

LANSFORD BOROUGH COUNCIL
Regular Monthly Meeting 1 W. Ridge Street July 10, 2019 6:00 p.m.

1. **Call to Order**: By President Jared Soto at 6:00 p.m. followed by Pledge of Allegiance
2. **Roll Call**: The following council members were present: President Jared Soto , Vice President Irma Leibensperger, President Pro Tempore John Turcmanovich, William Chuma, Bruce Markovich, and Marie Ondrus. Mayor James Romankow and Councilman Bob Silver were absent. Solicitor Michael Greek arrived at 6:30 p.m. after executive session.
3. **Executive Session**: 6:00 to 6:30 p.m. for borough garage property discussions and to review part time public work applications.
4. **Opening of Heating Fuel Oil Bids** for the contract period August 1, 2019 through July 31, 2020:
Two bids were received and opened by Attorney Greek:
Peter J. Radocha & Sons, Inc. \$2.259 per gallon
Kattner Coal & Oil, Inc. \$2.099 per gallon.
A Motion was made by William Chuma to accept the low bid of \$2.099/gallon from Kattner Coal & Oil, Inc. The Motion was second by Irma Leibensperger. All were in favor, Motion passed.
5. **Public Courtesy**:
Robert Dobosh, 383 W. Ridge Street, informed council of dead trees near the Sports Zoo Bar.
Rose Mary Cannon, 242 W. Ridge Street, noted that the borough's Special Event Application form does not ask whether the special event will serve hot food and suggested it be included on the form. She also noted the costs to the borough to advertise and test applicants for full time police and then not hire an officer at the June meeting.
Michelle Bartek, 333 E. Abbott Street, is concerned about drugs in the borough and the condition of the closed Ashton Park Pool. She endorses the Police Drug Task Force Program.
6. **Approval of Meeting Minutes** :
June 12, 2019 meeting minutes were reviewed:
A Motion to approve the June 12, 2019 minutes as written was made by Irma Leibensperger. The motion was second by John Turcmanovich. All were in favor except Marie Ondrus who was opposed. Motion passed, 5 yes, 1 no.
7. **Correspondence (enclosed)**:
 - a. Letter of Resignation from Health/Food Inspector Richard Tower
A Motion was made by Bruce Markovich and Second by Irma Leibensperger to accept the resignation of appointed Food Inspector Richard Tower. All were in favor, Motion passed.
 - b. Letter of Resignation dated June 12, 2019 from Part Time Police Officer Kyle Sabulsky
A Motion was made by Bruce Markovich and second by Irma Leibensperger to accept the resignation of part time officer Kyle Sabulsky. All were in favor, Motion passed.
 - c. **Mayor Romankow** – 7/8/19 correspondence - due to work related injury Chief Soberick will be off duty and Sargent Nunemacher will be Officer in Charge until the Chief is reinstated to active duty.
 - d. **Mayor Romankow** – 7/8/19 correspondence regarding the scheduling of part time officers
 - e. **Police Chief Jack Soberick** – Letter dated 7/8/19 Requesting Heart & Lung Benefits.
A Motion was made by John Turcmanovich to approve Heart & Lung Benefits for Chief Jack Soberick for the duration of his work related injury. The Motion was second by Jared Soto. All were in favor, Motion passed.
 - f. **Tamaqua Fire Department** – Request for traffic control assistance for Schuylkill County Firefighter's parade Aug. 24, 2019.
A Motion was made by William Chuma to approve those members of the Lansford Fire Department and Fire Police, trained and having experience in traffic control, to provide assistance to the Tamaqua Fire Department for its Schuylkill County Firefighter's parade on August 24, 2019. The Motion was second by Jared Soto. All were in favor, Motion passed.
 - g. **American Fire Co. No. 1** - Special Event Application – asking to block off the unit block of E. Bertsch St. for a Food Truck Rally on October 5, 2019.
A Motion was made by John Turcmanovich, second by William Chuma, to approve the Am. Fire Co. No. 1 Food and Truck Rally event on Oct. 5, 2019 and block off the unit block of E. Bertsch Street between the hours of 8:00 a.m. and 10:00 p.m. All were in favor, Motion passed.
8. **Correspondence not enclosed to save paper**- copy available upon request

