

Monthly Meeting Minutes

March 13, 2024

**Call to Order-** 6:00 p.m. by President Bruce Markovich

Attending Council Roll Call- Michele Bartek, Joesph Butrie, Jay Doyle, Bruce Markovich, Jennifer Staines, Gwyneth Collevchio, Solicitor Robert Yurchak, Mayor Hugh Vrablic

Absent- Jack Soberick

**Executive Session- 6:00p.m.-6:30p.m.**

Pledge of Allegiance.

Bruce Markovich-

Talks briefly about the executive session which discussed personnel issues. Special executive session scheduled for Tuesday at 6:00 p.m. States about possibly displaying the agenda on a projector so that the need for many printed agendas decreases.

**Public Comment Pertaining to Agenda-**

Leon Cabrera-

Inquiries about when his request for reserved customer parking is going to be addressed. Michele Bartek responded that his request is going to be addressed during the meeting because it was tabled last month.

Bob Silver-

Inquired about the condition of the railroad proceed account.

Stated he requested a right-to-know about borough accounts. Began to read off the account balances and interest rates on loans stating that the rates are very high. Stated he requested a right-to-know form and received information about the balances. Remarked about council continuing to hire a law firm to look into the Railroad sale and how no one is made aware of the reports because legal matters are discussed in executive sessions. States how he believes a financial person should be looking into the borough's accounts because of the low bearing interest on the accounts. Bob Silver states as well that there are accounts getting money that should not.

Rosemary-

Inquired about why money is not discussed at the committee meetings. Questioned why things such as the money for Carbon Engineering was not discussed during committee meetings. Inquired why streets are not on the agenda and that they should be discussed in the meeting.

Joe Genits-

Inquired about if the school board meeting is going to be a private meeting. Bruce Markovich responded that the meeting is going to be private.

**Motion to approve meeting minutes-**

Motion to approve meeting minutes for January 2<sup>nd</sup>, 2024, Meeting-

Motioned by Jay Doyle and seconded by Gwyneth Collevecchio. Motion passed unanimously.

Motion to approve meeting minutes for January 10<sup>th</sup>, 2024 Meeting-

Motioned by Jay Doyle and seconded by Gwyneth Collevecchio. Motion passed unanimously.

Motion to approve meeting minutes for January 16<sup>th</sup>, 2024 Meeting-

Motioned by Jay Doyle and seconded by Gwyneth Collevecchio. Motion passed unanimously.

Motion to approve meeting minutes for February 6<sup>th</sup>, 2024 Meeting-

Motioned by Jay Doyle and seconded by Gwyneth Collevecchio. Motion passed unanimously.

Motion to approve meeting minutes for February 14<sup>th</sup>, 2024 Meeting-

Motioned by Jay Doyle and seconded by Gwyneth Collevecchio. Motion passed unanimously.

Motion to approve meeting minutes for February 20<sup>th</sup>, 2024 Meeting-

Motioned by Jay Doyle and seconded by Gwyneth Collevecchio. Motion passed unanimously.

Motion to approve meeting minutes for March 5<sup>th</sup>, 2024 Meeting-

Motioned by Jay Doyle and seconded by Gwyneth Collevecchio. Motion passed unanimously.

**Committee Reports**

**Public Works-**

Jay Doyle-

Stated that he is working to get the streets listed of the worsts streets together to determine which streets will be worked on first.

**Municipal Administration-**

Bruce Markovich-

No reports.

**Parks and Recreation-**

Gwyneth Collevecchio-

No reports, just want is listed on the agenda.

**Public Safety-**

Michele Bartek-

States she has been getting feedback that there currently are not enough officers to cover shifts, no weekend coverage, and that the Chief of police only comes in occasionally to cover, otherwise there is no coverage. That the community is very upset with the lack of police and that the Mayor and Chief of Police should sit down and re-do the schedule so that it is set up as per the borough's needs.

Inquired to Mayor Hugh Vrablic if he is not just approving officer vacation and time off. Mayor Hugh Vrablic responded that she is correct because of the process in the department.

