

The June meeting of Lansford Borough Council was held 6:00 p.m. June 10, 2020 at borough hall.

**Call to Order** - by President Bruce Markovich.

**Roll Call**: Attending council persons: Martin Ditsky, Bruce Markovich, William Chuma, Bob Silver, Mayor Michele Bartek, and Solicitor Robert Yurchak. John Turcmanovich was called to a coroner's call before the meeting began and did not return. Absent were Marie Ondrus and Irma Leibensperger.

**Executive Session**: Held 6:00 p.m. to 6:30 p.m. to discuss acquiring the Silberline property for the borough garage and police grievances

**Public Courtesy**: **Two residents and a Times News Newspaper reporter were in the audience**

**Rose Mary Cannon, 223 W. Ridge Street**, responded to a claim made against her at a previous meeting by council person Marie Ondrus regarding insurance funds allegedly received by the borough for hail damage to the gazebo roof (in Kennedy Park). Ms. Cannon explained there was no insurance on the gazebo and funds were not received for hail damage to the gazebo.

**Approval of Minutes**: May 13, 2020 monthly meeting

**A Motion was made by Bob Silver, second by William Chuma, to approve the May 13, 2020 meeting minutes. All were in favor, Motion passed.**

**Correspondence**:

- **Mary Nardini** – 213 W. Bertsch Street – Commercial reserved parking space requested  
**A Motion was made by Bob Silver to approved Mary Nardini's request for a commercial parking space at her Beauty Salon, 213 W. Bertsch Street. The Motion was second by William Chuma. All were in favor, Motion passed.**
- **Handicap Parking Request** – 312 E. Patterson Street for Eileen Hontz  
**A Motion was made by Bob Silver to approve the Handicap Parking Request from Eileen Hontz at 312 E. Patterson Street. The Motion was second by William Chuma. All were in favor, Motion passed.**
- **Velitsky & Frycklund** – Letter from Attorney Joseph Velitsky requesting return of Fire Escrow Funds for 2 E. Ridge Street, \$40,000.00, to his client Edward Kanick. Extenuating circumstances arose since the May council meeting. Five parking meters (estimate cost installed \$1,577.20) need to be repaired or replaced and PPL invoiced the borough for replacement of three electric poles, one with a light at the scene of the fire. The borough notified PPL that the pole replacements are not the responsibility of the borough.  
**A Motion was made by Bob Silver to hold the fire escrow money until all claims are settled and send a letter to Attorney Velitsky explaining the situation. The Motion was second by William Chuma. All were in favor, Motion passed.**
- **Special Event Request** - Friends of Lansford Pool – Fundraiser to distribute Chicken Dinners, June 28<sup>th</sup>, at Ashton Park Parking Lot, 10:00 a.m. setup, distribution 11:00 a.m. to 1:00 p.m., leave by 2:00 p.m.  
**A Motion was made by Bob Silver, second by William Chuma, to approve the Friends of the Lansford Pool special event to distribute Chicken Dinners on June 28, 2020, at Ashton Park Pool Parking Lot. All were in favor, Motion passed.**

**Correspondence received but no action needed:**

- **Brett Ennis – PA DCED** – Notification that Sewer & Water Grant applications, originally to be considered at the July meeting will not be considered until September 15, 2020 Board Meeting due to COVID-19
- **Commonwealth of Pa Financing Authority** – Amendment to Grant C000065218, extending Borough Garage grant termination date to 6/30/2021 was signed by Jill Seigendall and Bob Silver
- **Beyer-Barber Company** – Completed 2019 Act 205 Actuarial Valuation Report, submitted and approved by Auditor General Municipal Pension Reporting Program.
- **Optimus Risk Services** – Workers Compensation Loss Control Consultant Linda Sanchez, to schedule a visit (done every 2 years), will be postponed due to COVID-19
- **Tax Collector** – individualized list of all property owners paying taxes in May, (35 pages)
- **Municipal Notification** – Jennifer Mikovich, VP Operations, Silberline Mfg., Risk Assessment Report filed with Department of Environmental Protection for 201 E. Dock Street Property. The Risk Assessment Report indicates that the calculated risk and hazard index values comply with regulatory goals.
- **Northeast Inspection Consultants** – service termination letter as UCC inspectors for the borough, effective June 18<sup>th</sup>.

