

AGENDA OF LANSFORD BOROUGH COUNCIL

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

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