



CITY OF NANTICOKE

WORK SESSION and COUNCIL MEETING MINUTES

Wednesday, November 15, 2023

At 6:30 pm, a 2024 Budget Hearing will be held in the Council Chambers prior to the regular scheduled Council Meeting.

Call to Order: President, William Brown

Pledge of Allegiance

Invocation: City Clerk, Jennifer W. Polito

ROLL CALL:

The following were present: Council Members, William Brown, John Telencho, Lesley Butczynski, Mike Marcella, Joseph Nalepa, City Manager, Donna Wall, Finance Director/City Clerk, Jennifer W. Polito, and Solicitor, Attorney William Finnegan.

WORK SESSION

A motion to accept the resignation letter from Xavier Berzanski to vacate his seat on the Nanticoke Municipal Authority Board effective October 23, 2023 as he has relocated his primary residence to a different municipality.

A motion to approve **Resolution #17 of 2023**, a Resolution of City Council of the City of Nanticoke designating the City Manager as the Chief Administrative Officer for the City of Nanticoke Non-Union Pension Fund and the Nanticoke Police and Firemen's Pension Plans. City Manager, Donna Wall explained that the Pension Auditor requested that the "City Manager Position" be on the Resolution, not a "Name" as currently stated.

A motion to approve **Resolution #18 of 2023**, a Resolution of City Council of the City of Nanticoke authorizing the acceptance of the bid from JP Mascaro & Sons, Inc. for Refuse Collection, Processing and Disposal and Recycling Materials Collection, Processing and Disposal for the period beginning January 1, 2024 and ending December 31, 2026 with the option to exercise two additional one-year periods thereafter.

A motion to approve **Ordinance #7 of 2023**, (First Reading) an Ordinance of City Council of the City of Nanticoke, Luzerne County, Pennsylvania, approving the Budget of the City of Nanticoke for 2024.

A motion to approve **Ordinance #8 of 2023**, (First Reading) an Ordinance of City Council of the City of Nanticoke, Luzerne County, Pennsylvania, establishing a Millage Rate of Taxation for 2024.

A motion to approve **Ordinance #9 of 2023**, (First Reading) an Ordinance of City Council of the City of Nanticoke, Luzerne County, Pennsylvania, authorizing and directing the proper City Officials of the City to issue Refuse and Recycling Bills for the city and a fee for Bulk Item Pick-up.

ADMINISTRATIVE UPDATES:

-Mayor Kevin Coughlin has submitted the **October 2023 Department Reports** for Council's review and Jennifer Polito has posted them on the City's website at www.nanticokecity.com.

-Mayor Kevin Coughlin executed **Executive Order #13 of 2023**, pursuant to Article III, Section 3.04 of the City of Nanticoke's Home Rule Charter to hire James Kairo as a Full Time Code Officer for the City of Nanticoke, effective November 1, 2023.

City Manager, Donna Wall has updates for Council:

1. The PA Water Co. will be restoring Market Street from Noble Street to State Street.
2. The old DPW building will be demolished on Friday, Nov. 17, 2023.
3. The Streetscape project on Main Street will end on Tuesday, Nov. 21, 2023 and resume in the Spring of 2024.
4. UGI will be providing temporary overhead lighting in the project area on Main Street by NardoZZo's Pizza.

A Motion was made by Councilmember Butczynski seconded by Councilmember Telencho to adjourn the work session. Motion carried unanimously.

REGULAR MEETING Comments from the Public agenda items only.

None

Old Business

None

New Business

A Motion to approve the **November 1, 2023** minutes was made by Councilmember Nalepa seconded by Councilmember Butczynski. Motion carried 4-0, Councilmember Mike Marcella abstained.

A Motion to approve the payment of the bills in the total amount of **\$483,292.93**; (Payroll (s)) \$119,536.73 (Accounts Payable) \$363,756.20 was made by Councilmember Butczynski seconded by Councilmember Nalepa. Motion carried unanimously.

A motion to accept the resignation letter from Xavier Berzanski to vacate his seat on the Nanticoke Municipal Authority Board effective October 23, 2023, as he has relocated his primary residence to a different municipality, was made by Councilmember Telencho seconded by Councilmember Marcella. Motion carried unanimously.

A motion to approve **Resolution #17 of 2023**, a Resolution of City Council of the City of Nanticoke designating the City Manager as the Chief Administrative Officer for the City of Nanticoke Non-Union Pension Fund and the Nanticoke Police and Firemen's Pension Plans was made by Councilmember Marcella seconded by Councilmember Telencho. Motion carried unanimously.

A motion to approve **Resolution #18 of 2023**, a Resolution of City Council of the City of Nanticoke authorizing the acceptance of the bid from JP Mascaro & Sons, Inc. for Refuse Collection, Processing and Disposal and Recycling Materials Collection, Processing and Disposal for the period beginning January 1, 2024 and ending December 31, 2026 with the option to exercise two additional one-year periods thereafter was made by Councilmember Butczynski seconded by Councilmember Marcella. Motion carried unanimously.

