

The Monthly meeting of the Lansford Borough Council for General and Executive purposes was held at the above date and place at 6:30pm. The meeting was called to order by Vice President Mary Soberick and the Pledge of Allegiance was recited. There were 12 residents and 1 reporter.

ROLL CALL

Secretary Treasurer Mary Fittos took roll call. Those present were Mary Soberick, Colin Jones, Mayor James Romankow, Tommy Vadyak, Joseph Butrie, Rose Mary Cannon, Samantha Yasson and Solicitor Michael Greek. Martin Ditsky was absent.

APPROVAL OF MEETING MINUTES- June 12, 2013, June 20, 2013 & February 12, 2014

Mary Soberick asked if there were any additions, corrections or deletions on the minutes for June 12, 2013. **Tommy Vadyak makes the motion to approve. Seconded: Mary Soberick vote. All in favor, motion passes.** Mary Soberick asked if there were any additions, corrections or deletions for June 20, 2013 minutes. **Tommy Vadyak makes the motion to approve. Seconded: Joe Butrie vote. All in favor, motion passes.** Mary Soberick asked if there were any additions, corrections or deletions on February 12, 2014 minutes. **Tommy Vadyak makes the motion to approve. Seconded: Mary Soberick vote. All in favor, motion passes.**

PUBLIC COURTESY

Bob Greenal, 420 W. Bertsch Street, describes this sewer smell he has had in his yard since he moved in which was November 2013. He called the Borough where Mario Marconi and Butch Matula installed a solid unvented cover over the manhole in front of his garage but it's now seeping through the pipes to the yard. He believes it's an issue with Boyers and Rite Aid as they pump their sewage up through to the main line on Bertsch Street. Tommy Vadyak suggested that they contact their Borough engineer to look into it. Lenny Kovach, who was in the audience spoke out and said they need to flush their tanks with water and it would eliminate the smell. **Tommy Vadyak makes the motion to have our Borough Engineer check out the sewer lines. Seconded: Joe Butrie vote. Opposed: Rose Mary Cannon, motion passes.**

Jodi Mika with Grace Community Church, found three possible locations to use for the community garden, but needed to confirm if they are the Borough's property. The lot across from Our Place Restaurant on Patterson Street is one location, the open lot near Bertsch across the Street from the church and the location behind the prison. Mary Soberick responded by saying that the first location near "Our Place" is the Heflefinger property and the Borough does not own that. Mary Soberick did mention that the hill on court right across from the football stadium may be owned by the Borough. Jodi Mika said that she filed for a few Grants and contacted a Master Gardener to assist with the project. Rose Mary Cannon confirmed that the size was a 20X20 space needed. Mary Soberick asked if this project is based on if she gets the Grant and Jodi said no, it will be privately sponsored through the community and will not cost the Borough anything. Mary Soberick asked if it would be feasible if they created a committee so she would have a Liaison to work with through her project and she said yes. Jodi said she was going to speak with Lansford Alive. Rose Mary Cannon said she will have to look at Liability issues. Rose Mary Cannon asked if she had insurance and Jodi said she will look into everything that is needed.

