

**PLYMOUTH BOROUGH COUNCIL**  
**REGULAR MEETING-OCTOBER 11, 2022 at 6:00PM**

The work session for October 11, 2022 began at 6:00pm.

Mr. Alec Ryncavage – Reported the annual “Trunk or Treat” and the Halloween parade will take place on Halloween night, Monday, October 31 with a 6 p.m. line-up for the parade. Meet at the Municipal parking lot on Main Street. Wristbands will be provided for those attending the Trunk or Treat at Wyoming Valley West grounds.

Mr. Adam Morehart – Last update on banners for this year. 130 banners total were purchased. There are still 15 to be put up. In March we will start again, however, if you would still like to purchase a picture board or garden flag, they will still be available. On 9/24/2022 we were made aware that the \$500,000.00 PACT 13 Flood & Mitigation grant we applied for was denied. No specifics on why were given just that it was very competitive and we were passed over. It is disappointing to us and the 7 communities we were trying to protect, along with the Coal Creek project. The FEMA Flood Mitigation Assistance Grant will open soon for fiscal year 2022. This grant is used to reduce or eliminate flood damage. Last year the grant amount was 160 million dollars and this year it is 800 million dollars, so we have a better chance at this one. With Council’s permission I will send the required letter to participate and apply for the grant under The Building Resilient and Communities Act (BRIC). We can then apply for the FEMA state grants. There is no word to date on the Luzerne County ARPA grant. We applied in a timely manner so we just have to wait to hear on that one.

Mr. Earl Cunningham – nothing at this time.

Ms. Alexis Eroh – Received a request from the police liaison, Mr. Thomas, to open the list for the Civil Service exam, so we can hire another full-time police officer.

Mr. Kobusky – What is the time frame?

Ms. Eroh – Will depend on the availability of the Civil Service Commission, usually 30 days.

Mr. Kobusky – if needed we can call a special meeting to hire.

Ms. Eroh continues- The Planning Agency met on October 5, 2022. She and Lori Bolesta will be training on admin for the new website on Thursday and then we can go in and set the website up the way we want it. Still in need of additional information from the police and DPW department and any changes. Any borough organization that would like to post meeting and/or events are welcome to do so.

The LSA grant applications were submitted at the end of September, for the police cruiser and enforcement package and for the fire engine along with the Warrior Trail extension project on behalf of the Warrior Trail organization. We were a sponsor for that grant but the other 2 are strictly for the borough. Thanked Sgt Thomas and Lori Bolesta for their assistance on these grants, respectively.

Mr. Ron Kobusky said he received information thru Mr. Dixon that there will be new gas lines going in on Davenport St. From Main St to Lee St. The street will be paved afterwards and sidewalk reconstruction will be done where needed. Vine St. up to Hooven will also be done in the same way and as well as with Main, Moss and Ferry Streets. The borough will also be doing some paving next year.

Tonight, bids will be open for the emergency generator. Once opened and the bids received the engineer and solicitor will review them. This project needs to be completed, especially with winter coming.

Mayor Frank Coughlin states that on September 26, 2022 he attended his first Meeting of the Mayors. In attendance, besides himself, were the Mayors of Nanticoke, Wilkes Barre, Hazelton, Forty-Fort, Kingston, Scranton and Pittston. The Mayors from Scranton and Harrisburg could not attend. There are 14 mayors representing 2 million people, 2million because Philadelphia is also involved and that boosts the number up. Garbage was a topic the mayor brought up and Forty Fort has or is in the process of doing something like this. He would like to sit down with the Forty Fort mayor and discuss. Asked the President of Council to appoint 2 members of Council to attend the meeting with him. Talked a lot about blight in the communities. It was discussed that a blight court could be set up to take care of blight issues more quickly. This is in the works for next year. Previously brought up a year ago that there needs to be another cable company in town. At present there is only Comcast and their fees just keep going up. Mayor Lombardo told him about a company that is new called Astound Broad Band whose internet speed is way faster than Comcast He will reach out to the corporate offices for more information. There is also another company who used to be called Atlantic Broad Band and it is in Larksville and Plymouth Twp, will also reach out to them. He believes if there is more competition between companies it could drive the cost down. Emphasized to all about the importance of keeping children safe at Halloween. Use extra care when the kids are out and about trick or treating so there are no accidents. There were 261 police calls for the month of September. Tonight, with the Council's approval, we will hire a part-time officer, James Coslett. We need more full-time officers. We are down 2 full-time officers at this time. Urged Officer Coslett to apply for the full-time position when it comes up.

