

AGENDA OF LANSFORD BOROUGH COUNCIL (Amended)

Regular Monthly Meeting
October 15th, 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

- August 5th, 2025 Workshop Meeting Minutes
- September 10th, 2025 Monthly Meeting Minutes

7. Correspondence-

- Letter of Resignation from Debbie Kupres
- Letter of Resignation from Stephen Foster
- Civil Service Interest letter from Kara Krajnak and Joseph M Seaver

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/Motion to approve a resolution for public comment

Tax Collector's Report:

- From September 1st, 2025, to September 30th, 2025, Taxes collected **\$15,493.71**

Treasurer's Report

Motion to approve October 15th, 2025, Expenses

EXPENSES & REVENUE				
		EXPENSES FOR 10/15/2025		
REVENUE AS OF 10/15/2025		Expenses	Amount	
Revenue	Amount	Fire Tax	\$ 5,144.50	
2024 SURPLUS	\$ 51,270.78	Delq. Tax Account	\$ 1,877.02	
RENTAL	\$ 150,513.09	General Fund	\$ 150,375.31	
SANITATION	\$ 500,091.38	Highway – Liquid Fuels	\$ 31,094.06	
SEWER TRANSMISSTION	\$ 142,349.68	Park & Recreation	\$ 255.16	
PERMIT (<i>Exempt from Zoning & UCC</i>)	\$ 17,470.00	Sanitation	\$ 66,826.70	
Total	\$ 861,694.93	Sewer Transmission	\$ 2,853.38	
		Street Light	\$ 5,453.60	
		Total	\$ 263,879.73	
UNCOLLECTED BILLS AS OF 10/15/2025	Billed	Uncollected		
RENTAL	720	107	SANITATION PAST DUE 2025	
SEWER TRANSMISSTION	1909	41	Over 120 Day	\$ 13,612.76
			Over 90Day	\$ 27,029.32
LOAN	Account	Balance	Over 60 Day	\$ 115.00
JIM THORPE BANK (2022 Ford F550)	XX6758	\$ 22,424.89	Over 30 Day	\$ 115.00
			TOTAL PAST DUE	\$40,872.08

CD'S & Bank Balances

FUND / Checking	TYPE	Interest Rate	Maturity Date	Account Title	No.	9/30/2025	8/31/2025
General Fund	CD	4%	11/14/2025	Railroad CD	XX6101	\$ 593,605.60	\$ 591,630.85
General Fund	CD	4%	1/26/2026	2nd Railroad Proceeds CD	XX8363	\$ 32,460.68	\$ 32,352.69
Sanitation Fund	CD	4%	1/29/2026	Sani-Investors CD	XX8587	\$ 54,472.56	\$ 54,297.17
Sewer Transmission Fund	CD	4%	1/29/2026	Sewer-Investors CD	XX8595	\$ 57,548.40	\$ 57,363.11
Sewer Transmission Fund	CD	4%	1/26/2026	2nd Sewer Proceeds CD	XX8371	\$ 55,207.99	\$ 55,024.33
Sewer Transmission Fund	CD	4%	11/14/2025	Sewer CD	XX1277	\$ 55,041.54	\$ 54,858.43
Park & Rec Fund	CD	4%	11/14/2025	Pool CD	XX6325	\$ 43,717.59	\$ 43,527.15
Total						\$ 892,054.36	\$ 889,053.73

Fund / Checking	Type	Account Title	No.	9/30/2025	8/31/2025
General Fund	Checking	General Fund	XX6496	\$ 1,061,079.04	\$ 883,596.90
General Fund	Checking	ARPA Grant Account	XX2153	\$ 9,919.03	\$ 9,889.56
General Fund	Checking	Diversified	XX8448	\$ 12,828.93	\$ 17,256.17
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	\$ 381,030.07	\$ 371,581.95
General Fund	Checking	Building Developing Capital Fund	XX9105	\$ 30,534.31	\$ 30,443.60
General Fund	Checking	Grant Project	XX5616	\$ 15,550.86	\$ 15,504.66
Sanitation Fund	Checking	Sanitation Fund	XX6438	\$ 441,703.91	\$ 474,609.29
Sanitation Fund	Money Market	Sanitation fund MMA	XX6454	\$ 14,759.51	\$ 14,715.67
Sewer Transmission Fund	Checking	Sewer Transmission	XX6446	\$ 479,695.09	\$ 544,768.56
Sewer Transmission Fund	Checking	Snyder Street Checking	XX6470	\$ 33,921.44	\$ 33,820.67
LST	Checking	Local Services Tax	XX6462	\$ 59,000.45	\$ 58,734.88
Street Light Fund	Checking	Street Lights	XX6412	\$ 64,110.85	\$ 67,358.10
Fire Tax Fund	Checking	Fire	XX6371	\$ 29,597.70	\$ 38,733.13
Special Hi-Way Fund	Checking	Highway Liquid Fuels	XX6420	\$ 147,139.48	\$ 151,569.19
Park & Rec Fund	Checking	Park & Recreation	XX6404	\$ 56,010.25	\$ 55,549.17
Total				\$ 2,989,976.79	\$ 2,921,227.37

