

Monthly Meeting Minutes

August 13th, 2025

The August 13th, 2025 Monthly Meeting was called to order at 6:30p.m. by President Bruce Markovich at The Lansford Borough Town Hall, 1 West Ridge Street, Lansford, Pennsylvania. The meeting was attended by Council Woman Michele Bartek, Council Man Joseph Butrie, Council Woman Gwyneth Collevecchio, Council Man George Gilbert, President Bruce Markovich, Council Man Jack Soberick, Council Woman Jennifer Staines, Mayor Hugh Vrablic, and Solicitor Robert Yurchak.

Executive session from 6:00p.m. to 6:30p.m.

Pledge of allegiance was recited.

Bruce Markovich stated that the executive session was a discussion of contract issues and that there are a couple of common contracts the council must start working on.

Public Courtesy-

Steve Redash of 152 West Snyder Avenue inquired about the status of the building on Kloch's Hill.

Patrick Walsh of 242 East Abbott Street inquired about agenda motion items 19 and 20 which pertains to having filings done at the courthouse regarding deeds.

Annette White of 112 West Ridge Street spoke about her handicap parking request that was previously tabled and about the dog feces issue that is happening on West Ridge Street.

Cookie Vadyak of 334 West Abbott Street inquired about sidewalk maintenance and about the procedure for moving permits.

Rosemary Cannon of 242 West Ridge Street inquired about a meeting three members of council had in Summit Hill that was in the newspaper, along with a few questions about multiple agenda items.

Approval of Meeting Minutes-

Motion to approve the July 1st, 2025 Special Meeting Minutes-

Motioned by Gwyneth Collevecchio and seconded by Michele Bartek.

Motion passed unanimously.

Motion to approve the July 1st, 2025 Committee Meeting Minutes-

Motioned by Gwyneth Collevecchio and seconded by Michele Bartek.

Motion passed unanimously.

Motion to approve the July 9th, 2025 Monthly Meeting Minutes-

Motioned by Gwyneth Collevecchio and seconded by Jack Soberick.

Motion passed unanimously.

Motion to approve the July 15th, 2025 Special Meeting Minutes-

Motioned by Gwyneth Collevecchio and seconded by Jack Soberick.

Motion passed unanimously.

Correspondence-

No Correspondence.

Committee Reports-

Fire Department Report-

Michele Bartek spoke about the Fire Department Report.

The fire department had 20 calls for the month of July. Total man- hours were 160.75, total man hours year to date were 728. In house work total man hours were 80 for the month, total man hours year to date were 920. The responses in town were 8, year to date 70, Summit Hill was 3, year to date 21, Coaldale was 5, year to date 21, Nesquehoning was 1, year to date 7, Tamaqua was 0, year to date 2, and Jim Thorpe was 2, year to date 8. Training total man hours were 174, year to date 830. Community service total hours served was 0, year to date 140.5. Fundraising hours were 749 hours year to date. Administrative hours total man hours 80, year to date 560. Total hours of all activities for

report period were 85.5 for the month, year to date 670.75. Total man hours for the month were 494.75, year to date 3,927.5.

Ambulance Report-

Michele Bartek spoke about the Ambulance Report.

The Lehighton ambulance responses were 68 incidents in July of 2025. They had an average response time of 9.3 minutes from time of dispatch until arrival on scene. Of the 68 responses, 30 were non-emergency patient services, 38 were emergency responses. 60 patients were transported, 1 patients were treated with no transport, 1 standby and 6 cancellations/no patient found.

Mayor's and Police Report-

Hugh Vrablic spoke about the Police Report.

The police department had 355 calls and complaints handled, 14 cases cleared, 13 arrests made, 9 traffic contacts, 14 parking tickets issued, 16 quality of life tickets issued, 1,165 miles patrolled, \$375.00 collected in parking, quality of life, and report requests.

Code Report and Zoning Report-

Jennifer Staines spoke about the Code Report.

July Monthly Report: Rental Inspections completed 36, 44 inspections scheduled for August, rentals that did not register 114. Code enforcement tickets issued 16, code complaints received 33, notice of violations issued 4. Any property that failed to register their property as a rental will be cited once a list of those who did not register is received.

Rental Report-

Jennifer Staines spoke about the Rental Report.

August report as of 8-13-2025. Total rentals are 638, total not rental are 479, total uncollected is 114, total submitted is 524, total completed is 288, schedule inspection total is 152, insurance requirement is 66, fees collected \$144,897.69, and past due late fee collected \$24,315.00.

Solicitors' Report-

Robert Yurchak spoke about the Solicitors Report.

Robert Yurchak stated that everything he has is coming up later in the meeting.