Michele Bartek states that the officers in the police department will not be used for the tasks force until there are enough officers for the tasks force. There currently is no contract for the tasks force and until something is received from the Carbon County DA the borough cannot be involved in it due to the liability of the borough.

Kyle Woodward-

States that what is occurring in public should not be talked about and that not only him, but other police do work weekends. That the drug dealers that have been taken off the streets did not cost Lansford Borough anything because they are being reimbursed by the Attorney Generals office and that it did not effect any coverage. Kyle also stated that he feels there is a problem with communication and there needs to be better communication with everyone on council.

Kyle Woodward and Michele Bartek have a back-and-forth discussion about how the police department is being run.

Mayor Hugh Vrablic-

Police Report- 173 total Calls, 1 DUI that pending, 8 Arrest, 10 violations.

Police were present when they took down a county drug dealer.

Collected \$1,700 in parking fines.

Police began tagging abandoned vehicles, 10 removed with 1 totaled and 1 cited.

Robert Yurchak-

Solicitor Report- Got back from easement on a property down by Silberline that is now in place to go ahead.

The objection to tax sale that was filed that was the case where tax bureau took a bid on the property out of the repositor, and the borough objected to the sale because if the building is torn down with a grant the borough would have to pay money back to the gentleman because he did own it. The hearing is on March 21, 2024, at 1:15p.m. in court room number 2.

Rubbish/trash refuse is in the ordinance, so the ordinance does not need to be changed.

**Tax Collectors Report-**

No current report. Taxes are not being collected until after April 1, 2024.

**Michele Bartek-**

Fire Department report- 124.5 total calls, year to date 238.75 calls, in house 15, 60 for the month, average 6 people on event, total hours served 34, for the year 82.5 , total man hour 343 for the year, total hours of all activities for report period is 134.5, total hours of all activities year to date 249.75, total man hours 871, and total man hours for the year 1530.75.

**Motion to pay the bills-**

Motioned by Jay Doyle and seconded by Michele Bartek. Motion passed unanimously.

**Joe Genits-**

States the bills should be included in the agenda and posted to the borough website along with past meeting minutes. Bruce Markovich responded that the past minutes will be added to the website along with the bills being posted with the agenda. Inquired if the committee meetings will be taken as action by the committee such as the streets listed in the committee meeting minutes. Bruce Mark responded that the language is just the total number of streets that need to be approved not that all the streets are going to be paved.

**Old Business-****Request for reserved parking spot in front of the Community center-**

Request by Grace Community Church to have one reserved parking spot for the food pantry in front of the community center. The parking spot is to allow for the food pantry to have an easier time with their delivery truck. The parking spot would only be reserved parking during the hours of 8 a.m. to 12 p.m. on Thursday and Saturday.

Motioned by Jay Doyle and seconded by Michele Bartek. Motion was favored by Jay Doyle, Michele Bartek, Bruce Markovich, Gwyneth Collevchio, and Jennifer Staines. Motion opposed by Joesph Butrie.

Request that the fee be waived due to the request only for a sign and that during all other times the parking is open to the public. -

Motioned by Jay Doyle and seconded by Jennifer Staines. Motion favored by Jay Doyle, Bruce Markovich, and Gwyneth Collevchio. Motion opposed by Michele Bartek and Joesph Butrie.

**Handicap request for 24 Jones Street-**

Request submitted by Robert Sieputowski to have a handicap parking space for his home at 24 Jones Street.

Motioned by Joesph Butrie and seconded by Michele Bartek. Motion passed unanimously.

**New Business-**

Handicap request for 316 East Abbott Street-

Request submitted by Johanna Jean Balas to have a handicap parking space for her home at 316 East Abbott Street.

Motioned by Michele Bartek and seconded by Jay Doyle. Motion passed unanimously.

Handicap request for 307 West Abbott Street-

Request submitted by Richard Pavlick to have a handicap parking space for his home at 307 West Abbott Street.

Council agreed that Richard Pavlick needs to provide more information in order for council to approve.

Motion to Table by Joesph Butrie and seconded by Jennifer Staines. Motin passed unanimously.

