



**DALLAS BOROUGH**

www.dallasborough.org

***COUNCIL MEETING  
March 16, 2022  
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 16, 2022 and work session held February 14, 2022.

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

4. TREASURER'S REPORT:

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

5. BUILDING PERMITS REPORT:

February 2022	Number of Permits		0
	Plan Reviews for Pending Permits	\$	0.00
	Flood Plain Administration	\$	0.00
	Permit(s) Dollar Amount	\$	0.00

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

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

February 2022	Number of Permits	
	Zoning	1 (approved)
	Stormwater	0
	Driveway (new)	0
	Transient Retail	0
	Permit(s) Dollar Amount	\$ 0.00
	Zoning Hearing Board Fees	\$ 0.00
	Conditional Use Appl. Fees	\$ 0.00
	Motion _____	Second _____

7. BILLS AND PAYROLL:

February 2022	Bills as Presented	\$ 111,040.30
	Payroll as Presented (2 pays)	\$ 49,360.86
	Total Bills & Payroll	\$ 160,401.16
February 1 - 16, 2022	Bills as Presented	\$ 62,560.03
	Payroll as Presented (1 pay)	\$ 25,153.65
	Total Bills & Payroll	\$ 87,713.68

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

8. FINES RECEIVED REPORT:

February 2022	District Court:	\$ 350.60
	Accident Reports:	\$ 225.00
	Police Receipts:	\$ 210.00
	Total Fines & Monies Received	\$ 785.60

9. COMMUNICATIONS:

- Correspondence received from the Back Mountain Chamber requesting an allocation of \$4,500.00 from the ARPA funds dedicated to Dallas Borough.
- Correspondence received from the Luzerne County Boroughs & Townships Association advising of a dinner meeting on March 24, 2022 with keynote speaker Josh Ehrman from PSAB. Fees apply

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):

- The annual Spring Street Sweeping Program in Dallas Borough will soon be underway. Residents are asked to rake cinders out to the side of the road for collection and advised that under no circumstances are cinders to be swept into the stormwater catch basins.

12. NEW BUSINESS:

- Approve **Resolution 2 of 2022** authorizing and approving the Borough Manager to submit a grant application to the Commonwealth of Pennsylvania Department of Conservation and Natural Resources in the total amount of \$860,000.00 with the 50% matching contribution being \$424,692.00 Local Share Account grant funds and \$5,308.00 in-kind contribution of Dallas Borough for a net request from DCNR of \$430,000.00 for the Kenneth Young Memorial Park Renovation Project and designating the Borough Manager as the Project Coordinator and authorized signer for the grant agreement.

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

- Approve **Resolution 3 of 2022** designating the Borough Manager as the Dallas Borough “Agent” authorized to execute documents for the Federal and Pennsylvania Emergency Management Agencies including but not limited to the Public Assistance Grant Program Agreement relative to Hurricane Ida referenced as DR 4618PA.

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

- Acknowledge bids received, open and read aloud on March 14, 2022 relative to the Removal of Architectural Barriers (Ramp) Project in association with the Community Development Block Grant.

COMPANY	TOTAL BID
Bognet Inc.	\$146,778.00
Multiscape Inc.	\$159,388.00
Champion Builders	\$187,800.00

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

- Authorize bid award for the Removal of Architectural Barriers (Ramp) Project in association with the Community Development Block Grant to the apparent low bidder being Bognet Inc. in the amount of \$146,778.00 following review and recommendation from Dallas Borough's consulting engineer Quad Three Group Inc., contingent upon approval the Luzerne County Office of Community Development and final contract approval of the Borough Solicitor.

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

- Authorize the Borough Manager to submit a formal request to the Luzerne County Office of Community Development for additional grant funding including, but not limited to, use of the 2021/2022/2023 funds allocation toward completion of the Removal of Architectural Barriers (Ramp) Project

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

- Approve and authorize the Borough Manager to execute updated proposals for Response Maintenance and Preventative Maintenance of Traffic Signals submitted by Kuharchik Construction Inc.

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 2022 Kingston Township Summer Recreation Program in lieu of conducting the Dallas Summer Recreation Program.

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

- Acknowledge proposals received for container services for the 2022 Spring Clean Up Project.

COMPANY	PRICE PER USED CONTAINER	PRICE PER UNUSED CONTAINER
Stell Enterprises	\$640.00 flat rate	\$275.00
ABC Hauling	\$620.00 for up to 5 tons \$78.00 for each additional ton	\$230.00

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

- Award the 2022 Spring Clean Up Container service to Stell Enterprises and authorize the appropriate Dallas Borough officials to execute an agreement for 2022 Spring Clean Up Container Rental Services including an agreed upon fee of \$640.00 per 40- yard container used and hauling charge of \$275.00 per empty (unused) container.

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

- Approve regulations as presented governing the 2022 annual Dallas Borough Spring Cleanup for Borough residents to be held Monday, May 2nd through Saturday, May 7th at the Dallas Borough Municipal Building with hours of operation from 7:30 a.m. to 6:00 p.m. Monday through Friday and 8:00 a.m. to 2:00 p.m. 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 \_\_\_\_\_

- Authorize the Borough Manager to provide a letter of support from Dallas Borough Council to North Branch Land Trust for their Pennsylvania Department of Conservation and Natural Resources grant project to conserve approximately 210 acres of natural lands around the Huntsville Reservoir in Lehman Township and Dallas Borough.

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

- Approve an updated Quote received from H&K Group/Pikes Creek for the purchase of bituminous asphalt products under Pennsylvania State Co-Stars Contract 5610-36.

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

- Approve and accept a proposal received from Eastern Building Maintenance to provide cleaning services for the borough building at the base rate of \$87.00 per week with additional cleaning services provided upon request contingent upon required clearances and receipt of minimum insurance requirements acceptable to Dallas Borough.

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

- Approve regulations as presented governing the 2022 annual Dallas Borough Curbside Yard Waste Collection Program to begin the week of May 9th 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 \_\_\_\_\_

- Acknowledge receipt of the 2022 Commonwealth of Pennsylvania State Liquid Fuels Tax Fund payment in the amount of \$94,129.83 as received March 1, 2022.

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 30, 2022, with a possible rain date of Saturday, June 4, 2022, 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 on April 4, 2022 weather permitting.

- The 2022 Annual Spring Clean Up will be held **May 2-7, 2022** at the Dallas Borough Municipal Building, 25 Main Street, Dallas. The hours of operation will be from 7:30 A.M. to 6 P.M. Monday through 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 18, 2022** at 7:00 pm - Public Work Session.

**Wednesday, April 20, 2022** at 7:00 pm - Regular Monthly Meeting.

## 18. EXECUTIVE SESSION (if needed)

## 19. FURTHER BUSINESS

## 20. ADJOURN:

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