

LANSFORD BOROUGH COUNCIL
Regular Monthly Meeting, 1 W. Ridge St.
December 13, 2017 6:30 p.m.

The December 13, 2018 regular meeting of Lansford Borough Council was called to order by President Martin Ditsky at 6:30 p.m. and the Pledge of Allegiance was recited. Roll call was taken by Secretary Treasurer Jill Seigendall. The following council members were in attendance: Martin Ditsky, Rose Mary Cannon, Joseph (Joe) Butrie, Jared Soto, and Solicitor Michael Greek. Absent were councilmen Colin Jones, Matthew Walsh, and John Turcmanovich. About 8 residents were in attendance.

Public Courtesy:

Mayor Romankow stated it has been an honor to serve as mayor, this being his last meeting, he thanked the members of council, and said it was a memorable experience going through the process of understanding the job and learning how government works. He thanked everyone and hoped the ship will be pointed and moving in the right direction. He was applauded.

Irma Leibensperger, 164 W. Ridge Street, incoming council person, commended the police department for its service, stating, "They do a lot of good that people don't see."

Approval of Minutes:

Minutes from the regular meeting of November 8, 2017 were offered for approval. A motion was made Joseph Butrie to approve the minutes as written. The motion was second by Jared Soto. All were in favor, motion passed.

Correspondence:

- **Resolution 2017-22** was considered for approval. The resolution outlines the budgeted M & T Bank Tax Anticipation Note for 2018, in the amount of \$100,000.00 at an interest rate of 3.20%.
Rose Mary Cannon made a motion to approve the Tax Administration Note outlined in Resolution 2017-22. The motion was second by Martin Ditsky. All were in favor, motion passed.
- **Auditors, Hutchinson, Gillahan, & Freeh, P.C.** Letter of engagement to perform 2017 Audit & DCED Report in May or June 2018 at a cost not to exceed \$11,700.00.
A motion was made by Rose Mary Cannon to appoint auditors Hutchinson, Gillahan & Freeh, P.C. to perform the 2017 annual borough and DCED audit. The Motion was second by Jared Soto. All were in favor, motion passed.
- **Responsible Recycling Services, LLC** - pamphlet to hold a recycling event for electronics was reviewed. Prices listed for a weekday 3 hr. event is \$575.00, a weekend 3 hr. event is \$750.00. Joseph Butrie tabled the topic.
- **Email from Matthew Johnson, VP Asset Management & Community Affairs, Reading Northern Railroad, Lt. RBMN Police Department** – regarding the public works department paving on Klock's Road over the railroad tracks near Edgemont Bridge. Martin Ditsky and public works leader Mario Marconi called Mr. Johnson but there was no response. The workers are aware of the situation but we have no new information.

Committee Reports:

Municipal Administration – Dec. 6th meeting was held by Rose Mary Cannon and Jared Soto. The year was reviewed, no written report.

Public Safety – The committee met and discussed whether to keep or remove the meters along W. Ridge Street in the business district. The committee was split on the topic so no recommendation was made. John Turcmanovich provided an e-mail showing 600 used meters for sale. The topic was tabled by Rose Mary Cannon.

Fire Department – The Lansford American Fire Co. No. 1 responded to 12 calls in November; 6 in Lansford, 2 in Summit Hill, 4 in Coaldale.

Ambulance – The Lehighon Ambulance responded to 47 incidents in Lansford during November with an average response time of 7.72 minutes from time of dispatch to time on the scene.

Mayors Report – no written report was offered.

Police Report – Included in the LPD November Report were 28 Criminal Arrests, 36 Traffic citations, 10 non traffic citations, 3 meter tickets, 10 Parking/Ordinance tickets and 25 Quality of Life Tickets.

Parks & Recreation – Dec. 6th meeting was held, no written report was offered. Jared Soto plans to get quotes for the skate park. The Borough office needs keys for the gate at the pool and the lights are on at the pool. The panel needs to be fixed; Rose Mary Cannon will contact Smokey Krajnak regarding the lights at the pool.

Public Works – Nov. 27th meeting was held, no written report. The public works department request to install coal chute on 2014 International Truck. A quote was received from SMF Structural Metal Fabricators (Palmerton) for \$980.00, \$246.00 down payment.

