

**MINUTES
WEST MIDDLESEX BOROUGH
ZOOM AND REGULAR COUNCIL MEETING
SEPTEMBER 21, 2021
6:00 p.m.**

Call to Order

Pledge of Allegiance

Council Present: President Cyndi Gilkey, Vice-President Eric Lucich, Ron Preston, Robert Lark, Stacey Curry and Mayor Debra Larouche.

Others Present: Attorney Robert Tesone, Police Officer Jason Newton, Fire Chief Rich Garrett, Aaron Burnworth, Harry Kornbau, Ray Lucich, Bill Novak and Robert Lucich.

Public Comments: None

Minutes: Mr. Lark made a motion to accept the Minutes, seconded by Mr. Preston with all in favor.

Bills: Mr. Lark made a motion to accept the Bills, seconded by Mr. Preston with all in favor.

Treasurer's Report: Ms. Gilkey read the account balances aloud. Mr. Lark made a motion to accept the Treasurer's Report, seconded by Mr. Preston with all in favor.

Street Department Report: Mr. Cochran addressed the Street and Sewer Department Reports at the Work Session held on September 15, 2021.

Fire Department Report: Chief Rich Garrett read the Fire Department Report. Ms. Gilkey commended the Fire Department for a tremendous job on the 911 Memorial Parade.

Police Department Report: The Police Department Report was read by Chief Newton.

GPI Invoices: Mr. Lark suggested paying GPI's Invoices from two separate accounts for those pertaining to Sewers and/or General items. Mr. Lark also suggested a letter be sent to GPI requesting their company to submit their invoices as such. Mr. Lark made a motion to pay GPI's invoices to this effect, seconded by Mr. Preston with all in favor. Mr. Lark also suggested that when the office is renovated, that this project also be broken down by fifty (50%) percent from the Sewer Account and General Account. Ms. Gilkey agreed and said that was the way it should be. Mayor Larouche suggested the possibility of updating the sewer software system once the office is renovated. Ms. Gilkey said the Borough's Association may have suggestions on software. Mr. Preston said to possibly check with Mercer Borough to see what software they use for sewer billing.

Honorary naming of Carbaugh Street to Scott Campbell Drive: Ms. Gilkey suggested setting up a Committee to make recommendations for changing names for the streets and asked Council's thoughts. Mr. Lark addressed streets that he would like to see re-named to honor family names in West Middlesex Borough. Ms. Gilkey and Mr. Lark discussed further and will talk again at the next Work Session.

Sharp Collections: Proposal for collection of West Middlesex Borough Delinquent Per Capita Taxes:

Ms. Gilkey addressed the letter and fees from Sharp Collections regarding Cheryl Babcock's collection of per capita taxes. Ms. Gilkey read the proposed Agreement for Sharp Collections to continue collecting. Ms. Gilkey suggested Council review the document. Mr. Lark made the motion to table this topic until the October meeting, seconded by Ron Preston with all in favor.

Sewer Bill Waiver Request by Mr. Burnworth: Ms. Gilkey stated that Council has previously received a print out at the Work Session of what the delinquent sewer bill was at 50 North Street totaling \$2,539.68. Mr. Lark stated part of this was for Sharp Collections, Ms. Gilkey agreed. Mr. Burnworth addressed Council on this requested sewer bill waiver. Council and Mayor Larouche had discussions with Mr. Burnworth on purchases of his homes. Mayor Larouche stated since he received a good deal on the purchase of the home that she did not see a reason to waive the sewer bill. Mr. Burnworth said if he could receive a waiver on this bill, he could put that money back into the house. Council and Mayor discussed further with Mr. Burnworth. Mr. Lark said he personally thought they should waive all of it if not some of it. Ms. Gilkey asked thoughts of Council. Mr. Lark said there should be a breakdown by the Sewer Authority on amounts owed. Ms. Gilkey said this could be discussed at the next Work Session once they get a breakdown of what is owed to Sharp Collections before making a decision.

Mercer County Regional Planning-Zoning in the Borough: Mr. Lark explained that Lisa Holms will be assigned for the Borough of West Middlesex from Mercer County Regional Planning Commission. Mr. Lark said that if anyone in the Borough has any input regarding Zoning they will be heard. Mr. Lark explained the process. Ms. Gilkey thanked Mr. Lark and he said he will keep Council updated.

GPI Surveyors: Mr. Lark addressed Council regarding the surveying of Lillibridge Village, the existing office situation for what improvements would be made and also the streets; Garfield Street Extension to School Street, New Street, Carbaugh Street and Ninth Alley as well. Mr. Lark said as in the past the Contractors are dictated by PennDOT with construction season which begins in March and ends in November. Mr. Lark explained further. Mr. Lark said since this is September, it's highly likely they will be paving this year, but that doesn't mean they shouldn't go forward with this because once the specifications are done, they can still advertise for Bids then later they could be on top of it at the beginning of construction season in March of 2022. Ms. Gilkey said these prices can be worked into the Budget for next year.

Braho: Mr. Preston addressed the Summary Trial Notice of Commonwealth of Pennsylvania v. Ronald J. Braho. Council discussed further. Ms. Gilkey said hopefully there will be an update to discuss at the next Work Session.

Trick-or-Treat Day and Hours: Council has discussed the Trick-or-Treat hours to be set for October 31, 2021 from 4:00 p.m.-6:00 p.m. Mr. Lark made a motion of approval, seconded by Mr. Preston with all in favor.

Ms. Gilkey said they spoke about the Emergency Action Plan in relation to the Municipal Building in that she looked everywhere and only found the check list updated in October of 2016. She said the Emergency Flood Plan was last updated in January of 2017 and it is required to be updated every two years and something for everyone to look at next year. She said she is sure the County has it if anyone is interested. Ms. Gilkey gave these to Stacey Curry for next year as Mayor.

Ms. Gilkey suggested setting dates for the Budget Meeting and they can set up dates at the next Work Session. Ms. Gilkey said they can take a first look at the preliminary budget since they may not have all of the numbers.

Ms. Curry said the Women's Club will be renting Kiwanis Park and on October 23rd they will have the Halloween Pumpkin Festival and the Haunted Walk. Ms. Curry said she will need to speak to the Fire Department regarding Workmen's Compensation whether or not they are able to be there. Ms. Curry discussed the Light Up Night festivities. Council Members discussed Christmas decorations.

Mayor Larouche questioned technical materials for zoom meetings. Ms. Curry said her husband reached out to Mr. White who works with audio/videos and that the two of them were willing to come in while Bobby is here and they can map it out. Ms. Gilkey said they should just proceed in doing that.

Council Members, Attorney Tesone and Rich Garrett discussed Workmen's Compensation Insurance for the Fire Department Social Members.

Adjournment @7:27 p.m.: Mr. Lark made the motion to Adjourn, seconded by Ms. Curry with all in favor.

Executive Session – Personnel Matter

