

Monthly Meeting Minutes

March 12th, 2025

The March 12th, 2025 Monthly Meeting was called to order at 6:32p.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, President Bruce Markovich, Council Man Jack Soberick, Council Woman Jennifer Staines, Mayor Hugh Vrablic, and Solicitor Robert Yurchak.

Council Man Jay Doyle was absent.

Pledge of allegiance was recited.

Bruce Markovich spoke about the executive session that discussed personnel issues.

Public Courtesy-

Denise Leibensperger of 164 West Ridge Street spoke about the great job that the Code and Ordinance Enforcement Officer Shane Monk is doing.

Denise Leibensperger stated that she wants to wish Police Chief Kyle Woodward the best in his future endeavors, that he did a fantastic job in the community, and that he will be missed.

Bruce Markovich remarked about the great job Police Chief Kyle Woodward did for the borough and that the council is thankful that he helped the borough get through a difficult time.

Bob Silver of 17 East Ridge Street stated he would like to see the council get ahead of themselves when it comes to the oversized vehicles being moved from the pool parking lot to Dock Street.

Bob Silver showed pictures to council with ways that the oversized vehicles could be parked.

Tommy Vadyak of 334 West Abbott Street the trucks in the oversized lot that are always running.

Tommy Vadyak spoke about the great job that the part-time police officers are doing.

Tommy Vadyak stated he is opposed to a raise for the council.

Rosemary Cannon of 242 West Ridge Street spoke about the rental license fees and that a friend of hers was charged \$150.00 for the 2025 rental fee and \$150.00 for a 2025 rental inspection fee, and that her friend should be refunded the \$150.00 for the rental inspection fee as it was never approved by council to charge for a rental inspection.

Rosemary Cannon spoke about the raise for council must be approved by a resolution and would not go into effect until the next council.

Rosemary Cannon inquired about who created the police bodycam policy.

Rosemary Cannon inquired about the motion to send a letter to St. Lukes about a handicap sidewalk and handicap signs.

Rosemary Cannon inquired about the motion to approve a resolution to apply for a DCNR Grant and if the borough has previously got a grant for swings and other equipment at the park.

Rosemary Cannon inquired about the motion to camera the main sewer line on Jones Street.

Joe Genits of 210 West Front Street stated that he feels an invoice should be sent to each landlord showing the amount owed for the 2024 rental fee and the 2025 rental fee.

Joe Genits inquired about the \$17,100.00 which is on the bills to be paid and what that amount was for in the liquid fuels.

Joe Genits stated that he feels the liquid fuels fund should be applied to fixing the roads and buying materials with none being used for equipment purchases.

Joe Genits inquired about the Sewer Transmission Fund and when the amount of the Transmission Billing reduced from \$90.00 to \$60.00.

George Gilbert of 841 East Ridge Street inquired about whether the street sweeper purchased in the previous year was solely paid for by the sewer transmission fund or if that money was taken out the general fund account.

George Gilbert inquired about what council plans to do about the sewer vacuum due to the vacuum being an older machine.

George Gilbert inquired about why the general fund was used to pay for the street sweeper when the sewer transmission could have been used to pay for the street sweeper.

Approval of Meeting Minutes-

Motion to approve the February 12th, 2025 Monthly Meeting Minutes-

Motioned by Gwyneth Collevchio and seconded by Michele Bartek.

Motion passed unanimously.

Correspondence-

Gwyneth Collevchio spoke about the Tamaqua Pool Applications.

Gwyneth Collevchio spoke about how Tamaqua Borough is going to have their pool open and that will be allowing Panther Valley residents to use their pool.

Gwyneth Collevchio thanks Tamaqua Borough for allowing Lansford Residents to use their pool.

Gwyneth Collevchio spoke about how when Lansford Borough's pool was open, Lansford did allow Tamaqua Residents access to the pool.

Committee Reports-

Fire Department Report-

Michele Bartek spoke about the Fire Department Report.

