



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

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

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**Public Meeting Information**

April 9<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, April 9<sup>th</sup> , 2025.

**7) Approve Minutes:**

- a. A motion to approve the minutes from the March 12th, 2025 Council Meeting.
- b. A motion to approve the minutes from the March 26th, 2025 Council Meeting.

**8) Top of Agenda – Reserved Time:**

**9) Borough Administration:**

- a. Borough Manager – Manager Jacobs
  - i) Kitchen is finished!
- b. Police Department – Chief Buzanowski
  - i) Update on Police Cruiser options
  - ii) Discussion on DEA Medication drop-off box
- 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: **Hours Adjustment**

**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 appoint \_\_\_\_ to the Joint Steering Committee to plan the possible Police Regionalization.
  - i) *Mix of Police Representative, Elected Official(s), Official(s), and Community Representative(s).*
  - ii) *4-5 voting members from Wesleyville, alternates.*
- b. Motion to approve of the agreement with Christopher Colvin for the cutting and removal of select trees in Hinkler Park.
- c. Motion to approve of signing the service agreement with Acrisure, our Pension’s actuarial firm, including estimated services and fees for 2025 and 2026.
  - i) *Mockenhaupt was purchased by Acrisure late last year.*
  - ii) *Pricing hasn’t changed dramatically, slight increases.*
- d. Motion to approve transferring Wesleyville’s historical archives to the Hagen History Center.
  - i) *We do not have the means to handle this ourselves properly.*
  - ii) *They are specialized in handling it, they can organize it, and they have proper facilities for storage. Also, they are able to make it available to residents for review as requested.*
- e. Motion to approve of the advertisement and public display of Ordinance 2025-004 – Dumpster Ordinance.
  - i) *Structured by the Planning Commission, Drafted by Solicitor Betza.*
- f. Motion to amend the 2025 fee schedule to (1) eliminate the standard utility fee on the Borough Hall & Kitchen Rentals, (2) eliminate the Weekday discount on the Borough Kitchen rental, and (3) create a Sewer.
- g. Motion to extend a conditional offer of employment to Matthew Cassidy to be a Wesleyville Police Officer, on the condition of successful passing of the POST exam, background check, and other evaluations.
- h. Motion to approve of the change order on Hinkler Park to include the demolition of the old bathroom building located at Fremont Street for \$5,500 from Sewer Funds.
- i. Motion to approve of making repairs to the Borough Hall women's bathroom replacing three toilets for no more than \$1,850.
  - i) *One quote from Jackson Plumbing, another on the way from Carlin.*
- j. Motion to approve of waving the Borough Hall rental fee for \_Peggy\_ in consideration of it being a Celebration of Life gathering.

- k. (Tabled) Motion to approve of signing the Borough Acknowledgment for \_\_\_\_ commemorating their 100<sup>th</sup> birthday.

- i) *Related to the Hills Market, an iconic local Borough Business that operated for decades.*

**13) Borough Boards & Commissions**

- a. Planning Commission – Manager Jacobs
  - i) Next meeting is on April 16<sup>th</sup> at 5pm at the Borough Hall.
- b. Safety Committee – Mrs. Morrow
  - i) Next meeting is on April 16<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 May 14<sup>th</sup>, 2025, 6PM in the Borough Hall.
- b. Next Work Session is on April 23<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