**Committee Reports:** Held June 3, 2020**Zoning & Ordinance – No quorum for a meeting**

**Public Works** – A quote was reviewed for sewer supplies from Monarch Precast to repair/replace sewer inlets: 16 storm sewer boxes, 10 frames, 10 covers, \$17,150.00.

**A Motion was made by William Chuma to purchase 16 storm sewer boxes (\$4,080.00), 16 Tops with grates (\$9,120.00), 10 frames (\$2,200.00), and 10 covers (\$1,750.00) from Monarch Precast Concrete Corp., Allentown, with funds from the Sewer Transmission Fund. The Motion was second by Martin Ditsky. All were in favor, Motion passed.**

**Municipal Administration** – A quote was reviewed from Overwatch Technologies to purchase two computers for borough office personnel and move the two existing computers to the third office desk and the zoning officer's desk.

**A Motion was made by Bob Silver to purchase 2 Lenovo ThinkStation P330 computers with speakers and webcams, \$2,270.00, from Overwatch Technologies, including installation by Joe Lyons, to replace the borough secretary/treasurer and assistant borough secretary/treasurer computers. The Motion was second by William Chuma. All were in favor, Motion passed.**

**Park & Recreation** – Reviewed estimates from Dunn's Tree Service to remove two trees at Ashton Park and one at Kennedy Park, \$3,200.00, no stump removal.

**A Motion was made by Martin Ditsky, second by William Chuma, to accept the quote from Dunn's Tree Service to remove three trees (one Red Oak \$700.00, one Beech Tree \$1,200.00 at Ashton Park and one White Ash \$1,300.00 near Cortright Street in Kennedy Park) with the condition the work can be done within sixty days. All were in favor, Motion passed.**

**Public Safety** – In the absence of Chairman Turcmanovich, Mayor Bartek reviewed the police report.

**Municipal Monthly Reports:**

**American Fire Co. No. 1** – Answered 22 fire calls in May, 14 in Lansford, 6 in Summit Hill, 1 in Coaldale, and 1 in Jim Thorpe.

**A Motion was made by Bob Silver, second by William Chuma, to pay an invoice from the American Fire Co. No. 1, \$500.00, for reimbursement for costs due to the 12 ½ hour major incident with police; standoff/barricade episode at 378 W. Snyder Avenue involving Brad Simpson. All were in favor, Motion passed.**

**Leighton Ambulance Report** – The ambulance responded to 73 incidents in May with an average response time of 8.3 minutes from time of dispatch to arrival on scene.

**Mayor’s Report** – Mayor Bartek reported monthly total of \$648.48 with the following breakdown: magistrate \$428.48, miscellaneous reports \$30.00, parking violations \$190.00.

The mayor asked council to reimburse \$204.20 to Officer Jarrod Bulger for the hotel expense when attending “Individual Close Quarters Battle Class” on June 5-7, 2020 in Alliance, Ohio. No action taken.

**Proclamation of Disaster Emergency Extended:**

**A Motion was made by Bob Silver to extend the Proclamation of Disaster Emergency another ninety days, expiring September 8, 2020. The Motion was second by William Chuma. All were in favor, Motion passed.**

**Police Report** – verbal report by Mayor Bartek

**Carbon County Council of Governments** – May 26, 2020 meeting minutes are on file. The next meeting is July 28, 2020, 7:00 p.m., unknown whether it will be an in person or call in meeting.

**Solicitor’s Report** – Attorney Yurchak sent Civil Service Rules and Regulations to the Civil Service Commission for updating. The commission reorganized on 5/15/20, 10:00 a.m. at borough hall.

Due to a number of abandoned and dilapidated properties, Attorney Yurchak suggested sending a letter to the Carbon County Commissioners to consider imposing a fee on all recorded deeds, with the proceeds to benefit the demolition of buildings in Carbon County municipalities and townships. (PA General Assembly Act 152-2016 signed by Governor Wolf allows for such a fee.)

