

AGENDA OF LANSFORD BOROUGH COUNCIL

Regular Monthly Meeting
September 10th, 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 13th, 2025, Monthly Meeting Minutes

7. Correspondence-

- Request from Panther Valley School District for permission to temporarily block off a section of Cortright Street on the evening of September 25th, 2025, for the Panther Valley Cheerleaders Homecoming Tradition

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 August 1st, 2025, to August 31st, 2025, Taxes collected **\$ 11,764.44**
- **Treasurer's Report**

EXPENSES & REVENUE			
REVENUE AS OF 09/10/2025		EXPENSES FOR 09/10/2025	
Revenue	Amount	Expenses	Amount
RENTAL	\$ 147,752.69	Fire Tax	\$ 10,357.00
SANITATION	\$ 449,688.35	Delq. Tax Account	\$ 2,578.87
SEWER TRANSMISSION	\$ 141,776.18	Diversified	\$ 12,818.52
PERMIT (Exempt from Zoning & UCC)	\$ 17,455.00	General Fund	\$ 82,459.61
Total	\$ 756,672.22	Highway – Liquid Fuels	\$ 4,866.35
		Park & Recreation	\$ 3,650.81
		Sanitation	\$ 61,272.98
		Sewer Transmission	\$ 68,314.75
		Total	\$ 246,318.89
UNCOLLECTED BILLS AS OF 9/10/2025		Billed	Uncollected
RENTAL		720	108
SANITATION		1831	658
SEWER TRANSMISSION		1909	41
LOAN		Account	Balance
JIM THORPE BANK (2022 Ford F550)		XX6758	\$ 22,424.89

Motion to approve September 10th, 2025, Expenses CD and Bank Balances

FUND / Checking	TYPE	Interest Rate	Maturity Date	Account Title	No.	8/31/2025	7/31/2025
General Fund	CD	4%	11/14/2025	Railroad CD	XX6101	591,630.85	589,662.67
General Fund	CD	4%	1/26/2026	2nd Railroad Proceeds CD	XX8363	32,352.69	32,241.25
Sanitation Fund	CD	4%	1/29/2026	Sani-Investors CD	XX8587	54,297.17	54,110.73
Sewer Transmission Fund	CD	4%	1/29/2026	Sewer-Investors CD	XX8595	57,363.11	57,166.15
Sewer Transmission Fund	CD	4%	1/26/2026	2nd Sewer Proceeds CD	XX8371	55,024.33	54,834.80
Sewer Transmission Fund	CD	4%	11/14/2025	Sewer CD	XX1277	54,858.43	54,675.93
Park & Rec Fund	CD	4%	11/14/2025	Pool CD	XX6325	43,527.15	43,427.20
Total						\$ 889,053.73	\$ 886,118.73

FUND / Checking	TYPE	Account Title	No.	8/31/2025	7/31/2025
General Fund	Checking	General Fund	XX6496	883,596.90	\$ 930,848.66
General Fund	Checking	ARPA Grant Account	XX2153	9,889.56	\$ 9,862.14
General Fund	Checking	Diversified	XX8448	17,256.17	\$ 23,267.21
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	371,581.95	\$ 359,385.30
General Fund	Checking	Building Developing Capital Fund	XX9105	30,443.60	\$ 30,359.18
General Fund	Checking	Grant Project	XX5616	15,504.66	\$ 15,461.66
Sanitation Fund	Checking	Sanitation Fund	XX6438	474,609.29	\$ 476,038.98
Sanitation Fund	Money Market	Sanitation fund MMA	XX6454	14,715.67	\$ 14,674.86
Sewer Transmission Fund	Checking	Sewer Transmission	XX6446	544,768.56	\$ 551,138.47
Sewer Transmission Fund	Checking	Snyder Street Checking	XX6470	33,820.67	\$ 33,726.88
LST	Checking	Local Services Tax	XX6462	58,734.88	\$ 57,509.43
Street Light Fund	Checking	Street Lights	XX6412	67,358.10	\$ 65,623.09
Fire Tax Fund	Checking	Fire	XX6371	38,733.13	\$ 41,261.72
Special Hi-Way Fund	Checking	Highway Liquid Fuels	XX6420	151,569.19	\$ 152,917.65
Park & Rec Fund	Checking	Park & Recreation	XX6404	55,549.17	\$ 57,791.32
Total				\$ 2,921,227.37	\$ 2,972,962.42

10. Old Business:

Motion to accept the following changes to the civil service commission: -request by Michele Bartek

1. Approved the MPOETC standards to replace the current physical agility standards.
2. Approved requesting council to add 2 alternate members.
3. Change physical agility test to be performed first in the testing sequence.
4. Removal of Steve Foster from the Civil Service Commission.
5. Request copies of the Borough Code Book and addendums up to/and including 2024.
6. Notify council that the chain of custody for police applicants shall be as follows:
Application shall be placed in a sealed envelope, properly secured, and directly turned over to the civil service for review. As per the Civil Service Commission rules and regulations.

