

**FOREST CITY BOROUGH
MINUTES
MONDAY – February 3, 2020 6:00 P.M.**

CALL TO ORDER: (President Nick Cost)

President Cost called the meeting to order at 6:00 p.m. He welcomed everyone to the meeting and asked all to join him in the “Pledge of Allegiance”.

ROLL CALL:

Present: President Nick Cost, Joann Matarese, Chris DeGonzague, Tracey Lazier, V. Pres. Bernie Scalzo and Amy Bean., Mayor Chris Ginton, Solicitor Smith and Asst. Secretary Cindy Stone filled in for Sect./Treas. Sharon Vannan who was absent. Robert Lesjack was also absent.

SPECIAL PRESENTATION FROM LIBRARY:

Diane Junior & Jim O’Pecka of Forest City Borough Library Branch made a presentation discussing everything the library had to offer and thanked Forest City Borough Council for all support over the years and everything they provide for the library. Diane Junior stated she would be retiring at the end of February after 31 years with the library. Everyone thanked her for her service and wished her well.

PUBLIC COMMENT: No Public comment.

COMMITTEE REPORTS:

ADMINISTRATION: (Joann Matarese)

Councilwoman Matarese offered a motion to Approve Minutes for January 2020. Councilwoman Bean seconded the motion. All responded “aye”, minutes approved. Councilwoman Matarese offered a motion to approve the January 2020 Treasurer’s Report. Councilman DeGonzague seconded the motion. A roll call vote found six in members in favor none opposed. Motion passed.

Statement of Financial Interest forms were included in everyone’s folder. Please complete and return to Ms. Vannan by May 1st. These forms are mandatory.

Councilwoman Matarese reminded everyone that 2020 bid limits & advertising requirements were in their folders.

Councilwoman Matarese motioned to approve annual wage increases for 4 borough regular full-time employees’ effective January 1, 2020. Councilwoman Amy Bean seconded the motion for the increase. A roll call vote, motion passed 6-0. Annual rate increases approved for regular full time borough employees.

PUBLIC WORKS: (Nicholas Cost)

Public Works Report January 2020 was distributed, no comments or questions offered. President Cost reported the Roxy Road sign was installed; \$248 was collected for recycling donations and \$324 collected from three loads of light iron. They have also have been very busy fixing several picnic tables and benches at Kennedy Park. President Cost asked for a motion for the purchase of a rowboat and miscellaneous items, it would be used at Kennedy Park to scare off geese. Councilwoman Lazier motioned for the public works department to purchase an aluminum rowboat from a private owner not to exceed \$175.00, Councilwoman Amy Bean second the motion, a roll call vote was taken, motion passed 6-0.

BUILDINGS & GROUNDS: (Robert Lesjack)

No report in Councilman Lesjack absence.

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PARKS & RECREATION: (Amy Bean)

Councilwoman Bean spoke about the trees ordered last year from PPL, order has been received and is being processed. Delivery expected mid-April or May of this year. Updates will be provided as they become available.

CODE ENFORCEMENT: (Bernie Scalzo)

Mr. Scalzo stated there is one open case in which we are currently waiting for funding through a CDBG grant to be awarded so demolition can proceed. Councilman Scalzo stated the position of Code Enforcement Officer was currently under review and it was uncertain if a new CEO would be hired, the positioned outsourced or the duties would be reincorporated to other departments in the borough.

EMERGENCY MANAGEMENT/SAFETY: (Christopher DeGonzague)

Councilman DeGonzague informed everyone the Emergency Management Training for all elected officials is Thursday February 27, 2020 with two sessions 1:00 p.m. or 6:30 p.m. in Montrose – each session is 3 to 3 ½ hours long. President Cost stated, the class was mandatory for council member and told council to pick a session and register by 2/21/20 to Ralph Schwartz @ 570-278-5915. Councilman DeGonzague then spoke about the concerns of the Novel Coronavirus, literature is available. He then stated that items ordered from China could carry the virus in the packaging.

COMMUNITY & ECONOMIC DEVELOPMENT: (Tracey Lazier)

Councilwoman Lazier called on Main Street Coordinator, Paul Daugevelo to report on the next event. An Easter Egg Hunt would be on Main Street on April 8, 2020 (5-7p.m.) and residence of William Penn Apartments would be hiding the eggs on their grounds that day. He mentioned the possibility of City Stiches moving their location to the 500 block of Main Street and the possibility of a new business, a coffee shop opening in the 400 block of Main Street. Councilwoman Lazier invited Kennedy Park member Niki Wagner to update everyone on the Soup Cook-off on January 25 from 11:00 a.m. to 2:00 p.m. Niki reported it was a huge success in spite of the nasty weather that day. A big thank you to all volunteers and to those who donated soup as well as those who came out for the event. FC Parks & Recreation profited \$544.12 from the event.

Councilwoman Lazier and Niki Wagner talked about having a farmers market every third Sunday during the months of April through October. The next Parks and Recreation will be 2.13.2020 at 7 p.m. in Council Chambers.

MAYOR'S REPORT: (Mayor Ginton)

Mayor Ginton provided the January, 2020 Police Report and Vandling's invoice for February 2020 patrols & January calls, \$2,000;

Mayor Ginton called on Chief Rowan for an update on the fishy derby. He stated the derby will be on February 15, 2020, ice thickness will be checked on Thursday February 13, 2020 for safety and an update will be released. Chief Rowan stated a \$100 donation was received from KW Oil.

Mayor Ginton also discussed upcoming meetings and fundraisers for Main Street "Holiday Lights" and meetings later this month with WVIA about the "Our Town" video production.

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Mayor Glinton stated they were almost complete with the interview process and would be recommending a candidate to council soon. President Cost asked the personnel committee if they would prefer to interview the candidate before the recommendation to council, the committee all agreed they would. Mayor Glinton said he would contact the committee when they are ready.

SOLICITOR’S REPORT: (Paul Smith)

Resolution #2 of 2020 – extending the term of the KOZ for the Greater Forest City Industrial Park. Councilman Scalzo offered a motion to approve Resolution #2 of 2020. Councilwoman Bean seconded the motion. All responded “aye”, motion carried.

Solicitor Smith offered his letter of resignation, June 1, 2020 though he will step down sooner if council so desires. He thanked council for the opportunity to work for the borough.

NEW BUSINESS:

President Cost took this opportunity to appoint committee leaders for 2020/2022:

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| Streets and Roads-Nick Cost | Code Enforcement-Bernie Scalzo |
| Buildings and Grounds-Robert Lesjack | Administration-Joann Matarese |
| Emergency Management-Chris DeGonzague | Parks and Recreation-Tracey Lazier |
| Community and Economic Development-Amy Bean | |

CORRESPONDENCE: (Council President)

Letter from Forest City Rotary donating \$3,000 for new basketball hoops at Kennedy Park. President Cost thanked them for the donation. They are holding a cash bingo in April to fund this donation and will issue a check shortly after.

PUBLIC COMMENT:

Mayor Glinton spoke of a meeting about the revitalization of Forest City, which will be held on March 25, 2020 at 6 p.m. on the third floor of the borough building. This meeting stems from a meeting held at Frugal Living last month. The focus of the revitalization will start with Main Street, as there would be no city without a Main Street.

ANNOUNCEMENTS:

The next regularly scheduled Meeting will be on **Monday, March 2, 2020 at 6:00 p.m.**

ADJOURNMENT:

Councilman Scalzo made a motion to adjourn. Councilwoman Matarese seconded the motion. All responded “Aye” in favor and the meeting adjourned at 7:05 p.m.