

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 14, 2022

Meeting Called to Order

Pledge of Allegiance

Roll Call

Approval

Minutes of Previous Meeting

Approval of Previous Month
Treasurer Report

Karen Hazleton 2021 Audit

Communications

Old Business

New Business

Attorney Patrick J. Aregood Report

Police Report

Mayor's Report

Public & Final Comment

Adjournment

Council Meeting Minutes Monday February 14, 2022

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

Council Members:

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

Other Attendees:

| | | |
|-----------------------------------|--------------|---------------|
| Mayor, Tom Shypulefski | <u> X </u> | <u> </u> |
| Attorney, Patrick Aregood | <u> X </u> | <u> </u> |
| Secretary, Donna Tudgay | <u> X </u> | <u> </u> |
| Auditor/Treasurer, Karen Hazleton | <u> X </u> | <u> </u> |

A motion to approve the minutes from January 10, 2022, Meeting:

1st motion made by: S. Wengren 2nd motion made by JQ

| | Yes | No | Abstain |
|--------------------|--------------|---------------|---------------|
| Sandy Wegrzynowicz | <u> X </u> | <u> </u> | <u> </u> |
| Sharon Wengren | <u> X </u> | <u> </u> | <u> </u> |
| Matt Pilch | <u> X </u> | <u> </u> | <u> </u> |
| John Quinn | <u> X </u> | <u> </u> | <u> </u> |
| Larry Carbohn | <u> X </u> | <u> </u> | <u> </u> |

Motion passed X Motion failed

A motion to approve the Treasurer’s report from January 1, 2022 through January 31, 2022.

1st motion made by: MP

2nd motion made by: S. Wegrzynowicz

| | Yes | No | Abstain |
|--------------------|----------|-------|---------|
| Sandy Wegrzynowicz | <u>X</u> | _____ | _____ |
| Sharon Wengren | <u>X</u> | _____ | _____ |
| Matt Pilch | <u>X</u> | _____ | _____ |
| John Quinn | <u>X</u> | _____ | _____ |
| Larry Carbohn | <u>X</u> | _____ | _____ |

Motion passed X

Motion failed _____

A moment of silence was held for the passing of longtime resident, Mrs. Mary Ann Ozmina.

Borough Auditor – Karen Hazleton with 2021 Audit

2021 Audit Review

- 2021 was almost a repeat of 2020.
- Income from prior year was \$2500; income from this year was \$3200.
- Pretty much right on from last year, it is good to see consistency and things are moving forward.
- Do not have to raise millage for taxes and continually fund the sewer account; this is all positive.
- When looking at the balance sheet, great cash ratio to liabilities, staying cash solvent.
- Breakdown of funds:
 - General fund – lost \$2300 (less than 1% of revenue)
 - Highway fund – lost \$9200 – should request more money during audit
 - Refuse fund – made money this year (\$10,999 profit)
 - Sewer fund – made about \$3000
- Presenting different breakdown by funds to see where we can add to bottom line in future.
- Overall, everything is very consistent; looks good.

January 2022 Financial Review

- Healthy balance sheet this month due to refuse money collection (\$30,000).
- Net income in January keeping the pace right now due to refuse money.
- Better to look month to month versus from meeting to meeting, provides a better picture of finances.
- To accommodate request to get reports to everyone earlier, online banking access is currently process. Looking at long term solutions so Treasurer can view information as soon as statements are available (rather than waiting for postal delivery service).
- Breakdown of funds:
 - Sewer fund is greater than PennVest account by \$1400.
 - Refuse fund made \$32,000 (money collected this month).
 - General fund went down \$3600, this is not a concern.
 - January was an interesting month (5 weeks instead of 4 weeks, can affect financial statements).
- Accounts were consolidated in accordance with DCED; matches with DCED.
- Transaction Summary was provided for everyone to see exactly what was paid from each fund.
- Karen request charge debits coming out of the account must be copied, approved, and sent to her as they occur; she is not seeing these items until the end of the month.
- Karen asked the Council if they want her to take the provided budget and divide by 12 months. At end of year do an actual versus budget, will help with budget for next year. The Council agreed.
- Karen asked if the Council likes the new format the financial information provided; the response was yes.

Communications

A card from the Matthews family was received thanking the Borough for the flower arrangement.

Various violations filed by Department of Environmental Protection (D.E.P.) for 514 Front Street.

Old Business

1. A motion to ratify the final Swift payment for the Firemen Workmen's Compensation Insurance in the amount of \$405.00 and is to be paid from the General Fund.

1st motion made by: S. Wegrzynowicz 2nd motion made by: MP

| | Yes | No | Abstain |
|--------------------|---------------|---------------|---------------|
| Sandy Wegrzynowicz | <u> X </u> | <u> </u> | <u> </u> |
| Sharon Wengren | <u> X </u> | <u> </u> | <u> </u> |
| Matt Pilch | <u> X </u> | <u> </u> | <u> </u> |
| John Quinn | <u> </u> | <u> X </u> | <u> </u> |
| Larry Carbohn | <u> X </u> | <u> </u> | <u> </u> |

Motion passed X Motion failed

2. A motion to approve payment to Karen Hazleton for the 2021 Audit in the amount of \$3500 to be paid out of the General Fund.

