

The March 8, 2017 regular monthly meeting of Lansford Borough Council was called to order at 6:30 p.m. by President Martin Ditsky and the Pledge of Allegiance was recited.

Roll call was taken by Secretary Treasurer Jill Seigendall. Council members attending were President Martin Ditsky, Vice President Rose Mary Cannon, Joseph Butrie, Jared Soto, Mayor James Romankow and Solicitor Michael Greek. Absent were Matthew Walsh, Colin Jones and John Turcmanovich. In the audience were Mary Soto, Marie Ondrus, Patricia Whalen, Thomas Davis, Robert Hertzog, Donald Gildea, Jesse Hiles, Terrance McCall, Robert Silver, Chris Reber of the Times News Newspaper, Irene Novak, Angela Nardini, Bertram Burk and TV 13 camera man and reporter.

Opening of Street Material Bids

Opened by Solicitor Michael Greek, only one bid was received, Lehigh Asphalt and Paving:

<u>Amount/Description</u>	<u>Unit PriceUnd</u>	<u>UndeliverPrice</u>	<u>Unit DeliverPrice</u>	<u>Delivered Price</u>
500 Tons Type 2 AS3 Antiskid,	\$11.00	\$ 5,500.00	\$16.50	\$ 8,250.00
500 Tons Superpave 9.5mm	\$56.25	\$28,125.00	\$66.25	\$33,125.00
500 Tons Superpave 19.0mm	\$52.75	\$26,375.00	\$62.75	\$31,375.00
500 Tons Superpave 25.0mm	\$48.50	\$24,250.00	\$58.50	\$29,250.00
500 Tons #1B Stone	\$14.00	\$ 7,000.00	\$19.50	\$ 9,750.00
500 Tons #2A Stone	\$9.75	\$ 4,875.00	\$15.25	\$ 7,625.00
500 Tons #2B Stone	\$11.00	\$ 5,500.00	\$17.00	\$ 8,500.00
				\$127,875.00 Max

A motion was made by Joe Butrie to accept the lone bid. The motion was second by Martin Ditsky. All were in favor, motion passed.

Public Courtesy

Pat Whalen, 341 W. Ridge St, questioned delinquent taxes and whether all the 2015 taxes were paid. Tax Collector Terry McCall was in attendance and answered Pat's question. She questioned the yearly Sewage Transmission (S.T.) Fee. Joe Butrie explained the money is used to fix existing sewer lines and inlets on borough streets in addition to loans for past projects.

Robert Hertzog, 220 W. Bertsch St., asked if the recent coal mine blasting is safe. Joe Butrie explained that Lehigh Anthracite Coal Company, owned by Toll Brothers, checks the land before blasting. Rose Mary Cannon said that Lehigh Anthracite advises the Police Department when it plans to blast and the Police can inform the public by posting it on Facebook. Cannon said a letter will be sent to Lehigh Anthracite voicing the borough's concern about the blasting.

Jesse Hiles, 390 W. Snyder St., asked why businesses need to pay 50% more for its Sewage Transmission Fee? Hiles received two bills (one for his business, Sports Zoo Bar, and one for his home). He said he has one sewer line and should be billed only one S.T. fee. Attorney Greek explained that in 2015 the S.T. Fee was \$90.00 for each improved property (living units and businesses) in the borough. In 2016 the business S.T. Fee was raised to \$135.00. In 2017 the business S.T. Fee was changed back to \$90.00.

Robert Silver, 17 E. Ridge St, asked about the agreement being considered between the borough and Lehigh Valley Inspection Services (LVIS). Attorney Greek explained that the agreement being considered tonight includes verbiage insuring the borough recovery of all code, zoning & UCC information (documents and records) that LVIS compiles (on the borough's behalf) should LVIS resign or be let go.

Marie Ondrus, 36 Coal St, asked whether DEP contacted the borough about the next phase of the Sewage Separation project. Martin explained that no communication has been received from Department of Environmental Protection (DEP) regarding the project.

Mary Soberick, 109 E. Abbott St., commented about the LVIS Agreement; stating that all LVIS records should be kept in the borough office. Additionally, she said the borough website is poor; all code ordinances should be posted. She also pointed out that the January minutes are written incorrectly regarding the mayor breaking a tie vote on the tax collector compensation rate and that the Mayor cannot second a motion to adjourn.

Bertram Burk, representing Emil's Barber Shop, 4 E. Ridge Street, (next door to the Elks building being demolished) asked about the status of asbestos removal at the Elks building. Rose Mary Cannon explained that asbestos removal is covered by the county CDBG Grant however more asbestos was found than was expected. Burk asked whether this will hinder the demolition and Cannon answered no. Demolition will begin on the Patterson street side and work toward the Ridge Street side of the building, in steps, inspecting for asbestos at each step.

