

Monthly Meeting Minutes

July 9th, 2025

The July 9th, 2025 Monthly Meeting was called to order at 6:33p.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 Collevchio, 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 reminded the audience of the length of the agenda and asked them to keep that in mind during public comment.

Bruce Markovich stated that the executive session was about personnel and police personnel.

Bruce Markovich stated that the council is going to be having a special meeting on Tuesday July 15th, 2025 for the police and police budget.

Public Courtesy-

Tommy Vadyak of 334 West Abbott Street spoke about the water that is coming down from Cortright Street and that it is not going into the inlets.

Anna Shigo from the Carbon County Office of Planning and Development spoke about a county grant program for open spaces and that she is available to help council if that is something they would be interested in.

Rosemary Cannon of 242 West Ridge Street spoke about the police budget line item.

Denise Leibensperger of 164 West Ridge Street inquired about the status of the police body camera's policy.

Joseph Early of 259 East Abbott Street spoke about the agenda item for 261 East Abbott Street per the current ordinance the max number of spaces allowed per block is two, and that if the handicap is approved it should be granted for Chestnut Street as the property has two entrances.

Joe Genits of 210 West Front Street spoke about a property on Ridge Street that had a violation on it and that he feels condemnations should be attached to property deeds.

Michael Riccardi from the Hotwheels Club spoke about the special event form that was submitted to the borough and that they are asking to use Kennedy Park for the event as there is a porta-potty available.

Approval of Meeting Minutes-

Motion to approve the May 6th, 2025 Workshop Meeting Minutes-

Motioned by Gwyneth Collevchio and seconded by Michele Bartek.

Motion passed unanimously.

Motion to approve the May 22nd, 2025 Monthly Meeting Minutes-

Motioned by Gwyneth Collevchio and seconded by Michele Bartek.

Motion passed unanimously.

Motion to approve the June 3rd, 2025 Workshop Meeting Minutes-

Motioned by Gwyneth Collevchio and seconded by Michele Bartek.

Motion passed unanimously.

Motion to approve the June 11th, 2025 Monthly Meeting Minutes-

Motioned by Jack Soberick and seconded by Gwyneth Collevchio.

Motion passed unanimously.

Correspondence-

No Correspondence.

Committee Reports-

Fire Department Report-

Michele Bartek spoke about the Fire Department Report.

The fire department had 17 calls for the month of June. Total man- hours were 81.75, total man hours year to date were 567.25. In house work total man hours were 80 for the month, total man hours year to date were 840. The responses in town were 9, year to date 62, Summit Hill was 3, year to date 18, Coaldale was 3, year to date 16, Nesquehoning was 1, year to date 6, Tamaqua was 0, year to date 2, and Jim Thorpe was 0, year to date 6. Training total man hours were 153, year to date 656. 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 480. Total hours of all activities for report period were 63.25 for the month, year to date 585.25. Total man hours for the month were 394.75, year to date 3,432.75.

Ambulance Report-

Michele Bartek spoke about the Ambulance Report.

The Lehigh ambulance responses were 79 incidents in June of 2025. They had an average response time of 11.1 minutes from time of dispatch until arrival on scene. Of the 79 responses, 38 were non-emergency patient services, 41 were emergency responses. 59 patients were transported, 7 patients were treated with no transport, 0 standby and 13 cancellations/no patient found.

Mayor's Report

Hugh Vrablic spoke about the Mayor's Report.

The police department needs new door locks, preferably code locks where the officers would be assigned their own code to unlock the door. This allows the borough to be able to easily change the codes should they need to in the event an officer leaves the department. A new door is needed for the police department as well.

Police Report-

Hugh Vrablic spoke about the Police Report.

The police department had 398 calls and complaints handled, 10 cases cleared, 16 arrests made, 10 traffic contacts, 21 parking and borough ordinance tickets issued, 892 miles patrolled, \$200.00 collected in ticket fees, and \$15.00 in report requests.

Code Report and Zoning Report-

Jennifer Staines spoke about the Code Report.

June Monthly Report: Rental Inspections completed 61, inspections failed 2, and 23 inspections scheduled for July. 123 Past Due Rentals who did not register. Code enforcement tickets issued 0, code complaints received 28, notice of violations issued 5. Sidewalk permits issued 4. Citations will be filed against all property owners who do not register their property as a rental.

Semi Annual Report: Inspections completed 195, 24 failed inspections. 14 NOV's, 106 complaints, 23 sidewalk permits. 323 posted past due notices, all 323 notices were posted on the property, stray cats captured and neutered 27.

Rental Report-

Jennifer Staines spoke about the Rental Report.

July report as of 7-09-2025. Total rentals are 788, total not rental are 397, total uncollected is 122, total submitted is 633, total completed is 267, schedule inspection total is 153, insurance requirement is 213, fees collected \$138,817.64, and past due late fee collected \$23,840.00.

Solicitors' Report-

Robert Yurchak spoke about the Solicitors Report.

Robert advises against the borough enforcing 3 Strike laws as there have been multiple lawsuits over 3 Strike laws and that they cannot be enforced.

The oversized vehicle ordinance amendment is being worked on and will be sent over to all the council to be reviewed.