11. New Business:

1. Discussion/Motion to amend the filing dates to end to September 5th, 2025 for the police applications so that applications submitted can be accepted-request by Michele Bartek
2. Discussion/Motion for council to decide if all council will meet/interview with the part-time police officer applicants unless a conflict of interest or if the public safety committee will meet/interview them-request by Michele Bartek and Bruce Markovich
3. Discussion/Motion to re-instate Matthew Houser as a Full-Time Police Officer-request by George Gilbert
4. Discussion/Motion to hire a police chief-request by George Gilbert
5. Discussion/Motion to appoint a negotiation committee to negotiate the crossing guard contract-request by Bruce Markovich

6. Discussion/Motion to appoint a negotiation committee to negotiate the Public Workers(Street Department) Contract-request by Bruce Markovich
7. Discussion on setting up a Committee to investigate in a purchase of used Sewer Jet Vactor to replace the one that was involved with the fire.-request by George Gilbert
8. DISCUSSION/-Zimmerman building, Public Works want to move heating system from Old Silberline Building to heat office area into building. -request by George Gilbert
9. Discussion/Motion to approval to rent a mini excavator on an as needed basis from either Cleveland Brothers for \$600.00 a day, \$1,287.00 a week, \$2,856.00 a month, or Highway Equipment and Supply Company for \$1,000.00 a week, \$3,000.00 a month. -request by Joseph Butrie
10. Tree on east Snyder will be taken care of September 25th, 2025-request by Joseph Butrie

Motions:

1. Discussion/Motion to approve the special event request from the Lansford Halloween Special Events for a Children Halloween Fun Festival at Ashton Park on October 26th, 2025 from 2:00p.m. to 7:00p.m.
2. Discussion/Motion to approve the special event request from Friends of Lansford Recreation for Tree Decorating and Lighting at JF Kennedy Park on December 1st to December 7th, 2025 from 4:00p.m. to 5:00p.m.
3. Discussion/Motion to approve the special event request from Pocono Mountains Vacation Bureau for a Trolley History Tour throughout the borough on November 22nd, December 3rd, December 6th, December 13th, and December 20th, 2025.
4. Discussion/Motion to approve the handicap parking request from Nannette Gosnell at 247 East Bertsch Street.-request by Michele Bartek
5. Motion to Approve letter of Intent to Department of Community and Economic Development to request assistance to conduct a study on Regional Policing.- request by Bruce Markovich
6. Motion to Approve Letter of Intent to Department of Community and Economic Development to request assistance to conduct a study on creating a Solid Waste

Authority to determine the possibility of creating a multi borough trash collection service.-request by Bruce Markovich

7. Discussion/Motion Powell Street Sewer Project-request by George Gilbert
8. Motion Award Bid for the Powel Street Sewer Project to Doli Construction Corporation at a cost of \$211,690.00-request by Bruce Markovich
9. Motion to approve a limit of \$15,000.00 for oversight and inspection services by Arro Engineering on the Powel Street sewer project.-request by Bruce Markovich
10. Motion to designate any contingency costs over 10% of the Powel Street sewer project cost must be approved by Borough Council.-request by Bruce Markovich
11. Motion to set a minimum bid on Tax Parcel 123A-24-J37.14 Vacant Spring Street Property (Appraised Value \$35,000)-request by Bruce Markovich
12. Motion to place tax Parcel 123A-24-J37.14 vacant Spring Street Property up for public sale. Buyer responsible for appraisal fees-request by Bruce Markovich
13. Motion to set a minimum bid on Tax Parcel 123A-24-J37.20 Vacant Borough Garage on Water Street (Appraised value \$110,000.00) request by Bruce Markovich
14. Motion to place tax Parcel 123A-24-J37.20 (Former Borough garage) up for public sale. Buyer responsible for appraisal fees. request by Bruce Markovich
15. Motion to approve change of boundary line for lots at 704/708 E Patterson Street property of Edrich Reality, Approved by the Carbon County Planning Commission on 19-August-2025.-request by Bruce Markovich
16. Motion to approve Resolution to apply for LSA Grant on behalf of the American Fire Company in the amount of \$54,316.64 for a off road UTV Vehicle and Emergency Equipment. -request by Bruce Markovich
17. Motion to approve a Resolution to allow Panther Creek Foundation to apply for LSA Grant in the amount of \$98,990.00-request by Bruce Markovich
18. Motion to set a meeting date to review STMP Proposals.- request by Bruce Markovich
19. Motion to adopt a resolution to prohibit public participation at Council Workshop Meetings-request by Bruce Markovich
20. Motion to have emergency lights removed from Code Enforcement vehicle, lights are in violation of vehicle code.-request by Bruce Markovich

21. Discussion/Motion priority advertise to replace approximately 80 feet of sanitary sewer line on 100 block of East Front Street numerous breaks-request by Joseph Butrie
22. Advertise selling of the zipper same specs as last time-request by Joseph Butrie
23. Order snow plow ordinance signs from Voss Signs need 3,000 of them pay from General Fund-request by Joseph Butrie
24. Get Project done on top of Cortright Street-request by Joseph Butrie
25. Received estimate from Radocha about installing inlets at handicap ramp on east side of pool lot-request by Joseph Butrie and George Gilbert
26. Hire a part-time code-zoning officer-request by Joseph Butrie
27. Trees behind the five and 600 block that are on borough property that must come down because they're creating a hazard-request by Michele Bartek
28. Handicap parking applications investigation into them being done-request by Michele Bartek
29. Space for storing Halloween products for festival. It must be dry, and temperature controlled. request by Michele Bartek
30. Water and Electric at Ashton Park-request by Michele Bartek
31. Tree in Kennedy Park-request by Michele Bartek
32. Handicapped Advisory Board. Change the ordinance, Change the name ditch "committee" and reflect the name as HANDICAPPED ADVISORY BOARD - request by Jennifer Staines
33. Approve remainder of fee schedule with input from the office staff.-request by Jennifer Staines
34. Place garbage cans at the bus stops. Ask borough crew to kindly change out bags. Lot's of garbage at those spots. See if it makes a difference.-request by Jennifer Staines

12. Executive Session if needed

13. Adjournment