Request for Rachael French to have two private parking spaces-

Rachael French requested to have two private parking spaces on a lot space near her house that is owned by the borough. Rachael French is requesting the space to park her vehicles because of limited parking spaces on her street.

Council discussed that they would need time to figure out what the fee schedule would be for the space due to how they would determine how much would be charged.

Motion to Table due to need to determine fee amount, by Joesph Butrie and seconded by Jennifer Staines. Motion passed unanimously.

**Motions-**

Motion to advertise for the position of Code Officer-

The council would like to advertise hiring a Code Enforcement Officer. Council discussed possibly having the officer armed, working eight hours a day, five days a week, and whether the officer should be a borough employee. Due to these factors council decided to table advertisement till the Zoning Meeting on March 21<sup>st</sup>, 2024.

Motion to Table until Zoning Meeting by Joesph Butrie and seconded by Michele Bartek. Motion passed unanimously.

Motion to go off the agenda-

Motioned by Joesph Butrie and seconded by Michele Bartek. Motion passed unanimously.

Motion to grant Leon Cabera's Parking space-

Leon Carbera of Cabera's Restaurant requested a customer parking space so that customers do not have to walk as far to his building. The sign is requested to say reserved

customer parking between the hours of 7 a.m. and 10 p.m. The costs of the sign are to be the same as handicap parking costs.

Motioned by Jay Doyle and seconded by Gwyneth Collevchio. Motion was passed unanimously.

Motion to approve a Special Event Request from the Friends of Lansford Pool-

The friends of Lansford Pool submitted a request for a concert on August 9<sup>th</sup> 2024 at Kennedy Park featuring Flowerheads.

Motioned by Jay Doyl and seconded by Michele Bartek. Motion passed unanimously.

Motion to approve a Special Event Request from the Lansford Fire Company-

The Lansford Fire Company submitted a request to have a food truck and vendor event on May 11<sup>th</sup>, 2024. The Fire Company is requesting that the unit block of East Bertsch be closed for the event.

Motioned by Jay Doyle and seconded by Michele Bartek. Motion passed unanimously.

Motion to approve a \$1,000 payment to Carbon Engineering-

Motion for a \$1,000 payment to Carbon Engineering for the completion and submission of a new grant application which would allow for an additional 1.5 million grant for additional work on the sewer system that is not covered under the \$3.5 million dollar grant obtained last year.

Motioned by Michele Bartek and seconded by Gwyneth Collevchio. Motion passed unanimously.

Motion to accept the resignation from Gerard Scaran

Motion to accept the Resignation of Gerard Scaran as Chairman of Lansford Civil Services. Council discussed sending Gerard a letter of thanks.

Motioned by Joesph Butrie and seconded by Jennifer Staines. Motion passed unanimously.

Motion to advertise for open Lansford Civil Service Position-

Motion to advertise for the open position on the Lansford Civil Service Position.

Motioned by Joesph Butrie and seconded by Jay Doyle. Motion passed unanimously.

Motion to approve an estimate of \$10,827.32 from Radocha Excavation-

Motion to approve the estimate of \$10,827.32 from Radocha Excavation for the repair work on the manhole located east of Walnut Street. The amount to be payable from Sewer Transmission Fee.

Motioned by Jay Doyle and seconded by Gwyneth Collevchio. Motion favored by Jay Doyle, Michele Bartek, Bruce Markovich, Jennifer Staines, and Gwyneth Collevchio. Motion was opposed by Joesph Butrie.

Motion to approve in house training for the Borough Secretaries on the Diversified Billing Program-

Motion to approve in-house training for the Borough Secretaries on the Diversified Billing Program at the cost of \$965.10. The office will be closed during the training period on April 11<sup>th</sup>, 2024.

Motioned by Michele Bartek and seconded by Jennifer Staines. Motion passed unanimously.

Motion to advertise for an open position on the Lansford Borough Zoning Board-

Motion to advertise for the open position on the Lansford Borough Zoning Board.

