

WARRIOR RUN BOROUGH

496 Front Street

Warrior Run, Pennsylvania 18706

Phone: (570) 823-3301 | Fax: (570) 235-6911

Email: wrboro@ptd.net

Council Meeting Minutes Monday, February 13, 2023

Meeting Called to Order

Pledge of Allegiance

Roll Call

Approval / Minutes of Previous Meeting

Approval / Treasurer Report of Previous Month

Michelle Hazleton, CPA - 2022 Audit Review

Karen Hazleton, Hazleton B&PS

Communications

Public Comment on Tonight's Agenda

Old Business

New Business

Attorney Patrick Aregood Report

Police Report

Mayor's Report

Public & Final Comment

Adjournment

Council Meeting Minutes Monday, February 13, 2023

Roll Call	Present	Not Present
-----------	---------	-------------

Council Members:

Larry Carbohn, President	<u> X </u>	<u> </u>
Sharon Wengren, Vice-President	<u> </u>	<u> X </u>
Sandy Wegrzynowicz	<u> </u>	<u> X </u>
Matt Pilch	<u> X </u>	<u> </u>
John Quinn, Public Works Supervisor	<u> X </u>	<u> </u>

Other Attendees:

Mayor, Tom Shypulefski	<u> X </u>	<u> </u>
Attorney, Patrick Aregood	<u> X </u>	<u> </u>
Michelle Hazleton, CPA	<u> X </u>	<u> </u>
Karen Hazleton, Hazleton B&PS	<u> X </u>	<u> </u>
Secretary, Donna Tudgay	<u> X </u>	<u> </u>

A motion to approve the minutes from the January 9, 2023, Meeting.

1st motion made by: MP 2nd motion made by JQ

	Yes	No	Abstain
Sandy Wegrzynowicz	<u> </u>	<u> </u>	<u> </u>
Sharon Wengren	<u> </u>	<u> </u>	<u> </u>
M. Pilch	<u> X </u>	<u> </u>	<u> </u>
J. Quinn	<u> X </u>	<u> </u>	<u> </u>
L. Carbohn	<u> X </u>	<u> </u>	<u> </u>

Motion passed X Motion failed

A motion to approve the Treasurer’s report from January 1, 2023, through January 31, 2023.

1st motion made by: JQ 2nd motion made by: MP

	Yes	No	Abstain
Sandy Wegrzynowicz	<u> </u>	<u> </u>	<u> </u>
Sharon Wengren	<u> </u>	<u> </u>	<u> </u>
M. Pilch	<u> X </u>	<u> </u>	<u> </u>
J. Quinn	<u> X </u>	<u> </u>	<u> </u>
L. Carbohn	<u> X </u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

2022 Audit Review - Michelle Hazleton, CPA Karen Hazleton, Hazleton B&PS

Michelle began the audit review with thanking the Borough Secretary for her help in getting the audit completed.

Michelle provided an overview of 2022 Warrior Run Borough funds, debts, revenues, and expenses, noting comparisons between 2021 and 2022 for each of the items.

There were no questions regarding the information presented.

Karen Hazleton inquired if the Borough took under consideration allocating money from certain funds into certificates of deposit (CDs). The Council President has been in contact with M&T and PNC Bank regarding this issue and anticipates speaking with the appropriate staff within the next two weeks (due to local bank staff availability, it has been difficult to schedule appointments). An inquiry was made if credit unions are an option for getting the best interest rates for CDs. Karen responded credit unions are fine; they must be FDIC insured for up to \$250,000, the same as banks.

Karen inquired on the amount of money anticipated with the recent tax increase (approximately \$60,000) and stated the money will help will the losses noted during the audit review and current inflation increases.

Karen inquired if the Borough was able to drop the QuickBooks enhanced payroll subscription; B&PS has a subscription and can have several clients on it. Also, a former employee's name needs to be removed from the account. The Borough Secretary contacted QuickBooks twice to resolve both issues. Further discussion is pending with B&PS and Council.

Communications

Karen Hazleton communicated to the Borough Secretary she addressed the notice received from the PennVest Loan Officer, regarding an adverse condition notice for 2019 and 2020, received by Warrior Run Borough. We are waiting for correspondence from the Auditor regarding the resolution of this matter; Karen has a call to the loan officer.

The Auditor completed the Financial Reports for the Warrior Run Borough Liquid Fuels Program Fund.

Warrior Run Borough received a Notice of Expiration from the State Worker's Insurance Fund (SWIF), for worker's compensation coverage for the Warrior Run Volunteer Fire Company (VFC), effective 01/13/2023.

Public Comment on Tonight's Agenda - No Comment

Old Business

1. A motion to ratify the insurance renewal payment to DGK insurance, in the amount of \$5,802 for Warrior Run Borough general liability insurance, to be paid from General Fund.

1st motion made by: JQ 2nd motion made by: MP

	Yes	No	Abstain
Sandy Wegrzynowicz	_____	_____	_____
Sharon Wengren	_____	_____	_____
M. Pilch	<u> X </u>	_____	_____
J. Quinn	<u> X </u>	_____	_____
L. Carbohn	<u> X </u>	_____	_____

Motion passed X

Motion failed _____

2. A motion to ratify payment to QuickBooks, in the amount of \$1049.00, to be paid from General Fund.

1st motion made by: JQ

2nd motion made by: MP

	Yes	No	Abstain
Sandy Wegrzynowicz	_____	_____	_____
Sharon Wengren	_____	_____	_____
M. Pilch	<u> X </u>	_____	_____
J. Quinn	<u> X </u>	_____	_____
L. Carbohn	<u> X </u>	_____	_____

Motion passed X

Motion failed _____

3. A motion to pay Hillman Security and Fire Technologies, for a new camera on the front of the Borough Building, in the amount of \$855.00, to be paid from the General Fund.

