FkoCITY OF MONESSEN
COUNCIL MEETING WORK SESSION MINUTES
September 10, 2026
City of Monessen Council Chambers
6:30 PM

Call to Order

Mayor Ron Mozer called the September 10, 2026 City Council Work Session to order at approximately 6:30 PM.

Roll Call

Councilperson Karen Cosner, Councilman John Nestor, Councilman Bishop William Bass, Councilman Anthony Orzechowski, and Mayor Ron Mozer were present. Five members were present, and a quorum was established.

Motion - Amendment to Agenda

Mayor Mozer advised Council that Sewer Rehabilitation Project Phase 3 Payment Requisition and Certificate No. 47 had been omitted during revision of the agenda and requested that the item be added. City Solicitor Joseph Dalfonso advised that the agenda should be formally amended.

A motion was made to amend the agenda to add Sewer Rehabilitation Project Phase 3 Payment Requisition and Certificate No. 47.

The motion was seconded by Councilman John Nestor.

Mayor Mozer asked if there were any questions. Council asked why the requisition had been omitted. Mayor Mozer and City staff explained that the item had appeared on an earlier agenda revision but was inadvertently dropped during editing, and Council emphasized the need to prevent a recurrence.

Roll Call Vote

Karen Cosner	Yes
John Nestor	Aye
William Bass	Yes
Anthony Orzechowski	Yes
Ron Mozer	Yes

Motion Passed 5-0

Opening Prayer

Councilman Bishop William Bass offered the opening prayer, thanking God for mercy and grace and asking for wisdom in Council's decisions. He asked for blessings upon the Mayor, Council, other City officials, and those in attendance, and prayed that the City be given foresight and insight to make Monessen a community its residents can be proud of.

Pledge of Allegiance

Those in attendance recited the Pledge of Allegiance.

Public Comment on Agenda Items

Earnie Telegraphis addressed Council regarding several agenda items. He asked about RVE's role and compensation in administering the CDBG program, expressed concern about the condition of City roads and the need to direct available resources toward roadway improvements, and asked how proposed Police Department equipment would be funded. Mayor Mozer explained that the Police Department improvements were being considered for grant funding and that demolition and roadway work use different funding sources.

Mr. Telegraphis also questioned the series of proposed fund transfers listed on the agenda, including transfers involving Payroll, Parks, Line Usage, and Liquid Fuels. Mayor Mozer explained that the Parks, Line Usage, and Liquid Fuels transfers were intended to reimburse the General Fund for documented labor and eligible costs previously paid from the General Fund. Mr. Telegraphis emphasized the need for additional economic and industrial development in the City.

Old Business

No old business was presented.

Mayor's Discussion Items

City Website Modernization and DMZ

Mayor Mozer discussed the condition of the City website, stating that the existing site had changed little over approximately seven or eight years and costs about $150 per month to maintain. He proposed development of a more modern, user-friendly City website using low-cost City-owned hardware estimated at approximately $225 with no recurring hardware cost. The proposed server would be placed in an isolated DMZ at City Hall.

Mayor Mozer stated that he had prepared correspondence to PA Connect requesting review and support of the proposed DMZ arrangement and had circulated a sample website concept. He anticipated bringing a formal motion regarding the website project to the September 24 meeting. Councilman Bass commented that the website should remain current and regularly updated so residents have a reason to return to it.

Payroll Administration and Outsourcing

Mayor Mozer reported that the City needed an immediate and more reliable payroll solution. He stated that he had been evaluating three payroll-service providers and had asked each provider to respond to a common set of questions so that services and costs could be compared on a consistent basis. Preliminary pricing discussed at the meeting ranged from less than a few hundred dollars per month to approximately $4,000 per year, with termination provisions generally in the range of 30 to 60 days. No provider was selected at the work session.

Council discussed the urgency created by the departure of the City Clerk and the need to process the next payroll in less than two weeks. Councilman Orzechowski suggested contacting former City Clerk Linda Matthews as a possible short-term resource for one or two payroll cycles while a professional provider is selected and implemented. Mayor Mozer agreed to evaluate that option along with the outside payroll companies and to keep Council informed.