10. Old Business:

1. Replace sewer line on East Front St. (received 1 bid from Joe Hutta) -request by Joseph Butrie

11. New Business:

1. Motion to read Attorney Yurchak's statement regarding the lawsuit.-request by Jennifer Staines
2. Motion to accept resignation of Steve Foster from civil service commission. -request by Jennifer Staines
3. Motion to place Kara Krajnak as an alternate position on the civil service commission. -request by Jennifer Staines
4. Motion to move Keath Lowry from alternate civil service commission position to regular member. -request by Jennifer Staines
5. Motion to place Joseph M Seaver as an alternate position on the civil service commission.-request by
6. Motion to approve using the MOPEC standards for the police physical fitness testing criteria. -request by Jennifer Staines
7. Motion to go off the agenda to approve the MPOETC Standards for physical agility test. A. Physical Agility Test. B. Written Test. C. Oral Exam. D. To Develop an Eligibility List

Motions:

1. Waive the fee for FT and PT Officers applying for positions. Per John Zym presentation.-request by Jennifer Staines
2. Discuss the fines for dog dirt throughout town. Bartek in open session, had advised people to take videos. Turn the videos over to police to cite. -request by Jennifer Staines
3. Excessive Bills review-request by Jennifer Staines

4. Motion to implement pre-employment drug testing for all new hires. Then random drug testing after. -request by Jennifer Staines
5. Discussion/Motion to approve Lansford Trick or Treat Night on October 31st, 2025 from 6-8p.m.
6. Discussion/Motion to approve the handicap parking request from Annette White at 112 West Ridge Street. -request by Michele Bartek
7. Discussion/Motion to approve the handicap parking request from Catherine Card at 25 Jones Street.-request by Michele Bartek
8. Discussion/Motion to approve the handicap parking request from Tracy Miller at 335 East Bertsch Street.-request by Michele Bartek
9. Motion to advertise for Heating Oil Bids-request by Bruce Markovich
- 10.Motion to have Lacey spend 1 hour to 1.5 hours as needed to review budget items with Maria prior to meetings.-request by Jennifer Staines
- 11.Motion to have Foster and Foster complete an actuarial study of the Boroughs Pension Plan to determine the cost factors to allow Officer Josh Tom to participate under the newly enacted law which allows officers that worked part time for the borough, to have those part time hours credited towards their pension. Cost is \$1,000.00.-request by Bruce Markovich
- 12.Motion to accept quotes from either Kafferlin Strategies (\$79,550.00) or Herbert Rowland and Grube Inc (HRG) (\$76,630.00) for services under the Strategic Mapping and Planning Program. The committee recommends Kafferlin Strategies.-request by Bruce Markovich
- 13.Motion to deny change order requested by DOLI Contracting on the Powel Street Sewer Project. Doli to follow original scope of work as outlined in contract-request by Bruce Markovich.

14. Motion to deny change order requested by the county, to change the final surface fill from soil/grass to crushed stone at the 151 West Ridge Street Demolition Project.-request by Bruce Markovich
15. Motion to approve a letter of agreement between the borough and the Carbon County Planning Commission designating our 2026, 2027, and 2028 Community Development Block Grants Fund to be designated towards the West Ridge Reconstruction Project.-request by Bruce Markovich
16. Discussion/Motion to extend Dennis Anderson’s hours by 200-request by Joseph Butrie
17. Discussion/Motion to take a loan for 2 million dollars to build a borough garage-salt shed. – request by Joseph Butrie
18. Motion to have former Silberline Property appraised-request by Joseph Butrie
19. Pay for McDonald's repair. -request by Joseph Butrie
20. Approval for tire chains for Borough trucks \$1,420. From Service Tire will be for International, new truck and the 2023 truck. -request by Joseph Butrie
21. Advertise to sell the zipper -request by Joseph Butrie
22. Discussion/Motion to purchase 3,000 snow plow ordinance signs from Voss Signs in the amount of \$4,430.00-request by Joseph Butrie
23. Discussion/Motion to adopt the Animal Ordinance-request by Jennifer Staines

24. Oversized trucks

It solves a problem and brings in revenue.

Option A. Park vehicles year around down by the museum on Dock Street,

Initial registration	\$250.00 { in town}	\$350.00 { out of town }
Yearly	\$200.00	\$300.00

Option B. Have everything necessary moved from the Silberline lot, park vehicles in the lot year around.

This is a fenced lot: however, Borough assumes no responsibility for any damage.
Release will be signed.

Initial registration	\$250.00 { in town }	\$350.00 { out of
town	\$250.00	\$350.00

Option C. Pick another area and plug into the above rates

Option D. Abolish and.....

Replacement tag \$50.00. The tags will run yearly from March to March.

Vehicles mean everything Oversized, pop ups, trailers, campers, etc.-request by
Jennifer Staines

25.Motion to advertise the oversized ordinance-request by Jennifer Staines

12. Executive Session if needed

13. Adjournment