CORRESPONDENCE

- **Letters regarding snow removal (2)** - Two letters read by Mary Soberick. One is a request from a resident to eliminate parking at all times on the 300 block of West Kline Ave, written by Ruth Ann Matarko. The second was commending the Borough Workers on doing an excellent job with cleaning the streets from the last snow fall, written by Marian Reinbold.
- **Sniscak letter regarding Lansford-Coaldale Joint Water Authority**- letter regarding compensation addressed to Mr. Greek to review and research and a copy will be at the Borough if anyone would like to look at it.
- **Alternative Fuels**- A letter regarding alternative fuel incentives.
- **Tax Collector's Bond**- notification that tax collectors bond is in and was \$88.50 filed by Mr. Greek and paid by his firm.
- **PV School District- regarding bus stops.** Mary Soberick asked council if they were interested in changing any of the bus stops, no response.
- **CC Conservation District**- Increased dirt & gravel funding- A memo informing us about this dirt and gravel program to fund projects on municipal dirt roads, however since we do not have dirt roads we will not require that.
- **Trinity Evangelical Lutheran Church \$500 donation**- received a \$500 donation in lieu of taxes. Tommy Vadyak said every year they send this and he admires them.
- **PA Municipal Insurance Program**- Announcing rates for Workers Compensation Premiums if interested.
- **Parliamentary Procedure Webinar**- Webinar Held June 18th, PSAT members \$30 if interested.
- **PA Constitution Workshop**- Workshop held on March 14th. Number provided for those interested. Cost is \$45.
- **PA DEP/LCN Mining / Annual Bond Review**- Surface mining Letter is authorizing their current bond \$10, 822,159.04 and will be an addendum to the original permit.
- **DCED GRANT (Fire co pole Bldg.)- Grant expiration date**- Notice regarding the expiration of the grant for the demolition to the Borough Hall and the grant expires June, 30 2014. Rose Mary Cannon did contact the Borough engineer to see what date they should look for as an extension and September 2014 was the recommendation. Ms. Cannon also sent a letter to DCED requesting an extension and informing them of the money left over from the windows to possibly apply that to the ADA Ramp project as we are short by \$25,000. Ms. Cannon did speak with the Commissioner and planning and it seems very promising that the borough will receive the money, however she is not sure when it will be released. Tommy Vadyak asked when the Pole Building

project was going to start? Ms. Cannon responded by saying she received an email stating it will begin in two (2) weeks.

- **Police Funding Announcement-** JAG – Innovation in Technology and Information Sharing- To improve the accuracy and reliability of state and local criminal justice data through the automated exchange of information data quality initiatives. This would be a Grant to look into and possibly upgrading the computer systems in our police departments.

Ms. Cannon said her response to Tommy Vadyak earlier was not regarding the Pole Building but the East Bertsch Street project with popple construction. It will entail a few exploratory digs and pre-construction meeting to determine what the old railroad ties look like.