Michele Bartek spoke about the fire department having their lentil sales with their lentil food on Fridays, and that she would like to see everyone go and support the fire department.

Michele Bartek spoke about a fundraiser the fire department is having next Saturday for their vinces cheesesteaks.

Despite responding to one fire that took five hours on 2-21-25, there was a total of 13 more incidents. 2-25 fun drives started last week, and an envelope went to every resident and homeowner. An envelope is sent to every household, and the department asks for a donation, and y a donation is sent back to the fire department. Total man hours for 53 this month, year to date 185, total man hours in house were 210, year to date for 301, fundraising for the month was 45, year to date was 115, and a lot of time was put into fundraising.

Response to different areas, in-town calls were 17 for the year, 6 for the month, they did 3 to Summit Hill for the month, 3 to Coaldale, Nesquehoning was none, and 1 to Jim Thorpe, they did not help Tamaqua, so year to date, the training, they have total man hours of 80 for the month, 173 for the year, community service, they have not done any. Administrative duties, they have 80 hours for the month, 160 for the year. Community service is every day the alarm rings. Total amount of hours for the month was 468. The total already for the year is 934.

The fire department got tablets for every fire truck with a stand and otter box. The tablets allow for the fire department to do things such as mapping and onsite reports.

Michele Bartek stated she would like to ask the council to vote pay for the tablets the fire department just purchased.

Ambulance Report-

Michele Bartek spoke about the Ambulance Report.

The Lehighton ambulance responses were 71 incidents in February of 2025. They had an average response time of 12 minutes. Arrival to the scene of the 71 responses, 35 were non-emergency patient services, 36 were emergency response.

Mayor's and Police Report-

Michele Bartek stated that she would like to thank the police department for the great job they did in February.

Michele Bartek stated that a hoagie tray and non-alcoholic drinks were provided to the police department by the council to thank them for the great job they are doing.

Hugh Vrablic spoke the Police Report.

The police department 448 calls for service, 290 reports, 24 cases cleared, 26 arrests made, 53 traffic contacts, 58 parking in borough ordinance tickets issued, 2,999 miles of patrol.

Hugh Vrablic stated that he hopes to see the borough get more officers.

Code Report and Zoning Report-

Jennifer Staines spoke the Code Report.

3 Complaints received and are being investigated. Two citations to be filed are already filed, and two court hearings scheduled. Shane had 26 code complaints, unannounced walk-ins 18, tickets issued 12, code violations corrected six, inspections eight, scheduled inspections for March 52.

Rental Report-

Jennifer Staines spoke the Rental Report.

March as of 3-13-20. The fees collected from 2-12-25 to 3-11 were \$37,713.40. That breakdown, \$35,908.40 were the fees for 2025. \$1,805 were the late fees for 2024. \$3,235 is the fee for 2026. Of seven properties have been reported as not rental owner because of family occupied, under construction, vacant, etc.

Rental registrations applications submitted for 2025 is 140, 34 are complete, 32 are required payments, 39 have the insurance requirements to bring in. 10 are to be scheduled for inspection. Applications incomplete and need multiple items are 25. Inspection in 2024 is 8 and inspection in 2025 is 26.

Solicitors Report-

Solicitor Robert Yurchak stated he does not currently have anything to report.

Tax Collector's Report-

From February 1st, 2025 to February 28th, 2025, taxes collected were \$0.00. (Office Closed until April 2025)

Motion to pay the bills-

Motioned by Gwyneth Collevechio and seconded by Michele Bartek.

Motion passed unanimously.

Old Business:

Discussion about the Lansford 150th celebration with 250.-request by Michele Bartek.

Michele Bartek spoke about how she has been in contact with a drone company about what the cost would be for drones to be used for the celebration.

Michele Bartek spoke about her communication with Kevin Zucker about possibly doing a bike run to raise money for the Lansford 150th Celebration at the same time Lansford Alive is having their fall festival.

Michele Bartek spoke about the Logo Contest that Lansford 150th is having in which letters have been sent to Marion, CCTI, Panther Valley, and online for students to enter and submit a logo based on the provided themes in which the best logo would be used as the logo for Lansford 150th Celebration.

