

AGENDA OF LANSFORD BOROUGH COUNCIL

Regular Monthly Meeting

September 13, 2023, 6:00 p.m.

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

Martin Ditsky

Bruce Markovich-Pres.

John Turcmanovich –V. Pres.

Gwyneth Collevecchio

William Chuma

Mayor Hugh Vrablic

Jennifer Staines

Jay Doyle

Solicitor Robert Yurchak

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

5. Open sealed heating oil bids.

6. Public Courtesy – Please stand, state your name and address (keep remarks to 3 minutes)

7. Approval of Meeting Minutes (Motion needed for each)

- August 9,2023 Council Meeting Minutes (Motion Needed)
- August 22,2023 Special Meeting Minutes (Motion Needed)
- September 5,2023 Committee Meeting Minutes (Motion Needed)

8. Correspondence enclosed - may require action.

- Handicap Parking –627 E. Patterson St. (denied in the past for off street parking)
- Handicap Parking – 38 W. Patterson St.
- Special Event Form – Friends of Lansford Recreation- November 29 to December 3 in Kennedy Park
– Tree Lighting – Nov. 29 - 9 a.m. – Dec. 3 - 6 p.m.

Committee Reports

1. Zoning & Ordinance
2. Public Works
3. Municipal Administration
4. Park & Recreation
5. Public Safety

9. Municipal Monthly Reports

Fire Department – American Fire Co. No 1

Ambulance – Leighton Ambulance

Mayor's Report – Enclosed

Police Report - Enclosed

Zoning/Code Enforcement – no report

Code Compliance – no report

Tax Collector's Report – from August 1 to August 31 he collected \$14,159.89.

Solicitor's Report – The Rental Ordinance, Handicap Ordinance

Treasurer's Report –

Bills to Approve

- GENERAL FUND - \$71,386.00
- STREET LIGHT FUND - \$5,385.93
- SANITATION FUND - \$28,302.00
- SEWER TRANSMISSION FUND - \$2,324.67
- PARKS & RECREATION - \$2,755.88
- HIGHWAY – LIQUID FUELS - \$28,186.58

- o DELINQUENT TAX- \$2,294.95
- o FIRE TAX - \$9,115.50

A Motion to pay the bills is needed.

Bank Account Balances August:

FUND/ Checking	No.	Account Title	July	August
General Fund	6496	General Acct	\$934,551.32	\$923,613.22
General Fund	6488	Escrow for 22 E Kline Ave	\$3,000.00	\$3,000.00
General Fund	2823	Fire Escrow – 334 W. Bertsch St	\$4,518.26	\$4,518.64
General Fund	7013	Fire Escrow – 268 E. Patterson St	\$9,863.51	\$9,863.51
General Fund	7755	Fire Escrow – 161 W Ridge St	\$5,590.14	\$0.00
General Fund	2153	ARPA Grant Acct	\$236,966.52	\$232,784.02
General Fund	1394	Railroad Proceeds Account	\$563,239.00	\$563,286.84
General Fund	8929	Portnoff Account	\$95,765.15	\$113,593.67
General Fund	8448	Diversified	\$1,495.31	\$3,478.79
Sanitation Fund	6438	Sanitation Fund	\$350,406.41	\$338,558.41
Sanitation Fund	7373	Sani-investors' Money Mkt Acct	\$52,161.90	\$52,161.90
Sanitation Fund	6454	Sanitation Fund Money Mkt Acct	\$14,114.62	\$14,115.82
Sewer Transmission	6446	Sewage Transmission	\$252,683.22	\$252,484.60
Sewer Transmission	7360	Sewer Transmission	\$55,107.29	\$55,107.29
Sewer Transmission	5402	Sewer Loan Proceeds Acct	\$53,082.25	\$53,086.76
Sewer Transmission	1277	Sewer Trans. CD/Aug-12 mo.	51,580.67	\$51,587.03
Sewer Transmission	6470	400 E Snyder Sewer Project	\$32,439.26	\$32,442.02
LST	6462	Local Service Tax	\$38,630.48	\$41,533.14
Street Light Fund	6412	Streetlights	\$70,580.33	\$70,979.34
Fire Tax Fund	6371	Fire	\$48,923.50	\$46,963.47
Sp. Hi-Way	6420	Treasurers Special Highway	\$94,621.32	\$84,162.03
Park & Rec Fund	6363	Lansford Pool Account	\$41,446.22	\$41,449.74
Park & Rec Fund	6404	Recreation	\$58,387.21	\$53,372.97
Total			\$3,069,110.27	\$2,957,981.18
LOANS		LOANS Paid from Fund		
8Tax Anticipation Note		1.99% for 1 yr.		
MEM Debacle	20 yrs./\$14,130 biannual May & Nov		\$46,474.11	\$46,474.11
2018 Police RAM				
2020 Sewer Loan	5 yr.	\$35,984.55	\$35,984.55	\$33,406.06
2022 Ford F 550	5YR	\$60,000.00	\$60,000.00	\$60,000.00
Total			\$142,458.66	\$139,880.17

