



DALLAS BOROUGH  
www.dallasborough.org

**COUNCIL MEETING**  
**MARCH 20, 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 February 21, 2024 and work session meeting held on February 19, 2024.

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

4. TREASURER’S REPORT:

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

5. BUILDING PERMITS REPORT:

February 2024

Number of Permits		2
Plan Reviews for Pending Permits	\$	0.00
Flood Plain Administration	\$	0.00
Permit(s) Dollar Amount	\$	2,277.00
Motion _____	Second _____	

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

February 2024	Number of Permits	
	Zoning	3 (approved)
	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 2024	Bills as Presented	\$ 60,033.69
	Payroll as Presented (2 pays)	\$ 58,475.01
	Total Bills & Payroll	\$ 118,508.70
March 1-20, 2024	Bills as Presented	\$ 89,313.45
	Payroll as Presented (2 pays)	\$ 53,331.44
	Total Bills & Payroll	\$ 142,644.89
	Motion _____	Second _____
	ROLL CALL VOTE _____	

8. FINES RECEIVED REPORT:

February 2024	District Court:	\$ 465.36
	Accident/ Incident Reports:	\$ 90.00
	Police Receipts:	\$ 0.00
	Total Fines & Monies Received	\$ 555.36

9. COMMUNICATIONS:

- Notification received from the Back Mountain Chamber advising of the Business Expo 2024 to be held April 11<sup>th</sup> from 4pm to 6pm at the Back Mountain Regional Building, 3593 SR 118, Dallas PA 18612.
- Notification received from North Branch Land Trust advising of their annual dinner and auction to be held May 1, 2024 at the Westmoreland Club.

## 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 Ordinance 1 of 2024 establishing a volunteer service credit program, enacting tax credits for volunteer members of Back Mountain Regional Fire & EMS Inc. and establishing administrative procedures and appeals.

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

- Approve Resolution 2 of 2024 establishing criteria for the Volunteer Service Credit Program.

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

- Approve Resolution 3 of 2024 for Dallas Borough to participate in a multi-municipal bidding process to be hosted by Dallas Township for the application of tar & chip on roads in 2024, 2025 and 2026.

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

- Authorize the purchase of Power DMS PowerTime Management System for the Police Department for 9 users in accordance with the proposal received at a cost of \$3,150.00 for the first year plus \$1,750.00 for implementation, \$3,325.00 for the second year and \$3,675.00 for the third year.

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

- Acknowledge quotes received for computer equipment upgrades for the Police Department as specified:

COMPANY	PRICE
TOPP BUSINESS SOLUTIONS	\$11,572.00
DELL TECHNOLOGIES	\$12,203.30
COMPUTER VISIONARIES	\$12,799.00

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

- Approve the purchase of computer equipment for the Police Department in the amount of \$11,572.00 from Topp Business Solutions and authorize the Borough Manager to seek reimburse from the Pennsylvania Commission on Crime and Delinquency for all eligible technology upgrade expenses associated with grant contract #39465.

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

- Acknowledge proposals received for container services for the 2024 Spring Clean Up Project.

COMPANY	PRICE PER USED CONTAINER	PRICE PER UNUSED CONTAINER
ABC Hauling	\$290.00 per container \$90.00 for each ton	\$290.00
EIO Waste Solutions	\$650.00 per container Up to 5 ton	\$0.00
Stell Enterprises	\$675.00 per container	\$300.00
Waste Reduction Recycling & Transfer	\$925.00 per container	\$200.00

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

- Award the 2024 Spring Clean Up Container service to ABC Hauling & Excavating and authorize the appropriate Dallas Borough officials to execute an agreement for 2024 Spring Clean Up Container Rental Services including an agreed upon fee of \$290.00 per 40-yard container plus \$90.00 per ton used and hauling charge of \$290.00 per empty (unused) container.

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

- Approve regulations as presented governing the 2024 Dallas Borough Spring Cleanup for Borough residents to be held Thursday, May 2nd through Saturday, May 4th 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 2024 Dallas Borough Curbside Yard Waste Collection Program to begin the week of May 14th 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 2024 Commonwealth of Pennsylvania State Liquid Fuels Tax Fund payment of \$96,380.32 as received March 1, 2024.

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 27, 2024, with a possible rain date of Saturday, June 1, 2024, commencing at 9:00 a.m. and concluding by 11:00 a.m.

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

- Accept a proposal received from Kuharchik Construction in the amount of \$4,022.00 for labor, material and equipment to replace one traffic signal loop sensor at the intersection of SR 415 Memorial Highway and West Center Hill Road.

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

- Approve and authorize the Dallas Borough Road Department to post appropriate signage including No Trespassing signs and place barricades as needed to close the Kenneth Young Memorial Park facility and Burndale Road from the Kenneth Young Memorial Park property line to Luzerne Avenue until further notice in the best interest of public safety due to demolition and construction for the Park Renovation Project.

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

- Authorize the Dallas Borough Road Department to demolish and dispose of the existing tennis courts, upper basketball court, shuffle board court, metal playground equipment, basketball hoops and built in benches which represent Dallas Borough’s in-kind contribution toward the Kenneth Young Memorial Park Renovation Project funded by grants received from the Pennsylvania Department of Conservation and Natural Resources and Department of Community and Economic Development.

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

- Approve the Dallas Borough improvement projects list for 2024 contingent upon availability of applicable funds including but not limited to State Liquid Fuels funds, American Rescue Plan funds, and General funds:
  - Resurfacing a portion of Woodlawn Dr from Foster St to the dead end.
  - Resurfacing of portions of Foster St.
  - Stormwater infrastructure improvements and resurfacing portions of Hickory Rd and Fawn Dr.
  - Stormwater infrastructure improvements on Elizabeth St.
  - Stormwater infrastructure improvements on West Center Hill Rd.

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

- Acknowledge receipt of \$5,822.51 from the Pennsylvania Emergency Management Agency representing the final payment and close out of Public Assistance Grant for DR-4618 Hurricane Ida damage to Reservoir Road.

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

- Approve an updated quotes from American Asphalt Paving Co. and HK Group (Pikes Creek) for the purchase of bituminous asphalt products under Pennsylvania State Co-Stars Contract 5610-36.

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 15, 2024** at 7:00 pm - Public Work Session.
- **Wednesday, April 17, 2024** at 7:00 pm - Regular Meeting.

18. EXECUTIVE SESSION (if needed)

19. FURTHER BUSINESS

20. ADJOURN:

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