



DALLAS BOROUGH
www.dallasborough.org

COUNCIL MEETING
July 17, 2024
AGENDA

1. CALL TO ORDER: Pledge of Allegiance

2. ROLL CALL:

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

3. APPROVAL OF MINUTES AS DISTRIBUTED:

Approval of Minutes from the regular meeting held on June 19, 2024 and work session meeting held on June 17, 2024.

Motion _____ Second _____

4. TREASURER’S REPORT:

Motion _____ Second _____

5. BUILDING PERMITS REPORT:

June 2024

Number of Permits		3
Plan Reviews for Pending Permits	\$	0.00
Flood Plain Administration	\$	0.00
Permit(s) Dollar Amount	\$	10,260.50
Motion	_____	Second _____

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

June 2024	Number of Permits		
	Zoning	4	(approved)
	Stormwater	0	
	Driveway (new)	0	
	Transient Retail	0	
	Permit(s) Dollar Amount	\$	125.00
	Zoning Hearing Board Fees	\$	500.00
	Conditional Use Appl. Fees	\$	0.00
	Motion _____	Second _____	

7. BILLS AND PAYROLL:

June 2024	Bills as Presented	\$	94,971.88
	Payroll as Presented (2 pays)	\$	<u>61,415.06</u>
	Total Bills & Payroll	\$	156,386.94
July 1-17, 2024	Bills as Presented	\$	77,571.47
	Payroll as Presented (1 pay)	\$	<u>29,287.91</u>
	Total Bills & Payroll	\$	106,859.38
	Motion _____	Second _____	
	ROLL CALL VOTE _____		

8. FINES RECEIVED REPORT:

June 2024	District Court:	\$	581.46
	Accident/ Incident Reports:	\$	15.00
	Police Receipts:	\$	<u>10.00</u>
	Total Fines & Monies Received	\$	606.46

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):

- Dallas Borough's Annual MS4 Status Report for 07/01/23 to 06/30/24 is due to DEP by 09/30/24.

12. NEW BUSINESS:

- Approve **Resolution 5 of 2024** authorizing the Borough Manager to submit a Multimodal Transportation Fund grant application to the Pennsylvania Department of Community and Economic Development for funds to improve and enhance pedestrian safety in our downtown area including the purchase and installation of rapid flashing beacon pedestrian crosswalk systems, coated asphalt crosswalk applications to improve visibility of crosswalks, four additional pedestrian light poles on Lake Street and the replacement of deteriorated sidewalks and curbing along Lake Street in the area of Misericordia University’s Passan Hall.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve and authorize the appropriate Borough officials to execute and certify a Municipal Projects Program Community Development Block Grant (CDBG) Subrecipient Agreement By and Between the County of Luzerne and Dallas Borough in the amount of \$128,944.00 to be used for Removal of Architectural Barriers for ADA Compliance to renovate the bathrooms at the Kenneth Young Memorial Park and a Federal Funding Accountability and Transparency Act (FFATA) Sub-recipient Data Sheet as required by Luzerne County.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Appoint Quad Three Group Inc as Dallas Borough’s consulting engineers to be the project engineers paid from general funds for the CDBG funded Removal of Architectural Barriers for ADA Compliance project to renovate the bathrooms at the Kenneth Young Memorial Park.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Borough Manager to advertise a Special Meeting for Wednesday, August 7, 2024 at 5:00 pm to be held in Council Chambers for the purpose of discussing and awarding of bids received on August 5, 2024 for the Kenneth Young Memorial Park Renovation Project, the American Rescue Plan Stormwater Improvement Project and for general business purposes.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Affirm payment to Watson Diesel in the amount of \$16,595.00 representing the required 25% down payment for up fit costs of the new Road Department truck under Co-Stars Contract 025-E22-426.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve the remaining balance payment in the amount of \$4,395.00 to Raynor Inc. for the completed installation of a level 3 bullet resistant exterior steel door with frame and hardware and authorize the Borough Manager to submit reimbursement request #7 and final in the amount of \$5,977.00 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 payment to Kuharchik Construction in the amount of \$10,000.00 for labor, material and equipment for work completed on the replacement of the pedestrian light pole near the intersection of Lake Street and the Roundabout due to a hit and run in the parking lot of Pizza Bella and authorize the Borough Manager to submit to EMC Insurance for the balance of insurance reimbursement funds.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve and authorize the appropriate Borough officials to sign an Intergovernmental Cooperation Agreement by and between Dallas Borough, Dallas Township, Franklin Township, Kingston Township, Lehman Township and Northmoreland Township for the renting of tar and chip equipment in association with the multi-municipal bidding process as hosted by Dallas Township.

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 Road Department completed resurfacing of Woodlawn Drive from Foster Street to the dead end. The department has also been working on weekly yard waste collection, pot hole patching, swale /catch basin restoration and cleaning up storm damage.

- Dallas Township gifted a Concord berm machine to Dallas Borough which can be used with our large dump truck. They were planning to sell it on Municibid but when we expressed interest the Supervisors voted to gift it to Dallas Borough in consideration of how well our municipalities work together on projects.

- **Announcements**

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

- **Monday, August 19, 2024** at 7:00 pm - Public Work Session.
- **Wednesday, August 21, 2024** at 7:00 pm - Regular Meeting.

- Executive Session was held on June 17, 2024 for litigation purposes.

18. EXECUTIVE SESSION (if needed)

19. FURTHER BUSINESS

20. ADJOURN:

Motion _____ Second _____
Meeting Adjourned at _____