10. New Business:

1. Growing Minds Preschool and the use of East End Park – they would like to use the park once a week between 11a.m.-1p.m. In return employees would clean the park once a month.

2. **Panther Valley School District-** Requesting a waiver for a zoning permit fee of \$60.00 for a sign at the stadium.
3. **Motion to send out a Thank You letter to Smokey Krajnak and his wife-** For cleaning the Miner's monument at Kennedy Park.
4. **Motion to file a Monroe LSA Grant application-** on behalf of the Grace Community Church and Second Harvest Food Bank in the amount of \$263,156. For work on the former English Congregational Church.
5. **Motion to include the required resolution -** to complete the Monroe LSA Grant Application on behalf of the Grace Community Church and Second Harvest Food.
6. **Motion to execute a Pass-Through Agreement-** for the Grace Community Church and Second Harvest Food Bank Grant Application.
7. **Motion to file a Monroe LSA Grant Application -** on behalf of the Lansford Historical Society in the amount of \$20,000 for work on the former Welsh Church.
8. **Motion to include the required resolution -** to complete the Monroe LSA Grant on behalf of the Lansford Historical Society.
9. **Motion to execute a Pass – Through Agreement -** for the Lansford Historical Society Grant Application.
10. **Motion to have Billitier Electric -** install 5 LED Lights, timer, and new outdoor box at a cost of \$7,360. At the Tennis Court/Skate Park.
11. **Motion to adjust the current fee schedule -** for zoning permits from \$60.00 to Actual Costs as determined by ARRO Engineering.
12. **Motion to advertise for public sale a portion of the former Silberline Property -** extending from the current fence line abutting the Majestic Building on the west, Panther Creek on the north, Dock Street on the south and the Lansford Fire Company on the east. Sale price to include cost for appraisal, survey, legal fees, and any other costs incurred by the Borough.
13. **Motion to award the bid for four handicap ramps in the Ashton Park -** to Heim Construction in the amount of \$42,322.87 to be paid for from a 2021 LSA Grant.
14. **Motion to award the bid to Heim Construction -** for two handicap ramps across the island adjacent to Ashton Park and the Panther Valley Stadium for the amount of \$14,763.62 to be paid for from a 2021 LSA Grant and \$5,086.49 to be paid for by the Borough.
15. **Motion to remove the two basketball backboards and supports -** from the former Kashmere's Court and reinstall them at the former Skating Rink.
16. **Motion to repave the skate park former skating rink -** at an estimated cost of \$27,500 with costs to be split between Parks and Recreation budget and ARPA funds.

17. Set a meeting to discuss the sidewalk issue surrounding the Panther Valley Stadium.
18. A Motion to add the Electronic Code of Ordinances, the handicap application, and the Zoning Ordinance added to the website.