- a. **Star Wellness** notification of Dental Van Summer Program for patients ages 2 and up – at the stadium, date not specified, call 610-377-7354
- b. **Carbon County Controller** – Magistrate District Court 2018 Statement of Yearly Receipts & Disbursements, Lansford received \$17,146.67; matches borough's amount received.
- c. **Nationwide Investments Statement**, Carolyn Cordova – Quarterly Report of Municipal Police Pension Plan, April thru June 2019
- d. **Penn DOT** – Letter verifying final inspection of the new traffic signals on Patterson Street, Route 209
- e. **TEAM** – Borough's membership entitles 1 free registration to PA Municipal Legal Update, August 7 & 8 at Sheraton Harrisburg-Hershey

A Motion was made by Bruce Markovich, second by John Turcmanovich, to designate Jill Seigendall as the borough's representative at the Pa Municipal Legal Update seminar sponsored by the TEAM on August 7 & 8 at the Sheraton Harrisburg-Hershey. All were in favor except Marie Ondrus and Irma Leibensperger, Motion passed 4 yes-2 no.

- f. **PA Correctional Industries**, Big House Products, – Sales Rep. Brad Patterson - products can be made to order
- g. **The Seltzer Group** – notification that if the borough forms a safety committee that is active for a year the borough will receive a 5% discount on its Workers Comp insurance. (estimated savings of \$4,000.00)

9. **Committee Reports** - from meeting held July 3, 2019 :

Parks & Recreation – The report was written and read by Jared Soto; a quote of \$350.00 was approved from Richard Diehl Paving to kill weeds, fill cracks and seal coat the east end playground basketball court.

A Motion was made by Irma Leibensperger to approve the purchase of baby bucket and belt swings (12 belt swings & 2 bucket swings) and two bike racks from AAA State of Play, estimated cost of \$1,217.00 plus shipping. The Motion was second by John Turcmanovich. All were in favor, Motion passed.

Public Works – The written report from Bob Silver was read by Jared Soto

A Motion was made by William Chuma, second by Bruce Markovich, to remove the telephone land line from the borough garage at 327 W. Bertsch Street. All were in favor, Motion passed.

Municipal Administration – Committee chairperson Irma Leibensperger gave a verbal report. Elk's lot fencing estimates have been forwarded to David Bodnar, C.C. Office of Planning and Development, to be included in a CDBG grant application. Budget meetings will begin in August.

The public works committee will interview applicants, from applications on file, for a part time public work's employee, approximately 20 hours per week. A special meeting may be called to hire a part time seasonal worker.

Jared Soto recommended adjusting the work hours for the Secretary/Treasurer and Assistant Secretary/Treasurer to allow early access to the office for the Zoning & Code Enforcement Officer and to give both uninterrupted time to work. The Secretary/Treasurer will work weekdays 7:00 a.m. to 3:30 p.m. unless the Assistant Secretary/Treasurer is not working. The Assistant Secretary/Treasurer will remain working 8:00 a.m. to 4:30 p.m. Zoning Officer James Dean will begin at 7:00 a.m. unless the Secretary/Treasurer or Assistant Secretary/Treasurer is not working. The borough office will remain open to the public weekdays 8:00 a.m. to 4:30 p.m. Jared Soto directed council persons to make appointments with the Zoning Officer or Secretary/Treasurer if they need to meet between 7:00 a.m. and 8:00 a.m.

A Motion was made by William Chuma to approve changing the Secretary/Treasurer's hours to 7:00 a.m. to 3:30 p.m. unless the Assistant Secretary/Treasurer is not working. The motion was second by Jared Soto. All were in favor except Marie Ondrus and Irma Leibensperger who were opposed. Motion passed; 4 yes, 2 no.

Zoning & Ordinance – The report was written and read by Jared Soto. William Chuma recommended raising the Residential Rental License fee to \$75.00. Adjustments to The fee schedule resolution will be on the August Agenda.

Public Safety – The report was written and read by Jared Soto. Hiring more part time police officers and raising the hourly rate were discussed.

10. **Municipal Reports:**

Mayors Report – June report shows \$1,059.64 collected, year to date totals \$13,230.90.

