

**Call to Order:** 6:00 p.m. by President Jared Soto followed by The Pledge of Allegiance

**Roll Call:** Council persons present: Bruce Markovich, John Turcmanovich, William Chuma, Jared Soto, Bob Silver, Marie Ondrus, Irma Leibensperger, and Mayor James Romankow. Solicitor Michael Greek was absent.

**Executive Session:** 6:00 p.m. to 6:30 p.m. to discuss Silberline property and public works part time CDL driver's applications.

**Out of Executive Session:**

**A Motion was made by William Chuma to hire Herbert Hernandez as a part time CDL driver at the current rate \$15.50 per hour. The Motion was second by Irma Leibensperger. All were in favor, Motion passed.**

**A Motion was made William Chuma to hire applicant Joseph Butrie as a part time CDL driver however it was discovered that he served as a councilman until April 2019 and a year must pass before he can be hired as an employee of the borough.**

**A Motion was made by William Chuma to have public work's employee Colton Black attend all classes offered for fire training at the expense of the borough. During his attendance of fire training classes he is to be paid regular hourly wages and be paid mileage to attend the fire training classes. Upon completion of training he will be allowed to drive for the American Fire Company should a fire occur during work hours. The Motion was second by Irma Leibensperger. All were in favor, Motion passed.**

**Strategic Management Planning Programs (STMP) Bid Opening** – Jared Soto met with SMTP representatives. Six financial management consultants were contacted to see if interested in offering proposals. Two Requests for Proposals were sent: to Gerald Cross, Executive Director, Pennsylvania Economy League, Central PA LLC, Wilkes-Barre, PA, and John Espenshade, A. Stevens & Lee/Griffin Company, Lancaster, PA.

One bid proposal was received from the Pennsylvania Economy League. The bid opening was tabled by William Chuma, second by Jared Soto in the hopes more bids can be obtained.

**Public Courtesy:**

**Jennifer Staines**, 353 W. Abbott Street, is concerned about a conditional zoning permit issued for 200 W. Bertsch Street because of a recent drug bust at that address.

**Tommy Vadyak**, 334 W. Abbott Street, is concerned about bulk refuse put out for collection days ahead of collection day. He sees expired inspection stickers on cars and says the police aren't citing the owners. He recommended publishing the names of delinquent sanitation accounts in the newspaper.

**Joseph Butrie**, 443 E. Ridge Street, thanked the fire company for having the visiting Santa program for area children at Christmas.

**Joseph Moravek**, 142 W. Kline Avenue, asked about the broken parking meters, noticed illegal U turns, and said there is a public safety issue on Parkway Road - the Stop signs are placed after the walkway. He said a borough pickup truck was parked with the windows open, keys in the ignition, and he showed a video of a borough truck not stopping at a Stop sign.

**Denise Leibensperger**, 164 W. Ridge Street, has questions about the borough's cable contract and suggested there be a data contract. She suggested Section 8 living units be limited and she quoted some of the Dept. of Labor & Industry bidding thresholds.

Approval of Meeting Minutes of November 13, 2019:

**A Motion was made by William Chuma to approve the borough council meeting minutes of November 13, 2019 as written. The Motion was second by Bruce Markovich. All were in favor, Motion passed.**

Approval of Budget Meeting Minutes of November 18, 2019:

**A Motion was made by Irma Leibensperger to approve the borough council meeting minutes of the special budget meeting of November 18, 2019 as written. The Motion was second by William Chuma. All were in favor, Motion passed.**

**Correspondence:**

- Coaldale Lansford Summit Hill Sewer Authority letter received 11/18/19, notification of vacancy on the CLSH Sewer Authority due to the passing of Joseph Gallagher, term expires 12/31/2021.

**A Motion was made by Bob Silver to accept the vacancy created by the passing of Joseph Gallagher. The Motion was second by William Chuma, All were in favor, Motion passed.**

**A Motion was made by John Turcmanovich to advertise for a candidate to fill the vacant seat of Joseph Gallagher on the CLSH Sewer Authority. The Motion was second by William Chuma. All were in favor except for Marie Ondrus who was opposed. The Motion passed, 6 yes, 1 no.**

- Michael Greek, Esq. – Letter of resignation as Lansford Borough Solicitor, effective 12/31/2019, due to his being elected Carbon County District Attorney.

**A Motion was made by William Chuma to accept the resignation of Lansford Borough Solicitor Michael Greek. The Motion was second by John Turcmanovich. All were in favor, Motion passed.**

- Invitation to the Annual Lansford Alive Christmas Party to be held December 13<sup>th</sup> 5:00 p.m. at American Legion Post #123.