Motioned by Joesph Butrie and seconded by Jay Doyle. Motion passed unanimously.

Motion to approve rental of small excavator from Toby Krajerick-

Motion to approve the rental of a small excavator from Toby Krajerick at the cost of \$1000.00 for 5 days for use of replacing 5 sewer outlets in various locations throughout the borough.

Motioned by Jay Doyle and seconded by Jennifer Staines. Motion favored by Jay Doyle, Jennifer Staines, Gwyneth Collevchio, Bruce Markovich, and Michele Bartek. Motion opposed by Joesph Butrie.

Motion to request change the Special Event Request Form-

Motion to change the Special Event Request Form to include a Tax ID Number for Non-Profits wishing to use borough facilities.

Motioned by Gwyneth Collevchio seconded by Michele Bartek. Motion favored by Gwyneth Collevchio, Michele Bartek, Bruce Markovich, and Jay Doyle. Motion opposed by Joesph Butrie.

Motion to establish a fee schedule for use of Borough Parks by nonprofits-

Motion to establish a fee schedule for non-profits at a cost of \$125.00 per day, with \$25.00 to be refunded if the park has been satisfactorily cleaned up after the event.

Motioned by Michele Bartek and seconded by Jay Doyle. Motion passed unanimously.

Motion to purchase 8 Glock pistols, holsters and ammunition for the police department-

Motion to purchase 8 Glock pistols, holsters, and ammunition costing a total of \$11,998.91. Guns and holsters costing \$9,450.84 and Ammunition costing \$2,548.

Motioned by Jay Doyle and seconded by Jennifer Staines. Motion passed unanimously.

Motion to appoint Borough Secretary/Treasurer-

Motion to appoint Maria Ahner as Borough Secretary/Treasurer.

Motioned by Joesph Butrie and seconded by Jennifer Staines. Motion passed unanimously.

Motion to appoint Right to Know Officer-

Motion to appoint Maria Ahner as Right-To-Know Officer.

Motioned by Jennifer Staines and seconded by Michele Bartek. Motion passed unanimously.

Motion to appoint Assistant Borough Secretary/Treasurer-

Motion to appoint Ashley McLaughlin as Assistant Borough Secretary/Treasurer.

Motioned by Jay Doyle and seconded by Jennifer Staines. Motion passed unanimously.

Motion to send Borough Secretary to training offered from Benecon Health Services-

Motion to send Maria Ahner to training offered from Benecon on the proper administration of the borough health care insurance in Lancaster April 4<sup>th</sup> and 5<sup>th</sup> for the costs of \$159.00 and a \$50.00 dollar per diem per day.

Motioned by Jennifer Staines and seconded by Jay Doyle. Motion passed unanimously.

Motion to adjust Resolution 03-24-

Motion to adjust Resolution 03-24 for the purpose of changing the due date of Rental license Applications from 30-April to May 30<sup>th</sup>.

Motioned by Jay Doyle and seconded by Jennifer Staines. Motion passed unanimously.

Motion to open a Fire Escrow Account-

Motion to open a Fire Escrow Account in the amount of \$78,818 for property owned by Theresa Hunsicker on Snyder Street.

Motioned by Jay Doyle and seconded by Joesph Butrie. Motion passed unanimously.

Motion for Resolution to Honor Polka Joe Manjack –

Motion for resolution to Honore Polka Joe Manjack on the 50<sup>th</sup> anniversary of his polka radio program in keeping our areas rich traditions and history alive through his program.

Motioned by Jay Doyle and seconded by Joesph Butrie. Motion passed unanimously.

Motion to approve Special Event form for Friends of Lansford Pool-

Motion to approve Special Event form for Friends Of Lansford pool for a concert at Kennedy Park on July 4<sup>th</sup> featuring the Villagers.

Motioned by Michele Bartek and seconded by Gwyneth Collevchio. Motion passed unanimously.

Motion to go off the agenda for the purpose of applying for a Greenways and Trailways grant to have electrical service in Ashton Park.

