



DALLAS BOROUGH
www.dallasborough.org

**COUNCIL MEETING
MARCH 19, 2025
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 February 19, 2025 and work session held on February 17, 2025.

Motion _____ Second _____

4. TREASURER’S REPORT:

Motion _____ Second _____

5. BUILDING PERMITS REPORT:

February 2025

Number of Permits	4	
Plan Reviews for Pending Permits	\$	0.00
Flood Plain Administration	\$	0.00
Permit(s) Dollar Amount	\$	3,824.00

Motion _____ Second _____

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

February 2025	Number of Permits	
	Zoning	3
	Stormwater	0
	Driveway (new)	0
	Transient Retail	0
	Permit(s) Dollar Amount	\$ 75.00
	Zoning Hearing Board Fees	\$ 0.00
	Conditional Use Appl. Fees	\$ 0.00
	Motion _____	Second _____

7. BILLS AND PAYROLL:

February 2025	Bills as Presented	\$ 171,224.95
	Payroll as Presented (2 pays)	\$ 63,148.49
	Total Bills & Payroll	\$ 234,373.44
March 1-17, 2025	Bills as Presented	\$ 215,061.41
	Payroll as Presented (1 pay)	\$ 29,607.92
	Total Bills & Payroll	\$ 244,669.33
	Motion _____	Second _____
	ROLL CALL VOTE _____	

8. FINES RECEIVED REPORT:

February 2025	District Court:	\$ 406.72
	Accident/ Incident Reports:	\$ 105.00
	Police Receipts:	\$ 10.00
	Total Fines & Monies Received	\$ 521.72

9. COMMUNICATIONS:

- None.

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 2 of 2025 approving the Host Cooperation Agreement by and between the Greater Wilkes-Barre Industrial Fund Inc. and Dallas Borough for the renovation of Misericordia University's Passan Hall to accommodate the expanded health science programs project and authorizing Dallas Borough to reimburse the Commonwealth for ineligible costs incurred in consideration of the Greater Wilkes-Barre Industrial Fund's commitment to indemnify Dallas Borough for any expenditures related to the project that are found to be ineligible.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Council President to execute the amended Host Cooperation Agreement with the Greater Wilkes-Barre Industrial Fund Inc. relative to a \$780,000.00 Redevelopment Assistance Capital Grant from the Commonwealth of Pennsylvania to the benefit of Misericordia University for renovation of Passan Hall to accommodate expanded Health Science Programs as approved by the Borough Solicitor.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve Payment Application #4 for Kobalt Construction Inc. in the amount of \$122,833.04 for work completed on the Memorial Park Renovation Project as approved by Quad Three Group Inc. as consulting engineers for Dallas Borough paid from grant funds received from the Pennsylvania Department of Conservation and Natural Resources.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve payment to Quad Three Group Inc., as consulting engineers for Dallas Borough, in the amount of \$10,419.70 for architect and engineering professional services completed on the Dallas Borough New Police and Road Department Garage Project and authorize the Borough Manager to seek reimbursement from the Commonwealth of Pennsylvania in accordance with Local Share Account Grant Contract #C000083256.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Affirm President Edgerton and Vice President Oliver’s execution of Amendment #1 to Local Share Account Grant Contract C000083256 extending the grants’ activity period and termination date to June 30, 2026 for the new Dallas Borough Police and Road Department Garage Project.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Acknowledge proposals received for the demolition of the existing ‘loader barn’ and ‘salt shed’ in preparation for construction of a new garage.

COMPANY	BUILDING “A” (LOADER BARN)	BUILDING “A”&”B” (LOADER BARN & SALT SHED)
Brdaric Excavating Inc.	\$13,000.00	\$18,800.00
ABC Hauling & Excavating LLC	\$15,500.00	\$21,500.00
Dixon Excavating LLC	\$22,800.00	\$34,200.00

Motion _____ Second _____
 ROLL CALL VOTE _____

- Award the demolition of the existing loader barn and salt shed to Brdaric Excavating Inc. in the amount of \$18,800.00 upon completion of an abatement assessment process required by the Commonwealth of Pennsylvania Department of Environmental Protection to be completed by Quad Three Group Inc, as Dallas Borough’s Consulting Engineers.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Accept and authorize the appropriate Borough Officials to execute a Commonwealth of Pennsylvania Department of Community and Economic Development Multimodal Transportation Fund Grant in the amount of \$50,000.00 for the Dallas Borough and Misericordia University Pedestrian Safety Improvements Project.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Acknowledge proposals received for container services for the 2025 Spring Clean Up Project.