Michele Bartek spoke about wanting to have the contest run from March 27th, 2025 to April 27, 2025.

Michele Bartek stated she is on the steering committee for America250 in Jim Thorpe at CCTI, and more information is obtained it will be shared.

New Business:

Discussion/Motion to approve to pay for laptops that were put into the American Fire Co fire trucks. -request by Michele Bartek.

Bruce Markovich spoke about how legally on the agenda the costs of the laptops must be included on the agenda and advised using a purchase order to be used to purchase the radios.

Michele Bartek agreed she will use a purchase order for the radios.

Discussion about street sweeping happening the last week of March 2025 weather permitting. -request by Joseph Butrie.

Joseph Butrie spoke about the street sweeping schedule and that he would like street sweeping to begin weather permitting the last week of March and that the sweeping is being extended to two weeks instead of one week to avoid overtime.

Discussion/Motion to approve the community free yard sale dates for 2025 and 2026- request by Jennifer Staines

- A. May 17-18, 2025 with a rain date of May 24-25, 2025**
- B. June 14-15, 2025 with a rain date of June 21-22, 2025**
- C. August 2-3, 2025 with a rain date of August 9-10, 2025**
- D. May 9-10, 2026 with a rain date of May 16-17, 2026**
- E. June 13-14, 2026 with a rain date of June 20-21, 2026**
- F. August 8-9, 2026 with a rain date of August 15-16, 2026**

Jennifer Staines spoke about wanting to schedule the community free yard sale dates with the Lansford 150th and America250 event dates.

Jennifer Staines spoke about having received dates for the spring town cleanup.

Motioned by Jack Soberick and seconded by Michele Bartek

Motion passed unanimously.

Discussion/Motion to approve a date for the Spring town cleanup for 2025 from the following dates: -request by Jennifer Staines

- **May 10th, 2025**
- **June 28th, 2025**

Gwyneth Collevecchio spoke about the spring town cleanup and said that Tamaqua Transfer would like two back-to-back Saturday dates for the spring cleanup.

The council spoke about wanting to choose town cleanup dates that would work best for Tamaqua Transfer.

Council discussed which dates would be the best dates for the town cleanup.

Motion for the Spring Town Cleanup for 2025 on the East Side of Lansford starting at Spring Garden Street to be on May 10th, 2025 and the West Side of Lansford starting at Spring Garden Street to be on May 17th, 2025.

Motioned by Michele Bartek and seconded by Joseph Butrie.

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

Motion was opposed by Jennifer Staines.

Motion passed by majority vote.

Motions:

Motion to approve the special event form from American Fire Co #1 for Food Truck Festival on May 10th, 2025 from 11a.m. to 7p.m. behind the firehouse on the unit block of East Bertsch Street.

Motioned by Joseph Butrie and seconded by Jack Soberick.

Motion passed unanimously.

Motion to approve the special event form from Lansford Alive for Music in the Park Concerts in Kennedy Park every Sunday in June 2025 to August 2025 from 6p.m.-8p.m. and every Sunday in September 2025 from 5p.m.-7p.m. weather permitting.

Motioned by Michele Bartek and seconded by Gwyneth Collevecchio.

Motion passed unanimously.

Discussion/Motion to approve the Sanitation (Garbage) bill increase. The sanitation bill to increase from \$60.00 to \$115.00 a quarter with a discount of \$112.70 for early payment and penalty of \$126.50 for late payment.

Motioned by Joseph Butrie and seconded by Jack Soberick.

Motion passed unanimously.

Motion to reapply for a 2025 RECTAP Grant Through the Pennsylvania Park Society for design improvements to Kennedy Park. The previously awarded grant was cancelled by the Park Society due to inaction by the Architectural firm hired by the society to complete the design.

Motioned by Gwyneth Collevecchio and seconded by Jack Soberick.

Motion passed unanimously.

