

**MINUTES  
WEST MIDDLESEX BOROUGH  
ZOOM AND REGULAR COUNCIL MEETING  
AUGUST 17, 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:** Solicitor Robert Tesone, Secretary/Treasurer Sandra Ricci via Zoom, Street Department Senior Laborer Bobby Cochran via Zoom, Fire Chief Rich Garrett, Shenango Township Police Department Officer Shrawder, Harry Kornbau, Thelma Barnes, 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. Ms. Gilkey addressed the American's Act monies received in the amount of \$42,024.69., with the second payment in the amount \$42,024.69 to be received next year. Mr. Lark made a motion to invest since he said they are allowed to collect interest on said money, and to be put into the General Fund Savings Account or to consider a CD. Mr. Lark would like to see what the bank's rates are on a nine (9) or twelve (12) month CD. Mr. Lark made a motion that Ms. Ricci call FNB to see what the best interest would be. Ms. Curry questioned if a decision was to be made for purchases prior to a CD maturing. She asked if they would take it out of the General Fund Checking Account and then pay the General Fund Checking Account back. Council agreed. Ms. Ricci will check with FNB on short-term CD rates. Mr. Lark made a motion to that effect, seconded by Ms. Curry with all in favor. Ms. Gilkey said she has all of the information if needed for the American Acts Application that she prepared in order to receive said monies. Mr. Lark thanked Ms. Gilkey.

**Street Department Report:** Mr. Cochran read the Street and Sewer Department Reports. Mr. Cochran said he will be renting the bucket truck.

**Fire Department Report:** Chief Rich Garrett read the Fire Department Report. Mr. Lark questioned how many of the calls were in West Middlesex Borough and Mr. Garrett stated four out of seven. Mr. Garrett stated they need eight sections of hoses at \$160.00 each with a quote of \$1280.00 which they would like to be paid out of the Fire Department Account, with explanations of usages. Mr. Lucich made the motion to accept, seconded by Ms. Curry with all in favor.

**Police Department Report:** The Police Report was available for Council Members. Shenango Police Officer Shrawder read the Police Department Report.

**Repairs to the 2014 Ford F-550:** Mr. Cochran explained that it was difficult to get parts for the truck, an actual kit, so he had to order everything individually which raised the price to \$3,993.37 with a list of costs available. Mr. Cochran stated he found a bit of information regarding the Recall for a 2014 Ford F-550 which were all from the year 2015. Mr. Cochran spoke with Ford Representative and he said Recalls are usually within the first two years of when the vehicle was made. Ms. Gilkey said that doesn't help us. Mr. Cochran said he is checking with Ms. Ricci who is going through past emails to see if any information was received for a Recall for this and what date, but as of right now found nothing. Council further discussed the vehicle. Ms. Gilkey said they will need a motion for the price of \$3,993.37. Mr. Lark made the motion to accept, seconded by Mr. Preston with all in favor. Ms. Gilkey stated previously they may be reimbursed if a Recall applies, she would assume. Mr. Cochran said he would have to speak to Peterbilt themselves or contact someone through Ford to see what they say about that. Ms. Ricci stated she had gone through all of the emails from 2014 to the present and there are no Recalls for this truck in an email. Ms. Ricci stated that sometimes a Recall would come via mail or in paper form. She said since she began employment in 2017, if anything came in at all it was before she was there. Ms. Gilkey said she would suspect that the Dealership would know since they put it in their computer. Council discussed further. Mr. Lucich and Mr. Cochran said this problem could be taken care of permanently at a cost of \$3,000.00-\$4,000.00. Ms. Gilkey asked Mr. Cochran to get a quote for that. Council discussed the 2014 Ford F-550 further regarding mileage and engine hours. Mr. Lucich asked Mr. Cochran to look into the hours. Council discussed further.