• **Correspondence not enclosed to save paper :**

- PA Dept. of General Service – Approval of Enrollment in PA Federal Surplus Program
- CC Tax Claim Bureau – List of properties sold at Upset Tax Sale: 425 E. Patterson Street
- Beyer Barber – Act 44 Disclosure – for providing professional services for the Police Pension Plan
- Portnoff Law Associates – Sheriff Sales at CC Sheriff Office, 1<sup>st</sup> floor courthouse, Jim Thorpe:
  - i. 12/13/19 11:00 a.m. :151 W. Ridge Street, owner Eric Wenzelberger; 311 W. Patterson Street, owner Lewis Gregg; 340 ½ W. Kline Ave, owner Michael & Robin Peake; 369 W. Water Street, owner Carmen Sotomayor
  - ii. 2/14/19, 11:00 a.m.: 150 W. Abbott Street, owner Stanley & Marie Micholik

**Committee Reports:** From committee meetings held December 4, 2019:

**Code, Zoning & Planning** – written report from Jared Soto is on file

**Public Works** – written report from William Chuma is on file

**Municipal Administration** - No written report - Jared Soto said Michael Bulino of Seltzer Insurance, the borough's agent, explained the liability insurance costs for the Silberline property should the borough purchase the property; estimated yearly total insurance cost is \$16,750.00.

**Park & Recreation** – written report from Jared Soto is on file

**Public Safety** – No written report

**Municipal Monthly Reports:**

**Mayors Report:** shows a total of \$1,320.80 collected in November with a year to date total of \$21,528.44.

**Police Report:** LPD received 286 calls, made 18 criminal arrests, issued 14 traffic citations, 10 non-traffic citation, and 17 parking/ordinance tickets.

**Fire Company:** American Fire Co. No. 1 responded to 14 calls; 12 in Lansford, 1 in Summit Hill, 1 in Nesquehoning; held 3 fundraising events and 5 training session.

**Ambulance Report:** Leighton Ambulance responded to 41 incidents in November with an average response time of 6.9 minutes from time of dispatch to the arrival on scene.

**Zoning/Code Enforcement:** Council reviewed Zoning officer Jim Dean's monthly invoice for \$2,932.50

**Uniform Construction Code:** One building permit and one electric permit were issued.

**C.C. Council of Governments (COG)** - The November 26<sup>th</sup> meeting did not have a quorum.

**Tax Collectors Report:** From Terrance McCall - \$7,307.70 was collected in November, total collected in 2019 \$916,693.35.

**Treasurer's Report:** Total bills to be approved \$59,389.04; Breakdown: General Fund \$42,352.63; Highway Liquid Fuels \$7,882.01; Fire \$3,947.00; Street Light \$5,086.48; Sewer Transmission \$36.33. Council received Budget vs Actual Reports, checking account registers for all funds and projection for January 2020.

Jim Thorpe Neighborhood Bank is working on the paper work for the borough's \$100,000.00 Tax Anticipation Note.

Brian T. Kelly, CPA, intends to send a letter of engagement to perform the 2019 Audit.

| End of Month Balances 2019 |                                    |              |              |
|----------------------------|------------------------------------|--------------|--------------|
| No.                        | Account Title                      | Oct          | Nov          |
| 7673                       | General Acct                       | \$387,559.70 | \$379,752.48 |
| 7780                       | Escrow for 20 E Kline Ave          | \$2,180.11   | \$2,180.11   |
| 7772                       | Escrow for 22 E Kline Ave          | \$3,000.00   | \$3,000.00   |
| 4529                       | Escrow for 401-405 E Abbott St     | CLOSED       | CLOSED       |
| 7681                       | Sanitation Fund                    | \$169,525.60 | \$156,176.53 |
| 0283                       | Sani-investors Money Mkt Acct      | \$51,772.81  | \$51,781.32  |
| 7730                       | Sanitation Fund Money Mkt Acct     | \$12,159.50  | \$12,160.47  |
| 7714                       | Sewage Transmission                | \$69,756.45  | \$50,104.01  |
| 1198                       | Sewer Transmission(reserve acct)   | \$164,927.00 | \$164,954.11 |
| 5402                       | Sewer Loan Proceeds Acct(res acct) | \$152,888.66 | \$152,896.45 |
| 1277                       | Sewer Transm. CD/Aug-12 mo.        | \$51,148.20  | \$51,159.06  |
| 7722                       | Local Service Tax                  | \$23,553.50  | \$26,175.25  |
| 7764                       | Street Lights                      | \$42,249.02  | \$39,947.82  |
| 7748                       | Fire                               | \$39,329.64  | \$39,611.78  |
| 7706                       | Treasurers Special HiWay           | \$93,857.87  | \$77,855.25  |
| 7699                       | Lansford Pool Account              | \$41,398.05  | \$41,401.34  |