Motion to approve the resolution to apply for a DCNR Grant in the amount of \$100,000 for improvements to the Ashton Park Playground. We are going to split the estimate \$250,000 costs for handicap ramps, fencing and rides between LSA Funding \$150,000 and DCNR Funding \$100,000.

Motioned by Gwyneth Collevecchio and seconded by Jack Soberick.

Motion passed unanimously.

Motion to appoint two alternate members from either Keath Lowry, Michele Bartek, or Jennifer Staines to the Lansford Borough Civil Service Board (three applicants received).

Motion to appoint Keath Lowry as an alternate member of the Civil Service Commission.

Motioned by Jennifer Staines and seconded by Gwyneth Collevecchio.

Motion passed unanimously.

Motion to appoint Michele Bartek as an alternate member of the Civil Service Commission.

Motioned by Gwyneth Collevecchio.

Motion died due to lack of second.

Motion to appoint Jennifer Staines as an alternate member of the Civil Service Commission.

Motioned by Jack Soberick and seconded by Jennifer Staines.

Motion passed unanimously.

Discussion/Motion to adopt an increase in council salary from \$75.00 to \$150.00 and the mayor to \$175.00 immediately effective. If any council member or the mayor does not attend meetings even one for the month they do not get paid for that month. - request by Michele Bartek.

Motioned to table by Jack Soberick and seconded by Joseph Butrie.

Motion passed unanimously.

Discussion/Motion to get quotes for a new sewer camera with a locator and recorder. -request by Joseph Butrie.

Joseph Butrie spoke about the condition of the current sewer camera and that when the camera is being used it shorts out.

Joseph Butrie spoke about a person that contacted him earlier in the week about giving a demonstration and pricing of a new sewer camera.

Jennifer Staines stated she spoke to someone about getting cost for a new sewer camera.

Discussion/Motion to draft a camera policy for Kennedy Park and Ashton Park.- request by Michele Bartek

Michele Bartek spoke about how a camera policy is needed for the parks due to the camera's recording the public.

Council agreed with having a policy for the camera's at the park would be a good thing.

Discussion/Motion to have Biro's Plumbing camera the main sewer line on Jones Street from East Patterson Street to East Bertsch Street. The total amount being \$1,800.00-request by Joseph Butrie

Motioned by Jack Soberick and seconded by Gwyneth Collevechio.

Motion passed unanimously.

Discussion/Motion to have a letter sent to the doctors office for St. Lukes about a handicap sidewalk and handicap signs.-request by Michele Bartek

Council discussed sending the letter to St. Lukes and the importance of St. Lukes having a handicap sidewalk and handicap signs.

Bruce Markovich stated he would reach out to St. Lukes and once he has more information will pass that onto council.

Motion to advertise the dates for the Civil Service Commission to conduct testing for the position of Full Time Police Officer. The written exam will be held on April 7th, the oral exam will be held on April 14th, and the physical exam will be held on April 21st.

Motioned by Joseph Butrie and seconded by Jack Soberick.

Motion passed unanimously.

Discussion/Motion to approve the Body camera policy for the Police and Code Enforcement Body Camera's. -request by Michele Bartek

Council agreed that the Code Enforcement Body Camera cannot be included in the body camera policy for the police.

Council agreed the body camera policy needs more work and is going to be looked into further.

Discussion/Motion to approve changing the rental insurance requirement from \$50,000.00 to \$150,000.00.-request by Jennifer Staines.

Council discussed the current rental insurance requirement amount.

Council discussed increasing the fire escrow ordinance.

Attorney Robert Yurchak stated he is going to check the fire escrow ordinance to see what the percentage is and see whether the borough can increase that percentage by resolution or if an ordinance is needed which will determine whether there is a need to change the residential rental ordinance or not.


Motion to adjourn

Motioned by Joseph Butrie and seconded by Jack Soberick.

Motion passed unanimously.

The meeting was adjourned by President Bruce Markovich at 7:50 p.m.

Respectfully Submitted,



Ashley McLaughlin

Secretary