Mr. Kobusky – In regard to the garbage issue – in a week or so we will send out for bids on garbage and hopefully be ready for the November meeting.

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Regular meeting was called to order at 6:38pm and a moment of silence was observed after the Pledge of Allegiance was recited.

The Roll was called and Council members present: Mr. Earl Cunningham, Ms. Alexis Eroh, Mr. Adam Morehart, Mr. Alec Ryncavage and Mr. Ron Kobusky

Members absent and excused: Mr. John Thomas and Mr. William Dixon

Citizens input on Agenda items:

Mr. Kobusky – read Ordinance 3 of 2014 regarding the behavior of Council members and speakers at council meetings. Up until now it has not been enforced, but lately it has been evident that the time limit is needed. The ordinance states that a speaker is to have 3 minutes to speak.

Heather Northrup – 111 Church St – asked about the outcome with the property owner who offered to give properties on Palmer St. to the borough to erect a playground.

Mr. Kobusky – it is his understanding that another property owner on that street is in discussion with the owner to purchase.

Citizens input on General items:

Laura Keller – Plymouth Public Library Director. Was here to address a personal matter regarding the Address Confidentiality Program. This program protects victims of domestic violence or sexual assault. The individual's mail is sent to Harrisburg and then forwarded directly to the member of the program. Ms. Keller is a resident of Plymouth as of August 2022 and wondered if council was aware of this program. When the shredding event was held Ms. Keller contacted Ms. Burdulis at the office and explained her situation and that a proof of identification was needed to participate in the event. Was curious that if she was not a recognizable person to the town how this would have been handled.

Council was not familiar with this program but agreed that it should be looked into. A small discussion followed.

Mayor Coughlin – explained that the original reason ID was required was to prevent other towns from bringing their shredding to the event.

Mr. Kobusky – assured that anyone who needed to make arrangements prior to next year's event can contact the borough office. We can make details available for the next one so people are aware. Thanked Ms. Keller for bringing this to their attention.

Ms. Burdulis – explained that it is limited to Plymouth residents because the county uses this for their reports.

Christine Biniek – announced the grand opening of her business on Main St., October 29, 2022. Asked council for approval to put a portable toilet and a tent in the municipal parking lot for the day. Explained details of the event. Invited members of council to the ribbon cutting at 11:00 am.

Mr. Kobusky – verified the placement of the above.

Ms. Biniek – also asked if she could put a 4 ft trailer in the lot during the holiday season starting November 1<sup>st</sup>. She sells goods to a number of Price Choppers and does not have room in her business to store them.

Mr. Kobusky – please submit a letter to council for this request so the solicitor can review for any borough liability etc. The DPW will assist if needed.

Ms. Eroh – we can assist with notice given.

Karen Laskowski – 20 Turner St. Concerned about the placement of a dumpster on 9/29/22 - 9/30/22. There was a fire but the dumpster placement prevented trucks, like Amazon and other traffic from going up the street, which is a one way.

Mr. Kobusky – This was the first he can remember where there was a dumpster on Turner St. In the future there will be no dumpsters allowed, on the street on Turner. This was a learning curve.

Ms. Laskowski – concerned where the money is coming from for the second code enforcement officer. She worked for Wilkes Barre city and also recited Wilkes Barre's procedure on how their police calls are relayed to the community.

Mr. Ryncavage – questioned her on what she was looking for such as more detail?

Ms. Laskowski – explained that she just wanted to see if it could be made public, maybe detail what kind of calls they were.

Mayor Coughlin – can look into making it public.

Ms. Eroh – 8 full-time police officers have been budgeted for. There will be no going over budget on that.

Mr. Kobusky – A second code enforcement officer was added because the present one will be retiring. He has not announced it yet but this will give time for them to work alongside each other for a while.

Ms. Laskowski – referring to the “marrying mayor” and if there should be some kind of report filed.  
Mayor Coughlin – reminded that the mayor and council do not receive a salary.

Ms. Laskowski – suggested more information be relayed to the citizens.