**Street Repairs:** Mr. Lark said he has had two conversations in the last two days with GPI and they will schedule a Surveyor to come to the Borough next week. Mr. Lark said the Surveyor will have three tasks. Mr. Lark stated one of the tasks will be to do survey work on the Lillibridge Village Pump Station, which will need to involve Mr. Cochran and Mr. Haddox because they may want to pull the pumps, etc. Mr. Lark stated the second thing they are going to do is to survey the streets that they are talking about, particularly Garfield Street Extension where they need the additional storm sewers. Mr. Lark stated the third thing they will do is to look at a proposed potential remodeling of the office with measurements and so forth. Ms. Gilkey asked Mr. Lark if they can provide more information by the next Work Session, Mr. Lark agreed. Ms. Curry asked if they are the same people that will look at the alleys, Mr. Lark confirmed. Mr. Lark stated it was more time and money efficient to have the Surveyor look at the streets, in conjunction with the sewers and in conjunction with the office. Attorney Tesone, Mayor Larouche, Council and the audience discussed the costs of Engineers and budget costs. Adam Garrett said that at the Work Session, the Fire Department would have a say in the renovation of the Municipal Building as acceptable. Mayor Larouche said she doesn't think the Fire Department cares about the bathroom or the office being renovated, they were wanting to try to help us with how the fumes permeated the areas. Ms. Curry stated that even though the Volunteers of the Fire Department may have knowledge of the building, not discounting that, but if you're coming at it from a Commercial building that you are trying to renovate, wouldn't anyone who specializes in that know what to do. Eric Lucich said he doesn't want to respond for them, but he doesn't think they are talking about specifications in the building, he thinks the majority, from what he has spoken to in the Fire Department about, is that they want to be completely separated from the Fire Department to the Municipal Building in the aspect of the Secretary and everything else. Eric Lucich said if they completely segregate it by putting all of the trucks on that side of the building and the Municipal side on this side, we don't have to enter the Municipal side of the building for anything. Ms. Curry stated that their concerns have been heard by Council, it just hasn't been discussed in front of them with an opinion and a decision that they are in favor of. Ms. Curry said all of this yelling is a moot point.

Ms. Curry said the Fire Department's concerns have been addressed by Council, they told them what they want but that when it comes down to it regarding the structural Engineer, that everyone should take into consideration and should be happy to get professional help for this job. Ms. Curry said she thinks they should all stop arguing about anything before the fact and it is wasting time in arguing. Rich Garrett said they were asking for input on the remodeling of the kitchen. Ms. Curry said they have had input, they gave it to Eric who is a member of the Fire Department. Ms. Curry stated they can have their input as well but this is not the time to be discussing or fighting about it because we aren't there yet. Mr. Lark said there will be a public presentation to the public about the plans and associated costs, it will be the decision of at least three of the five members of Council. Ms. Gilkey stated that they need to make it work for everyone that is in the building, that means the people who rent this hall, that means the Fire Department, that means the Secretary and that means Council.

Ms. Gilkey addressed Mr. Cochran on the sewer pump costs. Mr. Cochran said there is one pump that would need replaced at Lillibridge Station if this one was to go down. Mr. Cochran said the amount of \$6,100.00 for the brand-new pump, which fits into the existing pipe that we have going to the main sewer lines would be needed. Mr. Cochran stated it's \$7,200.00 to repair the pump for the pump house, a brand-new pump is \$29,000.00 and the warranty is one year of service and repairs, but anything that moves such as a shaft or bearing that would go bad is not under warranty. Ms. Gilkey stated from years of experience there just has to be a spare pump if something goes wrong. Mr. Lark said when this Surveyor comes next week, they can finally get this put together for a Report to build a new pump station which would allow two pumps there with a back-up pump with the current pump. Mr. Lark suggested putting a hold on this for a little bit because if GPI needs this final bit of information to put this Report together, because this extra we may buy may not utilize. Eric Lucich said the \$6,100.00 pump that Mr. Cochran spoke about is to potentially replace a pump that they can no longer get. Mr. Lucich said it would be nice to replace the entire pump station, however the quote on the new pump station was not for installation or anything else but just for the materials in an amount of \$120,00.00. Mr. Lucich suggested if they can get the new pump to work the same as the old one and get people to stop putting stuff that is clogging the pump. Mr. Lucich suggested an action of an Ordinance to issue citing's the Commercial properties in fees. Mr. Lucich explained further. Ms. Curry asked how much it was costing the Borough to have the pumps pulled out periodically. Mr. Cochran said between \$300.00- \$600.00 roughly, depends on how fast they catch it. Mr. Lucich said for future preventative maintenance, if they could get the Commercial properties to stop clogging the station, then they wouldn't have to pull it out at all. Ms. Gilkey asked what Council would like to do. Mr. Lark suggested waiting for GPI's Survey. Mr. Lucich suggested voting on the station for the main pump house to refurbish that pump. Mr. Lark said he thinks putting a new pump in the pump station is equivalent to putting a new motor in a broken-down old car. Mr. Cochran explained the wear and tear of the pumps over time. Mayor and Council discussed further. Ms. Gilkey asked what they thought about holding off the pump at Lillibridge until the Surveyor visits. Mr. Lark made a motion to buy the reconditioned pump for \$7,200.00 for the spare pump, seconded by Mr. Preston with all in favor. Council and Mr. Cochran further discussed the pump at the main pump house, with a cost of pulling the pump out, leveling and everything else at an estimated cost of \$1,200.00. Ms. Curry said it would be more cost effective to do everything at one time. Mr. Lucich will get together with Mr. Cochran on prices.

