

Workshop Meeting Minutes

August 5th, 2025

The August 5th, 2025 Workshop Meeting was called to order at 5:00p.m. by President Bruce Markovich at the Lansford Borough Town Hall, 1 West Ridge Street, Lansford, Pennsylvania. The meeting was attended by President Pro Tempore Michele Bartek, Council Man Joseph Butrie, Council Woman Gwyneth Collevchio, Council Man George Gilbert, President Bruce Markovich, and Council Woman Jennifer Staines.

Council Man Jack Soberick, Mayor Hugh Vrablic, and Solicitor Robert Yurchak were not in attendance.

The Pledge of Allegiance was recited.

Bruce Markovich spoke about the length of the agenda and asked the public to keep the length in mind during public courtesy.

Public Courtesy-

Richard Pavlick of 307 West Abbott Street inquired about issues in the borough such as curb-to-curb plowing, and police scheduling.

Raquel Martin of 223 East Abbott Street spoke about a handicap space near her house and stated she would like to have a block party on East Abbott Street.

Tommy Vadyak of 334 West Abbott thanked the water authority for helping the code officer obtain property owner information and spoke about multiple issues he sees within the borough.

Rosemary Cannon of 242 West Ridge Street spoke about multiple agenda items under municipal administration.

George Gilbert stated that he was informed the fire company does not want the borough to be billing on behalf of the fire company for vehicles involved in accidents to cover cost.

Louis Vega of 311 West Abbott Street inquired about the status of police coverage.

Denise Leibensperger of 164 West Ridge Street spoke her thoughts on why the borough has not been able to hire police.

Joe Genits of 210 West Front Street spoke about the Civil Service Commission.

Erin Soberick of 237 West Ridge Street inquired about having the Officer in Charge attend meetings to answer public questions.

Council Members and the Chairman of the Civil Service Commission John Zym spoke about the Civil Service Commission.

Public Works

Street Sweeper fines increasing from \$25.00 to \$75.00 to be in line with snow plowing-request by Joseph Butrie

Joseph Butrie spoke about how he thinks increasing fine will encourage vehicles to move for street sweeping as many cars currently do not move.

Tree Removal Estimate-request by Joseph Butrie

Joseph Butrie spoke about a tree on East Snyder Avenue that is leaning with the roots coming out of the ground that is currently a hazard to the residents on that block.

Discuss what is going to be done with Milling and Paving-request by George Gilbert

Bruce Markovich stated that currently one bid has been received for milling and paving and that the bid will be opened at the council meeting on August 15th, 2025.

Black utility truck decision on replacing plow with Western plow or repairing wiring harness-request by George Gilbert

Joseph Butrie stated that there is a problem with the wiring harness on the black utility truck and that council must decide if they want to spend \$1,800.00 on a new wiring harness or purchase a western plow.

George Gilbert stated that he spoke to the borough workers and that the council needs to decide what they want to do about the truck, especially if they will be investing money in the vehicle and eventually the truck will be outdated.

Council discussed which option would be more beneficial to the borough.

Need to sell the Zipper-request by Joseph Butrie

Joseph Butrie spoke about how the borough has not used the zipper once this year and should be sold as it is not made to be used for milling a whole street.

Joseph Butrie spoke about how, if the zipper was sold the money from the sale could be used to purchase another type of equipment that the borough needs more.

Municipal Administration

Discussion in reference to bill submitted to the borough by Jim MacDonald at 432 E Patterson St. for \$500.00 for damages to his curbing and sidewalk.- request by Mun Admin

Bruce Markovich stated that no incident report has been made for this incident.

Joseph Butrie stated that the incident occurred when ice was being removed but that it is unclear on how it occurred as the trough is about an inch past the brick sidewalk and he is unsure if when the ice was removed that caused the breaking of the sidewalk or if it was the plow hitting the sidewalk.

Council discussed the bill and that it would be on the next agenda for council to decide what they would like to do about the bill.

Discussion in reference to bill submitted by BGM Contracting for \$1,395 for work at borough garage.-request by Mun Admin

Bruce Markovich stated the only issue with the bill is that it exceeds the amount that one council member can okay and that council will have to ratify the bill at the next council meeting.

Bruce Markovich stated the bill was for the bathroom at the borough garage.

Discuss the Garbage Ordinance Amendment-request by Mun Admin

Bruce Markovich stated that a lot of people are coming into the borough office and complaining about being billed for an empty house.

Bruce Markovich stated that the garbage bid is based on 1,735 garbage pickups and 23 business pickups.

Council discussed the garbage billing.

Discuss Purchasing Policy-request by Mun Admin

Bruce Markovich stated that currently a single council member can spend up to \$1,00.00 with just one signature.

Bruce Markovich stated that he feels there needs to be a purchasing policy requiring two signatures along with a signature from the treasurer who will ensure the money is available before the purchase is made.

Discuss Fee Schedule-Request by Jennifer Staines

Treasurer Maria Ahner spoke about the fee schedule.

Discuss Fine increases for Code and Ordinance-request by Jennifer Staines

Jennifer Staines spoke about wanting to increase the code and ordinance fines.

Jennifer Staines inquired about the council's opinions on increasing code and ordinance fines.

Time Clock Policy Update-request by George Gilbert

Bruce Markovich stated an email was sent from the labor attorney that said the borough can install time clocks or whatever they would like to do and that there is no provision there for them to grieve that.

George Gilbert stated that a time clock policy needs to be written.

Maria Ahner clarified that there were no approved time clocks and the only thing the council had approved was for borough employees to clock in and out on their cellphones.

