

# **WARRIOR RUN BOROUGH**

**496 Front Street**

**Warrior Run, Pennsylvania 18706**

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## **Council Meeting Minutes Monday, September 12, 2022**

Meeting Called to Order

Pledge of Allegiance

Roll Call

Amendment

For August 8, 2022 Agenda

(Council President granted permission to negotiate price of 2007 GMC Dump Truck and Paving Roller for \$11,000.00)

Approval

Minutes of Previous Meeting

Approval

Treasurer Report of Previous Month

Treasurer Report – Karen Hazleton, CPA

Communications

Old Business

New Business

Attorney Patrick J. Aregood Report

Police Report

Mayor's Report

Public & Final Comment

Adjournment

## Council Meeting Minutes Monday, September 12, 2022

Roll Call	Present	Not Present
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**Council Members:**

Larry Carbohn, President	<u>  X  </u>	<u>      </u>
Sharon Wengren, Vice-President	<u>  X  </u>	<u>      </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>
Auditor/Treasurer, Karen Hazleton	<u>      </u>	<u>  X  </u>
Secretary, Donna Tudgay	<u>  X  </u>	<u>      </u>

A motion to approve amendment to August 8, 2022 Agenda. Council President was granted permission to negotiate the price for the 2007 GMC Dump Truck and paving roller for \$11,000.00.

1<sup>st</sup> motion made by:   JQ                        2<sup>nd</sup> motion made by   MP  

	Yes	No	Abstain
S. Wengren	<u>  X  </u>	<u>      </u>	<u>      </u>
S. Wegrzynowicz	<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 minutes from August 8, 2022 Meeting, which also includes the Amendment to the meeting.

1<sup>st</sup> motion made by:   JQ  

2<sup>nd</sup> motion made by   S. Wengren  

	Yes	No	Abstain
S. Wengren	<u>  X  </u>	<u>      </u>	<u>      </u>
S. Wegrzynowicz	<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 August 1, 2022, through August 31, 2022.

1<sup>st</sup> motion made by:   S. Wengren  

2<sup>nd</sup> motion made by:   MP  

	Yes	No	Abstain
S. Wengren	<u>  X  </u>	<u>      </u>	<u>      </u>
S. Wegrzynowicz	<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       

### **Auditor/Treasurer Report – Karen Hazleton, CPA**

Karen did not attend the meeting.

## Communications

We received email communication from Wren Kitchens, who is moving into the Sear’s Building #1, Hanover Industrial Park, with a 5-to-10-year lease. Warrior Run Borough should benefit from this move with an increased tax revenue.

Warrior Run Borough received the second half of the American Rescue Plan (ARP) money, in the amount of \$30,502.55, which was deposited in the General Fund (which can be used for upcoming projects).

The Warrior Run 125 Festival Committee issued a check in the amount \$7702.59, which was deposited into the Warrior Run Borough General Fund.

## Old Business

1. A motion to ratify payment to Kubota Tractor Corporation, for the 2022 Skid Steer, in the amount of \$41,097.40, which was paid from the General Fund (LSA Grant).

1<sup>st</sup> motion made by: MP

2<sup>nd</sup> motion made by: S. Wengren

	Yes	No	Abstain
S. Wengren	<u>X</u>	_____	_____
S. Wegrzynowicz	_____	_____	_____
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 Kubota Tractor Corporation, for the 2022 Excavator, in the amount of \$48,206.90, which was paid from the General Fund (LSA Grant).

1<sup>st</sup> motion made by: JQ      2<sup>nd</sup> motion made by: S. Wengren

	Yes	No	Abstain
S. Wengren	<u>X</u>	_____	_____
S. Wegrzynowicz	_____	_____	_____
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 CH Waltz Sons, Inc, to replace the new glass door, for the 2022 skid steer, in the amount of \$2113.26, to be paid from the General Fund (\$1863.26 was reimbursed by DGK from the insurance claim; Warrior Run Borough paid \$250.00 deductible).

1<sup>st</sup> motion made by: JQ      2<sup>nd</sup> motion made by: S. Wengren

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

Motion passed X

Motion failed \_\_\_\_\_

4. A motion to ratify payment to Mesko Glass, in the amount of \$540.00, for three windows on the former Legion Building, which was paid from the General Fund.

1<sup>st</sup> motion made by: JQ

2<sup>nd</sup> motion made by: MP

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

Motion passed X

Motion failed \_\_\_\_\_

5. A motion to accept the bid of \$11,500.00, from Gary Kaszowski, owner of Charlton Landscaping & Nursery Supply, LLC, for the purchase of the 2007 GMC Dump Truck (\$11,400) and for the old paving roller (\$100), which was deposited in the General Fund.

1<sup>st</sup> motion made by: MP

2<sup>nd</sup> motion made by: S. Wengren

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

Motion passed X

Motion failed \_\_\_\_\_

6. A motion to ratify payment, to Hanover Area School District for two crossing guards for the 2021/2022 school year, in the amount of \$8037.50, which was paid from the General Fund (this money was costed in the 2022 calendar year budget).

1<sup>st</sup> motion made by: JQ

2<sup>nd</sup> motion made by: MP

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

Motion passed X

Motion failed \_\_\_\_\_

7. A motion to ratify payment to Bassler Equipment, for the no parking signs/poles/base standers which were placed on Academy Street in accordance with Ordinance #1 of 2022, in the amount of \$968.00, paid from the Highway Aid Fund.