Joseph Butrie made a motion to cut a check for the down payment and accept the \$980.00 estimate. The motion was second by Martin Ditsky. Martin Ditsky, Joe Butrie, and Jared Soto were in favor, Rose Mary Cannon was against, motion passed.

Code Enforcement – November report from Sean Corey is enclosed; The report shows 6 renovation permits were issued, 15 Residential Rental Licenses were processed, No property maintenance complaints were investigated, 40 phone calls, 10 e-mails and 25 meetings with visitors. Sean attended the code committee meeting in November. Shawn Corey's last day was November 30th, the New Zoning Officer, Tracey Herman began in December.

Planning, Zoning & Code - November 27th meeting was held, no written report.

Carbon County Council of Governments (COG) – Martin Ditsky, outgoing councilman, was the COG representative. A new representative will be assigned to represent the borough for next year's meetings.

Tax Collectors Report – report enclosed, borough real estate taxes collected in November is \$13,231.56. Total collected in 2017 to date is \$869,785.26.

Treasurers Report -

Bills to be Approved total \$22,010.44; General Fund \$13,828.80, Sewer Transmission \$2,538.00, Hi-way \$5,643.64. The report includes all monthly checking account activity and Profit/ Loss Budget vs Actual reports for all accounts.

Rose Mary Cannon made a motion to pay the bills as presented. The motion was second by Martin Ditsky. All were in favor, motion passed.

The End of Month balance for all accounts:

End of Month Balances

	Account Title	Oct	Nov
7673	General Acct	\$274,532.82	\$214,375.41
7681	Sanitation Fund	\$105,652.48	\$95,818.01
0283	Investors Money Mkt Acct	\$51,564.15	\$51,573.63
1198	Sewer Transmission(reserve acct)	\$164,266.65	\$164,294.65
7772	Escrow for 22 W(E) Kline Ave	\$3,000.00	\$3,000.00
7780	Escrow for 20 E Kline Ave	\$2,180.11	\$2,180.11
7699	Lansford Pool Account	\$41,315.35	\$41,318.75
7706	Treasurers Special HI Way	\$57,981.87	\$57,427.33
4585	DCED Grant/Fire Co	\$0.00	\$0.00
7714	Sewage Transmission	\$107,576.32	\$86,956.67
5402	Loan Proceeds Acct(reserve acct)	\$202,679.10	\$202,689.42
7722	Local Service Tax/EIT	\$39,386.82	\$42,076.50
7730	Sanitation Fund Money Mkt Acct	\$12,135.22	\$12,136.22
7748	Fire	\$41,799.50	\$42,378.91

7756	Recreation	\$39,040.16	\$39,936.24
7764	Street Lights	\$34,418.05	\$20,897.27
		\$1,177,528.60	\$1,077,059.12
Loans	Paid from Fund	Est Balance	Est Balance
	Sewer Transm#5537	1,140,399.95	1,125,807.43
	General Fund#0132	0.00	0.00
	Street Light Fund#6309	154,859.11	146,879.11
	Liquid Fuels #3886	22,256.35	22,256.35
	Gen Fund or LST	36,521.57	23,317.48
		1,354,036.98	1,318,260.37

It is noted that the final payment request was made by Northeast Industrial Services to Carbon County for demolition of 6 E. Ridge Street, Elks building, in the amount of \$5,000.00. The \$5,000.00 was paid by Lansford Borough to Northeast Industrial Services as part of its commitment to pay up to \$18,000.00 for siding of 4 E. Ridge Street. The county commissioners approved a change order eliminating the façade work. A previous payment of \$8,629.80 was made amounting to a total \$13,629.80 paid by Lansford to date.

Solicitor's Report - Attorney Greek explained that on the Hiles vs. Borough law suit we are waiting for decision from Judge Serfass.

Attorney Greek wrote a letter and spoke to Tim Smith regarding obstacle (mound of dirt) at the top of Tunnel Street blocking access to the basketball court. It is discovered that the obstacle was placed by Paul Kokinda.

Rose Mary Cannon made a motion to have Attorney Greek write a letter to Paul Kokinda to remove the obstacle. The motion was second by Jared Soto. All were in favor, motion passed.

