



DALLAS BOROUGH
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Dallas Borough Council
Work Session
December 15, 2025
Agenda

1. PUBLIC COMMENTS:

2. RESIDENT QUESTIONS/CONCERNS:

3. BOROUGH CONSULTING ENGINEER: Report and project update:
 - DEP MS4 compliance.
 - New Garage Project.
 - Payment Request(s) received by Dutchman Contracting LLC and Change Order(s).

4. ORDINANCE 8 – 2025 setting tax rates for 2026 with real estate tax millage to increase to 3.50 mills and all other taxes unchanged has been advertised for passage on December 17, 2025.

5. RESOLUTION 21 – 2025 replacing Resolution 4 of 2013 and amending the Disability Leave Policy in the Borough of Dallas Employee Manual.

6. POLICE DEPARTMENT:
 - Swearing In Ceremony set for Officer Bradley Snell and Officer Philip Orzechowski at the regular Council meeting.
 - Approve payment to 911 Rapid Response in the amount of \$8,386.60 for two (2) new in-car computers for police vehicles with reimbursement in the amount of \$4,093.00 pending from the Pennsylvania Department of Community and Economic Development under Local Share Account Grant Contract C000089383.
 - Approve payment to Cody Computer Systems Inc. in the amount of \$11,193.50 being the annual subscription fee, cloud and storage service for the Police Department's Records Management System and authorize the Borough Manager to seek reimbursement from the Pennsylvania Commission on Crime and Delinquency through grant award 44408.
 - Discussion on management and police presence at Council meeting.

7. ROAD DEPARTMENT:

- Setting the Road Department personnel uniform (boot) allowance at \$200.00 for 2026.
- Follow up on meeting with the Luzerne County Manager regarding winter maintenance on Huntsville Road.
- Snow and Ice Removal reminder letters sent to all property owners and tenants adjacent to public sidewalks.

8. ADMINISTRATION:

- Jeff Kyle, DGK Insurers, presenting 2026 renewal package of insurance coverages.
- Discussion on vendor providing technology services.
- Luzerne Bank (now Northwest) General Reserve Fund and PLGIT American Rescue Plan Fund accounts closed with residual balances deposited into remaining General Fund Account.
- Notification received Northwest Bank filed Notice against Luzerne County Board of Assessment Appeals.

9. BUDGET:

- Approve the 2026 Operating Budget and salary schedule with millage increase to 3.50.

10. REORGANIZATION MEETING:

- Schedule Swearing-In Ceremony **5:30 p.m.** and Re-organization meeting immediately following for Monday, January 5, 2026. Mayor Carroll, Tax Collector Van Effen, Mr. Eckert and Mr. Buckley need to bring their original election certificates to the swearing in ceremony.
- Set Agenda for Reorganization meeting: President, Vice-President, Vacancy Chair, Pension Committee, etc.
- Approve 2026 Council Meeting Schedule.

11. BOARDS/COMMISSIONS:

- Re-appoint Ben Sevenski as a regular member of the Dallas Borough Zoning Hearing Board for a 3-year term commencing January 1, 2026 and ending December 31, 2028.
- Re-appoint Barbara King to the Dallas Borough Planning Commission for a 3-year term commencing January 1, 2026 and ending December 31, 2028.
- Re-appoint Terry Eckert to the Dallas Borough Property Maintenance Code Appeals Board for a 3-year term commencing January 1, 2026 and ending December 31, 2028.
- Need to fill a vacancy on the Dallas Borough Property Maintenance Board of Appeals.

12. PARK:

- Discussion on closing Memorial Park between December 1 (or first significant snow fall) and March 31.
- Department of Conservation and Natural Resources' grant for renovating Memorial Park has been closed out. Final reimbursement of \$42,580 should be received prior to year-end.

13. SOLICITOR'S REPORT:

14. MANAGER'S REPORT:

- Distribution of Compared to Budget Financial Reports for 01/01/25 to 12/15/25.
- Update on recent Code Enforcement Actions.

15. EXECUTIVE SESSION (if needed)