Discussion has already been had about the police body camera policy.

An inquiry was made to council about the Animal Ordinance and where the council currently stands with it.

Tax Collector's Report-

Borough Secretary Ashley McLaughlin spoke about the tax collectors report.

From June 1st, 2025 to June 30th, 2025, taxes collected were \$86,171.04.

Motion to pay the bills-

Motioned by Jennifer Staines and seconded by Gwyneth Collevchio.

Motion passed unanimously.

Old Business:

Discussion/Motion to approve one of the following rate and term options for the Lansford Borough CD's:

- **2nd Railroad Proceeds CD XX8363 \$32,131.12**
- **Sani-Investors CD XX8587 \$53,925.90**
- **Sewer-Investors CD XX8595 \$56,970.89**
- **2nd Sewer Proceeds CD XX8371 \$54,647.50**

Term and Rate Options:

- a. **6 Months at 4% APY**
- b. **9 Months at 3.5% APY**
- c. **12 Months at 3.0 % APY**

Motion to approve the term and rate option of 6 months at 4% APY.

Motioned by Gwyneth Collevchio and seconded by Joseph Butrie.

Motion passed unanimously.

New Business:

Discussion explaining to the public why the borough cannot afford to have full-time officers or a police chief.-request by Michele Bartek

Motion is going to be discussed at the Special Meeting on July 15th, 2025.

Motion to withdrawal by Michele Bartek and seconded by Joseph Butrie.

Motion passed unanimously.

Discussion/Motion to implement a home alone safety chain for Lansford Borough and get a committee to help do that-request by Michele Bartek

Michele Bartek spoke about how she would like for a plan to be implemented in which residents that live alone would have other residents call them every so often to check up on them.

Michele Bartek stated that she thinks it could be something useful in the borough if council would want to implement something like that.

The council discussed ways that this could be achieved without borough involvement and agreed the borough should not be involved.

Motion to approve the following trainings through The Pennsylvania Association of Boroughs. (These classes stay in your profile for 365 days). Maria \Ashley needs to register the borough workers, and George in the system. -request by Jennifer Staines

Maria\Ashley (cross training reasoning)

Preparing your QuickBooks for year-end

The role of Municipal Treasurer.

Effective controls and why they matter.

Answering common RTK questions

QuickBooks for beginners

Shane \Jennifer\ George (If on code & zoning & interested?)

Strategic Code Compliance.

Municipal odds & ends.

New Tools to address blight.

Addressing blight through Convership and property acquisition.

Joe\Greg\Mario\Bob\George (like above)

Winter Maintenance

George\Jennifer \ A " brush up " anyone?

Preparing for new council

Mandatory Organization meeting

Rules of council

Introduction to local government (??).

Jennifer Staines feels that borough employees should be taking advantage of the free training classes.

Bruce Markovich spoke about posting the list of available trainings and that anyone that wants to take the trainings is allowed to.

Motion to set a special meeting to review the budget, in July. Being that council received a “snapshot” of the budget on 1 July 2025 at 1:26 pm.-request by Jennifer Staines

On Tuesday July 15th, 2025 a Special Meeting is happening with an executive session at 5:00p.m. and the public portion of the meeting at 6:00p.m. that is going to discuss the police budget.

Motion to change the fireworks ordinance. -request by Jennifer Staines

Solicitor Robert Yurchak stated that any changes to the fireworks ordinance that the council wants to make must be more restrictive, not less restrictive and that the statute should be looked at first to see what has been covered already.

Motioned by Jennifer Staines and seconded by Jack Soberick.

Motion passed unanimously.

Motion to purchase the reporting system that Jack advised us of for \$2,000.00. It tracks who writes tickets Shane /PD, so all parties are informed. -request by Jennifer Staines

Motion to table until the council can look further into the reporting system.

Motioned by Jack Soberick and seconded by Joseph Butrie.

Motion passed unanimously.

Motion on Ordinances:

1. Discussion/Motion to approve the Garbage Ordinance Amendment. -request by Mun. Admin and Jennifer Staines

The Garbage Ordinance Amendment discusses the billing of the Garbage Ordinance.

Council discussed the current garbage billing.

Motion to advertise the Garbage Ordinance Amendment.

Motioned by Jennifer Staines and seconded by Joseph Butrie.

Motion passed unanimously.

Motions:

Discussion/Motion to approve the special event request from Carbon County Hotwheels Club on July 26, 2025 at Kennedy Park from 1:00p.m. to 5:00p.m.

The council agreed to approve the motion with the special event occurring at Ashton Park instead of Kennedy Park on July 26th, 2025 from 1:00p.m. to 5:00p.m.

Motioned by Joseph Butrie and seconded by Jennifer Staines.

Motion passed unanimously.

Discussion/Motion to approve the handicap request from Cheryl Heintzelman at 261 East Abbott Street.

Motioned to table by Jack Soberick and Joseph Butrie.

Motion passed unanimously.

Motion to contact Cheryl Heintzelman about if she would object to the handicap space being placed on Chestnut Street.

Motioned by Joseph Butrie and seconded by Bruce Markovich.