11. Adjournment

12. Executive Session- (if needed)

Borough of Lansford

9/11/2023 12:25 PM

Register: 0110000 · General Fund Ckng JTNB7673-6496

From 08/10/2023 through 09/13/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/10/2023			0136246 · Moving Per...	Deposit			15.00	933,771.30
08/10/2023			0110003 · Lansford R...	Deposit			100.00	933,871.30
08/10/2023	10378	Billitier Electric, Inc.	2000 · Accounts Payable	VOID: INV L...				933,871.30
08/10/2023	10379	Card Services	2000 · Accounts Payable	Account 0843	367.64			933,503.66
08/10/2023	10380	Cyan Sky Copier Tec...	2000 · Accounts Payable	Account LB03	221.65			933,282.01
08/10/2023	10381	Debra A Kupres	2000 · Accounts Payable		182.00			933,100.01
08/10/2023	10382	Krajcirik Automotive	2000 · Accounts Payable		403.09			932,696.92
08/10/2023	10383	NMS	2000 · Accounts Payable	Account# 41288	1,072.00			931,624.92
08/10/2023	10384	Pennsylvania Munici...	2000 · Accounts Payable	#501148-000	21,925.44			909,699.48
08/10/2023	10385	RR Donnelley	2000 · Accounts Payable	Customer No L...	162.35			909,537.13
08/10/2023	10386	TN Printing	2000 · Accounts Payable	Customer Num...	128.64			909,408.49
08/10/2023	10387	William Chuma*	2000 · Accounts Payable	gas mileage	49.90			909,358.59
08/11/2023			0136324 · Handicap Pa...	Deposit			20.00	909,378.59
08/14/2023			0136246 · Moving Per...	Deposit			15.00	909,393.59
08/14/2023	10388	Billitier Electric, Inc.	2000 · Accounts Payable	INV LC3892/1...	7,900.46			901,493.13
08/15/2023			0136246 · Moving Per...	Deposit			15.00	901,508.13
08/15/2023			0136246 · Moving Per...	Deposit			15.00	901,523.13
08/16/2023			-split-	Deposit			1,339.25	902,862.38
08/16/2023			0136246 · Moving Per...	Deposit			15.00	902,877.38
08/16/2023			0131020 · EIT Current	Deposit			3,483.10	906,360.48
08/16/2023			0131020 · EIT Current	Deposit			5,202.20	911,562.68
08/16/2023			0131020 · EIT Current	Deposit			8,914.89	920,477.57
08/18/2023			0136246 · Moving Per...	Deposit			15.00	920,492.57
08/22/2023			-split-	Deposit			2,212.31	922,704.88
08/22/2023			0136242 · UCC Act 13...	Deposit			113.75	922,818.63
08/22/2023	10389	Nationwide Pension ...	2000 · Accounts Payable	for check not re...	222.63			922,596.00
08/24/2023	10390	William Chuma*	2000 · Accounts Payable	lights for garage	120.00			922,476.00
08/28/2023	online	American Express	2000 · Accounts Payable		43.15			922,432.85
08/29/2023			0136246 · Moving Per...	Deposit			15.00	922,447.85
08/29/2023			0136246 · Moving Per...	Deposit			15.00	922,462.85
08/29/2023			0136246 · Moving Per...	Deposit			15.00	922,477.85
08/29/2023			0136246 · Moving Per...	Deposit			15.00	922,492.85
08/30/2023	10392	Irma and Denise Leib...	2000 · Accounts Payable		284.79			922,208.06
08/31/2023			0136246 · Moving Per...	Deposit			15.00	922,223.06
09/05/2023			0136246 · Moving Per...	Deposit			15.00	922,238.06
09/05/2023			-split-	Deposit			12,967.05	935,205.11
09/05/2023			-split-	Deposit			11,723.04	946,928.15
09/07/2023			0136242 · UCC Act 13...	Deposit			113.75	947,041.90
09/13/2023	To Print	Airgas USA	2000 · Accounts Payable	2532065	104.56			946,937.34
09/13/2023	To Print	American Paper and ...	2000 · Accounts Payable	Customer LAN...	36.38			946,900.96

