



DALLAS BOROUGH
www.dallasborough.org

COUNCIL MEETING
JULY 19, 2023
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 regular meeting held on June 21, 2023 and work session meeting held on June 19, 2023.

Motion _____ Second _____

4. TREASURER’S REPORT:

Motion _____ Second _____

5. BUILDING PERMITS REPORT:

June 2023	Number of Permits	8	
	Plan Reviews for Pending Permits	\$	0.00
	Flood Plain Administration	\$	0.00
	Permit(s) Dollar Amount	\$	4,779.80

Motion _____ Second _____

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

June 2023	Number of Permits	
	Zoning	5 (approved)
	Stormwater	0
	Driveway (new)	0
	Transient Retail	0
	Permit(s) Dollar Amount	\$ 175.00
	Zoning Hearing Board Fees	\$ 0.00
	Conditional Use Appl. Fees	\$ 0.00
	Motion _____	Second _____

7. BILLS AND PAYROLL:

June 2023	Bills as Presented	\$ 170,382.40
	Payroll as Presented (2 pays)	\$ <u>51,068.80</u>
	Total Bills & Payroll	\$ 221,451.20
July 1 - 19, 2023	Bills as Presented	\$ 104,191.85
	Payroll as Presented (1 pay)	\$ <u>23,388.75</u>
	Total Bills & Payroll	\$ 127,580.60
	Motion _____	Second _____
	ROLL CALL VOTE _____	

8. FINES RECEIVED REPORT:

June 2023	District Court:	\$ 410.35
	Accident Reports:	\$ 30.00
	Police Receipts:	\$ <u>0.00</u>
	Total Fines & Monies Received	\$ 440.35

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 Area Municipal Authority conducted a public meeting on June 28, 2023 at 1:30 pm at the Back Mountain Regional EMA Building to discuss updates to the MS4 Program.

12. NEW BUSINESS:

- Approve **Resolution 7 of 2023** authorizing a 457(b) plan for Dallas Borough employees and hiring CBIZ Investment Advisory Services LLC to provide fiduciary advisory services for the investment management of this plan.

Motion _____ Second _____
ROLL CALL VOTE _____

- Approve **Resolution 8 of 2023** authorizing the disposition and destruction of the following municipal records in accordance with Act 428 of 1968 as amended:

- Paid Invoices A-Z Year 2005 (One Banker Storage Box 1.5 Cubic Feet)
- Recreation Program Registration and Records 2008-2011 (One Banker Storage Box 1.5 Cubic Feet)
- Borough Phone Message Books 2002-2013 (Three Banker Storage Box 1.5 Cubic Feet)
- Receivables A-Z Year 2009 (One Banker Storage Box 1.5 Cubic Feet)
- Bank Statements Years 2004, 2009, 2010, 2011, 2012, 2014, and 2015 (One Banker Storage Box 1.5 Cubic Feet)

Motion _____ Second _____
ROLL CALL VOTE _____

- Authorize the Borough Manager and Borough Solicitor to advertise **Ordinance 1 of 2023** for adoption at the August Council meeting authorizing the placement of a stop sign on Marlinton Court at the intersection with Highland Boulevard.

Motion _____ Second _____
ROLL CALL VOTE _____

- Authorize Dallas Borough to be the “Tent Sponsor” for the 2023 Dallas Harvest Festival with a sponsorship contribution of \$5,000.00 payable from the Dallas Borough Visioning Account.

Motion _____ Second _____
ROLL CALL VOTE _____

- Authorize the distribution of reimbursement request #3 of Local Share Account Grant Contract #C000083228 in the amount of \$56,966.00 sponsored by Dallas Borough on behalf of the Back Mountain Community Partnership for the following:

- Jackson Township in the amount of \$14,075.00
- Lehman Township in the amount of \$42,891.00

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve a Cooperation Agreement by and between the member municipalities of the Back Mountain Community Partnership relative to Local Share Account Grant C000086084 sponsored by Lehman Township in the amount of \$300,000.00 for Public Works Equipment.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve a Cooperation Agreement by and between Dallas Borough, Dallas Township and Kingston Township relative to the shared ownership of a 2023 Pavijet Mini Paver Model MG7 Super to be purchased by Dallas Township from AG-Industrial under Commonwealth of Pennsylvania State Contract #4400020043 in the amount of \$51,890.00 with reimbursement to be received through Local Share Account Grant C000086084 sponsored by Lehman Township.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve a Cooperation Agreement by and between Dallas Borough, Dallas Township and Kingston Township relative to the shared ownership of a 2023 CrackPro 260 Crack Sealer to be purchased by Kingston Township from SealMaster PMG SM PA LLC under Commonwealth of Pennsylvania State Contract #4400018854 in the amount of \$94,667.25 with partial reimbursement of \$81,862.00 to be received through Local Share Account Grant C000086084 sponsored by Lehman Township and remaining balance paid equally by the three participating municipalities.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize G&M Crawford Inc., while performing contracted work for Veolia Water, to complete needed base repair to sections of Marywood Drive and mill, resurface Elizabeth Street from Marywood Drive to Charles Street invoicing Dallas Borough for the additional man hours and equipment used. All stone and asphalt materials used to be billed directly to Dallas Borough from Pikes Creek Sand and Stone through PA Co-Stars contract.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize Dallas Borough's Road Department to work in conjunction with Dallas Township's Road Department on a stormwater infrastructure, road repair and resurfacing project on West Center Hill Road between SR 415 Memorial Hwy and the area of Columbia Avenue with material and equipment costs to be shared equally between both municipalities.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize two additional projects to the Dallas Borough 2023 road resurfacing and infrastructure projects list contingent upon project approval from the Pennsylvania Department of Transportation to utilize State Liquid Fuels Funds:

- Parsonage Street – partial resurfacing between Church Street and Baldwin Street.
- Hickory Street – full depth restoration and resurfacing of the paved swale between Fawn Drive and Whitetail Drive.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Affirm the hiring of Peter Federici as part-time seasonal employee for the Road Department and Administration Department at an hourly rate of \$15.00 contingent upon an acceptable Pennsylvania Department of Public Welfare Child Abuse History Clearance and Pennsylvania State Police Criminal Record Check.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Borough Manager to execute documents required for Dallas Borough's participation in the No Nonsense Neutering program obligating the Borough to contribute \$15.00 per feral cat for up to 50 feral cats to be spayed or neutered through this non-profit clinic.

Motion _____ Second _____

ROLL CALL VOTE _____

- Acknowledge receipt of the Certified Eligibility List as created by the Dallas Borough Civil Service Commission on July 14, 2023 being valid for a period of up to two years.

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 is primarily working on yard waste collection, pot hole patching, curb replacement, swale /catch basin cleaning and preparing roads for resurfacing.

- **Announcements**

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

Monday, August 14, 2023 at 7:00 pm - Public Work Session.

Wednesday, August 16, 2023 at 7:00 pm - Regular Monthly Meeting.

Executive Sessions were held on July 17, 2023 and July 19, 2023 for personnel and litigation purposes.

18. EXECUTIVE SESSION (if needed)

19. FURTHER BUSINESS

20. ADJOURN:

Motion _____ Second _____
Meeting Adjourned at _____.