Motion passed unanimously.

Discussion/Motion to approve the handicap request from Alicja Sakowska at 244 East Patterson Street.

Motioned by Michele Bartek and seconded by Gwyneth Collevechio.

Motion passed unanimously.

Discussion/Motion to purchase a new 2025 Ford F 550 in the amount of \$62,766.00 from Tasca Ford-request by Joseph Butrie

The 2025 Ford F-550 would be purchased in the amount of \$62,766.00 from Tasca Ford in Dickson City with the amount to be paid from the insurance money the borough receives for the street sweeper and sewer vacuum.

Motioned by Joseph Butrie and seconded by Jack Soberick.

Motion passed unanimously.

Discussion/Motion to purchase all needed equipment for Ford 550 from Tamaqua Truck & Trailer which includes aluminum box in the amount of \$59,500.00-request by Joseph Butrie

Motioned by Michele Bartek and seconded by Joseph Butrie.

Motion passed unanimously.

Discussion/Motion to accept milling bids.

Bruce Markovich stated that there were no bids submitted to the borough.

Bruce Markovich stated that he will be contacting Bill McMullen from Arro Consulting and John Davis about the milling of the streets and what the borough can do since no bids were received.

Motion to open bids for Milling of Streets: Abbott St. West Extension, Dock St. by Mine Museum-request by Joseph Butrie

Motion addressed in previous motion.

Discussion/Motion to approve milling bid.

Motion addressed in previous motion.

Discussion/Motion to accept Zipper bids.

One bid was submitted to the borough in the amount of \$35,000.00.

Motioned by Joseph Butrie and seconded by Jack Soberick.

Motion was favored by Joseph Butrie, Jack Soberick, and George Gilbert.

Motion was opposed by Gwyneth Collevchio, Michele Bartek, Bruce Markovich, and Jennifer Staines.

Motion did not pass due to majority opposition.

Motion to open bids received for the zipper-request by Joseph Butrie

Motion was addressed in previous motion.

Discussion/Motion to approve Zipper bid.

Motion was addressed in previous motion.

Motion to ask Penn Dot to do a traffic study on all Borough owned streets to lower the speed limit to 15 mph at no cost to the borough. A letter has to be submitted to Penn Dot from the Borough.-request by Joseph Butrie.

Bruce Markovich stated he spoke with John Davis from PennDOT and that PennDOT does not do traffic studies for free.

Bruce Markovich stated that there was a company called LP that was doing traffic studies for free under a contract with PennDOT but that he is waiting to hear back from the company if they still do the studies for free.

Motioned to table until council has more information by Jack Soberick and seconded by Joseph Butrie.

Motion passed unanimously.

Discussion/Motion to approve a Resolution for Police Pension 2025.-request by Mun.

Admin

The Resolution for the Police Pension 2025 sets the pension contribution of 3.5%.

Motioned by Michele Bartek and seconded by Jennifer Staines.

A Roll Call Vote was called.

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

Jack Soberick abstained due to conflict of interest.

Motion passed by majority vote.

Discussion/Motion to approve the Fee Schedule Resolution- request by Mun. Admin

Motioned to table by Joseph Butrie and seconded by Jennifer Staines.

Motion passed unanimously.

Motion to award contract to Billiter Electric to provide electrical power to the camera system recently installed in Ashton Park at a cost of \$2771.00 pending approval of PPL.

When the cameras were put up permission was not obtained from PP&L to put wires to their poles that the cameras currently are on.

Motioned by Michele Bartek and seconded by Bruce Markovich.

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

Motion was opposed by Joseph Butrie.

Motion passed by majority vote.

Motion to approve the following streets for paving Powel Street (Abbott to Bertsch) (Patterson to Ridge), Center Street (Patterson to Bertsch) Klocks Hill, Unit block of West Abbott Street, Abbott Street (Courtwright to Bertsch) East Abbott Street from the 600 block to Bertsch Street, 600 Block East Kline, Parkway from 209 to the island and Dock Street from 209 east for 974 feet. Pending Approval from Penn Dot

Bruce Markovich spoke about the cost of paving and that community development block grant funds have been moved around but that some liquid fuels funds are going have to be moved as well.

Bruce Markovich spoke about how the paving should be happening around 2026.

Motioned by George Gilbert and seconded by Michele Bartek.

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

Motion was opposed by Joseph Butrie.

Motion passed by majority vote.

Motion to pass a resolution and file a Local LSA Grant application in the amount of \$38,337 for new portable police radios. Naming Bruce Markovich and Gwyneth Collevchio as authorized administrators.

Motioned by George Gilbert and seconded by Jack Soberick.

Motion passed unanimously.

Discussion/Motion to approve the purchase of 15 CY Certified Playground Mulch at the cost of \$717.75.-request by Gwyneth Collevchio

Motioned by Jack Soberick and seconded by George Gilbert.

Motion passed unanimously.

Motion to adjourn

Motioned by Jack Soberick and seconded by Joseph Burie.

Motion passed unanimously.

The meeting was adjourned by President Bruce Markovich at 8:00p.m.

Respectfully Submitted,



Ashley McLaughlin

Secretary