Borough of Lansford

9/11/2023 12:25 PM

Register: 0110000 · General Fund Ckng JTNB7673-6496

From 08/10/2023 through 09/13/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/13/2023	To Print	Ameriprise Financial ...	2000 · Accounts Payable	327965919021	403.75			946,497.21
09/13/2023	To Print	ARRO Consulting, Inc	2000 · Accounts Payable		2,882.07			943,615.14
09/13/2023	To Print	Boyers Food Market	2000 · Accounts Payable	paper supplies	151.69			943,463.45
09/13/2023	To Print	Bradeo Supply Co.	2000 · Accounts Payable	Invoice #230712	358.60			943,104.85
09/13/2023	To Print	Cloud Services Center	2000 · Accounts Payable	Inv #26214	440.00			942,664.85
09/13/2023	To Print	COUNTY OF CARB...	2000 · Accounts Payable	October2023	738.94			941,925.91
09/13/2023	To Print	Cyan Sky Copier Tec...	2000 · Accounts Payable	Account LB02	250.96			941,674.95
09/13/2023	To Print	Eckert Seamans Cher...	2000 · Accounts Payable	Inv 1750488	1,346.00			940,328.95
09/13/2023	To Print	FP Mailing Solutions	2000 · Accounts Payable	Acct# 6001037...	34.95			940,294.00
09/13/2023	To Print	Galls	2000 · Accounts Payable	Inv # 024549826	84.55			940,209.45
09/13/2023	To Print	LGH Tax & Account...	2000 · Accounts Payable	August Treasur...	450.00			939,759.45
09/13/2023	To Print	M & S Hardware	2000 · Accounts Payable	Account 15600	251.01			939,508.44
09/13/2023	To Print	Napa Auto Parts	2000 · Accounts Payable	Inv 44872	369.00			939,139.44
09/13/2023	To Print	Pen Tele Data Ltd.	2000 · Accounts Payable	Acct 216085	852.44			938,287.00
09/13/2023	To Print	Pennsylvania Munici...	2000 · Accounts Payable	#501148-000	21,925.44			916,361.56
09/13/2023	To Print	Pennsylvania One Ca...	2000 · Accounts Payable	inv#1008626	4.44			916,357.12
09/13/2023	To Print	PP&L	2000 · Accounts Payable		1,420.17			914,936.95
09/13/2023	To Print	Reliance Standard	2000 · Accounts Payable	September L&...	204.08			914,732.87
09/13/2023	To Print	Starry Dennis	2000 · Accounts Payable	Pension Salary ...	946.00			913,786.87
09/13/2023	To Print	Thomson Reuters - ...	2000 · Accounts Payable		340.12			913,446.75
09/13/2023	To Print	Times News	2000 · Accounts Payable		1,137.20			912,309.55
09/13/2023	To Print	TN Printing	2000 · Accounts Payable		423.90			911,885.65
09/13/2023	To Print	Turemanovich, John M	2000 · Accounts Payable	September Pen...	700.00			911,185.65
09/13/2023	To Print	Velitsky & Fryklund	2000 · Accounts Payable		696.63			910,489.02
09/13/2023	To Print	Verizon Wireless	2000 · Accounts Payable		227.90			910,261.12
09/13/2023	To Print	William Chuma*	2000 · Accounts Payable	gas mileage	21.48			910,239.64
09/13/2023	To Print	Yurchak, Robert	2000 · Accounts Payable	December Invo...	1,500.00			908,739.64