Tax Collector's Report-

Borough Treasurer Maria Ahner spoke about the tax collectors report.

From July 1st, 2025 to July 31st, 2025, taxes collected were \$73,100.77.

Motion to pay the bills-

Motioned by Michele Bartek and seconded by Gwyneth Collevecchio.

Motion passed unanimously.

Old Business:

Discussion/Motion to accept bids for the Sanitary Sewer Replacement Project

Bruce Markovich stated a letter was received from Arro Consulting.

The letter from Arro Consulting stated that three bids were received for the project on PennBid and that the lowest bidder was Dolly Construction Corporation in the amount of \$211,690.00.

Arro Consulting stated the bid is a reasonable cost for the project and should be awarded provided that borough funds are available for the project.

Motioned to table bid for 60 days until the borough decides how they will be financing the project by Jack Soberick and seconded by Joseph Butrie.

Motion passed unanimously.

Discussion/Motion to accept bids for 2025 Milling Machine Rental

M&J Excavation Incorporated out of Bloomsburg bid \$2,500.00 an hour or \$10,000.00 a day.

Schuylkill Paving bid \$1,500.00 an hour or \$10,000.00 a day.

Bruce Markovich stated that this cost is only for milling and does not include the truck.

Motioned to table by Joseph Butrie and seconded by Bruce Markovich.

Motion passed unanimously.

Motion to approve the handicap parking for Cheryl Heintzelman at 261 East Abbott St., to be located across the street from the resident's house.

Michele Bartek stated that Cheryl Heintzelman agreed with the handicap being placed across the street from her house.

Motioned to approve the handicap by Jennifer Staines and seconded by Michele Bartek.

Joseph Butrie made a motion to table.

Motioned to table by Joseph Butrie and seconded by Gwyneth Collevecchio.

Motion was favored by Joseph Butrie, Gwyneth Collevecchio, Michele Bartek, Bruce Markovich, George Gilbert, and Jack Soberick.

Motion was opposed by Jennifer Staines.

Motion to table passed by majority vote.

Discussion/Motion to adopt the Garbage Ordinance Amendment

Council spoke about the Garbage Ordinance Amendment which discusses billing of the garbage and that a property will be billed whether the property is vacant or not.

A Roll Call Vote was called.

Motioned by Michele Bartek and seconded by Joseph Butrie.

Motion was favored by Gwyneth Collevecchio and Joseph Butrie.

Motion was opposed by George Gilbert, Michele Bartek, Bruce Markovich, Jack Soberick, and Jennifer Staines.

Motion did not pass due to majority opposition.

New Business:

Motion to set up a hearing with an employee regarding scheduling. - Request by Michele Bartek

Robert Yurchak reminded council that the motion is regarding personnel and to keep that in mind if they are going to be making statements.

Michele Bartek stated she would like the meeting to happen sometime next week.

Mayor Hugh Vrablic stated he would not be at the meeting as it is illegal meeting.

The date for the meeting would be either 30 days or at the call of the chair, depending on when Bruce Markovich and Robert Yurchak gather more information on the process for employee hearings.

Motioned by Michele Bartek and seconded by Gwyneth Collevecchio.

A Roll Call Vote was called.

Motion was favored by Michele Bartek, Gwyneth Collevecchio, and Bruce Markovich.

Motion was opposed by George Gilbert, Joseph Butrie, Jack Soberick, and Jennifer Staines.

Motion did not pass due to majority opposition.

Motion to approve the advertisement of the following dates for the Budget 2026 meeting:

Starting at 5:30 P.M.-6:30 P.M

Wednesday, September 3, 2025

Wednesday, September 17, 2025

Wednesday, October 1, 2025

Monday, October 13, 2025

Monday, November 10, 2025

Wednesday, November 19, 2025

Wednesday, December 3, 2025 (Final Meeting)

Motioned by Gwyneth Collevecchio and seconded by Michele Bartek.

Motion passed unanimously.

Motions to Approve

Motion to approve the following Handicap Parking Space permit:

a. Kathleen McArdle at 292 West Snyder Avenue

Motioned by Michele Bartek and seconded by Jack Soberick.

Motion passed unanimously.

b. St. Luke Facility at 134 West Ridge Street (2 Handicap Spaces)

One parking space is going to be for the ramp access, with the other parking space being for the van.

Motioned by Gwyneth Collevecchio and seconded by Joseph Butrie.

Motion passed unanimously.

Motion to grant permission for the St. Luke facility at 134 West Ridge Street to construct a handicap ramp. - Request by Michele Bartek

Motion was approved in above motion section b.

