

**AGENDA OF LANSFORD BOROUGH COUNCIL**

Regular Monthly Meeting  
May 14th, 2025, 6:00 p.m.

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Roll Call**

- |                           |                    |                                 |
|---------------------------|--------------------|---------------------------------|
| • Michele Bartek          | • Jay Doyle        | • Hugh Vrablic<br>(Mayor)       |
| • Joseph Butrie           | • Bruce Markovich  | • Robert Yurchak<br>(Solicitor) |
| • Gwyneth<br>Collevecchio | • Jack Soberick    |                                 |
|                           | • Jennifer Staines |                                 |

**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**

- March 24<sup>th</sup>, 2025, Special Meeting Minutes
- April 9<sup>th</sup>, 2025, Monthly Meeting Minutes

**7. Correspondence-**

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**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-**

-Discussion regarding Jay Doyle’s Council Seat

**Tax Collector’s Report –**

- From April 1<sup>st</sup>, 2025, to April 31<sup>st</sup>, 2025, Taxes collected were **\$248,978.18**
  - **Treasurer’s Report - Bills to Approve**

ACCOUNT	April 9th Expenses
Delq. Tax Account	\$ 1,253.20
Fire Tax	\$ 3,214.87
General Fund	\$ 28,178.85
Grant Project	\$128,114.28
HGWY Liquid Fuel	\$ 770.44

Park & Recreation	\$ 6,940.51
Sanitation	\$ 95,451.00
Sewer	\$ 2,408.01
Streetlight	\$ 7,939.55
<b>Total</b>	<b>\$274,270.71</b>

**A Motion to pay the bills is needed.**

- Bank Balance and CD

FUND	TYPE	Account Title	No.	April 2025	March 2025
General Fund	CD	<b>Railroad 9 Month CD</b>	XX6101	\$583,389.99	\$580,977.10
General Fund	CD	<b>2nd Railroad Proceeds 9 Month CD (IR 4.170%) MD: 07/24/2025</b>	XX8363	\$31,908.36	\$31,795.75
Sanitation Fund	CD	<b>Sani-Investors 9 Month CD (IR 4.170%) MD: 07/31/2025</b>	XX8587	\$53,552.05	\$53,369.13
Sewer Transmission Fund	CD	<b>Sewer-Investors 9 Month CD (IR 4.170%) MD: 07/31/2025</b>	XX8595	\$56,575.93	\$56,382.68
Sewer Transmission Fund	CD	<b>2nd Sewer Proceeds 9Month CD (IR 4.170%) MD: 07/24/2025</b>	XX8371	\$54,268.64	\$54,077.12
Sewer Transmission Fund	CD	<b>Sewer 9 Month CD (IR 4.890%) MD: 05/16/2025</b>	XX1277	\$54,095.34	\$53,871.60
Park & Rec Fund	CD	<b>Pool 9 Month CD (IR 4.890%) MD: 05/16/2025</b>	XX6325	\$42,966.06	\$42,788.35
General Fund	CHECKING	<b>General Fund</b>	XX6496	\$248,611.22	\$212,959.13
General Fund	CHECKING	<b>ARPA Grant Account</b>	XX2153	\$71,740.76	\$71,534.97
General Fund	CHECKING	<b>Diversified</b>	XX8448	\$35,744.37	\$21,890.67
General Fund	FIRE ESCROW	<b>Fire Escrow - 22 E. Kline</b>	XX6488	\$3,000.00	\$3,000.00
General Fund	FIRE ESCROW	<b>Fire Escrow- 241 E Ridge St</b>	XX9949	\$36,790.47	\$36,790.47
General Fund	FIRE ESCROW	<b>Fire Escrow- 243 E Ridge St</b>	XX9931	\$29,067.09	\$29,067.09
General Fund	FIRE ESCROW	<b>Fire Escrow- 245 E Abbott St</b>	XX7133	\$29,605.04	\$29,605.04
General Fund	FIRE ESCROW	<b>Fire Escrow- 334 E. Bertsch St.</b>	XX6094	\$4,522.89	\$4,522.89
General Fund	FIRE ESCROW	<b>Fire Escrow - 268 E. Patterson St.</b>	XX7013	\$9,863.51	\$9,863.51
General Fund	FIRE ESCROW	<b>Fire Escrow - 292 E. Snyder Ave</b>	XX7373	\$8,900.22	\$8,900.22
General Fund	FIRE ESCROW	<b>Fire Escrow - 504 E Kline</b>	XX6119	\$31,346.65	\$31,346.65
General Fund	CHECK	<b>Delq. Tax</b>	XX8929	\$295,722.71	\$289,067.06
General Fund	CHECK	<b>Building Developing Capital Fund</b>	XX9105	\$26,120.02	\$26,045.10
General Fund	CHECK	<b>Grant Project</b>	XX5616	\$298,199.90	\$15,860.00