**Generator costs:** Eric Lucich quoted the cost of a generator between \$10,000.00-\$20,000.00 with an explanation of the needs for a generator along with kilowatt usages. Ms. Gilkey said they will wait for the next Work Session to have physical prices to look at. Mayor Larouche suggested a form for quotes so they wouldn't have to go through their Minutes. Attorney Tesone said there is a timeframe of thirty (30) to sixty (60) days for quote prices. Mayor Larouche said just for a preliminary stage and that Council members are throwing out ballpark figures. Ms. Gilkey said they will have to give the quotes to Ms. Ricci. Ms. Curry suggested when Ms. Ricci is going through the Minutes of the meeting, wouldn't it make sense to say okay I need to get Bids. Ms. Gilkey said it depends on what the contact would be regarding subjects such as a generator, Eric can talk to a supplier in a more articulate language since that is his field. Ms. Curry asked then the procedure is for Mr. Lucich to contact Ms. Ricci with the quotes. Mayor Larouche said Ms. Ricci does include the formal quotes. Ms. Gilkey explained that the Bids are sent to Council and we open them at the meeting because of the amount we are talking about. Ms. Curry questioned, do we politely ask Mr. Novak to give us his specifications by a certain day and if he's not capable, do we then move to another person? Ms. Gilkey agreed since the pandemic is coming back for the equipment. Ms. Curry thanked them for clarifying Bids to her. Ms. Gilkey explained Bids further. Attorney Tesone said they need to check with the thresholds of Bids. Ms. Gilkey said any member of Council can contact Ms. Ricci to put quotes on the Agenda for the Work Session.

Mayor Larouche asked Mr. Cochran if he had any time to get bids on Kiwanis. Mr. Cochran has not called as of yet. Mayor Larouche said she knows how busy he is and she will reach out to companies, she will write them down and put them on the Agenda. Ms. Gilkey told Mayor Larouche to mail them to Ms. Ricci to have her place them on the Work Session Agenda. Ms. Gilkey said the procedure would be to contact Ms. Ricci with any information in writing to be prepared for the meeting, Mayor Larouche agreed.

Ms. Gilkey addressed the Animal Shelter fundraiser where she sold hot dogs on two-hour shifts.

**Fire Department Feasibility Study:** Ms. Gilkey asked if there was any more information that was need to get to them. Adam Garrett said they need the dimensions of the building. Ms. Gilkey asked if that was the only piece of information needed. Adam Garrett said to his knowledge that was all that was needed. Ms. Gilkey asked Mr. Cochran to measure everything in the building that is needed, Mr. Cochran confirmed. Ms. Gilkey read the list of items needed which included information on the Municipal building, fire department contents and operating costs. Eric Lucich asked if the operating costs were for the Fire Department or the Municipal Building. Adam Garrett said they are asking for the building. Ms. Gilkey said the 2021 Tax Revenues and Expenses are listed. Adam Garrett said he doesn't know why those things are listed, but that's not what they are asking for. Ms. Gilkey again asked Mr. Cochran if he would measure the dimensions of the building. Ms. Gilkey stated it looks like that is all of the information needed.

**Grant Writer:** Mr. D.J. Martino introduced himself along with his hourly rates and his experiences regarding Grant Writing. Council Members, Mayor Larouche and Attorney Tesone had various questions regarding his rates/costs. Ms. Gilkey asked Mr. Martino to put together something for Council to review. Attorney Tesone suggested a sliding scale of costs and gave Mr. Martino his email for further communication on this subject.

Council Members, Mayor Larouche and Attorney Tesone discussed sewer pumps and sewer liens.

Mr. Lark read a list of uses and non-uses for the American Act monies.

**Adjournment @ 8:10 p.m.:** Mr. Lucich made the motion to Adjourn, seconded by Mr. Preston with all in favor.