Borough of Lansford-Fire Tax Account

9/11/2023 11:46 AM

Register: 0310000 · Fire Tax Acct JTNB 7748-6371

From 08/10/2023 through 09/13/2023

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
08/14/2023			0330130 · Fire Tax Del...	Deposit			341.90	46,959.36
09/05/2023			0330110 · Fire Tax Cu...	Deposit			576.54	47,535.90
09/13/2023	To Print	McNeil & Company, ...	20000 · Accounts Paya...		4,607.50			42,928.40
09/13/2023	To Print	State Workers Insura...	20000 · Accounts Paya...		4,508.00			38,420.40

Borough of Lansford Highway-Liquid Fuels

9/11/2023 11:42 AM

Register: 3510000 · Hgwy Fd Cking JTNB 7706-6420

From 08/10/2023 through 09/13/2023

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
08/11/2023	3626	Krajcirik Automotive	20000 · Accounts Paya...		885.00			84,154.46
09/13/2023	To Print	Krajcirik Automotive	20000 · Accounts Paya...	INV 13727	85.00			84,069.46
09/13/2023	To Print	Lehigh Asphalt	20000 · Accounts Paya...		26,783.50			57,285.96
09/13/2023	To Print	M&S Hardware	20000 · Accounts Paya...		50.00			57,235.96
09/13/2023	To Print	NAPA Auto Parts	20000 · Accounts Paya...		63.98			57,171.98
09/13/2023	To Print	PP&L	20000 · Accounts Paya...		319.10			56,852.88

Capital Projects/ Sewer Transmission Fund

9/11/2023 11:37 AM

Register: 1810000 · FN- SewerFranJTNB 7714-6446

From 08/10/2023 through 09/13/2023

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
08/11/2023	1510	William Chuma	20000 · Accounts Paya...	gas milcage	47.03			246,200.62
08/14/2023			1830130 · Debt Servic...	Deposit			437.63	246,638.25
08/18/2023			1836400 · Sewer Trans...	Deposit			25.00	246,663.25
08/25/2023			-split-	Deposit			451.00	247,114.25
09/05/2023			1830110 · Debt Servic...	Deposit			491.98	247,606.23
09/05/2023			1836400 · Sewer Trans...	Deposit			120.00	247,726.23
09/13/2023	To Print	ARRO Consulting, Inc.	20000 · Accounts Paya...	General Engine...	500.42			247,225.81
09/13/2023	To Print	CLSH Sewer Authority	20000 · Accounts Paya...	Inv 3980	456.75			246,769.06
09/13/2023	To Print	Jim Thorpe Neighbor...	20000 · Accounts Paya...	Acct 3591	1,320.47			245,448.59

Borough of Lansford Parks & Rec

9/11/2023 11:33 AM

Register: 0410000 · Rec Acct JTNB 7756-6404

From 08/10/2023 through 09/13/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/11/2023	1518	PPL Electric Utilities	20000 · Accounts Paya...		95.85			53,340.46
08/11/2023	1519	William Chuma	20000 · Accounts Paya...	gas milcage	57.75			53,282.71
08/14/2023			0430130 · Park & Rec ...	Deposit			85.48	53,368.19
09/05/2023			0430110 · Park & Rec ...	Deposit			288.27	53,656.46
09/13/2023	To Print	ARRO Consulting Inc	20000 · Accounts Paya...	Invoice 008147...	2,086.25			51,570.21
09/13/2023	To Print	JC Small Engine	20000 · Accounts Paya...	Invoice13077	210.00			51,360.21
09/13/2023	To Print	M & S Hardware	20000 · Accounts Paya...	Acct# 15600	92.57			51,267.64
09/13/2023	To Print	Napa Auto Parts	20000 · Accounts Paya...		5.98			51,261.66
09/13/2023	To Print	PPL Electric Utilities	20000 · Accounts Paya...		182.59			51,079.07
09/13/2023	To Print	William Chuma	20000 · Accounts Paya...	gas mileage	24.89			51,054.18