Motion to go off the agenda for the purpose of applying for a Greenways and Trailways grant for electrical service in Ashton Park. The application fee being \$100.00, and a 15% match required. The total cost is estimated to be \$70,000 with a borough cost of \$10,500. Money can be taken out of the Covid Fund.

Motioned by Jennifer Staines and seconded by Gwyneth Collevchio. Motion passed unanimously.

Approval of Resolution 2024-05, appointing Bruce Markovich as the borough's representative to the Blue Print Communities Program-

Motion to appoint Bruce Markovich as the borough's representative to the Blue Print Communities Program.

Motioned by Jennifer Staines and seconded by Jay Doyle. Motion passed unanimously.

**Public Comment Pertaining to Non-Agenda Items-**

Katherine Evans-

Inquired about if the certification of compliance is a certificate of occupancy. Council responded that the certification of compliance is not a certificate of occupancy. Katherine Evans stated that she is having problems contacting Arro pertaining to her zoning permit. Inquired about the timeline that Arro has for approving a UCC zoning permit. Bruce Markovich responded that there is a timeline and that he will contact Arro himself to find out what the problem is.

Bob Greenall-

Stated that the yield sign near the Lansford Pool and Boyers Supermarket needs to be converted into a stop sign due to drivers not yielding and speeding through the sign. Council responded that something would have to be done per ordinance, that the area would be looked at what can be done about it and then at the next meeting a motion would be made to change the ordinance.

Denise-

Discussed about May 15<sup>th</sup>- May 21<sup>st</sup> which is public safety awareness week. Stated that she thinks that the community should do something for the borough law enforcement officers such as a luncheon or dinner to show appreciation for law enforcement. Council responded they will look into doing something for them.

Denise also stated about the police enacting a thing called the Teddy Bear Program which is when the police pick up a child from a home, they are given a teddy bear which allows them to have a sense of security and that they are not alone. Kyle Woodward responded that children and youth should be able to help with getting the teddy bears.

Rosemary-

Inquired about advertisement for Pension Board and Planning Board. Stated that all open positions should be advertised.

Joesph Butrie-

Inquired about the construction clearance building. Bruce Markovich responded that the roof has not leaked since the initial incident, their insurance company/ representative is in there daily, and nothing has been heard from them.

Audience Member-

Inquired about when the sanitation contract is going to expire. Bruce Markovich responded that the contract does not expire until April of 2025.

Michele Bartek-

Inquired about the business dumpster ordinances and what is going to be done to ensure that businesses have dumpsters and that residents are in compliance with the garbage ordinance of a can with a lid and black bags. Michele Bartek states that the garbage is disgusting and does not help with appearances of the town. Council agreed that something should be done to alleviate this issue and that this issue would be part of the code officer's job.

Debra Raebold-

Stated that the community should refer to Kyle Woodward by his title of Chief Kyle Woodward.

Mary Soberick-

States that at last committee meeting that Kitty Close was discussed and about the kind of agreement they have. Bruce Markovich responded that the agreement is for them to do a certain amount of improvements to the building within a certain time frame that was established by ARRO that they have 30 days to patch the windows, 60 days to remove the building that is falling down out in the side yard, 30 days to cut the weeds, 90 days to do something else for restoration, and they did not do any of that. Mary Soberick stated that ARRO is doing nothing about the property and that something needs to be done since both ARRO and council are doing nothing. Jay Doyle and Bruce Markovich both responded that the building has been cited by ARRO.

Inquires about why the borough still has a life insurance policy out on her husband Jack Soberick. Mary Soberick states that there were two life insurance policies on her husband and that only one was transferred over. Bruce Markovich responded that the policy was supposed to be cancelled two years ago. Mary Soberick questioned why the council did not question the policy payments due to them being on the bills to approve in prior meetings. Michele Bartek responded that the issue needs to be looked into.

**Motion to Adjourn- 8:30p.m.**

Motioned by Joesph Butrie and seconded by Michele Bartek. Motion passed unanimously.

Respectfully Submitted,



Ashley McLaughlin

Lansford Borough

Monthly Meeting

March 13, 2024

Assistant Secretary/Treasurer