



DALLAS BOROUGH

www.dallasborough.org

***COUNCIL MEETING
December 21, 2022
AGENDA***

1. CALL TO ORDER: Pledge of Allegiance

2. ROLL CALL:

President Edgerton	_____	Mayor Carroll	_____
Vice President Youngman	_____	Solicitor Malak	_____
Mr. Eckert	_____	Treasurer Herbert	_____
Mr. Oliver	_____	Adm. Asst. Federici	_____
Mr. Stevens	_____	Manager Carr	_____

3. APPROVAL OF MINUTES AS DISTRIBUTED:

Approval of Minutes from the special meeting held on December 14, 2022, regular meeting held on November 16, 2022 and work session held November 14, 2022.

Motion _____ Second _____

4. TREASURER'S REPORT:

Motion _____ Second _____

5. BUILDING PERMITS REPORT:

November 2022	Number of Permits	3
	Plan Reviews for Pending Permits	\$ 0.00
	Flood Plain Administration	\$ 0.00
	Permit(s) Dollar Amount	\$ 523.50

Motion _____ Second _____

6. ZONING/ STORMWATER/ DRIVEWAY/ TRANSIENT PERMITS REPORT:

November 2022	Number of Permits	
	Zoning	2 (approved)
	Stormwater	0
	Driveway (new)	0
	Transient Retail	0
	Permit(s) Dollar Amount	\$ 50.00
	Zoning Hearing Board Fees	\$ 0.00
	Conditional Use Appl. Fees	\$ 0.00
	Motion _____	Second _____

7. BILLS AND PAYROLL:

November 2022	Bills as Presented	\$ 287,094.01
	Payroll as Presented (2 pays)	\$ <u>61,669.92</u>
	Total Bills & Payroll	\$ 348,763.93
December 1 - 21, 2022	Bills as Presented	\$ 443,745.17
	Payroll as Presented (1 pay)	\$ <u>24,087.37</u>
	Total Bills & Payroll	\$ 467,832.54
	Motion _____	Second _____
	ROLL CALL VOTE _____	

8. FINES RECEIVED REPORT:

November 2022	District Court:	\$ 192.74
	Accident Reports:	\$ 75.00
	Police Receipts:	\$ <u>0.00</u>
	Total Fines & Monies Received	\$ 267.74

9. COMMUNICATIONS:

10. PUBLIC COMMENTS:

- Please state your name and address for the meeting record.
- Public comments are limited to five minutes per person.
- Please do not repeat comments/ questions that have already been stated.

11. PUBLIC COMMENTS AND DISCUSSION SPECIFIC TO MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4):

None.

12. NEW BUSINESS:

- Approve **Ordinance 2 of 2022** setting the tax rate for the year 2023 on real property at 2.00 Mills on each dollar of assessed valuation based upon the 2023 Tax Certification report from Luzerne County Assessor's Office and retaining unchanged the rate of taxes on earned income, real estate transfer, mechanical devices and local services tax (LST).

Motion _____ Second _____
ROLL CALL VOTE _____

- Approve **Ordinance 3 of 2022** enacting an Effect of Failure to Receive Real Estate Tax Notice pursuant to Act 57 of 2022.

Motion _____ Second _____
ROLL CALL VOTE _____

- Approve **Resolution 12 of 2022** submitting an amendment to the previously adopted Act 537 Official Sewage Facilities Plan to the Department of Environmental Protection for its approval as the "Official Plan" of Dallas Borough.

Motion _____ Second _____
ROLL CALL VOTE _____

- Approve **Resolution 13 of 2022** authorizing the Borough manager to submit a grant application in the amount of \$ _____ to the ARP H2O and PA Small Water Program Grant to seek additional funding for Stormwater Infrastructure Improvements.

Motion _____ Second _____
ROLL CALL VOTE _____

- Approve the *final* Dallas Borough 2023 Operating Budget in the amount of **\$3,130,000.00** and attached salary schedule as submitted by the Borough Manager and authorize the Borough Manager to advertise a public notice that the final budget is available for public inspection in compliance with the Pennsylvania Borough Code.

Motion _____ Second _____
ROLL CALL VOTE _____

- Approve and authorize the appropriate Dallas Borough officials to execute an engagement agreement with Kohanski Company to provide audit services including the annual Department of Community and Economic Development filing for the calendar year 2022 at an amount not to exceed \$6,250.00.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Acknowledge receipt of the Dallas Borough Liquid Fuels Tax Fund Audit for the period January 1, 2021 to December 31, 2021 as prepared by the Commonwealth of Pennsylvania Department of the Auditor General.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Borough Manager to advertise the 2023 regular meetings of Council for the third Wednesday of each month commencing at 7:00 p.m. and work session meeting on the preceding Monday at 7:00 p.m. in Council chambers, Dallas Borough Building, 25 Main Street, Dallas PA 18612.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve and authorize the 2023 uniform (boot) allowances for the Road Department employees at the rate of \$200 for all employees.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize payment of invoice #23044 to Watson Diesel in the amount of \$80,493.75 representing the final payment for up fit costs of the new Road Department truck under Co-Stars Contract 025-E22-426.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize payment to Atlantic Tactical in the amount of \$6,332.70 for three Sig Sauer duty rifles as ordered for the Police Department and authorize the Borough Manager and President Edgerton to execute and submit a reimbursement request to the Commonwealth Financing Authority under Local Share Account Grant Contract #C000083228 sponsored by Dallas Borough on behalf of the Back Mountain Community Partnership.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve Dallas Borough’s continued participation in the Back Mountain Community Partnership for 2023 and authorize the following contributions:
 - \$300.00 Membership contribution
 - \$300.00 Maintenance contribution for membership owned equipment and annual upkeep of the Regional Emergency Management Agency equipment.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Re-appoint Ben Sevenski as a regular member of the Dallas Borough Zoning Hearing Board for a three (3) year term being January 1, 2023 to December 31, 2025.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Re-appoint Barbara King to the Dallas Borough Planning Commission for a three (3) year term being January 1, 2023 to December 31, 2025.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Re-appoint Nancy Eckert to the Dallas Borough Property Maintenance Appeals Board for a three (3) year term being January 1, 2023 to December 31, 2025.

Motion _____ Second _____
 ROLL CALL VOTE _____

13. POLICE REPORT:

14. MAYOR’S REPORT:

15. SOLICITOR’S REPORT:

16. CODE ENFORCEMENT REPORT:

17. MANAGER’S REPORT:

• **Road Department Report**

The Dallas Borough Road Department will commence curbside collection of Christmas trees the week of **January 2, 2023** and continue through until **January 20, 2023**. Christmas trees must have all decorations removed prior to being placed curbside. Residents should refrain from placing their trees curbside prior to weather predictions for snow and/or freezing rain events.

• **Announcements**

The next meetings of Dallas Borough Council will be held as follows:

Monday, January 16, 2023 at 7:00 pm - Public Work Session.

Wednesday, January 18, 2023 at 7:00 pm - Regular Monthly Meeting.

An Executive Session was held on November 16, 2022 for personnel purposes.

18. EXECUTIVE SESSION (if needed)

19. FURTHER BUSINESS

20. ADJOURN:

Motion _____ Second _____

Meeting Adjourned at _____.