/Treasurer Paula Luca explained the handout: Mid-Year Budget. It is a break down on totals to date on what we have received and what we have paid out. This is a breakdown of the Budget to show how the Borough is balancing in comparison to the Budget to date.

**GPI Updates:** Mr. Lark passed out hand-outs to all Council Members reviewing the meeting with GPI on Friday for the dye testing. It was determined from the dye testing that the Trailor Park is only processing their own. The Diner, nor the Dollar General goes into the WM Estates System. They also did a dye test on Chestnut Street; everything is flowing well and no issues. While in town, GPI also revisited the streets that are in need of repair. They would like a priority of the streets. They reviewed the surface and foundation material.

**WM Estates Back Up Pump:** Mr. Lark updated Council that there was some type of rag in the pump at WM Estates. They were able to get it out. No damage to the pump. The floats will need to be replaced. Mr. Lark feels we need to send a message to the owners of the WM Estates that

they need to stop flushing items down that are causing issues with the pump station. Mr. Novak agreed, He also feels that the Traylor Park should own the Pump Station. Mr. Lark added we need an updated agreement to include some type of service charge for problems that are not normal usage. Mr. Lark reported that GPI is still working on the design of the new facility at the WM Estates. Mr. Lark added, GPI has all the information needed to get the plans completed. Mr. Rankin asked if we have a back up pump. Mr. Lark added, we do not. Mr. Webster reviewed the time line when we had issues last year. He reminded Council that we need a back up pump. Mr. Novak added, that there is a back up pump at the Borough Garage. All were under the assumption that there was not a back up pump. Mr. Webster said, last year when there was an issue, Council was never told there is a back up pump. Mr. Webster added, if we have a pump, then we need to send it out to get a cost to have it refurbished. Mr. Webster said he will check on the pump in the Garage on Friday. Mr. Bollinger added, can we get GPI to act a little quicker? Mr. Webster then brought to the attention of the Council the Mid-Year Budget Report to review what we have paid GPI so far to date this year. Mr. Novak asked if we should vote on an amount not to exceed for the refurbished. Mr. Webster suggests we get the quote first. This will also allow time for GPI to get back to us.

**AT&T Cell Phone:** Paula Updated the Council that due to Bobby having an issue with his phone. We have been looking into getting a new phone, and updating the plan. A Motion was made by Mr. Webster to update the phone plan and get a new phone if at the same price or less then we are now paying and to pay with the Borough Credit Card, seconded by Mr. Novak. All in favor, No Opposed, Motion Carries.

**Kiwanis Park Rental for August 11<sup>th</sup>:** Council discussed the rental of the park for August 11<sup>th</sup>. It is recommended that we contact the resident and cancel the reservation to allow the resident to find another location. There was discussion again concerning the Park, and the property lines of the park. Mr. Novak added that a private citizen did a Right to Know for records from another municipality, and that is all he reported. A motion was made by Mr. Lark and Seconded by Mr. Webster to contact the resident who reserved the Park and Cancel the reservation. All in Favor, No opposed. Motion Carries.

**Grass Ordinance Letters:** Eight letters were sent to the Borough Residents concerning the grass ordinance.

**LSWM Pool Bid Notice:** A Notice was placed in the Sharon Herald for a Bid Notice for a pool heater. It will appear in the Herald two times. May 22<sup>nd</sup> and June 1<sup>st</sup>. The Bids will be opened at the Work Session on June 12<sup>th</sup> and awarded at the Council Meeting on June 18<sup>th</sup> by the Borough Council. It is not Borough Money that is being used, it is the LSWM Pool Money.

**New Doors & Replace Glass & Access System for the VFD:** Mr. Novak presented to the Council a quote to replace the glass and access system. The system we currently use is outdated. It will be tabled at this time, due to the current finances. Possibly put on the budget for next year, and possible split the cost with the VFD.

**Bi-Yearly County Pay:** Mr. Webster presented to the Council that in the Borough Code, it states that if a member can choose to request their pay to be distributed two times per year. Mr. Webster made a Motion to allow Council Members to request to receive ½ of their pay in June and the Balance at the end of the year. Seconded by Mr. Novak. All in Favor, No Opposed. Motion Carries. If a Council Member would like to be weekly to let Paula know.

**Memorial Day Holiday: Pay Date for Employees:** It was requested to pay the Employees on the Friday before the Holiday. Motion was made by Mr. Lark to Pay the employees on Friday before the Holiday, Seconded by Mr. Novak. All in Favor, No Opposed. Motion Carries.

**Year End Insurance Opt-Out Payments:** The opt out payment is originally set up to issue the last payment of the Opt-out on the first pay of December instead of the Last Pay of the Month. The union representative needs to be informed and ask if that is able to be done. That will apply to this year and the remaining years of the contract. Mr. Novak will notify Mr. Wippel.

**Requested off for Appointments and Vacation from Secretary:** Dates for two appointments on June 4<sup>th</sup> and for a 4-day vacation in September (24-27), were approved by Council. A motion was made by Mr. Lark and Seconded by Mr. Novak, All in Favor, No Opposed. Motion Carries.

The Council Broke into an Executive Session for Personal Matters.

When the Council returned. A Motion was made by Mr. Novak to Adjourn the meeting, and seconded by Mr. Bollinger. All in Favor, No Opposed. Motion Carried.

Adjournment at 8:35 p.m.