The Friends of LANSFORD Recreation a motion to ratify the two new handicap swings added to two playgrounds in the town. -Request by Gwyneth Collevecchio

Motioned by Jack Soberick and seconded by Michele Bartek.

Motion passed unanimously.

Motion to approve the upgrade of the borough computer with Cloud Service Center quote: \$4,596.92, with a 50% down payment, will be paid out of Sanitation and Sewer Transmission. -Request by Gwyneth Collevecchio

Maria Ahner spoke about the age of two of the borough office's computers and due to their age soon they will not be able to process Microsoft Office due the program going completely digital.

The new computer that was purchased last year would be given to the code officer to use to upgrade his computer, the secretary and treasurer would receive new computers with either the secretary or treasurer's computer replacing the council president's computer.

Motioned by Jack Soberick and seconded by Michele Bartek.

Motion was favored by Jack Soberick, Michele Bartek, George Gilbert, Bruce Markovich, Gwyneth Collevecchio, and Jennfier Staines.

Motion was opposed by Joseph Butrie.

Motion was passed by majority vote.

Motion to approve the installation of an additional camera in Borough Hall for a total cost of \$977. -Request by Michele Bartek

Motioned by Jack Soberick and seconded by Joseph Butrie.

Motion passed unanimously.

Motion to approve the installation of fences around the basketball court in the following parks: (Will be paid from the Parks & Recreation account) -Request by Gwyneth Collevecchio

a. Quote 1 (E. Abbott & E. Kline) \$ 2,800

b. Quote 2 (Ashton Hill Park) \$4,300

c. Quote 2 (W. Ridge St. #9 Mine) \$4,600

Gwyneth Collevecchio stated that the purpose of the fencing is to keep the basketballs in the court and not to keep the children out of the parks.

Council agreed to approve all three quotes for fencing around the basketball courts in the following parks: East Abbott Street and East Kline, Ashton Hill Park, and West Ridge Street #9 Mine.

Motioned by Jack Soberick and seconded by Joseph Butrie.

Motion passed unanimously.

Motion to approve payment of an invoice for \$1,395 to BGM General Contractor for the borough garage floor bathroom. -Request by Joseph Butrie

Joseph Butrie spoke about the floor rotting from the bottom up and that the floor had to be replaced for an occupancy permit to be issued for the borough garage allowing the borough workers to be in there.

Motioned by Jack Soberick and seconded by Joseph Butrie.

Motion passed unanimously.

Motion to Approve or Disapprove Payment of \$500.00 to James McDonald, 432 E Patterson Street, for damages to his sidewalk and drain.-Request by Bruce Markovich

The correct address for the motion is 436 East Patterson Street.

Joseph Butrie spoke about how he is not sure if the drain was sticking out a little bit, if it was damaged by the plow, or by the ice that was there as ice was being thrown.

Joseph Butrie stated that the motion would be only to fix the drain and not the sidewalk.

Motioned to table until more information is received by Michele Bartek and seconded by Jack Soberick.

Motion passed unanimously.

Motion to change the Department Head Purchasing Policy to require two signatures from council and a signature from the Treasurer.-Request by Bruce Markovich

Motioned by Gwyneth Collevecchio and seconded by Jack Soberick.

Motion was favored by Gwyneth Collevecchio, Jack Soberick, George Gilbert, Michele Bartek, Bruce Markovich, and Jennifer Staines.

Motion was opposed by Joseph Butrie.

Motion passed by majority vote.

Motion to authorize payment for the purchase of the 2025 Ford 550 Truck from Tasca Ford in the amount of \$62,766.00 to be paid out of the General Fund Account, with the

amount to be reimbursed back into the general account upon receipt of the insurance funds._Request by Bruce Markovich

Motioned by Joseph Butrie and seconded by Jack Soberick.

Motion passed unanimously.

Motion to set date to conduct interviews for 6 applicants as part of the Borough's Application for the Strategic Mapping and Planning Program through DCED.--Request by Bruce Markovich

The grant application must be submitted by September 24th, 2025 so the interviews must happen before then for the grant application to be submitted.

Council agreed that the interviews should be conducted on September 4th, 2025 beginning at 10:00a.m.

Motioned by Jennifer Staines and seconded by Michele Bartek.

Motion passed unanimously.

Motion to submit letter of intent to DCED for assistance in selecting a police chief.-Request by Bruce Markovich

Bruce Markovich stated that the DCED would give their oral interview and then the borough would give their oral interview the same day and by the end of that day a decision should be made on who will be selected as police chief.

Motioned by Michele Bartek and seconded by Bruce Markovich.

Motion passed unanimously.

