

AGENDA OF LANSFORD BOROUGH COUNCIL

Regular Monthly Meeting
July 9th, 2025, 6:00 p.m.

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

- Michele Bartek
- Joseph Butrie
- Gwyneth Collevechio
- George Gilbert
- Bruce Markovich
- Jack Soberick
- Jennifer Staines
- Hugh Vrablic (Mayor)
- Robert Yurchak (Solicitor)

4. Executive Session 6:00 p.m. to 6:30 p.m.

5. Public Courtesy Limited to Items on Agenda

– Please stand, state your name and address (please keep remarks to 3 minutes)

6. Approval of Meeting Minutes

- May 6th, 2025, Workshop Meeting Minutes
- May 22nd, 2025, Special Meeting Minutes
- June 3rd, 2025, Workshop Meeting Minutes
- June 11th, 2025, Monthly Meeting Minutes

7. Correspondence-

8. Committee Reports (*Provided by the committee*)

- a. Public Works
- b. Municipal Administration
- c. Parks & Recreation
- d. Public Safety
- e. Zoning & Code

9. Municipal Monthly Reports

Fire Dept.- Enclosed

Ambulance- Enclosed

Mayor's Report

Police Report- Enclosed

Zoning/Code Enforcement- Enclosed

Code Compliance

Rental Report-Enclosed

Solicitor's Report-

Tax Collector's Report :

- From June 1st, 2025, to June 30th, 2025, Taxes collected was \$ 86,171.04

• **Treasurer's Report**

REVENUE AS OF 07/09/2025		EXPENSES FOR 07/09/2025	
Revenue	Amount	Expenses	Amount
RENTAL	\$ 138,817.64	Delq. Tax Account	\$ 2,360.97
SANITATION	\$ 288,358.95	Diversified	\$ 13,647.22
SEWER TRANSMISSTION	\$ 135,715.28	General Fund	\$ 54,416.73
PERMIT (Exempt from Zoning & UCC)	\$ 10,800.00	Street Light	\$ 5,424.64
Total	\$ 573,691.87	Highway – Liquid Fuels	\$ 21,978.81
		Park & Recreation	\$ 3,062.06
		Sanitation	\$ 100,619.49
		Sewer Transmission	\$ 13,898.98
		Total	\$ 215,408.90

UNCOLLECTED BILLS AS OF 07/09/2025		
	Billed	Uncollected
RENTAL	720	122
SANITATION	1831	366
SEWER TRANSMISSTION	1909	49

LOAN		
Account	Balance	
JIM THORPE BANK (2022 Ford F550)	XX6758	\$ 35,348.26

**Motion to approve July 9th, 2025, Expenses
CD and Bank Balances**

FUND / Checking	TYPE	Interest Rate	Maturity Date	Account Title	No.	6/30/2025	5/31/2025
General Fund	CD	4%	11/14/2025	Railroad CD	XX6101	587,764.11	585,734.74
General Fund	CD	4%	7/24/2025	2nd Railroad Proceeds CD	XX8363	32,131.12	32,017.72
Sanitation Fund	CD	4%	7/31/2025	Sani-Investors CD	XX8587	53,925.90	53,714.71
Sewer Transmission Fund	CD	4%	7/31/2025	Sewer-Investors CD	XX8595	56,970.89	56,776.30
Sewer Transmission Fund	CD	4%	7/24/2025	2nd Sewer Proceeds CD	XX8371	54,647.50	54,454.64
Sewer Transmission Fund	CD	4%	11/14/2025	Sewer CD	XX1277	54,499.89	54,312.76
Park & Rec Fund	CD	4%	11/14/2025	Pool CD	XX6325	43,287.38	43,138.75
Total						\$ 883,226.79	\$ 880,149.62

FUND / Checking	TYPE	Account Title	No.	6/30/2025	5/31/2025
General Fund	Checking	General Fund	XX6496	980,858.40	494,492.50
General Fund	Checking	ARPA Grant Account	XX2153	9,832.91	9,803.77
General Fund	Checking	Diversified	XX8448	17,977.73	56,748.52
General Fund	Fire Escrow	Fire Escrow - 22 E. Kline	XX6488	3,000.00	3,000.00
General Fund	Fire Escrow	Fire Escrow- 241 E Ridge St	XX9949	36,790.47	36,790.47
General Fund	Fire Escrow	Fire Escrow- 243 E Ridge St	XX9931	29,067.09	29,067.09
General Fund	Fire Escrow	Fire Escrow- 245 E Abbott St	XX7133	29,605.04	29,605.04
General Fund	Fire Escrow	Fire Escrow- 334 E. Bertsch St.	XX6094	4,522.89	4,522.89
General Fund	Fire Escrow	Fire Escrow - 268 E. Patterson St.	XX7013	9,863.51	9,863.51
General Fund	Fire Escrow	Fire Escrow - 292 E. Snyder Ave	XX7373	8,900.22	8,900.22
General Fund	Fire Escrow	Fire Escrow - 504 E Kline	XX6119	31,346.65	31,346.65
General Fund	Checking	Delq. Tax	XX8929	338,270.06	329,425.16
General Fund	Checking	Building Developing Capital Fund	XX9105	26,273.03	26,195.16
General Fund	Checking	Grant Project	XX5616	15,415.83	170,931.17
Sanitation Fund	Checking	Sanitation Fund	XX6438	448,071.13	499,117.17
Sanitation Fund	Money Market	Sanitation fund MMA	XX6454	14,631.37	14,588.01
Sewer Transmission Fund	Checking	Sewer Transmission	XX6446	545,066.73	541,071.90
Sewer Transmission Fund	Checking	Snyder Street Checking	XX6470	33,626.92	33,527.26
LST	Checking	Local Services Tax	XX6462	57,188.59	57,733.51
Street Light Fund	Checking	Street Lights	XX6412	63,928.74	41,771.18
Fire Tax Fund	Checking	Fire	XX6371	42,464.34	27,391.86
Special Hi-Way Fund	Checking	Highway Liquid Fuels	XX6420	174,407.23	174,707.61
Park & Rec Fund	Checking	Park & Recreation	XX6404	62,071.35	53,669.75
Total				\$ 2,983,180.23	\$ 2,684,270.40

