

**LANSFORD BOROUGH COUNCIL**  
Regular Monthly Meeting  
January 10, 2018 6:00 p.m. 1 W. Ridge Street

The January monthly meeting of Lansford Borough Council was held 6:00 p.m. January 10, 2018 at borough hall, 1 W. Ridge Street, Lansford, PA.

The Pledge of Allegiance was recited and roll call was taken by secretary treasurer Jill Seigendall. Council persons attending were: President Jared Soto, Joseph Butrie, Marie Ondrus, Bob Silver, John Turcmanovich, Matthew Walsh, Jr council person Isabella Blasko, and Attorney Michael Greek. Absent was vice president Irma Leibensperger.

Jared Soto called the group into executive session to discuss the police collective bargaining agreement, personnel and possible property purchases to relocate the public works borough garage. At 6:35 p.m. President Soto called the public meeting to order.

**Public Courtesy**

Chris Ondrus, 10 Edgemont Road, had questions regarding the mayor's vacant seat. Attorney Greek explained borough council had 45 days to accept the vacant seat, which it did at the January 2, 2018 meeting, and 30 days to appoint a resident to the vacant mayor seat. This is a unique situation where Bob Silver was elected both mayor and councilman. Mr. Silver chose to take the oath as councilman. A special meeting has been called for January 24, 2018 for general purposes and to appoint a mayor. The meeting will be advertised. Borough Council president Jared Soto will act as mayor until one is appointed. All were in agreement to have Jared Soto preside over tonight's meeting and act as mayor, however he cannot vote as a councilman at tonight's meeting, he will vote as mayor only if necessary. Soto is eligible to receive the mayor's salary.

Mr. Ondrus is glad to see the budget is balanced but is happy the budget is reopened. He wants no tax increase this year. He asked why the 2017 audit will not completed within the first 90 days of the year as stated in the borough code. He recommended that council find another auditing firm because the cost is too high and it is not completed within the first 90 days of the year.

Joseph Butrie spoke in public courtesy. He heard that someone on council wants to "clean him up," referring to his casual dress, beard and long hair. He is content with his demeanor and was offended by the reference stating, "he took it personally."

The meeting minutes for December 13, 2017 and December 27, 2017 were reviewed for approval. John Turcmanovich asked that the public safety committee report be corrected regarding parking meters for sale and the correction was made.

**Joseph Butrie made a motion to approve the December 13, 2017 meeting minutes, including the correction. The motion was second by Matthew Walsh. All were in agreement, motion passed.**

**Joseph Butrie made a motion to approve the December 27, 2017 minutes as written. The motion was second by Jared Soto. All were in agreement, motion passed.**

**Correspondence:**

**Valley Road Farms** - sent a Thank you letter for allowing them to hold the Farmer's Produce Market in the summer on Friday's in the Business District. They also sent a \$100.00 donation to the borough. Council accepted the donation and hopes the market will return next summer. There was discussion about whether to include more vendors at the Farmer's Market this year.

**Friends of Lansford Recreation** – Made a request to use the borough hall for its meetings on the first Monday of each month. Jared Soto volunteered to open for the group and attend its meetings. **Matthew Walsh made a motion for Jared Soto to open for the group, second Bob Silver, all were in approval. Motion passed.**

**Eric Snyder, Keystone Consulting Engineers** – asked whether council wanted the engineering firm to review the state FEMA flood maps, 30 Day Engineering Models Notification, and respond to FEMA with any updates. There was concern about what the service would cost and the topic was tabled by Councilman Butrie, second by Matthew Walsh. Also, the time frame for a response to FEMA (30 days) has past.

**Carbon County Office of Planning & Development** – Sent a meeting notice for Municipal Solid Waste Plan Update at 1/17/18, 2:00 p.m. to 3:30 p.m., no one volunteered to attend.

**Carbon County Tax Claim Bureau** – Asked for approval or disapproval of the sale of two properties in repository. Both received bids to be sold; 803 E. Patterson Street and 362 W. Kline Avenue.

**Matthew Walsh made a motion to approve the sale of both properties. The motion was second by Joe Butrie; all were in agreement, motion passed.**

**Department of Environment Protection (DEP)** – The borough received a copy of the correspondence from DEP to Silberline asking for a work plan regarding its quarterly groundwater monitoring report.

**LTAP** – A Road to Zero Grant Program e-mail was reviewed.

**Sanitation Billing** – A letter from property owner Tom Peto suggesting sanitation billing be included in borough taxes. Jared Soto said he will contact Mr. Peto.

**CO-STARS** – The annual Salt Contract Participation Agreement enrollment notification was received. **A motion was made by Joseph Butrie to enroll in the Co-Stars Salt Participation Agreement for 2018-2019. Second by John Turcmanovich. All were in favor, motion passed.**

#### **Committee Reports for December:**

**Municipal Administration** – Meeting cancelled, committees not yet established

**Public Safety** – Meeting cancelled, committees not yet established

**Public Works** – Meeting cancelled, committees not yet established

**Planning, Zoning & Code** – Meeting cancelled, committees not yet established

**Parks & Recreation** – Meeting cancelled, committees not yet established

**Mayors Report** – Chief Soberick provided the details for the December report showing collection total of \$595.00; \$50.00 miscellaneous, \$400.00 meter & soliciting permits, \$95.00 parking violations, \$50.00 Quality of Life receipts.