Council discussed prior payroll errors, including a recent longevity payment for which taxes reportedly were not withheld correctly, the time required to process payroll, pension and deduction requirements, and the need for accurate timekeeping. Councilperson Cosner stated that outsourcing payroll could reduce administrative risk and should be considered when defining the duties and compensation of the next City Clerk. Delmar Hepple stated that employees would benefit from more reliable payroll, tax, pension, and leave reporting.

Mayor Mozer stated that the provider specifications include employee access to payroll and leave information, QuickBooks and reporting requirements, and the ability to use Public Works time-card information to allocate labor among functions such as Parks, streets, and sewer/stormwater work. Council requested that the provider specifications and normalized pricing be circulated before a final decision. Discussion reflected general support for moving quickly toward professional payroll administration, subject to final comparison, legal review, and Council action.

PNG Paving Funds - Evergreen and Crest

Mayor Mozer reported that approximately $124,486.69 in Peoples Natural Gas-related paving funds were available for roadway work. He recommended using those funds to pave Evergreen and Crest from Helen to Hoover. Council discussed the prior use of the Asphalt Zipper on Evergreen, whether a less expensive surface treatment might be appropriate, and the need for an engineer to determine the proper final surface. Mayor Mozer stated that the Asphalt Zipper prepares the roadway but does not replace the final paving surface.

Council also discussed anticipated PNG restoration funding associated with work on Pennsylvania Boulevard. Mayor Mozer stated that the Pennsylvania Boulevard agreement had not yet been completed but was expected. Mayor Mozer agreed to ask W.E.C. Engineers whether other treatment options were available for Evergreen and indicated that a paving motion would be prepared for the September 24 meeting after engineering input and pricing were obtained.

2025 and 2026 CDBG Projects

Mayor Mozer stated that the previously approved 2025 CDBG program included Delaware Street paving and approximately $30,000 for work associated with the hose tower at the Hilltop Fire Station. He stated that W.E.C. Engineers should be directed to move those projects forward and noted that RVE had requested a meeting with the City, the Solicitor, and W.E.C. regarding the fire-station project.

For the 2026 CDBG program, Mayor Mozer reported a total allocation of $304,761. He stated that RVE receives 10 percent of the allocation for application preparation and program administration, approximately $30,476, leaving approximately $274,285 for projects. He further explained that roadway estimates include W.E.C. engineering and management charges totaling approximately 14 percent.

RVE had identified several roadway corridors that meet CDBG low- and moderate-income eligibility requirements without individual household surveys. Council narrowed its discussion to Second Street, Oneida Street, Sixth Street, and Ninth Street. Mayor Mozer stated that Ninth Street would exceed the available annual allocation by approximately $74,000 and would therefore require a multi-year approach or another funding source.

Mayor Mozer recommended Second Street, with an estimated total project cost of $187,465.76, leaving approximately $86,800 of the available project allocation. He proposed using remaining funds for a simple restroom facility and possible lighting improvements at the park. Council discussed roadway condition and traffic volumes and clarified that only one of the roadway alternatives could be selected from the available allocation. Councilman Nestor indicated support for preparing Second Street and use of the remaining funds for park-related improvements for consideration at the September 24 meeting. No final 2026 CDBG project selection was adopted at the work session.

Comcast Conversion and PA Connect Network Coordination

Mayor Mozer reported that the Downtown Fire Department had experienced an internet outage the prior evening during Comcast's conversion to new service and equipment. He explained that Comcast was installing new modems alongside existing modems and that the City must migrate its equipment before the old equipment is returned. The new service also changes public IP information, which can affect routers, City VoIP service, and other equipment that depends on static addressing.

Council discussed the number of static IP addresses currently assigned at several City facilities and whether all of them are necessary. Mayor Mozer stated that some locations appeared to have blocks of five static addresses even though only one might be needed. Council also discussed City Hall, the Police Station, both fire stations, the Civic Center, the City Garage, and the City Park network and camera connection.