1st motion made by: S. Wegrzynowicz 2nd motion made by: JQ

| | Yes | No | Abstain |
|--------------------|--------------|---------------|---------------|
| Sandy Wegrzynowicz | <u> X </u> | <u> </u> | <u> </u> |
| Sharon Wengren | <u> X </u> | <u> </u> | <u> </u> |
| Matt Pilch | <u> X </u> | <u> </u> | <u> </u> |
| John Quinn | <u> X </u> | <u> </u> | <u> </u> |
| Larry Carbohn | <u> X </u> | <u> </u> | <u> </u> |

Motion passed X Motion failed

3. A motion for Warrior Run Borough to enter into an agreement with Wyoming Valley Sanitary Authority (WVSA) regarding the authorization for service shut offs in the coming season, for residents who are delinquent with payments to the Operations and Maintenance (O&M) account and have not made payment arrangements with Creditech Collections Solutions.

1st motion made by: S. Wegrzynowicz 2nd motion made by: JQ

| | Yes | No | Abstain |
|--------------------|--------------|---------------|---------------|
| Sandy Wegrzynowicz | <u> X </u> | <u> </u> | <u> </u> |
| Sharon Wengren | <u> X </u> | <u> </u> | <u> </u> |
| Matt Pilch | <u> X </u> | <u> </u> | <u> </u> |
| John Quinn | <u> X </u> | <u> </u> | <u> </u> |
| Larry Carbohn | <u> X </u> | <u> </u> | <u> </u> |

Motion passed X Motion failed

4. A motion for Warrior Run Borough to enter into an agreement with Pennsylvania American Water (PAW) Company, per requirement of WVSA, regarding authorization for service shut offs in the coming season, associated with residents who are delinquent with payments to the O&M account and have not made payment arrangements with Creditech Collections Solutions.

1st motion made by: JQ 2nd motion made by: S. Wegrzynowicz

| | Yes | No | Abstain |
|--------------------|--------------|---------------|---------------|
| Sandy Wegrzynowicz | <u> X </u> | <u> </u> | <u> </u> |
| Sharon Wengren | <u> X </u> | <u> </u> | <u> </u> |
| Matt Pilch | <u> X </u> | <u> </u> | <u> </u> |
| John Quinn | <u> X </u> | <u> </u> | <u> </u> |
| Larry Carbohn | <u> X </u> | <u> </u> | <u> </u> |

Motion passed X Motion failed

5. A motion to name a municipal authority (President, Council) to be present at time of service shut offs; a service shut off will not be performed without municipality representation present and taking care of all communications.

1st motion made by: JQ

2nd motion made by: S. Wengren

| | Yes | No | Abstain |
|--------------------|----------|-------|----------|
| Sandy Wegrzynowicz | <u>X</u> | _____ | _____ |
| Sharon Wengren | <u>X</u> | _____ | _____ |
| Matt Pilch | <u>X</u> | _____ | _____ |
| John Quinn | <u>X</u> | _____ | _____ |
| Larry Carbohn | _____ | _____ | <u>X</u> |

Motion passed X

Motion failed _____

New Business

1. A motion to transfer funds from M & T Bank Business Account (\$63,567.62) to Citizens Bank Sewer Fund.

1st motion made by: JQ

2nd motion made by: MP

| | Yes | No | Abstain |
|--------------------|----------|-------|---------|
| Sandy Wegrzynowicz | <u>X</u> | _____ | _____ |
| Sharon Wengren | <u>X</u> | _____ | _____ |
| Matt Pilch | <u>X</u> | _____ | _____ |
| John Quinn | <u>X</u> | _____ | _____ |
| Larry Carbohn | <u>X</u> | _____ | _____ |

Motion passed X

Motion failed _____

2. A motion to purchase spotlights for the F250 pickup truck, from A & A Auto in the amount of \$200.00, plus installation fee by C & S Auto and is to be paid from the General Fund.

1st motion made by: MP

2nd motion made by: S. Wengren

| | Yes | No | Abstain |
|--------------------|----------|---------------|---------------|
| Sandy Wegrzynowicz | <u>X</u> | <u> </u> | <u> </u> |
| Sharon Wengren | <u>X</u> | <u> </u> | <u> </u> |
| Matt Pilch | <u>X</u> | <u> </u> | <u> </u> |
| John Quinn | <u>X</u> | <u> </u> | <u> </u> |
| Larry Carbohn | <u>X</u> | <u> </u> | <u> </u> |

Motion passed X

Motion failed

Attorney Aregood Report

- 1) Wootton Update: Appeal is scheduled for 03/02/2022 before Judge Lupas; Attorney Michael Butera is representing the defendant. The party will be found either guilty or not guilty.
- 2) Shannon Update: The defendant was a no show before Magistrate Halsey; judgement was granted against the defendant.
- 3) The dump truck was advertised two times locally with no interest; it is free to sell. The Borough can advertise the truck, in different states, as excess equipment.
- 4) There are 3 hearings scheduled for next Tuesday; 2 hearings are for delinquent refuse payments and 1 is the 532 Front Street property (house unfit for human occupancy (“pigeon house”).
- 5) No new date for Leiphart property (Front Street).