Borough of Lansford-Sanitation Fund 09

9/11/2023 11:24 AM

Register: 0910000 · Sanitation JTNB 7681-6438

From 08/10/2023 through 09/13/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/10/2023			-split-	Deposit			100.00	331,770.51
08/14/2023			-split-	Deposit			4,887.23	336,657.74
08/14/2023			364200 · Sanitation Ch...	Deposit			300.00	336,957.74
08/14/2023			364200 · Sanitation Ch...	Deposit			898.00	337,855.74
08/14/2023	To Print	Borough of Lansford...	20000 · Accounts Paya...		100.00			337,755.74
08/16/2023			-split-	Deposit			100.00	337,855.74
08/16/2023			-split-	Deposit			57.93	337,913.67
08/18/2023			-split-	Deposit			111.91	338,025.58
08/21/2023			-split-	Deposit			144.00	338,169.58
08/22/2023			-split-	Deposit			1,136.40	339,305.98
08/23/2023			-split-	Deposit			144.00	339,449.98
08/25/2023			-split-	Deposit			1,977.12	341,427.10
08/25/2023			-split-	Deposit			420.00	341,847.10
08/28/2023			-split-	Deposit			445.00	342,292.10
09/01/2023			-split-	Deposit			142.80	342,434.90
09/05/2023			-split-	Deposit			3,080.20	345,515.10
09/05/2023			332010 · Forfeits-Settl...	Deposit			764.47	346,279.57
09/06/2023			-split-	Deposit			70.80	346,350.37
09/06/2023			332010 · Forfeits-Settl...	Deposit			100.00	346,450.37
09/13/2023	To Print	Tamaqua Transfer & ...	20000 · Accounts Paya...	August Invoice	28,112.00			318,338.37
09/13/2023	To Print	Yurchak, Robert	20000 · Accounts Paya...		90.00			318,248.37

Borough of Lansford Street Light Fund

9/11/2023 11:27 AM

Register: 0210000 · Street Light Tax JTNB 7764-6412

From 08/10/2023 through 09/13/2023

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
08/14/2023			0230131 · Street Light ...	Deposit			960.75	70,973.23
09/05/2023			0230111 · Street Light ...	Deposit			1,080.06	72,053.29
09/13/2023	To Print	PPL Electric Utilities	20000 · *Accounts Pay...		5,385.93			66,667.36

Borough of Lansford

9/11/2023 11:53 AM

Register: 0110715 · Delq Tax Acct - XX8929

From 08/10/2023 through 09/13/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/16/2023			0130130 · R E Delinqu...	Deposit			7,858.11	101,797.50
08/23/2023			0131020 · EIT Current	Deposit			13,889.36	115,686.86
08/25/2023			0136245 · Landlord Li...	Deposit			225.00	115,911.86
08/25/2023			0136142 · Ordinance P...	Deposit			33.32	115,945.18
08/25/2023			0136246 · Moving Per...	Deposit			15.00	115,960.18
08/25/2023			-split-	Deposit			2,182.08	118,142.26
08/28/2023			0136246 · Moving Per...	Deposit			15.00	118,157.26
08/30/2023			0130130 · R E Delinqu...	Deposit			2,889.19	121,046.45
09/06/2023			0130130 · R E Delinqu...	Deposit			3,721.67	124,768.12
09/06/2023			0136246 · Moving Per...	Deposit			15.00	124,783.12
09/13/2023	To Print	Lansford Borough Fi...	2000 · Accounts Payable	Delq Taxes Col...	429.77			124,353.35
09/13/2023	To Print	Lansford Borough R...	2000 · Accounts Payable	Delq Taxes Col...	107.44			124,245.91
09/13/2023	To Print	Lansford Borough Se...	2000 · Accounts Payable	Delq Taxes Col...	550.10			123,695.81
09/13/2023	To Print	Lansford Borough St...	2000 · Accounts Payable	Delq Taxes Col...	1,207.64			122,488.17