Discuss applying for a DCNR Project Planner Grant, Planner would develop long term redevelopment plan for the pool site, playgrounds and parks.- request by mun admin

Bruce Markovich stated Gwyneth Collevchio and himself are going to have a zoom meeting with Christine Thursday morning at 11:00a.m. to discuss what she has to say and how everything will work out with that information then being shared with the rest of council.

Applications received for STMP Program. Set up date to conduct interviews of applicants.-request by Mun Admin

Bruce Markovich stated that eleven requests for proposals were sent out, six were received by the borough.

Bruce Markovich stated that the DCD is going to be available anytime on August 11th, 2025 to conduct interviews of the consultants that sent their proposals to the borough. After the interviews have been conducted the borough council will then decide on who want to work with, the borough will then submit a grant to DCED who will decide how much funding the borough will receive for the STMP Program.

Community Development Block Grant Application (CDBG) FY 2025-request by Mun Admin

Bruce Markovich stated that council needs to approve a cooperative resolution for the 2025 Community Development Block Grant.

Discuss updating the Office Computers due to Microsoft going digital -request by Mun Admin

Maria Ahner spoke about an email she received from Cloud the borough's IT Department stating the code officer's computer and the council president's computer must be updated.

Maria Ahner spoke about switching out both computers, the code officer receiving the new computer that was just recently purchased and the switching out one of the secretaries' computers with the council president's computer. This allows for the secretaries' computers to be upgraded with the cost of the computers being able to be paid for from both the sanitation and sewage transmission fund as the secretaries do the billing on both bills.

Maria Ahner stated that there will be a borough laptop available for trainings and grants.

Discuss passing an ordinance to allow the borough to bill on behalf of the fire company for a response to motor vehicle accidents.-request by Mun Admin

This agenda item was discussed earlier in the meeting, with George Gilbert informing council that the fire company informed him they do not want the borough billing on their behalf.

Received letter of interest from Donald Whildin for the Planning Commission seat -request by Mun Admin

Agenda item is discussed in next agenda item.

Received letter of interest from Donald Whildin and Linda Harvan for the Zoning Hearing Board Alternate seat-request by Mun Admin

Bruce Markovich stated that an email must be sent to Donald Whildin asking him to choose if he is interested in the Planning Commission or the Zoning Hearing Board as he cannot be on both boards.

Handicap parking request from Kathleen McArdle at 292 West Snyder Avenue-request by Michele Bartek

Michele Bartek stated there is no issue with 292 West Snyder Avenue being issued a handicap parking space.

Letter from Cheryl Heintzelman for 261 East Abbott St handicap parking request-request by Michele Bartek

Michele Bartek spoke about an issue with the handicap space at 261 East Abbott Street due to Cheryl having been granted a handicap parking space on the hill beside her house, but Cheryl recently sent a letter to the borough. The letter states she is not okay with her parking space being on the hill beside her home and would rather be granted to be placed across the street from her house.

Letter from St. Lukes facility at 134 West Ridge Street for permission to construct a handicap ramp and two handicap parking spaces-request by Mun Admin

Bruce Markovich stated that St. Luke's submitted a letter requesting permission from the borough for the ramp and handicap parking spaces and that council will have to approve their letter request.

Public Safety**PT Police & Code QOL-request by Jennifer Staines**

Jennifer Staines spoke the part-time police officers and that she is going to be bringing to council about reopening the police contract to increase the pay rate for part-time police officers as she feels their rate should increase due to the recent pay increase of the Code Officer.

Discuss interviewing Chief Candidates-request by Michele Bartek

Bruce Markovich stated that he would like the borough to agree to have DCED help provide the borough with three police chiefs to interview the police candidates at no cost to the borough.

Bruce Markovich stated that a resolution allowing them to do so would have to be passed at the next monthly meeting on Wednesday.

Discuss inventory list for Fire Department and Police Department-request by Michele Bartek

Michele Bartek stated that an inventory list for the Fire Department and Police Department has already been completed.

Discuss Borough Hall Camera's -request by Jennifer Staines

Michele Bartek spoke about the camera system and that a quote was obtained about getting an additional camera in the borough office which would have to be paid out of the general fund.

Parks & Recreation

Fencing proposals (3)-request by Gwyneth Collevecchio

Gwyneth Collevecchio spoke about three fencing proposals for the three parks in the borough which are East Abbott Street and East Kline, Ashton Park, and the number nine basketball court/Zoo Basketball Court. All three parks need new fencing.

Zoning/Code/Rental

Discuss animal ordinance-request by Jennifer Staines

Jennifer Staines stated that she spoke with Robert Yurchak who added to the ordinance about clickers and that the ordinance is ready to be adopted.

Creation of lists -request by Jennifer Staines

Jennifer Staines spoke about how a list has already been created which states which seats are open on which commission/board.

Occupancy Permit-request by Jennifer Staines

Jennifer Staines spoke about how there is an ordinance for occupancy permits and the amount that council would like to charge for the occupancy permit.

Moving Oversized Vehicles-request by Jennifer Staines

Nothing was spoken about moving oversized vehicles.

Condemned house list-request by Jennifer Staines

Jennifer Staines spoke about the condemned house list and that currently there are around 29 condemned properties on the list.

Jennifer Staines spoke about how the condemnations are being filed at the courthouse to be attached to property deeds.

Entertainment/Skill games-request by Jennifer Staines

Jennifer Staines spoke about taxing entertainment/skill games and that she feels council should revisit the entertainment/skill game proposed ordinance as it is extra tax revenue for the borough.

Gwyneth Collevchio motioned to adjourn.

The meeting was adjourned by Bruce Markovich at 7:59p.m.

Respectfully Submitted,



Ashley McLaughlin

Secretary