**Police Report** – The December police report showed 24 criminal arrests, 15 traffic citations, 9 non-traffic citations, 14 parking tickets and 5 quality of Life tickets issued.

**Fire Department** – The American Fire Co No 1 responded to 7 calls in December; 5 in Lansford, 1 in Summit Hill and 1 in Coaldale.

**Ambulance** – The Lehigh Ambulance responded to 49 incidents in Lansford during December. The average response time from the time of dispatch to the time at scene was 7.63 minutes. 2018 membership subscriptions have been mailed.

**Code Enforcement** – Code/Zoning Officer Tracey Herman reported that 2 renovation permits were issued, 5 Rental Registrations were closed, 6 notices were sent, 12 Rental inspections performed and 1 Re-inspection. Eleven property maintenance complaints were investigated and two files were closed.

**CC Council of Governments (COG)** – Jared Soto volunteered to attend COG meetings and urged other council members to attend.

**CC Tax Collection Committee** – Jill Seigendall was reappointed as the delegate.

**Matthew Walsh made a motion to reappoint Jill Seigendall as the 2018 delegate. The motion was second by Joe Butrie. All were in favor, motion passed.**

**Tax Collectors Report** - Real Estate Taxes collected in Dec. 2017 \$ 36,655.66.

Total current real estate taxes collected in 2017 \$ 906,440.62.

**Treasurers Report –**

- Bills to be approved total \$ 47,331.82; General fund \$16,124.55, Sanitation Fund \$25,335.84, Sewer Transmission \$584.00, Park & Recreation \$184.74, HI way Liq Fuels \$4,208.69, Fire Tax \$894.00. Monthly checking account activity was included in the report as well as The Profit/ Loss Budget vs Actual to End of Year 2017. The tax anticipation note \$99,000.00 was received and deposited into the General Fund on January 3, 2018. Due to the reopening of the budget there will be no discretionary spending.

**A motion was made by Matthew Walsh to approve the bills totaling \$47,331.82. The motion was second by John Turcmanovich. All were in favor, motion passed.**

- End of month account balances:

Account Title	Nov	Dec
General Acct	\$214,375.41	\$176,811.41
Sanitation Fund	\$95,818.01	\$69,669.07
Investors Money Mkt Acct	\$51,573.63	\$51,582.39
Sewer Transmission(reserve acct)	\$164,294.65	\$164,322.56
Escrow for 22 W(E) Kline Ave	\$3,000.00	\$3,000.00
Escrow for 20 E Kline Ave	\$2,180.11	\$2,180.11
Lansford Pool Account	\$41,318.75	\$41,322.03
Treasurers Special Hi Way	\$57,427.33	\$31,424.70
DCED Grant/Fire Co	\$0.00	\$0.00
Sewage Transmission	\$86,956.67	\$59,499.06
Loan Proceeds Acct(reserve acct)	\$202,689.42	\$202,709.75
Local Service Tax/EIT	\$42,076.50	\$36,119.27
Sanitation Fund Money Mkt Acct	\$12,136.22	\$12,137.18
Fire	\$42,378.91	\$37,013.03
Recreation	\$39,936.24	\$39,121.40
Street Lights	\$20,897.27	\$19,477.75
	<b>\$1,077,059.12</b>	<b>\$946,389.71</b>
<b>LOANS Paid from Fund</b>	<b>Est Balance</b>	<b>Est Balance</b>
Sewer Transm#5537	1,125,807.43	1,111,158.85
Street Light Fund#6309	146,879.11	138,724.11
Liquid Fuels #3886	22,256.35	22,256.35
Gen Fund or LST	23,317.48	23,317.48
	<b>1,318,260.37</b>	<b>1,295,456.79</b>

**Solicitor's Report** – In his report Attorney Greek will get together with Keystone Engineering regarding the Elks demolition building final description for the permanent easement between the borough and the owner of 4. W. Ridge Street.

- Attorney Greek has written a letter about the barrier (pile of dirt) at the top of Tunnel Street, blocking access to a borough owned basketball court. Attorney Greek will send the letter to the person who put the dirt there.

**Unfinished Business:**

**Committee Assignments** - Jared Soto announced the following committee assignments:

**Park & Recreation Committee:** 5:30 p.m.

Joseph Butrie, chairman; Jarred Soto, Matthew Walsh

**Public Works Committee:** 6:00 p.m.

Bob Silver, chairman; Joe Butrie, Marie Ondrus

**Municipal Administration Committee:** 6:30 p.m.

Irma Leibensperger, chairman; Bob Silver, Matthew Walsh

**Code, Ordinance & Zoning Committee:** 7:00 p.m.

Jared Soto, chairman; John Turcmanovich, Marie Ondrus

**Public Safety Committee:** 7:30 p.m.

John Turcmanovich, chairman; Jared Soto, Irma Leibensperger

All committees will meet on the first Wednesday of each month at the times noted.