10. Old Business:

1. Discussion/Motion to approve one of the following rate and term options for the Lansford Borough CD's:

- 2nd Railroad Proceeds CD XX8363 \$32,131.12
- Sani-Investors CD XX8587 \$53,925.90
- Sewer-Investors CD XX8595 \$56,970.89
- 2nd Sewer Proceeds CD XX8371 \$54,647.50

Term and Rate Options:

- a. 6 Months at 4% APY
- b. 9 Months at 3.5% APY
- c. 12 Months at 3.0 % APY

11. New Business:

2. Discussion explaining to the public why the borough can not afford to have full-time officers or a police chief.-request by Michele Bartek
3. Discussion/Motion to implement a home alone safety chain for Lansford Borough and get a committee to help do that-request by Michele Bartek
4. Motion to approve the following trainings through The Pennsylvania Association of Boroughs. (These classes stay in your profile for 365 days). Maria \Ashley needs to register the borough workers, and George in the system. -request by Jennifer Staines

Maria\Ashley (cross training reasoning)

Preparing your QuickBooks for year-end

The role of Municipal Treasurer.

Effective controls and why they matter.

Answering common RTK questions

QuickBooks for beginners

Shane \Jennifer\ George (If on code & zoning & interested?)

Strategic Code Compliance.
Municipal odds & ends.
New Tools to address blight.
Addressing blight through Convership and property acquisition.

Joe\Greg\Mario\Bob\George (like above)
Winter Maintenance

George\Jennifer \ A " brush up " anyone?
Preparing for new council
Mandatory Organization meeting
Rules of council
Introduction to local government (??).

5. Motion to set a special meeting to review the budget, in July. Being that council received a “snapshot” of the budget on 1 July 2025 at 1:26 pm.- request by Jennifer Staines
6. Motion to change the fireworks ordinance. -request by Jennifer Staines
7. Motion to purchase the reporting system that Jack advised us of for \$2,000.00. It tracks who writes tickets Shane /PD, so all parties are informed. -request by Jennifer Staines

Motion on Ordinances:

1. Discussion/Motion to approve the Garbage Ordinance Amendment. -request by Mun. Admin and Jennifer Staines

Motions:

1. Discussion/Motion to approve the special event request from Carbon County Hotwheels Club on July 26, 2025 at Kennedy Park from 1:00p.m. to 5:00p.m.
2. Discussion/Motion to approve the handicap request from Cheryl Heintzelman at 261 East Abbott Street.
3. Discussion/Motion to approve the handicap request from Alicja Sakowska at 244 East Patterson Street.

4. Discussion/Motion to purchase a new 2025 Ford F 550 in the amount of \$62,766.00 from Tasca Ford-request by Joseph Butrie
5. Discussion/Motion to purchase all needed equipment for Ford 550 from Tamaqua Truck & Trailer which includes aluminum box in the amount of \$59,500.00-request by Joseph Butrie
6. Discussion/Motion to accept milling bids.
7. Motion to open bids for Milling of Streets: Abbott St. West Extension, Dock St. by Mine Museum-request by Joseph Butrie
8. Discussion/Motion to approve milling bid.
9. Discussion/Motion to accept Zipper bids.
10. Motion to open bids received for the zipper-request by Joseph Butrie
11. Discussion/Motion to approve Zipper bid.
12. Motion to ask Penn Dot to do a traffic study on all Borough owned streets to lower the speed limit to 15 mph at no cost to the borough. A letter has to be submitted to Penn Dot from the Borough.-request by Joseph Butrie.
13. Discussion/Motion to approve a Resolution for Police Pension 2025.-request by Mun. Admin
14. Discussion/Motion to approve the Fee Schedule Resolution- request by Mun. Admin
15. Motion to award contract to Billiter Electric to provide electrical power to the camera system recently installed in Ashton Park at a cost of \$2771.00 pending approval of PPL.
16. Motion to approve the following streets for paving Powel Street (Abbott to Bertsch) (Patterson to Ridge), Center Street (Patterson to Bertsch) Klocks Hill, Unit block of West Abbott Street, Abbott Street (Courtwright to Bertsch) East Abbott Street from the 600 block to Bertsch Street, 600 Block East Kline,

Parkway from 209 to the island and Dock Street from 209 east for 974 feet.
Pending Approval from Penn Dot

17. Motion to pass a resolution and file a Local LSA Grant application in the amount of \$38,337 for new portable police radios. Naming Bruce Markovich and Gweneth Collevchio as authorized administrators.

18. Discussion/Motion to approve the purchase of 15 CY Certified Playground Mulch at the cost of \$717.75.-request by Gwyneth Collevchio

12. Executive Session if needed

13. Adjournment