Mayor Mozer stated that PA Connect had historically been involved primarily at City Hall but should take a broader role in coordinating the City's network services. Council agreed that PA Connect should coordinate with Comcast on the migration, manage the City-side routers and access points, verify the number of static IPs needed at each location, and provide the City with documentation of IP addresses, bandwidth, and related network information. Mayor Mozer stated that he would send PA Connect the coordination email he had prepared.

Code Enforcement Position

Mayor Mozer reported that two candidates had been interviewed for the open Code Enforcement position after a third scheduled candidate did not appear. When discussion began to address individual candidates and compensation, Solicitor Dalfonso advised that candidate-specific matters should be discussed in executive session. Council therefore stopped the public discussion of individual applicants and indicated that the matter would be continued in executive session.

Streets and Parks Vacancy

Mayor Mozer reported that the City had advertised the Streets and Parks vacancy twice and had received approximately six applications. Council discussed scheduling interviews within the next two weeks, with personnel matters to be addressed in executive session.

Fire Station No. 1 Insurance and Water-Damage Repairs

Mayor Mozer and City Administrator Mike Korposh reviewed the water-damage claim at Fire Station No. 1. The building experienced water damage associated with an HVAC malfunction, was dried and partially prepared for restoration, and then experienced a second water event before the first restoration was completed. The insurance carrier was treating the occurrences as two separate claims, which would create a second deductible. City officials were continuing to argue that the events were related to the same underlying HVAC problem and should be handled as one claim.

The deductible on the claim was reported as $5,000. The insurance proceeds from the first claim were reported at approximately $9,000, producing roughly $14,000 of available repair value including the deductible. Restoration work included damaged drywall, flooring, and related interior work. Council was advised that the restoration contractor was prepared to continue the repairs and that the outside HVAC unit also required additional corrective work.

Council agreed that the physical repairs should not be delayed while the City continued to discuss the claim treatment with its insurance representative and claims advocate. The City would proceed with the approved restoration work and continue seeking resolution of the second-deductible issue.

Police Department LSA Request

Mayor Mozer and Police Chief Dave Yuhasz discussed the proposed County LSA application for improvements to the Police Station. The proposed scope includes replacement computers and monitors, network and wiring improvements, flooring, and replacement of a deteriorated exterior door. Chief Yuhasz stated that the existing computers are approximately seven to eight years old and nearing end of life and that the network wiring requires substantial cleanup and modernization.

Chief Yuhasz reported a preliminary PA Connect quote for nine workstations, eighteen monitors, installation, keyboards, mice, and related equipment in the range of approximately $19,000 to $19,500. He also referenced an earlier door estimate of approximately $4,600. The computer proposal was described as available through COSTARS. The LSA submission was expected to require Council action before the September 30 deadline.

Chief Yuhasz also discussed a 2020 hybrid police vehicle that is out of service and not economically reasonable to repair. A prior trade-in value of approximately $500 had been discussed, while Rusty's Towing in Washington had offered $1,000. Council indicated that a formal motion authorizing disposition of the vehicle could be placed on the September 24 agenda.

Strategic Management Planning Program and 2026 Audit

Mayor Mozer reported on a meeting held the previous day with representatives of the Pennsylvania Department of Community and Economic Development, including George Newsome, Bethany Williams, and Dennis Martin, concerning the City's Strategic Management Planning Program. Mayor Mozer stated that the City had already provided several years of financial information and that DCED had submitted an additional document request. The City intended to complete and transmit the requested materials promptly for review by the STMP financial consultant.

Mayor Mozer stated that the consultant would review the City's cash-flow position and later conduct interviews as part of the process. The anticipated completion timeframe discussed for the STMP work was November, subject to the City providing the requested financial information. Council discussed the pace of the process and the availability of emergency assistance if the City's financial condition required intervention before completion of the plan.