COMPANY	PRICE PER USED CONTAINER	PRICE PER UNUSED CONTAINER
ABC Hauling	\$625.00 per container Up to 3 ton	\$150.00

Motion _____ Second _____
 ROLL CALL VOTE _____

- Award the 2025 Spring Clean Up Container service to ABC Hauling & Excavating and authorize the Borough Manager to execute an agreement for 2025 Spring Clean Up Container Rental Services including an agreed upon fee of \$625.00 per 40-yard container with up to 3 ton used and hauling charge of \$150.00 per empty (unused) container.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve regulations as presented governing the 2025 Dallas Borough Spring Cleanup for Borough residents to be held Thursday, May 8th through Saturday, May 10th at the Dallas Borough Municipal Building with hours of operation from 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 2025 Dallas Borough Curbside Yard Waste Collection Program to begin the week of May 13th 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 2025 Commonwealth of Pennsylvania State Liquid Fuels Tax Fund payment of \$96,826.97 as received March 1, 2025.

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 87th Annual Memorial Day Parade to be held Monday, May 26, 2025, with a possible rain date of Saturday, May 31, 2025, commencing at 9:00 a.m. and concluding by 11:00 a.m.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Accept a proposal not to exceed \$13,568.00 received from Kuharchik Construction for labor, material and equipment to replace the pedestrian light pole hit by a motorist on February 16, 2025 near the Lake Street intersection with the Roundabout.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Affirm and/or approve the following items relative to a motorist accident on December 28, 2024 with an insurance claim pending:

- Affirm the ordering of a new 45’ aluminum flag pole from Bassler Equipment Co. in the amount of \$7,494.94.
- Approve the purchase of a new Plaza Steel Strap Trash Receptacle in the amount of \$1,175.00.
- Affirm the ordering of replacement stones and adhesion mortar from Bricks and Stones Supply in the amount of \$206.60.
- Accept a proposal in the amount of \$15,020.00 from Kuharchik Construction for labor, material and equipment to replace the decorative light pole and fixture and LED flood light for the flagpole.

- Authorize the Borough Manager to advertise to seek applicants for the position of Chief of Police in consideration of Chief Drury’s planned retirement.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Affirm the decision of Dallas Borough Council to rescind the \$10,000.00 sign on incentive bonus to be advertised for newly appointed police officer(s) as approved at the February meeting due to notification of the Dallas Borough Police Association’s intent to file a Charge of Unfair Labor Practice against Dallas Borough with the Commonwealth of Pennsylvania Labor Relations Board for offering such bonus.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve and authorize the Borough Manager to issue Volunteer Service Tax Credit refunds of 2024 real estate taxes paid to eligible applicant members of Back Mountain Regional Fire & EMS Inc. as certified by the Tax Collector and Fire Chief in accordance with Dallas Borough Ordinance 1 of 2025 and Resolution 2 of 2025 as follows:

- Megan Palmer \$215.60
- Patrick Gelso \$153.47
- Lynn Sheehan Jr. \$196.59
- Christopher Purcell \$339.86

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 20, 2025 and November 4, 2025 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 advertise to seek applicants for the position of Administrative Assistant in consideration of Mrs. Federici’s planned resignation.

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.

• **Announcements**

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

- **Monday, April 14, 2025** at 7:00 pm - Public Work Session.
- **Wednesday, April 16, 2025** at 7:00 pm - Regular Meeting.

Executive Sessions were held on February 19, 2025 and March 17, 2025 for personnel purposes.

18. EXECUTIVE SESSION (if needed)

19. FURTHER BUSINESS

20. ADJOURN:

Motion _____ Second _____
Meeting Adjourned at _____