



DALLAS BOROUGH  
www.dallasborough.org

**COUNCIL MEETING**  
**MARCH 15, 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 February 15, 2023. The February work session meeting was cancelled due to lack of a quorum.

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

4. TREASURER’S REPORT:

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

5. BUILDING PERMITS REPORT:

February 2023	Number of Permits		2
	Plan Reviews for Pending Permits	\$	0.00
	Flood Plain Administration	\$	0.00
	Permit(s) Dollar Amount	\$	279.00

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

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

February 2023	Number of Permits	
	Zoning	2 (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:

February 2023	Bills as Presented	\$ 99,837.35
	Payroll as Presented (2 pays)	\$ 49,433.10
	Total Bills & Payroll	\$ 149,270.45
March 1 - 15, 2023	Bills as Presented	\$ 137,089.93
	Payroll as Presented (1 pay)	\$ 23,566.88
	Total Bills & Payroll	\$ 160,656.81

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

8. FINES RECEIVED REPORT:

February 2023	District Court:	\$ 155.03
	Accident Reports:	\$ 90.00
	Police Receipts:	\$ 35.00
	Total Fines & Monies Received	\$ 280.03

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 **Resolution 4 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 for Years 2009 and 2010

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

- Approve payment in the amount of \$16,767.50 to Vigilant Solutions for a 3 camera mobile License Plate Reader system purchased under PA Contract #4400026298.

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

- Affirm receipt of reimbursement request #1 from the Commonwealth Financing Authority under Local Share Account Grant Contract #C000083228 on February 21, 2023 in the amount of \$87,627.00 and subsequent distribution for eligible grant purchases in accordance with the approved cooperation agreement:

- \$26,456.44 to Dallas Township
  - \$42,857.00 to Franklin Township
  - \$18,314.47 retained by Dallas Borough

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

- Authorize the Borough Manager and President Edgerton to execute and submit multi-municipal reimbursement request #2 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 a Polling Place Agreement between Luzerne County Bureau of Elections and Dallas Borough for use of the municipal building on May 16, 2023 and November 7, 2023 with the notation that there is no phone in the polling room as required by paragraph one and authorize the execution of such agreement by the appropriate Borough officials.

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

- Authorize the Borough Manager to forward a letter of intent to Kingston Township expressing Dallas Borough’s commitment to contribute a per child amount for each Dallas Borough resident child participating in the 2023 Kingston Township Summer Recreation Program in lieu of conducting the Dallas Summer Recreation Program.

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

- Approve an inter-municipal cooperative contribution to Kingston Township in the amount of \$1,700.00 to be utilized toward funding the D.A.R.E. Program in the Dallas School District for the 2023-2024 school year.

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

- Acknowledge proposals received for container services for the 2023 Spring Clean Up Project.

COMPANY	PRICE PER USED CONTAINER	PRICE PER UNUSED CONTAINER
ABC Hauling	\$255.00 per container \$75.00 for each ton	\$150.00

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

- Award the 2023 Spring Clean Up Container service to ABC Hauling & Excavating contingent upon receipt of minimum insurance requirement being met and authorize the appropriate Dallas Borough officials to execute an agreement for 2023 Spring Clean Up Container Rental Services including an agreed upon fee of \$255.00 per 40-yard container plus \$75.00 per ton used and hauling charge of \$150.00 per empty (unused) container.

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

- Approve regulations as presented governing the 2023 annual Dallas Borough Spring Cleanup for Borough residents to be held Monday, May 1st through Saturday, May 6th at the Dallas Borough Municipal Building with hours of operation from 7:30 am to 3:00 pm Monday through Wednesday, 7:30 am to 6:00 pm on Thursday and Friday and 8:00 am to 2:00 pm on Saturday with all residents required to obtain an admission coupon with fees as follows:

- Cars, SUVs or Minivans require a \$15.00 permit (maximum 5 trips)
- Pick Up Trucks, Cargo Vans or Utility Trailers require a \$25 permit (one trip per permit /three permit maximum per residence)
- Large vehicles or trailers over one ton require a \$90 permit (one trip per permit/ one permit maximum per residence).

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

- Approve regulations as presented governing the 2023 annual Dallas Borough Curbside Yard Waste Collection Program to begin the week of May 8th weather permitting and affirm the \$25.00 annual permit fee as established. Permit holders will have up to the equivalent of two 25- gallon recycling containers of yard waste collected weekly throughout the season.

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

- Approve the hiring of Patch Management Inc. at the rate of \$5,500.00 per day for two days to perform spray patching for potholes and road repair including an estimated 6 ton of material per day.

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

- Acknowledge receipt of the 2023 Commonwealth of Pennsylvania State Liquid Fuels Tax Fund payment of \$97,037.80 as received March 1, 2023.

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

- Affirm the Borough Manager’s submittal of an “Application for Special Events” Permit to PENDOT relative to Memorial Highway, Lake Street, and Church Street in association with the request by Daddow-Isaacs Post 672 for the Annual Memorial Day Parade to be held Monday, May 29, 2023, with a possible rain date of Saturday, June 3, 2023, commencing at 9:00 a.m. and concluding by 11:00 a.m.

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 be commencing street sweeping throughout the Borough in April weather permitting.

The 2023 Annual Spring Clean Up will be held **May 1-6, 2023** at the Dallas Borough Municipal Building, 25 Main Street, Dallas. The hours of operation will be from 7:30 AM to 3:00 PM Monday through Wednesday, 7:30 AM to 6:00 PM Thursday and Friday and 8:00 A.M. to 2:00 P.M. on Saturday. Spring clean-up is only available to Dallas Borough residents. Dallas Borough will require all residents to purchase an admission permit for the clean-up. Contact the Dallas Borough Building at 570-675-1389 for fee structure and clean up regulations. Proof of residency will be required to purchase the necessary permit. Admission permits will be issued to the occupants, not owners of Dallas Borough rental units.

- **Announcements**

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

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

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

18. EXECUTIVE SESSION (if needed)

19. FURTHER BUSINESS

20. ADJOURN:

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