Robert Hartzog, 220 W Bertsch St, commented that in the summer many properties have overgrown weeds. He is willing to share a recipe for homemade weed killer that is easy and inexpensive to make. Councilman Soto added that he has contacted Carbon County Juvenile Probation to help with borough beautification when the weather gets better.

Approval of Meeting Minutes

Minutes were reviewed for the Special Council meeting held December 7, 2016. **A motion was made by Jared Soto to accept the December 7, 2016 minutes. Motion was second by Rose Mary Cannon. All were in favor, motion passed,**

Minutes were reviewed for the Regular Council meeting held February 8, 2017. **A motion was made by Jared Soto to accept the February 8, 2017 minutes. Motion was second by Rose Mary Cannon. All were in favor, motion passed.**

Correspondence

Two letters of interest for one vacant Lansford Planning Commission seat were reviewed by council; one letter from Robert Silver and one letter from Joseph Butrie. **Rose Mary Cannon made a motion to appoint Joseph Butrie to the Planning Commission. Motion was second by Jared Soto. All were in favor except Joseph Butrie who abstained from voting. The motion passed.**

Council reviewed a letter from John Modric, 314 W Patterson St, urging council to demolish a condemned property next to his, 316 W. Patterson St., which was involved in a fire on January 22, 2017. Rose Mary Cannon said she called Modric and explained the borough does not have funds to demolish the house. The owner of 316 W. Patterson, Bridget Horvath, left her address and phone number at the borough office if someone is interested in purchasing the property.

A letter was received from Kim Reccek, 333 W. Abbott St, regarding a sewer blockage issue at 342 W Kline Ave. It was determined that the problem was on private property and is not the responsibility of the borough. Solicitor Greek offered to write a response to Reccek.

Chapter 94 Municipal Waste load Management Annual Report for 2016 has been completed by Keystone Consulting engineers and submitted to PA DEP. The report is on file.

The 2016 Unpaid Tax Certificate from Tax Collector Terry McCall was reviewed. The amount of uncollected taxes in 2016 for Lansford Borough is \$205,707.02.

Dept of Community and Economic Development letter – Notification was received to perform an exit audit for the LSA Grant #C000057591, \$275,000.00, Streetscape Improvement Project, was received from the Pa. Dept. of Community & Economic Development. **Rose Mary Cannon made a motion to have the borough's annual auditor, Hutchinson, Gillahan & Freeh P.C. perform the exit audit. The motion was second by Jared Soto. All were in favor except Joe Butrie who was opposed. Motion passed.**

Touchpoint Customer Communications – Tax Collector Terry McCall requested the borough change its property tax billing software. The new software is from Touchpoint Customer Communications, Malvern Pa., and the estimated savings to the borough is \$500. Two options were presented; Option 1 where the bill is printed and ready to be mailed directly to the property owner and Option 2 where the bill is printed and shipped to the tax collector for mailing. **Joe Butrie made a motion to approve Option 1. The motion was second by Jared Soto, all were in favor, motion passed.**

Panther Valley School District – Council reviewed a letter from PVSD inquiring whether the borough is contemplating any school bus stop changes. Joe Butrie voiced concern about children crossing East Patterson Street to get to the E. Ridge Street and E. Bertsch Street Bus Stops. He explained that when the bus stop was located at the corner of E. Patterson Street and Jones Street, traffic had to stop while the bus was loading. Mayor James Romankow noted that Police have cited people parking at the fire house parking lot next to the former middle school, 15 E. Bertsch Street (where a bus stop is located). Jared Soto agreed he would like the middle school bus stop changed. Rose Mary Cannon made a motion to table the topic to be discussed in committees before responding to the P.V. School District.

Committee Reports

Municipal Administration – The February (March 1, 2017 meeting) report was reviewed. Community Service projects were discussed as well as the demolition of the Elks building and the RIRA and Pool Funds.

Public Safety – No paper report presented. No meeting was held because there was no quorum at the February 27, 2017 meeting. **Joe Butrie made a motion that all public documents and street signs be in English only. Jared Soto said unless there is a reason no action should be taken. There was no second to the motion.**

Fire Department – The report was read by Jared Soto. There were ten total fire calls in February. Three calls were in town, five calls were to Summit Hill and two calls were to Nesquehoning.

Ambulance – Read by Joe Butrie, in January the Leighton Ambulance responded to 55 calls to Lansford, average response time from dispatch to the scene was 9.25 minutes. In February it responded to 55 calls with an average response time from dispatch to scene of 8.45 minutes.

Mayors Report – Read by Mayor Romankow, as of March 8, 2017; Receipts from the Magistrate, \$3,164.85; Misc, \$140.00, Meter Permits, \$100; Parking Violations, \$1,675.00; Meter Fines, \$45.00, Quality of Life, \$210.00.

