



DALLAS BOROUGH
www.dallasborough.org

COUNCIL MEETING
JUNE 21, 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 May 17, 2023 and work session meeting held on May 15, 2023.

Motion _____ Second _____

4. TREASURER’S REPORT:

Motion _____ Second _____

5. BUILDING PERMITS REPORT:

May 2023	Number of Permits		5
	Plan Reviews for Pending Permits	\$	0.00
	Flood Plain Administration	\$	0.00
	Permit(s) Dollar Amount	\$	4,794.50

Motion _____ Second _____

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

May 2023	Number of Permits	
	Zoning	8 (approved)
	Stormwater	1
	Driveway (new)	1
	Transient Retail	0
	Permit(s) Dollar Amount	\$ 681.82
	Zoning Hearing Board Fees	\$ 0.00
	Conditional Use Appl. Fees	\$ 0.00
	Motion _____	Second _____

7. BILLS AND PAYROLL:

May 2023	Bills as Presented	\$ 84,612.61
	Payroll as Presented (2 pays)	\$ <u>47,678.13</u>
	Total Bills & Payroll	\$ 132,290.74
June 1 - 21, 2023	Bills as Presented	\$ 166,462.06
	Payroll as Presented (1 pay)	\$ <u>23,847.60</u>
	Total Bills & Payroll	\$ 190,309.66
	Motion _____	Second _____
	ROLL CALL VOTE _____	

8. FINES RECEIVED REPORT:

May 2023	District Court:	\$ 221.58
	Accident Reports:	\$ 60.00
	Police Receipts:	\$ <u>10.00</u>
	Total Fines & Monies Received	\$ 291.58

9. COMMUNICATIONS:

- Correspondence received from the Society for the Prevention of Cruelty to Animals of Luzerne County expressing their gratitude for the recent annual 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):

- None.

12. NEW BUSINESS:

- Approve **Resolution 5 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 2004 (One Banker Storage Box 1.5 Cubic Feet)
 - Paid Invoices A-Z Year 2011 (Two Banker Storage Boxes 1.5 Cubic Feet)
 - Paid Invoices A-Z Year 2012 (One Banker Storage Box 1.5 Cubic Feet)
 - Paid Invoices A- Z Year 2013 (Two Banker Storage Boxes 1.5 Cubic Feet)
 - Paid Invoices A- Z Year 2014 (Two Banker Storage Box 1.5 Cubic Feet)
 - Paid Invoices A- Z Year 2015 (Two Banker Storage Box 1.5 Cubic Feet)
 - Receivables A-Z Year 2004 (One Banker Storage Box 1.5 Cubic Feet)
 - Receivables A-Z Year 2010 (One Banker Storage Box 1.5 Cubic Feet)
 - Receivables A-Z Year 2011 (One Banker Storage Box 1.5 Cubic Feet)
 - Receivables A-Z Year 2012 (One Banker Storage Box 1.5 Cubic Feet)
 - Receivables A-Z Year 2013 (One Banker Storage Box 1.5 Cubic Feet)
 - Receivables A-Z Year 2014 (One Banker Storage Box 1.5 Cubic Feet)
 - Receivables A-Z Year 2015 (One Banker Storage Box 1.5 Cubic Feet)

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve **Resolution 6 of 2023** authorizing the Borough Manager to submit a grant application in the amount of \$211,875.00 to the Commonwealth of Pennsylvania Department of Community and Economic Development for a Multimodal Transportation Fund Grant through the Commonwealth Financing Authority for pedestrian safety improvements in the downtown area.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Borough Manager and President Edgerton to execute and submit multi-municipal reimbursement request #3 to the Commonwealth Financing Authority under Local Share Account Grant Contract #C000083228 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 Dallas Borough’s participation in a cooperative purchase with Dallas Township and Kingston Township of the following equipment with reimbursement from the Commonwealth Financing Authority under the Back Mountain Community Partnership’s Local Share Account Grant sponsored by Lehman Township in the amount of \$44,584.00 for each of the three municipalities.

- Pavijet Mini Paver in the amount of \$51,890.00
- Crack Pro Crack Sealer in the amount of \$95,036.50

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve payment #5 and FINAL in the amount of \$5,000.00 to Wyoming Electric for electrical construction work completed on the Downtown Improvement Project as approved by Quad Three Group, Inc.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve payment #9 and FINAL in the amount of \$84,926.17 to Multiscape Inc. for general construction work completed on the Downtown Improvement Project as approved by Quad Three Group, Inc.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the order of a new S76 T4 Bobcat Skid Steer Loader with a Heavy-Duty Bucket, Planer (Milling Attachment) and Sweeper Bucket under the Pennsylvania Construction Equipment Contract #4400019949 from Clark Equipment d/b/a Bobcat Company in the amount of \$82,526.07 with grant reimbursement from the Commonwealth Financing Authority and Department of Community and Economic Development in the amount of \$75,000.00.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Accept the award of a Local Law Enforcement Grant from the Pennsylvania Commission on Crime and Delinquency in the amount of \$17,714.00 for upgrades to the Police Department computer system and authorize Council President Robert Edgerton and Manager Carr to execute grant documents.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve a quote received from White’s Clock and Carillon Northeast Inc. in the amount of \$2,410.00 to upgrade the town clock with a new LED light kit to illuminate all four faces including parts and labor.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve 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:

- Sterling Avenue – 400 feet from West Center Hill toward Luzerne Avenue.
- Foster Street – 296 feet between Church Street and Woodlawn Avenue.
- Brittany Lane – 350 feet between White Birch Lane and the dead end.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Acknowledge receipt of the Commonwealth of Pennsylvania Department of the Auditor General Liquid Fuels Tax Fund Audit for the period of January 1, 2022 to December 31, 2022 with no findings or observations identified.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Affirm the hiring of Aidan Burkhardt as part-time seasonal employee for the Road Department at an hourly rate of \$14.00 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 and swale /catch basin cleaning and restoration activities.

- **Announcements**

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

Monday, July 17, 2023 at 7:00 pm - Public Work Session.

Wednesday, July 19, 2023 at 7:00 pm - Regular Monthly Meeting.

18. EXECUTIVE SESSION (if needed)

19. FURTHER BUSINESS

20. ADJOURN:

Motion _____ Second _____
Meeting Adjourned at _____.