



DALLAS BOROUGH  
www.dallasborough.org

**COUNCIL MEETING**  
**June 19, 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 May 15, 2024 and work session meeting held on May 13, 2024.

Motion \_\_\_\_\_ Second \_\_\_\_\_

4. TREASURER’S REPORT:

Motion \_\_\_\_\_ Second \_\_\_\_\_

5. BUILDING PERMITS REPORT:

May 2024

Number of Permits		4
Plan Reviews for Pending Permits	\$	0.00
Flood Plain Administration	\$	0.00
Permit(s) Dollar Amount	\$	14,028.40
Motion _____	Second _____	

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

May 2024	Number of Permits	
	Zoning	3 (approved)
	Stormwater	0
	Driveway (new)	0
	Transient Retail	0
	Permit(s) Dollar Amount	\$ 100.00
	Zoning Hearing Board Fees	\$ 0.00
	Conditional Use Appl. Fees	\$ 0.00
	Motion _____	Second _____

7. BILLS AND PAYROLL:

May 2024	Bills as Presented	\$ 105,754.12
	Payroll as Presented (2 pays)	\$ <u>57,273.92</u>
	Total Bills & Payroll	\$ 163,028.04
June 1-19, 2024	Bills as Presented	\$ 92,981.62
	Payroll as Presented (1 pay)	\$ <u>29,674.09</u>
	Total Bills & Payroll	\$ 122,655.71
	Motion _____	Second _____
	ROLL CALL VOTE _____	

8. FINES RECEIVED REPORT:

May 2024	District Court:	\$ 486.30
	Accident/ Incident Reports:	\$ 75.00
	Police Receipts:	\$ <u>0.00</u>
	Total Fines & Monies Received	\$ 561.30

9. COMMUNICATIONS:

- Correspondence received from Blue Chip Farm Animal Rescue expressing their gratitude for the recent contribution.
- Correspondence received from the Back Mountain Memorial Library expressing their gratitude for the Borough's continued support and recent contribution.

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):

- DAMA is hosting a public meeting on June 18, 2024 at 1:30 pm at the Dallas Township Building to present the amended Chesapeake Bay Pollution Reduction Plan that is currently available for public review and comment.

12. NEW BUSINESS:

- Approve **Resolution 4 of 2024** authorizing the disposition and destruction of the following municipal records in accordance with Act 428 of 1968 as amended:

Receivables A-Z Years 1979, 2002, 2005, 2006, 2007

Bank Statements, Deposit Receipts, Check Stubs, Reconciliations and Cancelled Checks Years 2005, 2006, 2007

Treasurers Reports Years 2002, 2007

Crossing Guard Time Sheets, School District Reimbursements Years 2006, 2007

Licenses, Permits Transient, Pesticide, Contractors, Yard Waste Collection,

Mechanical Devices Years 2007, 2008, 2012

Police Reports Monthly Year 2007

Tax Collection Reports Year 1960, 1969-1972, 1974-1980, 1984- 1986, 1989, 2007

Tax Collection Payment Records Years 1979, 1981, 1988, 1989

Luzerne County Tax Assessment Abatement Records Year 1981, 1986

Public Utility Realty Reports Years 1975, 1976, 1978

Motion \_\_\_\_\_ Second \_\_\_\_\_  
ROLL CALL VOTE \_\_\_\_\_

- Approve Dallas Borough's participation in a Local Share Account Grant in the amount of \$350,000 awarded to the Back Mountain Community Partnership Members through Kingston Township as sponsor for CODY Pathfinder RMS with COBRA base package to be the new Police Department Record Management System.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
ROLL CALL VOTE \_\_\_\_\_

- Affirm an application submitted by the Borough Manager for a Pennsylvania Commission on Crime and Delinquency (PCCD) NIBRS Compliance Effort Grant in the amount of \$23,422 for two years of operating costs of the CODY Pathfinder web-based Record Management System for the Police Department.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
ROLL CALL VOTE \_\_\_\_\_