Councilman Orzechowski asked about the status of the annual audit. Mayor Mozer and City staff reported that the auditor had previously been waiting for information from the City Clerk's office, including pension/MMO information, and that the necessary material had since been provided or was being completed. Council emphasized the need to bring the audit to completion and to receive the auditor's report.

Reimbursable Grants and Short-Term Financing

Council discussed the cash-flow challenge associated with reimbursable grant awards, including equipment and vehicle purchases. The City must generally establish an obligation or complete a purchase before reimbursement is released, creating a temporary funding requirement that can be difficult for the General Fund to absorb.

Potential solutions discussed included continuing to process reimbursement requests individually, using available City cash where appropriate, or obtaining short-term bank financing or a line of credit secured in part by grant receivables. Councilman Orzechowski suggested contacting CFS Bank regarding a short-term facility. Solicitor Dalfonso advised that municipal borrowing could require compliance with the Local Government Unit Debt Act and that the specific procedure would depend on the bank's proposal and loan structure.

Mayor Mozer stated that the City should obtain the grant agreements and financing proposal, determine what collateral the bank would require, and then review the legal and DCED requirements. He indicated that he would pursue a discussion with the bank after the necessary documents were assembled.

Fire Station No. 2 Parking Lot Donation

A resident, Jim Earl, discussed deterioration of the parking lot at the Downtown Fire Station and offered to fund crack sealing and surface treatment. He stated that he had reviewed two contractors and believed the work should be completed before winter to prevent additional freeze-thaw damage.

Council and Solicitor Dalfonso discussed the proper procedure for accepting the proposed private contribution while keeping the City in control of work on City property. Because the estimated project was approximately $4,000 and below applicable bidding thresholds, Council indicated that the proposed contractor and materials should first be reviewed by the City Engineer. If the engineer approved the method and materials, the City could

proceed through its normal purchasing and approval process using the donated funds. Councilperson Cosner agreed to serve as the Parks and Public Property contact for the project.

Councilman Anthony Orzechowski, Director of Accounts and Finance

Motion - General Fund Invoices

Motion by Councilman Anthony Orzechowski to pay invoices from the General Fund in the amount of $69,388.13. All invoices were attached to the agenda as Attachment "A".

The motion was seconded by Councilman John Nestor.

Mayor Mozer asked if there were any questions. No questions were raised.

Roll Call Vote

Karen Cosner	Yes
John Nestor	Aye
William Bass	Yes
Anthony Orzechowski	Yes
Ron Mozer	Yes

Motion Passed 5-0

Motion - Parks Fund Invoices

Motion by Councilman Anthony Orzechowski to pay invoices from the Parks Fund in the amount of $5,298.08. All invoices were attached to the agenda as Attachment "B".

The motion was seconded by Councilman John Nestor.

Mayor Mozer asked if there were any questions. No questions were raised.

Roll Call Vote

Karen Cosner	Yes
John Nestor	Aye
William Bass	Yes
Anthony Orzechowski	Yes
Ron Mozer	Yes

Motion Passed 5-0

Motion - Line Usage Fund Invoices

Motion by Councilman Anthony Orzechowski to pay invoices from the Line Usage Fund in the amount of $8,151.64. All invoices were attached to the agenda as Attachment "C".

The motion was seconded by Councilman John Nestor.

Mayor Mozer asked if there were any questions. No questions were raised.

Roll Call Vote

Karen Cosner	Yes
John Nestor	Aye
William Bass	Yes
Anthony Orzechowski	Yes
Ron Mozer	Yes

Motion Passed 5-0

Motion - Liquid Fuels Fund Invoices

Motion by Councilman Anthony Orzechowski to pay invoices from the Liquid Fuels Fund in the amount of $2,858.65. All invoices were attached to the agenda as Attachment "D".

The motion was seconded by Councilman John Nestor.

Mayor Mozer asked if there were any questions. No questions were raised.

Roll Call Vote

Karen Cosner	Yes
John Nestor	Aye
William Bass	Yes
Anthony Orzechowski	Yes
Ron Mozer	Yes

Motion Passed 5-0

Motion - Refuse Fund Invoices

Motion by Councilman Anthony Orzechowski to pay invoices from the Refuse Fund in the amount of $57,243.66. All invoices were attached to the agenda as Attachment "E".