Discussion/Motion to approve the resolution for the FY2025 Community Development Block Grant Application. -Request by Gwyneth Collevecchio

Every year a Community Development Block Grant the cost is \$17,000.00.

Motioned by Gwyneth Collevecchio and seconded by Joseph Butrie.

Motion passed unanimously.

Advertise to sell zipper

Joseph Butrie stated that he would like to advertise the zipper for sale as the machine is too big for the borough's loader and is not made for doing the whole street.

The money made from the sale of the vehicle would be put into the liquid fuels fund.

Council spoke about having someone come out to give them the cost of what the vehicle is worth.

Motion to have a person from the company the zipper is sold by come look at the machine, tell the borough what it is worth, and then advertise the zipper at the price that the zipper is worth approved by the council president.

Motioned by Joseph Butrie and seconded by Jennifer Staines.

Motion was favored by Jack Soberick, George Gilbert, Michele Bartek, Bruce Markovich, and Jennifer Staines.

Motion was opposed by Gwyneth Collevecchio.

Motion passed by majority vote.

stop sign on oak street

Joseph Butrie stated that the stop sign on Oak Street has been knocked down four times.

Joseph Butrie stated a trail cam is possibly going to be put up to catch the person who has been knocking down the sign.

Joseph Butrie stated the borough crew is tired of having to put the sign up.

open bids for milling streets

Motion was tabled under motion in Old Business, **Discussion/Motion to accept bids for 2025 Milling Machine Rental.**

decide on plow for our 2001 truck

Joseph Butrie stated that he has three bids for a new plow for the 2014 F-350.

The quotes ranged from \$7,300.00 to \$9,000.00.

Motioned to purchase an 8'6 foot Western Pro Plus plow from Storks at a cost of \$6,850.00 which includes installation.

Motioned by Joseph Butrie and seconded by George Gilbert.

Motion passed unanimously.

waiting for feedback on what sewer camera is worth

Bruce Markovich stated that he received an estimate back for \$20,000.00 for the sewer camera from the company that made the camera.

Bruce Markovich stated that the estimate is going to be sent over to the insurance company.

get appraisal for former Silberline property -Request by Joseph Butrie

Joseph Butrie stated that he was told that there are two people who are interested in the property.

Bruce Markovich spoke about how if someone is interested in a particular building, having that building appraised as the cost to have the whole Silberline Property appraised is around \$80,000.00.

Motion to get Dunn's tree service cut the tree down on east Snyder – Request by Joseph Butrie

Joseph Butrie spoke about the roots of the tree coming up and that the tree is currently a hazard and that the tree is on borough property.

Motioned by Joseph Butrie and seconded by George Gilbert.

Motion was favored by Jack Soberick, George Gilbert, Michele Bartek, Bruce Markovich, and Jennifer Staines.

Motion was opposed by Gwyneth Collevecchio.

Motion passed by majority vote

Motion passed unanimously.

Shared service meeting? -Request by Joseph Butrie

Joseph Butrie inquired about a shared service meeting.

Bruce Markovich stated there was no shared service meeting but that a shared services meeting should be scheduled between Lansford and Summit Hill.

To increase Quality of life fines and tax office rates. -Request by Jennifer Staines

Jennifer Staines spoke about the fee amounts.

Tax certification fee increasing to \$20.00 and duplicates being \$10.00.

The quality-of-life fines increasing with the first being \$100.00, the second being \$150.00, and the third being \$250.00.

The street sweeping ordinance fine increasing to \$75.00.

The sanitation fee will be updated to reflect the current billing amount from \$60.00 to \$115.00.

Motioned to adopt a new fee resolution to increase the garbage, quality of life, and tax office rates by Jennifer Staines and seconded by Joseph Butrie.

Motion passed unanimously.

To advertise animal ordinance. -Request by Jennifer Staines

The Animal Ordinance will address exotic animals within the borough.

Motioned by Jennifer Staines and seconded by Michele Bartek.

Motion passed unanimously.

To have 5 filings done at the courthouse regarding deeds. -Request by Jennifer Staines

Jennifer Staines spoke about five properties that were condemned by Arro Consulting and that a motion is needed to add the condemnation order to the property deed.

Jennifer Staines stated that the properties 18-20 East Ridge Street, 22 East Ridge Street, 245 East Abbott Street, 340 West Snyder Avenue, and 523 East Abbott Street.

Motioned by Jennifer Staines and seconded by Joseph Butrie.

Motion passed unanimously.

To have 4 more filings on deeds done before the end of August. As well, continue to file on deeds on as needed basis. -Request by Jennifer Staines

Jennifer Staines spoke about 354 West Abbott Street, 356 West Abbott Street, 515 East Ridge Street, and 230 West Bertsch Street.

