



DALLAS BOROUGH
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Dallas Borough Council
Work Session
December 18, 2023
Agenda

1. PUBLIC COMMENTS:

2. RESIDENT QUESTIONS/CONCERNS:

3. BOROUGH CONSULTING ENGINEER: Report and project update:

- DEP MS4 compliance.
- Road Department Garage Project
 - Quad Three Group Inc. working on plot plan.
 - Title Search did not indicate any right of ways or easements through the borough lot.
- Kenneth Young Memorial Park Renovation Project
 - Resolution 1-2023 designated Quad Three Group Inc. as design consultant for the park renovation project. Affirm contract requested by the Pennsylvania Department of Community & Economic Development.
- Ramp Project Update.
- Downtown Project:
 - Payment request from Misericordia University in the amount of \$12,250.00 for Dallas Borough's agreed upon share of the damaged retaining wall project at 121 Lake Street.
- PA Small Water and Sewer Program Grant
 - No awards have been made.
- ARP Projects.
 - Holding on final design until PA Small Water Grant award announced.

4. ORDINANCE 2 – 2023 setting tax rates for 2024 with real estate tax millage remaining at 2.00 mills and all other taxes unchanged. Advertised for passage at the regular Council meeting.

5. RESOLUTION 20 – 2023 authorizing compensation to the Dallas Area Municipal Authority Board of Directors for public meeting attendance and expenses and determine and set pay rate of compensation. Rate requested by Tom Keiper, Director of DAMA, is \$100.00 pay per meeting and an additional \$25 per meeting for expenses.

6. POLICE DEPARTMENT:
 - Affirm furniture order for renovation of Police Department Squad Room which was included in the 2023 approved operational budget

7. ROAD DEPARTMENT:
 - Setting the Road Department personnel uniform (boot) allowance at \$200.00 for 2024.

8. BACK MOUNTAIN COMMUNITY PARTNERSHIP:
 - Acknowledge receipt of reimbursement request #5 of the 2021-2022 BMCP LSA grant in the amount of \$16,400.00 and distribution as follows for eligible purchases in accordance with the approved cooperation agreement:
 - \$16,400.00 for Dallas Township
 - Balance of \$5,975.53 remains in grant for Dallas Borough's use for a bullet resistant exterior door for the Council Room. Discussion on requesting a substitution approval from the Commonwealth.

9. BACK MOUNTAIN REGIONAL FIRE & EMS INC.
 - Request from Mark Van Etten, President, for funding toward the purchase of a new 2024 fire engine.

10. AUDIT:
 - Authorize engagement of Kohanski Company to provide audit services including the annual Department of Community and Economic Development filing for the calendar year 2023 at an amount of \$6,500.00.

11. BUDGET:
 - Approval of 2024 Operating Budget in the amount of \$3,085,000.00 and salary schedule with millage remaining at 2.0.
 - Discussion on 2023 revenues/expenditures projected for year end.

12. REORGANIZATION MEETING:
 - Schedule Swearing-In Ceremony 6:00 p.m. and Re-organization meeting immediately following for Tuesday, January 2, 2024. Mr. Oliver, Mr. Jolley and Mr. McCarthy 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 2024 Council Meeting Schedule.

- Re-appoint Chris Matus as a regular member of the Dallas Borough Zoning Hearing Board for a 3 year term commencing January 1, 2024 and ending December 31, 2026.
- Re-appoint Edward Yonkoski as an alternate member to the Dallas Borough Zoning Hearing Board for a 3 year term commencing January 1, 2024 and ending December 31, 2026.
- Appoint Thomas J. Matinas as an alternate member to the Dallas Borough Zoning Hearing Board to fill the unexpired term of Robert Jolley ending December 31, 2024.
- Re-appoint Patricia Peiffer to the Dallas Borough Planning Commission for a 3 year term commencing January 1, 2024 and ending December 31, 2026.
- Appoint Brian Stevens to the UCC Joint Appeals Board due to the death of Mr. Harold Clarke Lewis to fill his unexpired term.
- Need to fill a vacancy as an alternate to the Civil Service Commission.
- Need to fill a vacancy on the Dallas Borough Property Maintenance Board of Appeals.
- Need to appoint a vacancy chair at the Reorganization Meeting in January 2024.

13. SOLICITOR'S REPORT:

14. MANAGER'S REPORT:

- Distribution of Compared to Budget Financial Reports for 01/01/23 to 12/18/23.
- Update on recent Code Enforcement Actions.
- Benecon final 2022 surplus claim fund distribution to be \$16,927.
- Annual \$3,000.00 P.I.L.O.T. received from Dallas Township on December 4, 2023.
- Misericordia University appealing the decision of the Board of Assessment Appeals of Luzerne County to the Supreme Court of Pennsylvania

15. EXECUTIVE SESSION (if needed)