|      |                                     |                       |                       |
|------|-------------------------------------|-----------------------|-----------------------|
| 7756 | Recreation                          | \$66,754.88           | \$57,170.89           |
|      |                                     | <b>\$1,372,060.99</b> | <b>\$1,306,326.87</b> |
|      |                                     |                       |                       |
|      | <b>LOANS Paid from Fund</b>         | <b>Est Balance</b>    | <b>Est Balance</b>    |
|      | General Fund                        | 0.00                  | 0.00                  |
|      | Sewer Transm#5537 4/21/15 Monthly   | 775,326.72            | 759,422.96            |
|      | Street Light Fund#6309              | 121,859.11            | 121,859.11            |
|      | Gen Fund or LST 1/5/17 - 3 yr. loan | 13,204.09             | 13,204.09             |
|      | Gen Fund or LST 6/1/18 - 5 yr. loan | 32,351.80             | 32,351.80             |
|      |                                     | <b>942,741.72</b>     | <b>926,837.96</b>     |

**A Motion was made by Bruce Markovich to approve payment of the bills totaling \$59,389.04. The Motion was second by William Chuma. All were in favor, Motion passed.**

**Unfinished Business:**

**2020 Proposed Budget** - was advertised in the Times News Newspaper and posted for public viewing at borough hall since the 11/18/2019 budget meeting.

**A Motion was made by Irma Leibensperger to approve the proposed 2020 Budget which includes no real estate tax change. The Motion was second by William Chuma. All were in favor, Motion passed.**

**Resolution 2019-12:** The 2020 Tax Levy Resolution – Act 51 of 2019 allows municipalities to adopt annual property tax rate by resolution instead of by ordinance if the property tax rate stays the same or is decreased from the prior year. The 2020 tax rate will remain the same as 2019:

**A Motion was made by William Chuma, second by John Turcmanovich, to approved Resolution 2019-12, setting the Tax Levy for 2020. All were in favor, Motion passed.**

| Lansford                |              |              |
|-------------------------|--------------|--------------|
| Millage by Fund         | 2019         | 2020         |
|                         | Millage      | Millage      |
| General Fund & Pol Pen  | 30.50        | 30.50        |
| Street Light Fund       | 2.81         | 2.81         |
| Fire Tax Fund           | 1.00         | 1.00         |
| Park & Rec Fund         | 0.25         | 0.25         |
| Sanitation Fund         | 0.00         | 0.00         |
| LST Fund                | 0.00         | 0.00         |
| Sewer Transmission Fund | 1.28         | 1.28         |
| Hiway Fund              |              |              |
| <b>TOTAL</b>            | <b>35.84</b> | <b>35.84</b> |

**Resolution 2019-13** – 2020 Salary Resolution for office and part time employees:

**A Motion was made by John Turcmanovich, second by William Chuma, to adopt Resolution 2019-13, setting the wages for office and part time employees for the year 2020. All were in favor except Irma Leibensperger and Marie Ondrus who were opposed. Motion passed, 5 yes, 2 no.**

**Borough Solicitor applications:** One letter of interest in the borough solicitor position was received from Eric Filer, Esq., of Filer & Schwab Attorneys at Law. The topic was tabled by William Chuma, second by Jared Soto in the hopes more letters of interest will be received.

**Silberline property update:** If the borough intends to accept the Silberline property and renovate a building using grant funds (renovations needed include a bathroom, heating, electric and roofing) a narrative change and extension request should be made to DCED by December 20, 2019 for its January 20<sup>th</sup> meeting. The 2017 LSA Grant (C000065218) for \$160,000.00, to construct a new borough garage, expires in June 30, 2020.

**400 E. Snyder Avenue Sewer Project:** Lehigh Engineering sent 3 estimated quotes for the project . Jared Soto will use the quote \$95,315.00 to apply for a PA Water and Sewer Grant through PA DCED. If granted, the borough would pay 15% of the cost.