Mr. Kobusky – stated that they could try to relay more information but to keep in mind that there is not a large office staff but would welcome any input.

Mr. Ryncavage – the UCR codes are not available on line for Plymouth, maybe that would help;

Mr. Kobusky – we can look into that with the help of Sgt. Thomas – Sgt Thomas was not present at this meeting.

#### AGENDA VOTING:

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Motion made to open the bid proposals received for the emergency generator replacement for the Municipal Building which was duly advertised in the Citizen’s Voice newspaper on 9/23/2022 and again on 9/28/2022.

Motion: Ms. Eroh

Second: Mr. Cunningham

Vote: 5 Yes

\* Mr. William Dixon & Mr. John Thomas were excused

There were 2 bid proposals received, reads as follows:

Northend Electric bid amount - \$122,000.00 bond-yes

Brennan Electric bid amount - \$146,745.00 bond-yes

These bids were tabled for review.

Motion made to appoint James Coslett as a part-time Plymouth Borough Police Officer. Said part-time police officer shall be paid \$20.00 per hour and shall be an at will employee. Said officer shall receive a holiday bonus of \$35.00 added to his pay if he works a holiday. Said part-time officer will be paid his regular hourly rate for all court appearances, but be guaranteed a minimum of two hours. Also, overtime rate will be paid for all work hours in excess of eight hours in a day or in excess of forty hours in a week. Said part-time officer shall receive a clothing allowance of \$200.00 in each year after one continuous year of service to the borough, provided he works a minimum of 320 hours in said year. The allotment may be used for cleaning of equipment or duty related clothing. All purchases must be made at a vendor designated by Plymouth Borough Council. The appointment does not include any other benefits including but not limited to health care, vacation, sick days, personal days, paid holidays, or any other benefits or rights as specified in the current collective bargaining agreement between the Police Bargaining Unit and Borough. This appointment is effective immediately.

Motion: Mr. Cunningham

Second: Mr. Morehart

Vote: 5 Yes

\* Mr. William Dixon & Mr. John Thomas were excused

A brief break followed as newly appointed Plymouth Police Officer James Coslett was sworn in by Mayor Coughlin as he administered the Oath of Office.

Motion made to accept the meeting minutes submitted for approval for: Regular meetings- August 9, 2022 and September 13, 2022. Also submitted for approval were Special meeting minutes for: August 23, 2022 and September 22, 2022.

Motion: Ms. Eroh

Second: Mr. Morehart

Vote: 5 Yes

\* Mr. William Dixon & Mr. John Thomas were excused

Motion made to pay Brdaric Excavating for the demolition and clean up at 351-353 Palmer Street.

Whereas in accordance with Ordinance NO. 4 OF 1998, insurance monies in the amount of \$17,000.00 from Farmers Fire Insurance were escrowed with the Borough to ensure that the fire damaged property at 351-353 Palmer Street, Plymouth, PA, owned by Debra Jones was demolished and debris removed completely;

Whereas the borough received an invoice from Brdaric Excavating for the demolition and clean-up of the property at 351-353 Palmer Street, who was commissioned by Debra Jones to do so;

Whereas, on October 7, 2022, Robert Lushefski, Plymouth Borough Code Enforcement, inspected the property and verified the structure was torn down completely and all debris was removed, the lot back fill and property graded to satisfactory standards;

Now therefore, the conditions of the escrowed funds have been met and in accordance with the aforementioned ordinance, the borough will pay the invoice of \$17,000.000 to Brdaric Excavating on behalf of the owner;

Now therefore, I move and approve that the escrowed funds be distributed in the aforementioned manner fulfilling the borough's obligation of the escrowed monies.

Motion: Mr. Ryncavage

Second: Mr. Morehart

Vote: 5 Yes

\* Mr. William Dixon & Mr. John Thomas were excused

Motion made to pay Brdaric Excavating for the demolition and clean up at 401-403-405 Palmer Street.