COMMITTEE REPORTS

- **Municipal Administration-** Rose Mary Cannon said there was a meeting but no report.
- **Public Safety-** Public Safety committee cancelled the meeting due to it not being advertised before the meeting was held and did not want to violate the sunshine law. There is one item Mr. Vadyak stated that our town's people must be aware of. Mr. Vadyak stated that the Mayor instituted a policy that when it snows he does not want the officers out in the street driving the vehicles. So we are paying tax dollars for them to sit in the office at the Mayor's request not the officer's request. Mayor James Romankow responded by saying that is false. He said if it's snowing out he prefers that the officers stay in unless there is a call. He does not want any damage done to the vehicles. Tommy rebutted Mr. Romankow's response and said the police officers know what goes on outside and Mr. Romankow does not. Mary Soberick interjected by saying to Mr. Vadyak yes, they do know. If they know they need to be out there, they will be out there. They have been down there for years and will know if they need to be in the office or out in the streets. She added that the complaints are that they are not patrolling next week, it'll be that they are not in the office, we only have one officer on a shift, they can't be everywhere at the same time. These officers have been there long enough, they know their job, they know their duties and can make their own discretionary decisions on what to do , when to do it and where.
- **Fire Department-** Mr. Vadyak read the fire company report- Total Man hours were 658 hours, they responded to a total of 16.25 incident time.
- **Ambulance-** Mr. Vadyak said there were no reports, but the Ambulance service has mailed out the subscriptions to everyone. Mrs. Soberick said as a suggestion that everyone should subscribe as it will save you a lot of dollars in the long run.
- **Mayor's Report-** Mayor James Romankow read his report. As well as a letter of commendation in honor for Detective Sergeant Jack Soberick for his services and quick response to an incident on February 22, 2014. A job well done said Mayor James Romankow and it will be filed in his personnel file. Mary Soberick thanked him for that. He also extended thanks to Summit Hill assisting officers.
- **Police Report-** Mayor Romankow read the police report.
- **Parks & Recreation-** Report read by Rose Mary Cannon. Mary Soberick asked about the letters of interest and Rose Mary Cannon said they should go to the pool Board. She also mentioned the Board had a meeting last night, but there was no quorum so it needs to be rescheduled and then will provide a report.
- **Public Works-** Mary Soberick said Martin is the chair, but Joe Butrie spoke in Martin's absence and said he left two faxes in everyone's bin. It was quotes for a new plow for the 2002 Pickup. He said the plow is about 13 years old. He also stated there are (2) vehicles sitting up at the borough garage that can be sold in order to purchase the plow. The two vehicles are 1987 Chevy dump truck and a 1988 GMC. Mr. Butrie said we can have a sealed bid starting at \$3,000 for the two vehicles. Mr. Vadyak agrees and said he would like to see it advertised in T & T Magazine in Barnesville which is nationwide and handles heavy equipment and trucks. **Joe Butrie makes the motion to advertise for sealed bids with a minimum of \$3,000 in T & T Magazine on the two vehicles at the Borough garage until May 2, 2014.** Joe Butrie also mentioned that some of the tires on these vehicles are good so he can switch them before they are sold. The 1987 Chevy's tires can fit the turnpike truck. From the audience, Mr. Kovach expressed his concerns, which led to discussion of the bid. Joe Butrie revised his motion to remove the minimum bid. **Seconded: Tommy Vadyak vote. Opposed: Mary Soberick, motion passes.** Tommy Vadyak speaks about the 2008 Dump truck and says it has a gross capacity of 13,000 lbs., with the plow and spreader on it empty it can push about 9-10k lbs. He says it's being used likes it's this big heavy rig. He said the rear end went in and the decision was made to take the truck for repairs out of town. Tommy asked if there were prices from other garages and that there are rules that are not being followed. He asked where the truck went and has not been given an answer; he said it's been very secretive. Rosemary said she asked Mario what kind of schedule they have because they seem to have no rhyme or reason as to how the plowing was being done. Mario said they have a plan but it depends who is working and what trucks they have. Rose Mary mentioned, we are shorthanded and need more part-time workers, with one full time employee on disability and one part-time worker injured and may be out, we would only have Mario. There is no list to call for seasonal plowing as well. We need an active list. Mary Soberick said being that Mario has his CDL, maybe we should just advertise for general laborers. Mary Soberick said we need someone in charge along with a possible rate increase to get applicants. **Tommy Vadyak makes the motion to advertise for general part-time laborers and part- time CDL laborers with a deadline by April 4, 2014. Seconded: Joe Butrie vote. All in favor, motion passes.** Rose Mary Cannon mentioned the cost that this winter produced as follows: Over time for all workers was \$8,000 Cinders & Salt \$10,000, Radocha was \$28,639 for a total of \$46,366.40. Tommy mentions one last thing which was a drop in the road at the intersection of Bertsch and Sharp Street and needs to be checked out since cars are smacking the bottom of their cars there. Tommy asked that Mrs. Fittos relay this info to Martin.
- **Community Dev/ Planning/Zoning-** no meeting was held

- **Code Enforcement-** Mary Soberick read the report. (2) Items that were handled.
- **Treasurers Report-** Bills to Approve, Budget Vs Actual, Income Report, P/L, Balance Sheet & Check register. Mrs. Fittos notated some quotes on the cover such as a new Monitor for the server. She currently disconnected one from a desktop and connected it to the server as a temporary fix. There are two from staples and 1 from Best Buy. There is an Acer 20" for \$64.99 and HP 20" for \$89.99. **Rose Mary Cannon makes the motion to purchase the HP monitor for \$89.99 from staples. Seconded: Colin Jones vote. All in favor, motion passes** Rose Mary Cannon asked if the computer stuff for the police department came in yet. Mrs. Fittos responded but saying she was not sure, but Jeff Lesley did say the Printer came. Tommy Vadyak mentioned that he asked Chris Ondrus if it came in and he said no. Mrs. Fittos also mentioned the fact that we may need a maintenance contract on our copy machine as the bill we pay to Kyocera is a bit expensive if it is a contract. Quotes for Maintenance Contracts are tabled. We need to acquire more information. Rose Mary asked what the charge of \$493 was on the Galls Bill and Mary Fittos said it was badges for the whole department ordered by Chief Turcmanovich. Mary Fittos also mentioned there are some last minute Invoices for Polygraph tests for Jenna Dumansky, Shawn Nunemacher, and Rich Reis. The total is \$900/ \$300 each test. Joe butrie mentioned that K & K oil did not come to provide oil at the garage one day. He said this should be an automatic delivery. Tommy Vadyak said our Solicitor should send them a letter. **Tommy Vadyak makes the motion to have our Solicitor draft a letter to K & K Oil. Seconded: Joe Butrie vote. All in favor, motion passes. Rose Mary Cannon made the motion to approve bills. Seconded: Tommy Vadyak vote. All in favor, motion passes.** Mary Soberick does not vote on Jack Sobericks bill.