**A Motion was made by Martin Ditsky to have the solicitor write a letter on behalf of borough council to the Carbon County Commissioners asking the board to consider enacting a fee up to \$15.00 on each deed recording, the proceeds to be used to demolish blighted properties in Carbon County municipalities and townships. The Motion was second by William Chuma. All were in favor, Motion passed.**

**Tax Collector’s Report** – May collections total \$534,651.38. Year to date total is \$765,448.96

**Treasurer’s Report** – Bills were offered for approval totaling \$107,408.30; Breakdown: General Fund, \$72,237.79, Street Light, \$4,678.44; Sewer Transmission, \$146.98; Park & Recreation, \$923.81; Liquid Fuels, \$313.28; Sanitation, \$28,402.00, Fire, \$706.00

**A Motion to pay the bills was made by William Chuma, second by Martin Ditsky. All were in favor, Motion passed.**

End of month balances			2020	2020
<b>FUND/Saving &amp; Ckg</b>	<b>No.</b>	<b>Account Title</b>	<b>April</b>	<b>May</b>
General Fund	7673	General Acct	\$278,417.90	\$451,726.64
General Fund	7780	Escrow for 20 E Kline Ave	\$2,180.11	\$2,180.11
General Fund	7772	Escrow for 22 E Kline Ave	\$3,000.00	\$3,000.00
General Fund	5725	Escrow for 2 E Ridge St	\$40,000.00	\$40,000.00

Sanitation Fund	7681	Sanitation Fund	\$202,221.24	\$192,465.13
Sanitation Fund	0283	Sani-investors Money Mkt Acct	\$51,824.37	\$51,833.15
Sanitation Fund	7730	Sanitation Fund Money Mkt Acct	\$12,165.56	\$12,166.52
Sewer Transmission	7714	Sewage Transmission	\$126,043.17	\$116,772.27
Sewer Transmission	1198	Sewer Transmission(reserve acct)	\$165,091.25	\$165,119.22
Sewer Transmission	5402	Sewer Loan Proceeds Acct	\$152,934.66	\$152,942.20
Sewer Transmission	1277	Sewer Transm. CD/Aug-12 mo.	\$51,212.24	\$51,222.73
LST	7722	Local Service Tax	\$13,221.95	\$16,299.63
Street Light Fund	7764	Street Lights	\$22,818.28	\$26,815.42
Fire Tax Fund	7748	Fire	\$28,261.31	\$34,694.07
Sp HI Way Liquid Fuels	7706	Treasurers Special HI Way	\$44,116.99	\$159,365.57
Park & Rec Fund	7699	Lansford Pool Account	\$41,418.66	\$41,421.94
Park & Rec Fund	7756	Recreation	\$57,337.51	\$58,285.04
<b>Total</b>			<b>\$1,292,265.20</b>	<b>\$1,576,309.64</b>
<b>LOANS</b>		<b>LOANS Paid from Fund</b>		
Tax Anticipation Note		1.99% for 1 yr.	\$100,000.00	\$100,000.00
Tunnel St/Storm Sep		\$18,689.23 per mo.	\$679,025.42	\$662,774.85
MEM Debacle		20 yrs./\$14,130 bi annual May & Nov	\$113,144.11	\$104,239.11
2018 Police RAM		Gen Fund or LST 6/1/18 - 5 yr. loan	\$32,351.80	\$32,351.80
			<b>\$924,521.33</b>	<b>\$899,365.76</b>

**The 2018 Dodge RAM Police Truck Loan** - The payment is usually made from the LST Fund for Police however at the current time there isn't enough in the police allotment of the LST Fund to make the \$9,685.20 payment. Current LST Fund breakdown: Fire: \$1,910.17; Police: \$5,068.33; Street \$9,321.13. **A Motion was made by William Chuma to use the available police funds from LST and pay the balance from the General Fund. The Motion was second by Martin Ditsky. All were in favor, Motion passed.**

Terms of the Tax Anticipation Note with Jim Thorpe Neighborhood Bank require the borough pay ½ of the loan by June 30, 2020.

**A Motion was made by Bob Silver, second by William Chuma, to pay \$50,798.85 from the General Fund on the borough's Tax Anticipation Note to Jim Thorpe Neighborhood Bank. All were in favor, Motion passed.**

Losses to borough income due to COVID-19 are expected to be seen in property taxes and earned income taxes. Property taxes are on track so far however earned income tax receipts are about \$10,000.00 less than in previous years.