Police Report

Month of January 2022: Report on file.

Mayor Report

1. Waiting for correspondence from D.G. K. on the application for the cyber insurance. Information was forwarded and is being processed. Also waiting on final insurance information from D.G.K.
2. Attended the 811 meeting with Greg Gulick, forwarded the paperwork to be processed. Last piece of application will be scanned & emailed for final procedure.
3. Still waiting for confirmation from different offices to confirm A.R.P. reimbursement process. All have stated proper usage verified for water, storm drain infrastructure projects.
4. The W.R. 125 Association closed its account as their final donation to Warrior Run Borough in the amount of \$ 6,803.99. This will be placed in the event account of Warrior Run Borough. The W.R. 125 Association not only paid for all facets of the festival, reimbursed the Borough \$3,500 for electrical work, made donations to various organizations, and paid for improvements to the Baseball Field. This is a testimonial to the W.R. 125 committee members, Booklet donors, Jay Ralston, Attorney Pat Aregood, Marconi Electric, volunteers, and Vendors. This celebration was a great success and I thank everyone involved.
5. I want to thank my wife Theresa, Donna Tudgay and Karen Hazleton for their continued effort to organize the files and office updating requirement of various local, state and federal offices.
6. As mentioned in the solicitor's report, attending Magistrate's hearings Tuesday to hear 3 cases brought by Warrior Run Borough. Delinquent Refuse cases are almost wrapped up.

7. F.Y.I. Our new mapping for State Senate District is

District 20:

Part of Luzerne County consisting of City of Nanticoke, Townships of Dallas, Exeter, Fairmont, Franklin, Hanover, Hunlock, Jackson, Kingston, Lake Lehman, Newport, Plymouth, Ross and Union, and the Boroughs of Ashley, Courtdale, Dallas, Edwardsville, Exeter, Forty Fort, Harvey's Lake, Kingston, Larksville, Luzerne, Plymouth, Pringle, Sugar Notch, Swoyersville, Warrior Run, and West Wyoming; All of Pike County; All of Susquehanna County; Part of Wayne County consisting of the Townships Berlin, Buckingham, Clinton, Damascus, Dyberry, Lebanon, Manchester, Mount Pleasant, Oregon, Palmyra, Paupack, Preston, and Scott and the Boroughs of Bethany, Hawley and Starrucca and all of Wyoming County.

Total Population 269, 942

New Mapping for House of Representatives District:

District 119

Part of Luzerne County consisting of the City of Nanticoke and the Townships of Fairview, Hanover, Newport, Plymouth, Rice and Wright , and the Boroughs of Ashley, Edwardsville, Larksville, Plymouth, Sugar Notch, and Warrior Run.

Total Population 61, 334

After visiting both offices, it was stated this would become permanent in 30 days. Gerry Mullery will not be seeking re-election and our area senator would be either Lisa Baker or John Yudichak, they are running against each other.

It is very important Warrior Run is on top of our game to qualify for future grants and improvements. Representative Gerry Mullery leaving will leave a great void for Warrior Run as he was instrumental in providing grant money to purchase equipment and provide guidance to forward Warrior Run's progress.

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

1st motion made by: MP 2nd motion made by: S. Wegrzynowicz

| | Yes | No | Abstain |
|--------------------|----------|-------|---------|
| Sandy Wegrzynowicz | <u>X</u> | _____ | _____ |
| Sharon Wengren | <u>X</u> | _____ | _____ |
| Matt Pilch | <u>X</u> | _____ | _____ |
| John Quinn | <u>X</u> | _____ | _____ |
| Larry Carbohn | <u>X</u> | _____ | _____ |

Motion passed X

Motion failed _____

Council Final Comment

- Larry inquired if a meeting will be scheduled soon for the 125th; people have been inquiring about volunteering.
- Matt stated the timer, installed by Marconi Electric on Front Street near his house, needs to be looked at (there is a knockout in the timer, someone could put a finger in there get a serious shock); maybe a blank could be put in there.

Public Comment – No Comments

Motion to adjourn

1st motion made by: JQ

2nd motion made by: S. Wengren

| | Yes | No | Abstain |
|--------------------|--------------|---------------|---------------|
| Sandy Wegrzynowicz | <u> X </u> | <u> </u> | <u> </u> |
| Sharon Wengren | <u> X </u> | <u> </u> | <u> </u> |
| Matt Pilch | <u> X </u> | <u> </u> | <u> </u> |
| John Quinn | <u> X </u> | <u> </u> | <u> </u> |
| Larry Carbohn | <u> X </u> | <u> </u> | <u> </u> |

Motion passed X

Motion failed

Donna Tudgay
Secretary
Warrior Run Borough
Submitted: 03/02/2022