Samantha Yasson leaves at 7:44 pm since she was a little under the weather.

Mary Soberick wanted to bring up some information regarding the sewer transmission accounts. She explains that per the last meeting, a motion was made to consolidate the accounts and then place them into the highest interest bearing accounts. The consolidation was done, now we need to decide where to put them. She explains that the PLGIT account has a .45% interest Rate on a 6-month cd, M & T can offer 15-20 basis points and MCT has a special offer if we open a checking account with \$1,000 and maintain that minimum balance we can gain an additional 25 basis points on our existing accounts. This would be .5%. Mary Soberick also mentions that there was a transfer from the Sewer Fund for \$100,000 into the General Fund but that money was never returned back to the Sewer Fund. The accounting firm did come in and restructure everything but there was no transaction showing that the money was ever reimbursed.

The two items at hand are as follows: The repayment of remaining loan funds- If we put \$165,000 on the principal of the loan, it will put us one year ahead of scheduled pay-off, but we need to look ahead and ensure we have funds available for future loan installments.

The second item is closing the PLGIT account. Since Nicole is still listed as the contact, if we pull the funds, we need to make an official motion, submit the minutes with a letter of instruction to them, signed by the president and Vice President, unless we choose to maintain to not close it, we will need to authorize Mary Fittos as Representative Contact. Mrs. Soberick also said she will need to get interest rates from Jim Thorpe Neighborhood bank and First Niagra. **Tommy Vadyak makes the motion to close the PLGIT and deposit it into the highest interest bearing account. Seconded: Joe Butrie vote. All in favor, motion passes. Tommy Vadyak makes the motion to apply \$60,000 from the sinking fund to the principal of the loan as a repayment. Seconded: Joe Butrie vote. All in favor, motion passes.**

- **Tax Collector's Report-** Month of December 2013 a total of \$30, 471.87 collected. By end of December, a total of delinquent taxes/ Liens were \$196,032.84, this is how much tax dollars have not been collected from 2013 and states this is why the borough is in dire stress. Rose Mary Cannon mentions another reason why we are in dire stress is because we need to enforce the rental licensing. Solicitor Greek explains that the rental licensing is not based on a Fee but based on enforcing our provisions not as a revenue generator. Rose Mary Cannon said we have an ordinance that we are not enforcing.
- **Occupational Assessment Report-** Mary Soberick said in addition there is a current assessment on our municipality which is assessed at \$33,857,117 which determines our mileage.
- **Carbon County Tax Collection Committee-** Mary Soberick read the report.
- **Solicitor-** Mr. Greek said he is meeting with Chris Ondrus next week regarding the ordinance referenced above regarding rental licensing. He also filed the tax collectors bond and easement agreement prepared for the land and he just needs to the survey. He also has a replevin action prepared for the radios and the pagers. He found out through several phone calls they were never disbursed to the individual members of the ambulance, but are being held at somebody's house. He will submit a replevin action against the ambulance and the president. He is also finishing the condemnation filings on the sewer properties as well.