Police Report – June report shows 384 calls, 13 criminal arrests, 18 traffic citation, 25 non-traffic citations, 2 parking/ordinance tickets and 3 quality of life tickets

Fire Department – Am. Fire Co. No. 1 – June report shows 10 calls; 5 in Lansford, 4 in Summit Hill, 1 in Tamaqua, working 41.75 man hours

Ambulance – Leighton Ambulance responded to 52 incidents in June with an average response time of 7.88 minutes from the time of dispatch to arrival on scene

Code Enforcement – Zoning & Code Officer James Dean enclosed his first invoice for \$1,706.25 as well as a sample zoning permit application for council's review.

Carbon County Council of Governments (COG) – Jared reported on the June COG meeting. County garbage and recycling contract is being created; data from research on the project is on file. Bruce Markovich was appointed alternate COG representative at the end of the meeting.

Tax Collector’s Report - \$10,749.63 collected in June; total collected in 2019 \$764,576.49

Treasurer’s Report –Total bills to be approved \$41,286.72; Breakdown: General Fund \$12,528.79; High Way Liquid Fuels \$3,084.60; Street Light \$4,922.88; Sanitation \$792.00; Sewer Transmission \$19,958.45. Enclosed is the monthly checking account activity for all accounts, and monthly projection.

A Motion was made by William Chuma to pay the bills totaling \$41,286.72. The Motion was second by Irma Leibensperger. All were in favor except Marie Ondrus who was opposed. Motion passed, 5 yes, 1 no.

John Turcmanovich questioned the \$ 19,320.27 expenses (as of 7/9/19) for the Edgemont Sewer Project (to be paid from Sewage Transmission Fund); the excavation estimate for the project was \$4,000.00 however the actual excavation cost was \$8,000.00. He is concerned with bidding requirements for projects over \$20,900.00. The auditor will be contacted to see whether this could pose a problem.

End of Month Balances 2019			
No.	Account Title	May	June
7673	General Acct	\$352,353.63	\$615,922.82
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	\$7,333.33	CLOSED
7681	Sanitation Fund	\$143,136.78	\$124,998.31
0283	Sani-investors’ Money Mkt Acct	\$51,729.43	\$51,737.93
7730	Sanitation Fund Money Mkt Acct	\$12,154.41	\$12,155.34
7714	Sewage Transmission	\$175,556.69	\$172,052.25
1198	Sewer Transmission(reserve acct)	\$164,788.80	\$164,815.89
5402	Sewer Loan Proceeds Acct(res acct)	\$152,850.22	\$152,865.54
1277	Sewer Transm. CD/Aug-12 mo.	\$50,843.27	\$50,939.57
7722	Local Service Tax	\$29,304.90	\$29,938.03
7764	Street Lights	\$16,687.16	\$46,179.34
7748	Fire	\$36,663.92	\$48,192.04
7706	Treasurers Special HiWay	\$165,002.70	\$163,453.56
7699	Lansford Pool Account	\$41,380.70	\$41,383.87
7756	Recreation	\$68,214.66	\$71,422.05
		\$1,473,180.71	\$1,751,236.65
		Est Balance	Est Balance
LOANS	Paid from Fund		
	Tax Anticipation Note	100,000.00	51,500.00
	Tunnel St/Storm Separation	853,986.12	838,374.97
	MEM Debacle	121,859.11	121,859.11
	2017 Police Expedition-Corn Leasing	13,204.09	13,204.09
	2018 Police RAM	42,073.00	42,073.00
		1,131,122.32	1,067,011.17

Solicitor Report – 8 Assessment Appeals: 240 E Patterson St; 241 E Patterson St; 406 E Patterson St; 420 E Patterson St; 717 E Patterson St; 139 W Abbott St; 18 E Kline Ave; 352 W Kline Ave.

Regarding vacating borough property at the south end of Tunnel Street, Attorney Greek spoke with Attorney Yurchak, representing a bordering property owner, it appears that another bordering property owner is blocking access to the area vacated by the borough.