**A motion was made by Joe Butrie to advertise the yearly committee meeting schedule as outlined above. The motion was second by Marie Ondrus. All were in favor except Matthew Walsh who was opposed. Motion passed.**

**Board & Commission Vacancies to be filled**

**Planning Commission** (4 yr. term) – 1 vacant seat to be filled due to Christopher Ondrus expired term. Mr. Ondrus submitted a letter wishing to be reappointed.

**A motion was made by John Turcmanovich to reappoint Christopher Ondrus. The motion was second by Matthew Walsh. All were in favor, motion passed.**

**Zoning Hearing Board** (3 yr. term) – 1 vacant seat (due to the expired term of Tim Kurchak who does not want to be reappointed) and 1 alternate seat to be filled (alternate seat vacant due to the expired term of Bob Silver who is no longer eligible to fill the seat). There were no letters of interest received for these positions. No appointment was made.

**Lansford Coaldale Joint Water Authority** (5 yr. term) – 1 vacant seat for Tobias Krajcirik's expired term. A letter to be reappointed was received from Tobias Krajcirik, as well as letters from Donna Valent and Tommy Vadyak.

**A motion was made by John Turcmanovich to appoint Tobias Krajcirik.**

**Matthew Walsh asked council to think about the criteria and motivation of the eligible candidates and the compensation of the position; that it includes a pay rate and benefits.**

**President Soto asked for a second to the motion on the floor. The motion to appoint Tobias Krajcirik failed for lack of a second.**

Tobias Krajcirik explained that he is employed by the water authority and also serves as the borough's delegate to the board. He is a D.E.P. certified water and waste water technician for the water authority. Mr. Richard Pogwist spoke that he is on the water authority board and he does not receive health care benefits; that the water authority has been investigated by the district attorney's office and no improprieties were ever found.

Bob Silver asked whether the borough is required to appoint someone tonight. Attorney Greek explained that the Authority's formation agreement with the Borough requires 5 delegates; 3 from Lansford borough. Someone will need to be appointed eventually.

The letters of interest were reviewed.

**A motion was made by Matthew Walsh to appoint Donna Valent. The motion was second by Bob Silver. Voting was taken on roll call vote: John Turcmanovich, No; Joseph Butrie, Yes; Marie Ondrus, Yes; Bob Silver, Yes; Matthew Walsh, Yes. Motion to appoint Donna Valent to the LCJ Water Authority passes. 4 Yes, 1 No.**

**Recreation Commission** (5 yr. term) – 2 vacant seats to be filled (Jack Soberick term expired and does not want to be reappointed, and Kevin Soberick resignation from 2017). There were no letters of interest for the positions. No appointment made.

**Vacancy Board** (1 yr. term) – This seat has been unoccupied for years – it is needed should an elected official's seat become vacant – 1 vacant seat. No letters of interest were received for this position. No appointment made.

**Matthew Walsh made a motion to advertise the vacancies one more time. The motion was second by Joe Butrie. All were in favor, motion passed.**

### **Borough Garage**

The 5 findings on the Letter of Violations from Labor and Industry, Bureau of Occupational & Industrial Safety, were read by President Soto.

Outline of Labor & Industry Findings:

Finding 1: Cracked & leaning concrete on right side of salt storage area

Finding 2: Roof leaks

Finding 3: Basement mold, rot, & wood decay in basement

Finding 4: Electric panel upgrades

Finding 5: Unsanitary basement bathroom

Matt Walsh is in favor of a new garage, not repairing the current garage. Joe Butrie believes a bigger garage is needed. He reports that the property at Panther Valley Lumber, 99 Riley Street, may be for sale; however price negotiation is needed.

Matthew Walsh, for now, recommends moving seasonal and unused equipment to storage. Mr. Butrie said the old Fredericks pole building, 327 W. Bertsch Street, is available to lease for \$1,000.00 per month. This would be a short term fix. Matthew Walsh states it should go to committee for discussion. The Labor and Industry Letter has a March 23<sup>rd</sup> deadline.

### **2018 Budget**

At the reorganization meeting on January 2, 2018, the 2018 Budget was reopened; the 2018 Budget will be on the agenda of the January 24, 2018 meeting.

### **Garbage Contract**

The current garbage contract with Tamaqua Transfer & Recycling will expire on April 14, 2018. There was discussion about whether to extend the current contract or advertise for a new hauler. No action was taken.

### **2017 Audit**

**Bob Silver made a motion to contact municipal auditors to get cost estimates for a 2018 municipal audit to include completion date. The motion was second by Marie Ondrus. All were in favor, motion passed.**

At 7:50 p.m. President Soto called for a short recess followed by an executive session to continue discussion about the police collective bargaining agreement, personnel, and public works property.

**Back on the record at 8:10 p.m., a motion to adjourn was made by John Turcmanovich, second by Matthew Walsh. All agreed and the group dispersed.**

Respectfully Submitted,

*Jill Seigendall*

Secretary Treasurer