- Approve an amended budget reflecting the awarded grant amount of \$75,000.00 from the Commonwealth Financing Authority and Department of Community and Economic Development Local Share Account for a new Police Vehicle with upfitting and a license plate reader camera system and affirm Council President Edgerton and Council Member Oliver’s execution of the grant contract.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
 ROLL CALL VOTE \_\_\_\_\_

- Approve a quote in the amount of \$2,389.70 received from M. Mayo Striping to repaint three sets of VASCAR lines on Memorial Highway and repaint the Center Hill Road and Memorial Hwy intersection markings including the pedestrian crosswalk and authorize the specified work to be completed.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
 ROLL CALL VOTE \_\_\_\_\_

- Approve an amendment to remove Franklin Township, Harveys Lake Borough and Kington Township from the Cooperation Agreement related to the joint purchase and ownership of the 2016 vector truck leaving Dallas Borough, Dallas Township, Jackson Township and Lehman Township with ¼ interest.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
 ROLL CALL VOTE \_\_\_\_\_

- Amend the Dallas Borough improvement projects list for 2024 to add the resurfacing of a portion of Reservoir Road for approximately 500 feet from the intersection with Machell Avenue toward West Center Hill Road.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
 ROLL CALL VOTE \_\_\_\_\_

- Authorize the Borough Manager to order a 2024 Ford Super Duty F600 XLT 4WD truck from Hondru Fleet in the amount of \$66,885.00 under PA CoStars Contract with upfitting from Watson Diesel Inc. under PA CoStars Contract including an aluminum dump body, 10’ plow, central hydraulic system, tailgate spreader, towplate, tarp system, rear cameras and a mounted toolbox in the amount of \$66,377.14 for a total purchase price of \$133,262.14 with payment/financing terms to be determined upon completion of the truck.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
 ROLL CALL VOTE \_\_\_\_\_

- Authorize the following roads to be marked as one way directional for traffic on July 11<sup>th</sup>, 12<sup>th</sup>, 13<sup>th</sup>, 14<sup>th</sup> and 15<sup>th</sup> as a possible rain date in the best interest of public safety in association with the 78<sup>th</sup> Annual Back Mountain Memorial Library Auction:

- Franklin Street – One Way directional traffic from Huntsville Road toward Main Street.
- Lehman Avenue – One Way directional traffic from Machell Avenue toward Huntsville Road.
- Norton Avenue – One Way directional traffic from Huntsville Road toward Machell Avenue.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
 ROLL CALL VOTE \_\_\_\_\_

- Authorize Dallas Borough to be the “Tent Sponsor” for the 2024 Dallas Harvest Festival with a sponsorship contribution of \$5,200.00 payable from the Dallas Borough Visioning Account and authorize the Borough Manager to close the Dallas Borough Visioning Account following processing of the payment.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
 ROLL CALL VOTE \_\_\_\_\_

- Acknowledge receipt of the Audit and Annual Pennsylvania Department of Community and Economic Development Report for the year ended December 31, 2023 for Dallas Borough and affirm payment for such professional services to Kohanski Company in the amount of \$6,500.00 plus an additional \$38.14 toward expenses.

Motion \_\_\_\_\_ Second \_\_\_\_\_  
 ROLL CALL VOTE \_\_\_\_\_

- Affirm the hiring of Anthony Giunta as part-time seasonal employee for the Road 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 \_\_\_\_\_

### 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, paving and swale /catch basin cleaning and restoration activities.

- **Announcements**

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

- **Monday, July 17, 2024** at 7:00 pm - Public Work Session.
- **Wednesday, June 19, 2024** at 7:00 pm - Regular Meeting.

18. EXECUTIVE SESSION (if needed)

19. FURTHER BUSINESS

20. ADJOURN:

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Meeting Adjourned at \_\_\_\_\_