



**March 2025 Work Session Meeting**  
**Wesleyville Borough, Erie County, Pennsylvania**

*\*\*Draft Agenda\*\**

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**Public Meeting Information**

March 26<sup>th</sup>, 2025, at 6:00PM

In-Person – Borough Hall located at 3421 Buffalo Road, Erie, PA 16510.

Live Virtual Option - \*Coming Soon\*

Archive of Recordings - \*Coming Soon\*

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- 1) **Call to Order** – By: Mrs. Julius, President
  - 2) **Invocation** - By: Mrs. Julius, President
  - 3) **Pledge of Allegiance** - By: Mrs. Julius, President
  - 4) **Roll Call:** (Present) (Not Present)
    - a. Mayor, E Paul Johnson;
    - b. Council President, Regina Julius;
    - c. Council Vice President, Fred Petrini;
    - d. Council President Pro Tem, Paul Bills
    - e. Councilperson, Steve Alfieri;
    - f. Councilperson, Jake Wilder;
    - g. Councilperson, Sandy Morrow;
    - h. Councilperson, Cassandra Kolesar;

- i. Tax Collector, Lisa Huff;
- j. Solicitor, Ed Betza;
- k. Engineer, Mark Corey;
- l. Police Chief, Robert Buzanowski;
- m. Borough Manager/Secretary, Marcus Jacobs;
- n. Public Works Supervisor, Joseph Ball

**5) Citizens to address Council:**

**6) Approve Agenda:**

- a. A motion to approve of the agenda for tonight's meeting, March 26th, 2025.

**7) Approve Minutes:**

- a. A motion to approve the minutes from the March 12th, 2025 Council Meeting.

**8) Top of Agenda – Reserved Time:**

**9) Borough Administration:**

- a. Borough Manager – Manager Jacobs
  - i) Updates -
    - (1) Kitchen is finished, waiting on inspection by Erie County Department of Health.
    - (2) Police side door is completed.
- b. Police Department – Chief Buzanowski
  - i) Update on Police Cruiser.
- c. Fire Department – Board member, Jeffrey Simpson
- d. Treasurer's Report (*Council Meetings Only*) - Manager Jacobs
  - i) Awaiting the audit to be sent our way.
- e. Engineer's Report (*Council Meetings Only*)
- f. Solicitor's Report (*Council Meetings Only*)

**10) Executive Session:** Anticipated

- a. Recessed:
  - i) Borough Council recessed public session at \_\_\_\_\_ for an executive session regarding personnel contract matters.
- b. Reconvened:
  - i) Borough Council reconvened the public session at \_\_\_\_\_.
- c. Motions resulting from the Executive Session: None anticipated

**11) Old Business:**

- a. **Tabled** until further research is completed – Ordinance to increase the Tax Collector’s wages, would be effective January 2026 when the newly elected Tax Collector is sworn in.
  - i) Current Salary - \$7,542
  - ii) Potential percentages - (5% - \$377.10, 10% - \$754.20, 15% - \$1,131.30, 20% - \$1,508.40)

**12) New Business:**

- a. Motion to approve of going out to bid for the 2025 Street Resurfacing Projects
  - i) Riverside Dr (Full, from Buffalo to Fremont), North Street (From Eastern to Wesley).
  - ii) Trying some experimentation.
- b. Motion to approve of Resolution 2025 – 006 - Authorizing the sale of surplus personal property with an estimated fair market value of less than \$2,000.
- c. Motion to approve of drawing on the reserve account in the amount of \$40,000 to add cover additional expenses under the 2025 Operating Budget under the Pavement Preservation line item 1438100.
  - i) *Reserve Acct. - \$330,821.58*
  - ii) *Adds ~20,000 yards of seal coating coverage.*
  - iii) *Used to expand the initially planned 2025 Seal Coating project to include more roads to be preserved.*
- d. Motion to approve advertising and interviewing for the Code Official position according to the 2025 Budget. (\$15/hr for 15/hrs/wk).
  - i) *The Code Enforcement Officer position is maintained at the Police Department and this Code Official position would work in partnership with the Code Enforcement Officer.*
  - ii) *Provides administrative assistance to the enforcement officer. Communicates with the public.*
- e. Motion to approve of going out to bid for the replacement of the Hinkler Park Pavillion A that had collapsed according to the plans drafted by Engineer Corey.
- f. Motion to approve of signing the Letter to ECGRA stating support for the East County EMS grant submission that will help to support the agency’s operations.
- g. Motion to adopt Ordinance 2025-003 – Parking Locations Prohibited.

**13) Borough Boards & Commissions**

- a. Planning Commission – Manager Jacobs
  - i) Next meeting is on March 19<sup>th</sup> at 5pm at the Borough Hall.
- b. Safety Committee – Mrs. Morrow
  - i) Next meeting is on March 19<sup>th</sup> at 1pm at the Borough Hall.

**14) Council - Committee Reports:**

- a. Public Works/Streets - Mr. Petrini
- b. Sanitary and Storm Sewers - Mr. Wilder

- c. Public Safety - Mr. Alfieri
- d. Refuse and Recycling - Mrs. Kolesar
- e. Community Engagement - Mrs. Morrow

**15) Council – Members:**

- a. Councilmember – Mr. Alfieri
- b. Councilmember - Mr. Bills
- c. Councilmember – Mrs. Kolesar
- d. Councilmember – Mrs. Morrow
- e. Councilmember – Mr. Wilder

**16) Council - Officers:**

- a. Mayor – Mr. Johnson
- b. Council Vice President - Mr. Petrini
- c. Council President - Mrs. Julius

**17) Good of the Order:**

- a. Next Council Meeting is on April 12<sup>th</sup>, 2025, 6PM in the Borough Hall.
- b. Next Work Session is on April 26<sup>th</sup>, 2025, 6PM in the Borough Hall.
- c. Joint Municipal Meeting

**18) Meeting Adjournment:**

- a. A motion to adjourn the meeting made by \_\_\_\_, seconded by \_\_\_\_, passed \_\_\_\_\_. Adjourned at

Respectfully submitted to the public record of the Borough of Wesleyville after the meeting minutes were approved by the Borough Council at the public Council Meeting on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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Marcus A Jacobs, Borough Manager/Secretary

Official Raised Seal of the Borough of Wesleyville

Do you need a license

- No exchange of money, people other than their family unit. Invite status, open to the public even after buying tickets, anyone can come must have license.
- Private groups
- Baked goods do not regulate bake sales as long as they are shelf stable. Even if it's a public event.
- Encourage people to use the commercial kitchen as much as possible

#### Deliverables -

- **Kitchen Permitted Uses** - Guide for what can be cooked and how it can be used.
- **Guide for license acquisition** -
  - o Register for a temporary license. No cost for the license. How long will it last? 14 days.  
Registered with the organization. Nonprofits are not required to have any extra education
- **Food handler's certification materials** – Relatively cheap. Cooking for crowds, videos.
- Safety guide

#### Tables

#### Lien calculations

- Not compounded 6 percent

#### Garbage Truck