11. Unfinished Business:

- a. **Zoning Hearing Board** - Appointment to fill the vacant 4 year seat, term is 1/1/2019-12/31/2022; **A Motion was made by William Chuma, second by Irma Leibensperger, to appoint Jennifer Staines to the Zoning Hearing Board for a four year term ending December 31, 2022. All were in favor, Motion passed.**
- b. **Edgemont Sewer Project** – Costs to date is \$19,320.27
- c. **Meter proposals** – Irma Leibensperger asked the topic be tabled until Bob Silver is in attendance
- d. **Kennedy Park gazebo** estimates. William Chuma said another estimate is expected.
- e. **Joseph Lyons Agreement** – a.k.a. Overwatch LLC – Consulting Services Agreement. Municipal Administration met with Joe Lyons. Only Joseph Lyons can download and delete software to the

borough network. Cost is \$200.00 per month plus any necessary subscriptions and \$25.00 per hour fee should his services be needed to correct problems caused by a third party.

12. New Business:

- a. **Resolution 2019-05** in support of Governor Wolf's Pennsylvania's "Restore PA" infrastructure improvement plan. Co-sponsors of the Plan are Representative Doyle Heffley and Senator John Yudichak. The plan would be funded through an extraction fee on the natural gas industry.

A Motion was made by Bruce Markovich, second by John Turcmanovich, to approve Resolution 2019-05 in support of Pennsylvania's "Restore PA" infrastructure improvement plan. All were in favor except William Chuma who was opposed. Motion passed, 5 yes, 1 no.

- b. **Borough Office Copier** The following purchase price estimates were received:

Cyan Sky Technologies, Schnecksville	Kyocera Copystar 3212i	\$3,011.00
Davis Business Machines, Allentown	Cannon image RUNNER ADV. 525iF III	\$4,740.00
Toshiba, Allentown	Toshiba eStudio 3518A	\$5,564.00
TOPP Business Solutions, Scranton	Ricoh MP 2555sp	\$2,975.00

A Motion was made by William Chuma to purchase the Cannon image RUNNER ADV. 525iF III from Davis Business Machines at the price of \$4,740.00. Motion failed due to no second.

A Motion was made by Irma Leibensperger to purchase the Kyocera Copystar 3212i Copier/Printer from Cyan Sky Technologies at the price of \$3,011.00, lease term is 3 years. The Motion was second by Jared Soto. All were in favor, Motion passed.

- c. **Borough Office 2 repair estimates-** to repair third floor window/vent, install second floor bathroom subfloors(2) and repair rain gutters on southwest corner of the building above the police station; Sterling Electric & Remodeling \$700.00; DD&Z Home Improvements \$905.00

A Motion was made by William Chuma to accept the \$700.00 estimate from Sterling Electric & Remodeling. The Motion was second by Jared Soto. All were in favor, Motion passed.

- d. **Civil Service Commission** – Bruce Markovich recommends a letter be sent to the CSC to review and amend the borough's Civil Service Regulations; to bring them up to date.

- e. **Health/Food Inspector Replacement** – If the borough wants control over the safety of the food being served it may appoint a food inspector. If a food inspector is not appointed the PA Department of Agriculture will be notified and its inspector will do the inspections.

A Motion was made William Chuma to advertise for a food inspector in the Time News Newspaper. The Motion was second by Bruce Markovich. All were in favor, Motion passed.

- f. **2020 Budget meetings**

A Motion was made by William Chuma to advertise 2020 budget meetings in the Times News newspaper to be held on the third Monday of each month at 6:00 p.m. from August to November. The Motion was second by Irma Leibensperger. All were in favor, Motion passed.

- g. **Committee meeting time change**

A Motion was made by William Chuma to advertise the change in committee meeting times of the Ordinance and Zoning Committee and the Park & Recreation Committee for the remainder of the year. The Zoning & Ordinance Committee will meet at 5:30 p.m. and the Park & Recreation Committee will meet at 7:00 p.m. Meetings are held on the first Wednesday of the month. The Motion was second by Irma Leibensperger. All were in favor, Motion passed.

A Motion was made by Irma Leibensperger to appoint Bruce Markovich as alternate COG representative (to replace Joseph Butrie). The Motion was second by Jared Soto. All were in favor, Motion passed.

- h. **Tractor Trailer Parking** – William Chuma suggested changing or amending borough ordinances to allow tractor trailer parking in an area along Dock Street April through November and at the Ashton Pool Parking Lot November through April. More information is needed about the property owners and street lights in those areas.

13. Adjournment - Motion to adjourn was made by Irma Leibensperger and second by William Chuma at 8:40 p.m.

Respectfully Submitted,

Jill Seigendall
Secretary/Treasurer