The motion was seconded by Councilman John Nestor.

Mayor Mozer asked if there were any questions. No questions were raised.

Roll Call Vote

Karen Cosner	Yes
John Nestor	Aye
William Bass	Yes
Anthony Orzechowski	Yes
Ron Mozer	Yes

Motion Passed 5-0

Motion - Payroll Account Transfer

Motion by Councilman Anthony Orzechowski to approve the transfer of $77,598.08 from the General Fund to the Payroll Account for payroll expenses for the September 10, 2026 payroll.

The motion was seconded by Councilman John Nestor.

Mayor Mozer asked if there were any questions. No questions were raised.

Roll Call Vote

Karen Cosner	Yes
John Nestor	Aye
William Bass	Yes
Anthony Orzechowski	Yes
Ron Mozer	Yes

Motion Passed 5-0

Motion - Parks Fund Reimbursement to General Fund

Motion by Councilman Anthony Orzechowski to transfer $168,343.86 from the Parks Fund to the General Fund to reimburse valid labor costs associated with Parks in the City of Monessen.

The motion was seconded by Councilman John Nestor.

Mayor Mozer asked if there were any questions. Councilman Orzechowski asked for confirmation that the labor allocation was fully supported by time-card documentation and could be defended in an audit.

Mayor Mozer stated that the supporting spreadsheet identified the assumptions, sources, and allocations used in the calculation and had been circulated to Council. Councilperson Cosner requested a printed copy and expressed concern about the size of the transfer and the remaining Parks balance. Council discussed providing monthly or at least more frequent labor-allocation reports going forward.

Mayor Mozer stated that labor-allocation reporting had been included in the requirements being discussed with prospective payroll-service providers. Council requested that the payroll-provider specifications also be circulated.

Roll Call Vote

Karen Cosner	Yes
John Nestor	Aye
William Bass	Yes
Anthony Orzechowski	Yes
Ron Mozer	Yes

Motion Passed 5-0

Motion - Line Usage Fund Reimbursement to General Fund

Motion by Councilman Anthony Orzechowski to transfer $51,305.11 from the Line Usage Fund to the General Fund to reimburse valid labor costs provided by the Public Works Department in support of sewer and stormwater projects.

The motion was seconded by Councilman John Nestor.

Mayor Mozer asked if there were any questions. Mayor Mozer stated that the amount was supported by the same Public Works labor-allocation spreadsheet discussed with the Parks transfer. No further questions were raised.

Roll Call Vote

Karen Cosner	Yes
John Nestor	Aye
William Bass	Yes
Anthony Orzechowski	Yes
Ron Mozer	Yes

Motion Passed 5-0

Motion - Liquid Fuels Fund Reimbursement to General Fund

Motion by Councilman Anthony Orzechowski to transfer $138,664.68 from the Liquid Fuels Fund to the General Fund to reimburse valid costs associated with streets and roads within the City of Monessen.

The motion was seconded by Councilman John Nestor.

Mayor Mozer asked if there were any questions. No further questions were raised.

Before the motion was put to a vote, Mayor Mozer noted that the stated transfer amount appeared to equal the entire Liquid Fuels balance before payment of the $2,858.65 Liquid Fuels invoices approved earlier in the meeting. He stated that the actual amount available for transfer needed to be verified and adjusted so the account would not be overdrawn. Councilman Orzechowski agreed that the current balance needed to be reconciled with the newly approved payment.

Roll Call Vote

Karen Cosner	Yes
John Nestor	Aye
William Bass	Yes
Anthony Orzechowski	Yes
Ron Mozer	Yes

Motion Passed 5-0

Motion - General Fund to Line Usage Repayment

Motion by Councilman Anthony Orzechowski to transfer $4,061.52 from the General Fund to the Line Usage Fund to cover the first and second quarters of 2026 repayment of funds from previous administrations as required by Resolution No. 2 of 2023.