NEW BUSINESS

- **CDBG – entitlement and non-entitlement funds available-** Rose Mary Cannon explained we will have to go the competitive route and get our engineer involved and try for the non-entitlement funding. Tommy Vadyak said we need to get a generator and add onto the ADA ramp. Rose Mary Cannon said the application has to be back by April 11, 2014. **Tommy Vadyak makes the motion to go forward with the Bertsch street, ADA ramp and generator and submit to the county. Seconded: Rose Mary Cannon vote. All in favor, motion passes.**

- **2 Special Event Applications-** The sports Zoo annual 5k run; AM Legion Riders Motorcycle style block party, both has submitted liability insurance certificates. The Sports Zoo is May 31st and requesting to have police presence and streets closed for 1 hour. Mary Soberick said blocking the streets is ok, but having the police presence can only be a possibility if they are available for this event. **Tommy Vadyak makes the motion to approve it and if police are available they can be used. Seconded: Colin Jones vote. All in favor, motion passes.** Rose Mary Cannon mentioned to have copies for the borough workers. Mary Soberick said the American Legion rider is for June 28th block party. They are requesting that the last block from tunnel to coal be blocked off. From 8am to 8pm. **Tommy Vadyak makes the motion to approve it and make sure borough workers have copies. Seconded: Rose Mary Cannon Vote. All in favor, motion passes.**
- **Lansford Alive request-** Annual cleanup day April 26th 9am at the pool. They are asking if council can provide rakes, brooms, shovel and a pickup truck. Tommy Vadyak asked that we table it until we get more details.
- **3 Quotes** – 2 for internet/phone service. Windstream & Blue Ridge, 1 maintenance contract for existing office copier. From Advanced Business Equipment. Mary Soberick suggested maintaining all land lines from Windstream and all internet service from PenteleData. Rose Mary Cannon suggested to get pricing and table it.

Rose Mary Cannon asked Mr. Greek if he heard anything from Attorney Roberti, regarding the Fire Co agreement. Attorney Greek said he left him messages informing him we signed the document and have not heard anything.

UNFINISHED BUSINESS

- **Commonwealth vs Carl Stevens-** Order of sentence on February 24th. Mr. Greek said no one had to attend.
- **Niz Kamal vs Borough of Lansford-** Attorney Greek said he was denied again so for now it's over.
- **Settlement statement for sale 860 E Patterson St. payment received into general fund.** Money received and deposited.
- **Discussion on Piano and Safe-** Rose Mary Cannon said she has an idea what the piano is worth. She is trying to get an estimate on the safe, however she can't find anyone do it without a cost. She did speak with someone at the Times News and knows gentlemen that can do an article on it which may generate some interest. **Tommy Vadyak makes the motion to write an article on the safe. Seconded: Joe Butrie vote. All in favor, motion passes.**
- **Cleaning Service- Letters of Interest-** Mary Soberick said we advertised for cleaning service. We received two applications, one from Patricia Knipper and Debbie Kupres. **Rose Mary Cannon makes the motion to hire Debbie Kupres, but an hourly wage was not decided.** Attorney Greek said we were supposed to get quotes not applications for hiring. Rose Mary Cannon rescinded her motion. **Tommy Vadyak makes the motion to re-advertise for cleaning service. An RFP for contract cleaning. Seconded: Colin Jones vote. All in favor, motion passes.**

Mary Soberick asked if we received any responses regarding any of the vacant boards.

EXECUTIVE SESSION

Council held an executive session from 8:30- 9:15pm for personnel matters.

Rose Mary Cannon makes the motion to send the \$15,000 retainer to Marshall Dennehey for the "Labosky vs The Borough of Lansford Case". Seconded: Tommy Vadyak vote. All in favor, motion passes.

Council agreed that Asst. Secretary Treasurer Jill Seigendall utilize overtime for delinquent sanitation collections, as per authorized by Municipal committee Chair Martin Ditsky.

Mr. Vadyak noted an emergency meeting was called on February 15th, regarding snow removal. He also announced an executive session of the Municipal Administration committee that is expected to be held next week a personnel matter.

ADJOURNMENT

Tommy Vadyak made the motion to adjourn at 9:15pm. Second: Joe Butrie vote. All in favor, motion carries.

Respectfully submitted,

Mary Fittos

Secretary/Treasurer