Whereas in accordance with Ordinance NO. 4 OF 1998, insurance monies in the amount of \$17,689.00 from Allstate Insurance were escrowed with the Borough to ensure that the fire damaged property at 401-403-405 Palmer Street, Plymouth, PA, owned by Paul Thomas was demolished and debris removed completely;

Whereas the borough received an invoice from Brdaric Excavating for the demolition and clean-up of the property at 401-403-405 Palmer Street, who was commissioned by Paul Thomas to do so;

Whereas, on October 7, 2022, Robert Lushefski, Plymouth Borough Code Enforcement, inspected the property and verified the structure was torn down completely and all debris was removed, the lot back fill and property graded to satisfactory standards;

Now therefore, the conditions of the escrowed funds have been met and in accordance with the aforementioned ordinance, the borough will pay the invoice of \$16,000.000 to Brdaric Excavating on behalf of the owner after which the owner, Paul Thomas is to receive a check for the balance of the escrowed monies the borough holds in the amount of \$1,689.00;

Now therefore, I move and approve that the escrowed funds be distributed in the aforementioned manner fulfilling the borough's obligation of the escrowed monies.

Motion: Mr. Cunningham

Second: Ms. Eroh

Vote: 5 Yes

\* Mr. William Dixon & Mr. John Thomas were excused

Motion made to pay Stu Krasavage's invoice for \$10,000.00 for the demolition and clean up at 407-409 Palmer Street.

Whereas, in accordance with Ordinance NO. 4 OF 1998, insurance monies in the amount of \$13,167.00 from Allstate Insurance were escrowed with the Borough to ensure that the fire damaged property at 407-409 Palmer Street, Plymouth, PA, owned by David Chanoch was demolished and debris removed completely;

Whereas, the borough received an invoice from Stu Krasavage Concrete Construction Company for the demolition and clean-up of the property at 407-409 Palmer Street, who was commissioned by David Chanoch to do so;

Whereas, the borough also received a check from Allstate Insurance in the amount of \$1,167.00 to hold in escrow to pay back taxes on the property at 407-409- Palmer Street, Plymouth, PA;

Whereas, on October 7, 2022, Robert Lushefski, Plymouth Borough Code Enforcement, inspected the property and verified the structure was torn down completely and all debris was removed, the lot back filled and property graded to satisfactory standards;

Now therefore, the conditions of the escrowed funds have been met and in accordance with the aforementioned ordinance, the borough will pay the invoice of \$10,000.000 to Stu Krasavage Concrete Construction Company on behalf of the owner David Chanoch, and the balance of the escrowed monies of \$3,167.00 will be paid in a check to the owner David Chanoch;

In addition, the borough will send a check from the escrowed monies in the amount of \$1,164.22 to satisfy the back taxes;

Now therefore, I move and approve that the escrowed funds be distributed in the aforementioned manner fulfilling the borough's obligation of the escrowed monies.

Motion: Mr. Cunningham

Second: Mr. Morehart

Vote: 5 Yes

\* Mr. William Dixon & Mr. John Thomas were excused

Motion made to accept and pay the Freedom Systems 2022 software maintenance proposal in the amount of \$2,780.00.

Motion: Mr. Morehart  
Second: Mr. Cunningham  
Vote: 5 Yes  
\* Mr. William Dixon & Mr. John Thomas were excused

Motion to accept and pay the 2022 CivicPlus standard annual fee of \$2,060.00.

Motion: Mr. Cunningham  
Second: Mr. Ryncavage  
Vote: 5 Yes  
\* Mr. William Dixon & Mr. John Thomas were excused

Motion to approve payment for repairs to Engine #2 to Honesdale Fire Equipment in the amount of \$8,996.21.

Motion: Mr. Cunningham  
Second: Ms. Eroh  
Vote: 5 Yes  
\* Mr. William Dixon & Mr. John Thomas were excused

Motion to accept the monthly fire and police reports for September 2022.

Motion: Mr. Cunningham  
Second: Mr. Morehart  
Vote: 5 Yes  
\* Mr. William Dixon & Mr. John Thomas were excused

Motion made to pay the monthly bills:

|                 |                     |
|-----------------|---------------------|
| General Fund    | 22-745GF – 22-815GF |
| Liquid Fuels    | 22-149LF – 22-165LF |
| Recreation Fund | 22-044RF – 22-048RF |

Motion: Mr. Ryncavage  
Second: Mr. Morehart  
Vote: 5 Yes  
\* Mr. William Dixon & Mr. John Thomas were excused

Motion to adjourn by Earl Cunningham

Respectfully submitted:



Gail Burdulis, Borough Secretary

Approved at meeting 11/15/2022