1st motion made by: MP

2nd motion made by: JQ

	Yes	No	Abstain
Sandy Wegrzynowicz	_____	_____	_____
Sharon Wengren	_____	_____	_____
M. Pilch	<u> X </u>	_____	_____
J. Quinn	<u> X </u>	_____	_____
L. Carbohn	<u> X </u>	_____	_____

Motion passed X

Motion failed _____

New Business

1. A motion to ratify payment to All American Door Sales, for replacement of the garage door spring and weather stripping on the bottom of the garage door (Maintenance Building), in the amount of \$800.00, to be paid from the General Fund.

1st motion made by: JQ 2nd motion made by: MP

	Yes	No	Abstain
Sandy Wegrzynowicz	<u> </u>	<u> </u>	<u> </u>
Sharon Wengren	<u> </u>	<u> </u>	<u> </u>
M. Pilch	<u> X </u>	<u> </u>	<u> </u>
J. Quinn	<u> X </u>	<u> </u>	<u> </u>
L. Carbohn	<u> X </u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

2. A motion to purchase a new copier/printer/scanner, for the Borough office, approximately the cost will be in/around \$500.00, to be paid from the General Fund.

1st motion made by: JQ 2nd motion made by: MP

	Yes	No	Abstain
Sandy Wegrzynowicz	<u> </u>	<u> </u>	<u> </u>
Sharon Wengren	<u> </u>	<u> </u>	<u> </u>
M. Pilch	<u> X </u>	<u> </u>	<u> </u>
J. Quinn	<u> X </u>	<u> </u>	<u> </u>
L. Carbohn	<u> X </u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

Attorney Aregood Report

Last month, Warrior Run Borough received communication, from the State Worker's Insurance Fund (SWIF) for worker's compensation coverage for the Warrior Run Volunteer Fire Company, the Borough does not have to continue this coverage.

Eight (8) liens will be filed tomorrow with the Luzerne County Prothonotary Office for WWSA sewer bill delinquencies.

Police Report - Month of January 2023 - Report on file

Mayor Report

1. I met with our new State Representative Alec Ryncavage to review Grants and assistance for future Warrior Run Borough projects. It was a very productive meeting. I thank Alec for his concerns and dedication with assisting Warrior Run move these projects forward. He and Lisa Baker offices will be in Nanticoke. Construction progress have delayed the opening. For emergency services, contact, please call (717) 772-2437. The Borough has this information available if contacted.
2. Citations have been sent out by Greg Gulick for arrearages in refuse payment and property maintenance. A few Magistrate hearings have been scheduled. As stated previously, Refuse collection is a year-round process and requires additional costs and time.
3. I have renewed Warrior Run's Borough's System for Award Management (SAM) number, plus DUNS Number to Unique Entity ID and revised previous outdated information listings to continue our involvement in receiving government grants. Neighboring municipalities have a staff or paid employees to handle this process. This process takes hours and days with e-mail confirmations being sent from different departments and cell phone texts. Outside companies have offered to do these services starting at \$590.00. I have done this procedure three times from 2020. I do not receive any remuneration for this service.

4. W125 Assn is selling Cash Bonanza tickets to benefit our Festival. Please support your community.

A motion to accept Attorney Aregood’s Report, Police Report and Mayor’s report.

1st motion made by: MP 2nd motion made by: JQ

	Yes	No	Abstain
Sandy Wegrzynowicz	_____	_____	_____
Sharon Wengren	_____	_____	_____
M. Pilch	<u> X </u>	_____	_____
J. Quinn	<u> X </u>	_____	_____
L. Carbohn	<u> X </u>	_____	_____

Motion passed X

Motion failed _____

Public Comment

Resident P. O’Brien addressed the Council regarding the following items:

- Stated the listing for the meeting dates on the front of the borough building includes 2022 meeting information
Council Response (CR): Council will address.
- Inquired if anyone has looked into a new garbage contractor for next year
CR: The contract will be advertised in the fall and the borough will review whatever bids received at that time.
- Inquired if anything is solved with Wooten and property issues
CR: Resident O’Brien was advised the property owner was taken to court and is paying .
- Inquired if the community receives grants and who applies for grants for the Borough
CR: The Borough has received grants and were acquired by Mayor Tom Shypulefski.

- Inquired if he brings receipts for mulch, and other maintenance costs (paint) for his father’s memorial, will the Borough reimburse him for the cost(s)

CR: Resident O’Brien was advised he will not be reimbursed. The borough will continue to mulch the memorial. The resident was also advised not to use his weed whacker by the Council Solicitor. The resident was informed the street department cuts and weed whacks the playground and surrounding areas.

- Inquired if roads will be paved with extra tax money

CR: Resident O’Brien was provided a copy of the 2023 budget and was asked to review it and clarify his inquiry regarding extra tax money and what he is referring to.

- Inquired when will Beaumont Street be paved

CR: The Borough will be submitting a future LSA grant.

Council Final Comment - No Comment

Motion to Adjourn

1st motion made by: JQ 2nd motion made by: MP

	Yes	No	Abstain
Sandy Wegrzynowicz	<u> </u>	<u> </u>	<u> </u>
Sharon Wengren	<u> </u>	<u> </u>	<u> </u>
M. Pilch	<u> X </u>	<u> </u>	<u> </u>
J. Quinn	<u> X </u>	<u> </u>	<u> </u>
L. Carbohn	<u> X </u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

Donna Tudgay
 Secretary, Warrior Run Borough
 Submitted: 02/13/2023