Sanitation Fund	CHECK	<b>Sanitation Fund</b>	XX6438	\$511,554.60	\$447,347.21
Sanitation Fund	MONEY MARKET	<b>Sanitation fund MMA</b>	XX6454	\$14,546.16	\$14,504.43
Sewer Transmission Fund	CHECKING	<b>Sewer Transmission</b>	XX6446	\$536,236.46	\$517,496.88
Sewer Transmission Fund	CHECKING	<b>Snyder Street Checking</b>	XX6470	\$33,431.09	\$33,335.19
LST	CHECKING	<b>Local Services Tax</b>	XX6462	\$54,569.07	\$54,937.96
Street Light Fund	CHECKING	<b>Street Lights</b>	XX6412	\$34,272.92	\$28,751.58
Fire Tax Fund	CHECKING	<b>Fire</b>	XX6371	\$21,008.14	\$14,167.05
Special Hi-Way Fund	CHECKING	<b>Highway Liquid Fuels</b>	XX6420	\$174,531.41	\$179,862.13
Park & Rec Fund	CHECKING	<b>Park &amp; Recreation</b>	XX6404	\$50,604.13	\$48,564.80
			<b>Total</b>	<b>\$3,436,745.20</b>	<b>\$3,002,681.76</b>

**10. Old Business:**

1. Waiting to hear back from the insurance company about what they will be covering on items in the borough garage fire- request by Joseph Butrie

**11. New Business:**

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

- Railroad CD XX6101 \$583,389.99
- Sewer CD XX1277 \$54,095.34
- Pool CD XX6325 \$42,966.06

**Term and Rate Options:**

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

**Motions:**

1. Discussion/Motion to approve the special event form from Lansford Alive for their Fall Festival on September 27<sup>th</sup>, 2025 from 8:30a.m. to 6:00p.m.
2. Discussion/Motion to approve the handicap request from Farrah and Amanda Maurice at 335 West Water Street Apt 2 and 3.

3. Discussion/Motion to approve the handicap request from Lori A Zonca at 231 West Bertsch Street.
4. Discussion/Motion to approve the handicap request from Louann Greenly at 513 East Ridge Street.
5. Discussion/Motion to purchase office laser all-in-one printer at a cost of \$1,318.49 to be partially out of general fund, sanitation fund, and sewer transmission fund. The printer comes with a three-year warranty. -request by Mun. Admin
6. Discussion/Motion to upgrade the Postage Meter to a Vision S3 Meter the monthly payment of \$54.95 to be paid out of the sanitation fund-request by Mun. Admin
7. Discussion/Motion to purchase 3 timeclocks from ADP each unit costing \$49.00 per month for a total of \$147.00 per month.- request by Mun. Admin
8. Discussion/Motion to set an expense limit for an attorney for the Lansford Civil Service Commission. Per the written request from the Civil Service Commission.- request by Mun Admin.
9. Discussion/Motion to send letter to Steven Foster to ascertain his availability to participate as a member of the Lansford Civil Service Commission.
10. Discussion/Motion to apply for a Statewide LSA Grant in the amount of \$550,140.00 for a new Sewer Vac
11. Discussion/Motion to apply for a (2026) Federal Appropriations Grant in the amount of \$550,140.00 for a new Sewer Vac
12. Discussion/Motion to approve a Rental Agreement for a sewer vac between the Borough and Herc Rentals on a as needed basis. \$74.00 per day, \$2,195.00 per week, \$6,500.00 per month.
13. Discussion/Motion to advertise for 1 open position and 3 alternate positions on the Planning Commission.
14. Discussion/Motion to advertise for 2 alternate positions on the Civil Service Board.
15. Discussion/Motion to send a letter to Construction Clearance to request they meet with council over the condition of the Silberline Property.
16. Discussion/Motion to approve the purchase of 2 payloader tires costing \$1,695.00 each. -request by Joseph Butrie
17. Discussion/Motion to approve to have Tom Reigel complete bathroom installation at temporary Borough Garage at a cost of \$4,100.00. -request by Josph Butrie
18. Discussion/Motion to approve bids for milling of streets discussed at previous meeting. -request by Joseph Butrie
19. Discussion/Motion to approve to hire Dennis Anderson for summer help-request by Joseph Butrie

20. Discussion/Motion to approve to purchase sewer vacuum using money from insurance company the borough is receiving for the street sweeper and sewer vacuum, taking the remaining balance from the sewer transmission fund and liquid fuels. -request by Joseph Butrie
21. Discussion/Motion to approve to have Radocha Excavating put holes in the floor of the Lansford Pool at a cost of \$1,000.00-request by Joseph Butrie
22. Discussion/Motion to have a letter sent out to the SOP about policy and procedures for the body cameras. -request by Michele Bartek
23. Discussion/Motion St. Lukes Doctor Mussoline's office installation of a handicap ramp and handicap signs- request by Michele Bartek
24. Discussion/Motion to continue the hiring process for the Part-Time Code Officer- request by Michele Bartek

**12. Executive Session if needed**

**13. Adjournment**