Motioned by Jennifer Staines and seconded by Joseph Butrie.

To increase PT police officer, pay to \$27.50. -Request by Jennifer Staines

Jennifer Staines spoke about members of the community have approached her and told her that they would like to see police officers paid more.

Council discussed the current rates that officers are being paid in surrounding areas.

To open the police contract to increase pay for FT. -Request by Jennifer Staines

Council agreed how a new police contract is coming up and that council should look at rate increases then.

To increase the fines on the street sweeper ordinance from \$25.00 to \$75.00. -Request by Jennifer Staines

Motion was addressed in motion, **To increase Quality of life fines and tax office rates. -Request by Jennifer Staines.**

To have Linda Harvan voted on as an alternate member on the zoning hearing board. -Request by Jennifer Staines

Motioned by Jennifer Staines and seconded by Jack Soberick.

Motion passed unanimously.

To institute using the Occupancy permit portion of the rental licensing. -Request by Jennifer Staines

Motioned by Jennifer Staines and seconded by Joseph Butrie.

Motion passed unanimously.

To accept the GPI Forestry rates for property cleanup in the borough. {Needs the motion & the second. I voted no to this, but it falls under my committee.-Request by Jennifer Staines

Jennifer Staines spoke about how the council discussed having a company come into the borough and for property cleanup.

Jennifer Staines stated that one quote was submitted from GPI Forestry at a rate of \$35.00 an hour.

Motioned by Jennifer Staines and seconded by Jack Soberick

A Roll Call Vote was called.

Motion was favored by George Gilbert, Bruce Markovich, Jack Soberick, and Jennifer Staines.

Motion was opposed by Michele Bartek, Joseph Butrie, and Gwyneth Collevecchio.

Motion was passed by majority vote.

Add a motion from me to discuss / motions garbage pick-ups. -Request by Jennifer Staines

Jennifer Staines spoke about how garbage dumping is becoming an issue in the borough.

Jennifer Staines spoke about how she is waiting to hear from three companies on the cost of electronic pickups as people are dumping electronics throughout the borough.

Motion/Discussion to appoint alternate members on the Zoning Hearing Board :

a. Linda Harvan

Motion was addressed in motion, To have Linda Harvan voted on as an alternate member on the zoning hearing board. -Request by Jennifer Staines

b. Donald Whildin

Motion to appoint Donald Whildin to the Zoning Hearing Board.

A Roll Call Vote was called.

Motioned by Michele Bartek and seconded by Gwyneth Collevecchio.

Motion was favored by Michele Bartek, Bruce Markovich, and Gwyneth Collevecchio.

Motion was opposed by George Gilbert, Joseph Butrie, Jack Soberick and Jennifer Staines.

Motion did not pass due to majority opposition.

Motion / Discussion to appoint alternative members to the Planning Commission:

a. Joseph Genits

Joseph Genits stated that he wanted to be the third member of the Planning Commission.

Motioned by Jennifer Staines and seconded by Jack Soberick.

A Roll Call Vote was called.

Motion was favored by George Gilbert, Michele Bartek, Jack Soberick, and Jennifer Staines.

Motion was opposed by Gwyneth Collevecchio, Bruce Markovich, and Joseph Butrie.

Motion was passed by majority vote.

Motion / Discussion to appoint alternative members to the Civil Service Commission:

a. Robert Silver

Motioned by Jennifer Staines and seconded by Jack Soberick.

A Roll Call Vote was called.

Motion was favored by George Gilbert, Michele Bartek, Bruce Markovich, Joseph Butrie, Jack Soberick, and Jennifer Staines.

Motion was opposed by Gwyneth Collevecchio.

Motion was passed by majority vote.

Motion to go off the agenda

Motioned by Gwyneth Collevecchio and seconded by Michele Bartek.

Motion passed unanimously.

Motion to approve the special event request from the American Cancer Society and K&D Investments for a charity event at 390 West Snyder Avenue-Parking Area on September 1st, 2025 from 8:00a.m.-10:00p.m.

Motioned by Gwyneth Collevecchio and seconded by Joseph Butrie.

Motion passed unanimously.

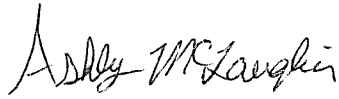
Motion to adjourn

Motioned by Gwyneth Collevecchio and seconded by Michele Bartek.

Motion passed unanimously.

The meeting was adjourned by President Bruce Markovich at 8:45p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Ashley McLaughlin". The signature is written in black ink and is positioned above the printed name.

Ashley McLaughlin

Secretary