**A Motion was made by Bruce Markovich to authorize Lehigh Engineering to prepare specification documents for the 400 E. Snyder Avenue Sewer Project. The Motion was second by William Chuma, all were in favor, Motion passed.**

**Resolution 2019-14 approval** – Changes to Resolution 2019-10 fee schedule were considered:

- To raise the Residential Rental License fee from \$50.00 to \$100.00:

**A Motion was made by William Chuma to approve Resolution 2019-14 to include an increase to the annual Residential Rental License Fee from \$50.00 to \$100.00. The Motion was second by Irma Leibensperger. All were in favor except Bob Silver who was opposed. Motion passed, 6 Yes, 1 No.**

- To raise the Residential Rental License re-inspection fee from \$25.00 to \$50.00:

**A Motion was made by William Chuma to approve Resolution 2019-14 to include an increase to the Residential Rental License re-inspection fee from \$25.00 to \$50.00. The Motion was second by Jared Soto. All were in favor, Motion passed.**

- To raise the fees for bulk refuse containers (dumpsters) parked on borough streets:

**A Motion was made by William Chuma to approve Resolution 2019-14 to include a \$10.00 increase to each of the dumpster fees; 20 yard dumpster will change from \$30.00 to \$40.00, a 40 yard dumpster will change from \$40.00 to \$50.00, a 60 yard dumpster will change from \$50.00 to \$60.00. The Motion was second by Bruce Markovich. All were in favor, Motion passed.**

**Tractor Trailer Parking:** Jared Soto spoke to John Hadesty and sent a letter to BET Lehigh Real Estate asking whether tractor trailer parking could be allowed on its property along Dock Street.

#### **New Business:**

**Franklin Township Ordinance 2019-01** - Council reviewed an Ordinance from Franklin Township that allows the collection all outstanding fees on an account if any permit is being sought.

**American Fire Co. No. 1 contribution:** Fire Company requested \$12,000.00 (\$6,000.00 for heating fuel, \$2,000.00 for vehicle fuel, \$4,000.00 electric bills) in its letter to council on 9/6/19 to be included in the 2020 Budget.

**A Motion was made by Bob Silver to contribute \$10,000.00 to the American Fire Company No. 1, Lansford, paying 1/3 or \$3,333.34 from the LST Fund and paying 2/3 or \$6,666.66 from the Fire Tax Fund. The Motion was second by William Chuma. All were in favor, Motion passed.**

**Monument:**

The American Legion Post 123 contacted the borough to allow the relocation of a WW II monument from St. Katherine Drexel R.C. Church (a.k.a. St. Mike's) to Kennedy Park.

**A Motion was made by William Chuma to allow the American Legion Post 123 to move the WWII monument from St. Katherine Drexel R.C. Church to Kennedy Park, to be placed between the existing Miners and Veterans Memorials, where a pine tree was removed. All were in favor, Motion passed.**

**Reorganization Meeting**

**A Motion was made by William Chuma to advertise the reorganization meeting of borough council on Monday, January 6, 2020 at 6:00 p.m. at borough hall. The Motion was second by Jared Soto, all were in favor, Motion passed.**

**Expiring Board and Commission seats as of 12/31/2019:****Lansford Coaldale Joint Water Authority – 5 yr. term**

- 1 open seat (from Joe Horvat resignation) (letters on file from previous advertisement)  
TERM: 1/1/20 thru 12/31/24

**CLSH Sewer Authority – 5 Yr. term**

- 2 open seats :
  - 1. To replace Joseph Gallagher, TERM ending 12/31/21
  - 2. Expired seat of John Tucker, TERM 1/1/20 thru 12/31/24. (provided a letter for reappointment)

**Recreation Commission – 5 yr. term**

- 1 expired seat – Gwyneth Collevchio, TERM: 1/1/20 thru 12/31/24 (provided e-mail for reappointment)

**Planning Commission – 4 Yr. Term:**

- 1 expired seat – Michael Kafkalas, TERM: 1/1/20 thru 12/31/23 (provided e-mail for reappointment)

**Zoning Hearing Board – 3 yr. term**

- 1 alternate seat to be filled

**Vacancy Board – 1 yr. term – this seat has been unoccupied for years- is needed should a council seat become vacant – 1 vacant seat**

**A Motion was made by William Chuma to advertise the two open seats on the Coaldale Lansford Summit Hill Sewer Authority; to fulfill the unexpired term of Joseph Gallagher to expire 12/31/21 and the expired seat for a five year term. The Motion was second by Bruce Markovich. All were in favor, Motion passed.**

**A Motion was made by Marie Ondrus to advertise for a borough solicitor with municipal experience. The Motion was second by Irma Leibensperger. On roll call vote: Bruce Markovich, No, John Turcmanovich, No; William Chuma, No; Jared Soto, No; Bob Silver, No; Marie Ondrus, Yes; Irma Leibensperger, Yes. Motion failed, 5 No, 2 Yes.**

**Adjournment** - Motion to adjourn was made by William Chuma, second by Jared Soto at 7:50 p.m.  
Respectfully Submitted,

*Jill Seigendall,*  
Secretary Treasurer