A motion to approve **Ordinance #7 of 2023**, (First Reading) an Ordinance of City Council of the City of Nanticoke, Luzerne County, Pennsylvania, approving the Budget of the City of Nanticoke for 2024 was made by Councilmember Nalepa seconded by Councilmember Butczynski. Motion carried unanimously.

A motion to approve **Ordinance #8 of 2023**, (First Reading) an Ordinance of City Council of the City of Nanticoke, Luzerne County, Pennsylvania, establishing a Millage Rate of Taxation for 2024 was made by Councilmember Marcella seconded by Councilmember Butczynski. Motion carried unanimously.

A motion to approve **Ordinance #9 of 2023**, (First Reading) an Ordinance of City Council of the City of Nanticoke, Luzerne County, Pennsylvania, authorizing and directing the proper City Officials of the City to issue Refuse and Recycling Bills for the city and a fee for Bulk Item Pick-up was made by Councilmember Nalepa seconded by Councilmember Butczynski. Motion carried unanimously.

COMMENTS FROM THE PUBLIC –

Mayor Kevin Coughlin announced a Crime Watch Meeting will be held on Wednesday, November 29, 2023.

Mr. Larry Beck of Green Street stated the poor shape the bridge is entering into W. Nanticoke and complained about the truckers coming up Kosciuszko Street. Chief Roke stated it has improved as signage was installed Northbound and Southbound. President Brown stated the Bridge is a County Bridge and the County is responsible for repairs and maintenance. City Manager, Donna Wall replied the bridge is down to a 15-ton limit and the city has been very vocal about replacing the bridge.

Ms. Angel Brockman of E. Washington Street complained about the property across from her property that is vacant. Ms. Brockman stated it is a breeding ground for rodents and skunks and a skunk damaged her foundation to get into her basement. She had to pay \$471.00 to repair the damage and remove the skunk. City Manager, Donna Wall stated that property is one that we tried to acquire at the tax sale and a relative made payments to have it removed off the tax sale list. Ms. Wall stated the Code Officer has been to the property numerous times

to fine the owner for not cleaning up the property. Ms. Brockman asked if the city could clean it up and then put a lien on the house. President Brown asked that the Code Officer and DPW Department go to the property to see if we can do anything to help and Attorney Finnegan will see if the City can legally do something about this issue.

Ms. Leslie Burkland of Noble Street had questions regarding the Refuse Fee increase but all her questions were answered during the budget hearing.

Ms. Mary Lee Conway stated she appreciates all of us and all that we do for the city but when she spoke to the Mayor regarding the garbage fee increase and he replied we are working hard on finding the best resolution; she does not see it that way. Ms. Conway asked if you do not use the service, do I still have to pay the garbage fee and President Brown replied yes. President Brown stated we tried other options like adding the fee to the real estate taxes but the increase is too high, we would have to raise it over 5 mils and our Home Rule Charter does not allow for that large of a tax increase. Mr. Brown stated we can only rise taxes by 8% of our revenues.

Correspondence-

None

Announcements-

City Hall will be closed on November 23rd and 24th of 2023 in observance of the Thanksgiving holiday. Mayor, City Councilmembers and Administration wishes everyone a Happy Thanksgiving.

The City of Nanticoke's **Annual Christmas Parade and Christmas Tree Lighting** will be held on Saturday, December 2, 2023 at 2:00 pm at the Patriot Park. Santa Claus will arrive on a Fire Truck where he will greet the children and give them a gift. There will be Horse Drawn Carriage Rides and Free Cookies and Hot Chocolate will be served.

Anyone or group who would like to participate in the parade, please email Jennifer Polito at jjpolito@nanticokecity.com. Parade starts at 2 pm at the GNA High School and set up begins at 1 pm.

Councilmember Comments-

Councilmember Nalepa wished everyone a Happy Thanksgiving. Mr. Nalepa thanked members of Council. City Manager, Donna Wall and Finance Director, Jennifer Polito for all the hard work and effort with the Refuse Contract.

Councilmember Butczynski wished everyone a Happy Thanksgiving.

Councilmember Marcella wished everyone a Happy Thanksgiving and asked residents if they see anyone abusing the Refuse rules, to please report it to the City building so it can be reported to JP Mascaro.

Vice President Telencho wished everyone a Happy Thanksgiving and thanked everyone who attended the meeting.

President Brown wished everyone a Happy Thanksgiving and thanked everyone who attended the meeting. Mr. Brown stated it is nice to see the people that attend the meetings.

Meeting Adjournment-

Councilmember Butczynski made the motion to adjourn, seconded by Councilmember Nalepa, roll call.

Motion carried unanimously.

Meeting adjourned at 8:01 pm.

Next Meeting, Wed., Dec. 6, 2023 at 7:00 pm

City Clerk, Jennifer W. Polito