On the Barbara Goncalves law suit, Goncalves filed a second amended complaint, served on Attorney Greek by certified mail, it is on the Carbon County website, and preliminary objections were filed to the complaint to have it settled.

In the matter of easements for the sewer line running in the 300 block of W. Abbott Streets, north side, all deeds of easement have been completed.

Unfinished Business:

The 2018 Proposed Budget and Tax Levy Ordinance 2017-05, previously posted and advertised were offered for adoption.

Rose Mary Cannon made a motion to adopt the proposed 2018 budget. The motion was second by Jared Soto. All were in favor except for Martin Ditsky, motion passed.

The 2018 Tax Levy Ordinance No. 2017-05 was read by Martin Ditsky. The ordinance increases millage by 1.31 mills overall; from 34.53 mills to 35.84 mills; a 1 mill increase to General Fund, .35 mill increase to Street Light Fund and .02 decreases to Park and Recreation and Fire Funds, respectively.

A motion was made by Rose Mary Cannon to adopt the 2018 Tax Levy Ordinance 2017-05. The motion was second by Jared Soto. All were in favor except for Martin Ditsky, motion passed.

The Salary Resolution 2017-21, tabled at last month's meeting, for nonunion employees was reviewed by Martin Ditsky and offered for adoption.

A Motion was made by Joe Butrie to adopt Resolution 2017-21 however Mr. Butrie abstained from voting because his wife, Wendy Butrie is employed as borough assistant secretary treasurer. The motion was second by Rose Mary Cannon. Rose Mary Cannon, Martin Ditsky, and Jared Soto were in favor of the motion and the motion passed.

Two estimates to erect guardrails along the Dock Street/ Edgemont Bridge were reviewed; one from Collinson Inc. P.O. Box 397, Uwchland PA 19480, \$8,100.00 and a second from MorganRail Inc., P.O. Box 313, Temple, PA 19560, \$11,740.00.

Rose Mary Cannon made a motion to accept the lower bid \$8,100.00 from Collinson Inc. The motion was second by Jared Soto. All were in favor except for Joe Butrie, motion passed.

There was discussion about leasing borough property in the 300 block between W. Bertsch and W. Patterson Streets for a Community Garden, which is currently a parking lot. Rose Mary Cannon explained this was put on the agenda to remind council that this may come up in the spring. More information is needed from Grace Community Church and its intention to have a garden.

New Business:

Two Handicap Parking applications were considered for approval; 354 W Bertsch and 214 E Bertsch Street. The Handicap Parking Committee recommended both be approved.

A Motion was made by Jared Soto to grant handicap parking spaces to both, 354 W. Bertsch & 214 E. Bertsch Street. The Motion was second by Rose Mary Cannon. All were in favor, motion passed.

A Real Estate Tax Exemption Request was made by Richard Stianche, 628 E. Bertsch Street, a disabled veterans letter was presented to council recommending the exemption.

A motion was made by Joseph Butrie to approve the real estate exemption request for Richard Stianche, 628 E. Bertsch Street, Lansford. The motion was second by Martin Ditsky. All were in favor, motion passed.

The following board vacancies will exist at the end of 2017:

Planning Commission: 1 seat - 4 yr. term. meet as needed.

Zoning Hearing Board: 1 seat and 2 alternate seats - 3 yr. term, meet as needed.

Vacancy Board: 1 seat, 1 yr. term, used only if a vacancy occurs.

Recreation Commission: 2 seats, 5 yr. term, meet Last Thursday of each month.

Lansford-Coaldale Joint Water Authority: 1 seat - 4 yr. term. meet the 2nd Thursday of each month.

Rose Mary Cannon made a motion to advertise the list of board vacancies in the Time News Newspaper to make appointments at the January regular council meeting. The motion was second by Joseph Butrie. All were in favor, motion passed.

Rose Mary Cannon commended the Panther Valley & Marian Girls Volley Ball Teams for representing their schools with professionalism.

At 7:45 p.m. council went into Executive Session for personnel purposes and Police Collective Bargaining Agreement.

Back on the record at 8:10 p.m.

Rose Mary Cannon made a Motion to adjourn the meeting. The motion was second by Martin Ditsky and the group dispersed.

Respectfully Submitted,

Jill Seigendall

Secretary/Treasurer