The motion was seconded by Councilman John Nestor.

Mayor Mozer asked if there were any questions. A Council member expressed disagreement with the repayment. Discussion noted that the obligation had been established by Resolution No. 2 of 2023 and was part of a long-term repayment schedule.

Roll Call Vote

Karen Cosner	Yes
John Nestor	Aye
William Bass	Yes
Anthony Orzechowski	Yes
Ron Mozer	Yes

Motion Passed 5-0

Motion - Sewer Rehabilitation Project Phase 3 - Payment Requisition No. 47

Motion by Councilman Anthony Orzechowski to approve Sewer Rehabilitation Project Phase 3 Payment Requisition and Certificate No. 47 in the amount of $183,645.42. The requisition consisted of $19,504.04 for work performed by W.E.C. Engineers, Inc. from August 1, 2026 through August 28, 2026, and $164,141.38 for work performed by Insight Pipe, Inc. from July 18, 2026 through August 31, 2026.

The motion was seconded by Councilman John Nestor.

Mayor Mozer asked if there were any questions. No questions were raised.

Roll Call Vote

Karen Cosner	Yes
John Nestor	Aye
William Bass	Yes
Anthony Orzechowski	Yes
Ron Mozer	Yes

Motion Passed 5-0

Accounts and Finance Report

Councilman Orzechowski reviewed current fund balances and year-end cash-flow concerns. During the report, the Debt Service balance as printed on the source report was unclear because of number formatting, and Council indicated that the amount should be verified rather than relying on the orally interpreted figure.

Councilman Orzechowski reported balances including Fire Escrow of $89,978.58, Healthcare of $7,870.39, Line Usage of $724,259.30, Parks of $260,777.70 before the approved Parks transfer, Paving of $76,989.77, Recreation of $798.50, Refuse of $213,030.60, and General Fund of $239,023.70 before the effect of the transfers approved during the meeting. The reported Liquid Fuels balance was $138,664.68 before the $2,858.65 invoice payment approved during the meeting, which confirmed the need to adjust the amount of the reimbursement transfer before execution.

Council discussed the Refuse Fund and an anticipated shortfall of approximately $5,000 based on then-current figures. Mayor Mozer noted that delinquent-account reminders had been sent and additional collections were expected. Councilman Orzechowski emphasized that future-year refuse receipts should not be used to pay prior-year obligations. He also stated that the City still faced substantial year-end bills and pension-related obligations, reinforcing the need for the ongoing cash-flow and STMP work.

Councilman Bishop William Bass, Director of Streets and Public Improvements

Councilman Bass deferred his full departmental report to the next stated meeting. He reported that he continued working on employee training and other safety issues and intended to review proposed measures with employees performing the work before bringing recommendations to Council.

Councilman John Nestor, Director of Public Safety

Councilman Nestor deferred his departmental report to the next stated meeting.

Councilperson Karen Cosner, Director of Parks and Public Property

Councilperson Cosner reminded Council and the public that the final Music in the Park concert, featuring Sky Pilot, was scheduled for Saturday, September 12, from 5:00 PM to 7:00 PM. She also announced the Greater Monessen Historical Society dinner scheduled for October 3 and the City of Monessen Library luncheon scheduled for October 13, with tickets for each event available for $35.

Councilperson Cosner reported that the lights at the walking track and boat launch were not operating at appropriate times and appeared to have timer or photocell problems. She stated that residents had reported the walking track being dark in the early morning while the lights came on after daylight. Discussion indicated that the lighting controls should be inspected and adjusted.

Mike Korposh stated that he would contact Ronnie the following morning. Mayor Mozer also suggested contacting Kevin Krise, who had previously been involved with the lighting controls, and stated that any required work should be supported by a quote and purchase requisition.

Adjournment

There being no further business, a motion was made and seconded to adjourn. The motion carried by voice vote, and the meeting was adjourned at approximately 8:24 PM.

Attest: _____

City Clerk

Signed: _____

Mayor, Ron Mozer