1<sup>st</sup> motion made by: JQ

2<sup>nd</sup> motion made by: S. Wengren

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

Motion passed X

Motion failed \_\_\_\_\_

8. A motion to ratify the annual transfer of sewer funds, from M&T Bank O & M Sewer Account to PNC Bank PennVest account, in the amount of \$40,000.

1<sup>st</sup> motion made by: JQ

2<sup>nd</sup> motion made by: MP

	Yes	No	Abstain
S. Wengren	<u>X</u>	_____	_____
S. Wegrzynowicz	_____	_____	_____
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 IT Department LLC in the amount of \$974.92, to be paid for the General Fund (replacement computer for Tax Collector/Mary Ann Brodginiski).

1<sup>st</sup> motion made by: MP

2<sup>nd</sup> motion made by: S. Wengren

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

Motion passed X

Motion failed \_\_\_\_\_

2. A motion to increase the hourly rate from \$14.00/hour to \$15.00/hour, for Edmund Kairo, an employee of the Warrior Run Borough Street Department.

1<sup>st</sup> motion made by: MP      2<sup>nd</sup> motion made by: S. Wengren

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

Motion passed X

Motion failed \_\_\_\_\_

## Attorney Aregood Report

- 1) There have been no new communications since last meeting.
- 2) Follow up regarding communication from WVSA; water terminations for delinquent O&M sewer accounts are done once a year; this will need to be a coordinated effort between all entities. Email communication will be sent by Borough Secretary to WVSA to find out when the termination process is done by WVSA.
- 3) The Borough received a request to attend a meeting on 09/28/2022, regarding Wyoming Valley Sanitary Authority (WVSA) and Municipal DEP ACT 537 Planning Requirements for WVSA's upcoming Sanitary Line Rehabilitation on the San Souci Parkway Project. Paul Pasonick, from PennEastern Engineering Group, will attend on behalf of Warrior Run Borough.
- 4) There are three magistrate cases scheduled for 09/28/2022.
- 5) Discussion regarding millage increase:
  - a. A millage increase is necessary to keep up with infrastructure, salaries, inflationary costs of insurance, utilities, etc. The Borough should take into consideration whatever the amount of the millage increase is, it should be enough so it is only done once.

- b. Incorporating the garbage fees into the millage increase will assist with the collection process for this service.
  - i. The process becomes more stringent; a lien on a property is more collectable than the current magistrate process and less money and time spent by the Borough to recover outstanding monies. The property owner, instead of the actual user of the service, will be responsible for the payment of the service.
- c. The Borough should seek a tax anticipation note for the garbage, or possibly negotiate a line of credit with a banking institution, to ensure bills can be paid while waiting the tax revenue.
- d. Regarding the purchase of the new computer for the Tax Collector, the Borough may want to contact the school district and inquire on the school district paying toward the cost of the computer, which is used to collect school district taxes (receive most of the money).

## **Police Report - Month of August 2022 - Report on file**

## **Mayor Report**

1. Excavator received, paperwork filed with Harrisburg, check wired into bank account and check mailed to National Accounts. Phase 3 of 2019-2020 LSA Grant completed.
2. LSA submission for 2022 is Front Street with additions. Working on getting bids on work needed to process grant and project agenda. The closing date is September. Hopefully it can be completed this week.
3. American Relief Plan funds were deposited into our general account in the amount of \$30,502.55. Just for the record, this money is not just given automatically to us. I spent a great deal of my time making phone calls, filling out forms and applying for business numbers that are needed by the Borough to receive such funds. Other Municipalities, Cities, or Boroughs either pay a separate employee or forgo the money because this is a very timely and tedious process that takes a great deal of my time with no remunerations. I now have to file an expense report by April 30,2023 to explain the spending of the 61,005.10 received to the Treasury

Department. Counting the Grants and the A.R.P. money, \$ 274,005 plus various upgrades in equipment and roads in the Borough, we are in superior condition moving forward.

4. Code enforcement Magistrate’s hearing for property maintenance are scheduled for tomorrow. Attorney Aregood & Greg Gulick are notified of dates.
5. The 125 Association issued a check for \$ 7,702.59 from the festival fund to Warrior Run Borough. This includes startup money raised by the 125 Association plus payment of Banners & poster printing. Another great job by a handful of dedicated people to support our Borough.
6. As Stated, spoke with Wren employees, their Attorneys and engineer to investigate paperwork received by Borough. Attorney Aregood is involved in process.
7. Working on getting letters to delinquent refuse residents to fulfill their obligation to Borough. They will be taken to magistrate for non-payment.
8. September is here which means we need to start working on next year’s budget. Already in process with council president and members. Attorney Aregood and Karen Hazleton will be heavily involved.

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

1<sup>st</sup> motion made by: S. Wengren    2<sup>nd</sup> motion made by: MP

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

Motion passed X

Motion failed \_\_\_\_\_

**Council Final Comment - None**

**Public Comment - None**

**Motion to adjourn**

1<sup>st</sup> motion made by:   JQ  

2<sup>nd</sup> motion made by:   S. Wengren  

	Yes	No	Abstain
S. Wengren	<u>  X  </u>	<u>      </u>	<u>      </u>
S. Wegrzynowicz	<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: 09/12/2022