TAX	2017	2018	2019	2020	
Jan					
Feb					
Mar					
Apr	\$200,237.03	\$229,781.84	\$230,256.54	\$223,883.35	
May	\$299,120.09	\$500,652.47	\$500,955.51	\$518,602.17	(May 1-31)
June	\$195,688.06	\$17,534.89	\$10,427.14		

Jul	\$102,427.60	\$78,997.77	\$91,771.93		
Aug	\$8,284.86	\$12,129.84	\$11,626.83		
Sep	\$5,345.85	\$9,377.21	\$14,341.08		
Oct	\$9,862.58	\$5,780.05	\$22,725.62		
Nov	\$12,569.98	\$11,266.91	\$7,088.47		
Dec					
<b>TOTAL</b>	<b>\$833,536.05</b>	<b>\$865,520.98</b>	<b>\$889,193.12</b>	<b>\$742,485.52</b>	

<b>EIT</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	
Jan	\$10,665.02	\$11,488.73	\$10,616.37	\$7,879.02	
Feb	\$37,343.58	\$40,402.48	\$39,633.82	\$48,189.09	
Mar	\$9,637.62	\$6,138.95	\$10,305.22	\$6,490.94	
Apr	\$12,444.68	\$9,772.01	\$10,564.40	\$2,955.38	
May	\$36,286.58	\$42,222.04	\$43,919.14	\$45,852.60	(May 1-29)
June	\$7,865.58	\$6,940.57	\$6,091.01		
Jul	\$8,993.25	\$2,963.02	\$6,106.10		
Aug	\$41,130.34	\$46,203.90	\$46,664.74		
Sep	\$6,377.46	\$7,997.43	\$4,399.49		
Oct	\$6,178.71	\$9,057.97	\$10,033.90		
Nov	\$42,571.74	\$40,050.03	\$46,365.18		
Dec	\$7,214.63	\$10,361.74	\$8,350.96		
<b>TOTAL</b>	<b>\$226,709.19</b>	<b>\$233,598.87</b>	<b>\$243,050.33</b>	<b>\$111,367.03</b>	

#### Unfinished Business:

- Amended MMO** – Per PA Police Pension Auditor, the September MMO was calculated using overtime wages, as directed in written directions and by the Pension Plan Girard Investments. The auditor said to do the calculations using regular wages only. The amended MMO was presented to council for approval.

**A Motion was made by Bob Silver to approve the amended MMO totaling \$53,792.00 and submit it to Beyer Barber, the pension plan actuary. The Motion was second by William Chuma. All were in favor, Motion passed.**
- Gazebo roof** – A written quote from Northampton Drywall to replace the roof \$6,300.00. A verbal quote from Bruce Markovich for wood shingles & cupola to be installed by BJ Berk \$4,650.00.

**A Motion was made by Bob Silver to purchase western red cedar shingles from Panther Valley Lumber at an estimated cost of \$2,000.00 and have BJ Berk remove the old shingles and affix the new shingles at a cost of \$1,850.00, requiring a written estimate and proof of insurance from BJ Berk. Additionally, to purchase a cupola separately, at a verbal estimated cost of \$800.00, total estimated cost \$4,650.00. On roll call vote: Martin Ditsky, No; William Chuma, Yes; Bruce Markovich, Yes; Bob Silver, Yes. Motion passed, 3 Yes, 1 No.**

- **Streetscape Phase II Grant** – Keystone Engineering submitted a proposal to engineer the project for \$25,000.00. Spring City Electrical Manufacturing Company quotes for 8 street Lights with posts:
  - 8 Ductile Washington #16 with Washington Cast Roof LED (13'2" posts) \$5,250.00 each, \$42,000.00 total
  - 8 Ductile Washington #18 with Washington Cast Roof LED (16'2" posts) \$5,950.00 each, \$47,600.00 total
- **Free Yard sale weekend** was discussed.  
**A Motion was made by Bob Silver to contact Coaldale Borough about its free Yard sale weekend and hold Lansford's free Yard Sale weekend on the same dates. The Motion was second by William Chuma. All were in favor, Motion passed.**

**New Business:**

**Uniform Construction Code Inspections**-Northeast Inspection Consultants last day will be June 18, 2020. Two companies were mentioned to contact to takeover UCC inspections: Arro Consulting, Orwigsburg and Barry Isset & Associates, Hazleton.

**Motion to adjourn was made by William Chuma, at 8:00 p.m. and everyone dispersed.**

Respectfully submitted,

*Jill Seigendall*  
Secretary Treasurer