Police Report – The police department responded to 464 calls in February. The report included 15 Criminal Arrests, 9 Traffic Citations, 13 Non-Traffic Citations, 81 Parking/Ordinance tickets and 19 Quality of Life Tickets.

Parks & Recreation – The written report for the March 1st meeting was reviewed. It included an assessment of the Feb. 28th public meeting to discuss three pool concepts considered for the feasibility study. The Feb 28th meeting was conducted by Brent Boyer of Aquatic Facility Design, developing the feasibility study. The park and recreation committee recommended pool Concept #1 for inclusion in the feasibility study. The feasibility study is necessary to apply for grants. Joe Butrie wanted verification that no tax money will be used to pay for the pool. Rose Mary Cannon pointed out that the tax payers will benefit from using the pool. **A motion was made by Rose Mary Cannon to accept Pool Concept #1 for the feasibility study. The motion was second by Jared Soto. All were in favor, motion passed.**

Public Works – No paper report, No meeting, no quorum at February 27, 2017.

Code Enforcement – Written report was enclosed from Steve Meylach, LVIS.

Planning, Zoning & Code committee – February 27th meeting - no written report.

Carbon County Council of Governments – Feb. 21st meeting minutes available upon request.

Carbon County Tax Collection Committee – A meeting was held Feb 28, 2017 at the Leighton School District Offices, officers were elected for the 2017 year, minutes, treasurer’s report, and committees were approved. A motion was passed appointing Berkheimer as the Earned Income Tax collector for the next 5 years at a compensation rate of 1.75%.

Treasurers Report -Total bills to be approved \$64,089.92; breakdown includes General Fund \$24,088.61, Street Light Funds \$5,586.55, Sanitation \$25,515.84, Sewer Transmission \$1,172.46, Park & Recreation Fund, \$92.63, HiWay Liquid Fuels, \$3,708.08, Fire Fund, \$3,925.75. The enclosed report is the monthly checking account activity, Income Report, Profit/ Loss Budget vs Actual for all funds. **Rose Mary Cannon made a motion to pay the bills totaling \$64,089.92 . The motion was second by Martin Ditsky. All were in favor, motion passed.**

Jill Seigendall explained that a monthly PPL bill for Street Lights totaling \$5,586.55 is due March 30th and cannot be paid because the Street Light Fund totals \$5,180.35. Tax money will not be received until April. She recommends moving \$10,000.00 from the General Fund to cover the cost of the bill (and to insure future payment of PPL’s monthly streetlight bills) in addition to two \$11,425.00 loan payments (due in 2017) to Jim Thorpe National Bank for the Municipal Energy Matters debacle. It was noted that an increase to the Street Light millage (in 2018) could correct this deficit next year. **Jared Soto made a Motion to move \$10,000.00 from the General Fund 0132 to the Street Light Fund 6309 with the possibility of reimbursement if money becomes available. Rose Mary Cannon second the motion. All were in favor, motion passed.**

End of February Bank Balances:

FUND/Sav&Ck		Account Title	Jan	Feb
General Fund	0132	General Acct	\$275,130.88	\$238,763.06
Sanitation Fund	0222	Sanitation Fund	\$91,722.93	\$82,526.90
Sanitation Fund	0283	Investors Money Mkt	\$51,477.34	\$51,493.98
Sewer Transmission	1198	Sewer Trans(reserve)	\$163,992.28	\$164,045.30
General Fund	4685	Escrow for 22 W(E) Kline	\$3,000.00	\$3,000.00
General Fund	4842	Escrow for 20 E Kline	\$2,180.00	\$2,180.00
Lansford Pool A	1905	Lansford Pool Account	\$1,329.67	\$1,329.69
Hi Way/Liq Fuels	3886	Treasurers Special	\$43,278.93	\$28,972.00
General Fund	4585	DCED Grant/Fire Co	\$0.00	\$0.00
Sewer Transmission	5537	Sewage Transmission	\$93,451.64	\$123,783.89
Sewer Transmission	5402	Loan Proceeds Acct	\$202,588.16	\$202,607.81
LST	5772	Local Service Tax/EIT	\$30,302.82	\$31,896.12
Sanitation Fund	6036	Sani Fund Money Mk	\$12,155.69	\$12,155.70
Fire Tax Fund	6283	Fire	\$37,496.72	\$36,702.05
Park & Rec Fund	6291	Recreation	\$63,661.96	\$63,571.33
Street Light Fund	6309	Street Lights	\$10,523.05	\$5,180.35
Total			\$1,082,292.07	\$1,048,208.18
Loans			Est Balance	Est Balance
LOAN-M&T Bank	8995	Sewer Transm.	1,269,387.98	1,255,268.54
LOAN M&T Bank	0059	Gen.Fd./ Tax Anticipation	125,000.00	125,000.00
LOAN JTCB- StLite	0060	MEM debacle/\$360,100.00	162,664.11	162,664.11
LOAN-John Deere	030-	'14 Loader-5yr loan\$20,230.35	42,486.70	42,486.70
LOAN-Com FirstNat'l	New	2017Explorer\$13,204.09	36,521.57	36,521.57
			1,636,060.36	1,621,940.92

