



DALLAS BOROUGH

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***Dallas Borough Council
Work Session
November 15, 2021
Agenda***

1. PUBLIC COMMENTS:

2. RESIDENT QUESTIONS/CONCERNS:

3. INSURANCE RENEWAL:

- Jeff Kyle presenting and reviewing the 2022 insurance renewal rates.

4. BOROUGH CONSULTING ENGINEER: Report and project update:

- DEP MS4 compliance.
 - Noticed mailed on November 15, 2021 to 140 owners and residents of properties contiguous to public sidewalks advising of the Snow and Ice Removal regulations for Dallas Borough. Copy of a DEP flyer on “Safe Sidewalks, Safe River” was included in the mailing for MS4 outreach compliance.
- Downtown Project Update.
 - Brent Berger from Quad Three Group to provide an update on the project.
 - Pre-Construction Meeting scheduled for 11/16/21 at 10:00 am.
 - Affirm signatures on grant contract extension amendments (Phase I and Phase II).
 - 49 Light pole luminaries received on 11/04/21. Authorization to pay \$75,166.00 for the (49) luminaries and \$689.48 for (6) light shields to Schaedler Yesco Distribution under CoStars Contract #033-027 and authorization to submit for reimbursement from Commonwealth under Downtown Improvement LSA Grant Phase II.

5. ORDINANCE 3 – 2021 setting tax rates for 2022 with real estate tax millage remaining at 2.00 mills and all other taxes unchanged will be advertised for passage on December 15, 2021.
6. RESOLUTION 15 – 2021 setting the employee contribution rate at 2% into the Police Pension Plan for 2022.
7. RESOLUTION 16 -2021 setting the employee contribution rate at 1% into the Non-Uniformed Pension Plan for 2022.
8. POLICE DEPARTMENT:
 - Executive Session needed for personnel purposes.
 - Act 57 and Act 59 regulations.
9. ROAD DEPARTMENT:
 - Discussion on advertising for an additional full-time or part-time worker for the Road Department.
 - Authorization to pay \$50,000.00 to Lehman Township for purchase of 2013 Backhoe as discussed.
 - Authorization to sell 1989 John Deere Loader to Lehman Township for \$20,000.00 as discussed.
10. LSA GRANTS:
 - Affirm signatures on repurposed LSA Grant from sidewalks to Kenneth Young Memorial Park i/a/o \$133,880.00.
11. BUDGET:
 - Approval of Preliminary 2022 Operating Budget and salary schedule. See enclosed revision.
 - 2022 Certified Tax Base of taxable properties not yet received from County.
 - Millage to remain at 2.00 for 2022.
 - Review insurance renewal costs received from Jeff Kyle at DGK Insurers and confirm continuing coverages for 2022.
 - Setting the employee percentage rate of contribution toward medical, dental and vision coverage for 2022. Police contract states 6% employee contribution for 2022. Consider NUF employee contribution at 6%.
12. BOARDS/COMMISSIONS:
 - Re-appoint William Peiffer as a regular member of the Dallas Borough Zoning Hearing Board for a 3 year term commencing January 1, 2022 and ending December 31, 2024.
 - Appoint Robert Jolley as an alternate member of the Dallas Borough Zoning Hearing Board for a 3 year term commencing January 1, 2022 and ending December 31, 2024.

- Re-appoint Donald Berlew to the Dallas Borough Planning Commission for a 3 year term commencing January 1, 2022 and ending December 31, 2024.
- Re-appoint John Olliver as a Dallas Borough representative to the DAMA board for a 5 year term to expire December 31, 2026.
- Re-appoint Robert Shaffer as the Vacancy Chair for 01/01/2022 to 12/31/23.
- Re-appoint H. Clark Lewis and John Pieczynski to the Dallas Borough/ Lehman Township Joint UCC Appeals Board.
- Need to fill a vacancy as an alternate to the Civil Service Commission.
- Need to fill a vacancy on the Dallas Borough Property Maintenance Board of Appeals.

13. SOLICITOR'S REPORT:

14. MANAGER'S REPORT:

- Distribution of Compared to Budget Financial Reports for 01/01/21 to 11/13/21.
- Property Maintenance Actions Pending. Magistrate Hearings for 78 Wyoming Ave, 81 Elizabeth St and 84 Elizabeth St scheduled for 12/07/21.
- Curbside leaf collection commenced week of November 8, 2021.
- Confirm holiday bonuses for Administration and Road Department Employees. Holiday pay for full-time police officer is a contractual obligation.
- Remainder of Benecon surplus claim funds from 2020 received i/a/o \$21,941.49.
- Act 65 of 2021 Sunshine Law Amendments:
 - All agendas posted at borough building and on website 24 hours in advance of meeting containing all items expected to be deliberated and/or acted upon.
 - New items may be added to the agenda by majority vote after stating the reason for the addition. Must vote to add the items to the agenda, discuss the item and then vote on the item. Exemptions to this require include:
 - Matters simply being discussed but not acted upon.
 - Emergency presenting a clear and present danger to life or property.
 - Matters arising less than 24 hours prior to meeting – must be minor, no expending of funds, no contracts or agreements.
 - Matters brought up by residents or taxpayers - must be minor, no expending of funds, no contracts or agreements.
 - Amend and repost the agenda at the building and on website within 24 hours of meeting having taken place.
 - Minutes must reflect all the above steps took place.

15. EXECUTIVE SESSION (if needed)

- An executive session for personnel purposes is needed.