Solicitor’s Report : The Borough Property at 201 W. Bertsch St/12 Center Street/Victoria Theater Lot / did not sell at a previous auction. Solicitor Greek explained that the borough needs to advertise the sale of the property by auction a second time. **Motion was made by Rose Mary Cannon to advertise 201 W. Bertsch Street lot for sale a second time with a minimum bid of \$4,000.00. The motion was second by Joseph Butrie. All were in favor, motion passed.**

New Business

Funding for Public Works Mini Excavator – the following verbal quotes were presented by Martin Ditsky:

- Purchase of mini excavator from Five Star Equipment (costars) for 2 models; \$32,000.00 and \$36,000.00. 5-7 yr. lease to purchase. Interest rate unknown at this time.
- 16 week rental of mini excavator: American Rental for the rental with trailer is \$20,000.
- Equipment Rental Co. on Route 903- for a 4 week rental is \$4,500.00.(X 3=\$13,500.00)
- A pneumatic drill is also needed, estimated cost of \$6,000.00.

Rose Mary Cannon asked whether a rental or purchase of a used excavator could be considered and suggested that the topic go to committees to be discussed.

Lawn Care Request for Proposals - President Ditsky asked that the borough advertise for a grass cutting service for borough owned properties. A request for quotes to cut the grass at parks, the pool, and other borough owned properties needs to be created.

Farmers Market 2017 - Rose Mary Cannon made a motion to invite Valley Road Farms back to the borough to sell produce during the 2017 season. The motion was second by Joseph Butrie. All were in favor, motion passed.

Unfinished Business

Elks building update – Over concern to move forward with the stalled demolition of the Elks building at 6 E. Ridge Street, **Rose Mary Cannon made a motion to use \$18,000.00 from the General Fund to provide siding for the neighboring building at 4 E. Ridge Street, when needed, to be refunded in the Fall or when possible. The motion was second by Joseph Butrie. All were in favor, motion passed.** It was noted that this motion may eliminate the county CDBG funds originally appropriated for new front doors at borough hall.

LVIS - The Revised Agreement with Lehigh Valley Inspection Services was considered for approval. **Joseph Butrie made a motion to accept the Agreement. The motion was second by Jared Soto. All were in favor, motion passed.**

Front Counter - Three written estimates for the construction of a front counter in the borough office were considered. Bids were from The Service Team, \$2,600.00; BGM General Contractor, \$3,585.00; Valley Home Improvements, \$815.00. **Rose Mary Cannon made a motion to accept the \$815.00 estimate from Valley Home Improvements. The motion was second by Jared Soto. All were in favor, motion passed.**

Proposed Ordinance 2017-02 - Property Maintenance Code Amendment - A motion was made by Joseph Butrie to advertise Ordinance 2017-02. The motion was second by Rose Mary Cannon. All were in favor, motion passed.

Advertised Ordinance 2017-03 - Sewer Rentals & Charges. To set the \$90.00 annual sewer transmission fee for all improved properties. **A motion to pass Ordinance 2017-03 was made by Joe Butrie. Rose Mary Cannon said she believes businesses should pay a higher fee than a household but she will vote on this. The motion was second by Jared Soto. All were in Favor, motion passed.**

Proposed Resolution 2017-01 - Observation of St John's Byzantine Catholic Church 125th Anniversary. Rose Mary Cannon made a motion to pass Resolution 2017-01. The motion was second by Martin Ditsky, all were in favor, motion passed.

Proposed Resolution 2017-02 – Setting the salaries for non-union employees. **A motion to accept Resolution 2017-02 was made by Jared Soto, second by Rose Mary Cannon, all were in favor, motion passed.**

Proclamation – A proclamation recognizing March as “Pennsylvania 811 Safe Digging Month.” was read by Mayor Romankow. A motion to approve the proclamation was made by Joseph Butrie and second by Jared Soto. All were in favor.

Rose Mary Cannon reminded council that another month had passed without a vacant property ordinance. She urged council to have it prepared for adoption at the next meeting.

At about 8:40 p.m. President Ditsky called for a short recess followed by an executive session for personnel purposes.

Executive Session

Teamsters contract negotiations were discussed.

Back on the record at 8:50 p.m. No action was taken.

Motion to adjourn was made at 8:55 p.m. by Jared Soto, second by Joseph Butrie. All were in favor, motion passed.

Respectfully Submitted,

Jill Seigendall

Secretary Treasurer