



DALLAS BOROUGH
www.dallasborough.org

**COUNCIL MEETING
NOVEMBER 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 October 18, 2023 and work session meeting held on October 16, 2023.

Motion _____ Second _____

4. TREASURER’S REPORT:

Motion _____ Second _____

5. BUILDING PERMITS REPORT:

October 2023

Number of Permits		6
Plan Reviews for Pending Permits	\$	0.00
Flood Plain Administration	\$	0.00
Permit(s) Dollar Amount	\$	19,108.40

Motion _____ Second _____

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

October 2023	Number of Permits	
	Zoning	3 (approved)
	Stormwater	0
	Driveway (new)	0
	Transient Retail	0
	Permit(s) Dollar Amount	\$ 125.00
	Zoning Hearing Board Fees	\$ 750.00
	Conditional Use Appl. Fees	\$ 0.00
	Motion _____	Second _____

7. BILLS AND PAYROLL:

October 2023	Bills as Presented	\$ 284,320.40
	Payroll as Presented (3 pays)	\$ <u>65,759.17</u>
	Total Bills & Payroll	\$ 350,079.57
November 1 - 15, 2023	Bills as Presented	\$ 118,283.15
	Payroll as Presented (1 pay)	\$ <u>28,163.45</u>
	Total Bills & Payroll	\$ 146,446.60
	Motion _____	Second _____
	ROLL CALL VOTE _____	

8. FINES RECEIVED REPORT:

October 2023	District Court:	\$ 412.24
	Accident Reports:	\$ 75.00
	Police Receipts:	\$ <u>0.00</u>
	Total Fines & Monies Received	\$ 487.24

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 17 of 2023** setting Police Officers’ member contributions to be 2% into the Police Pension Plan for the year 2024.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve **Resolution 18 of 2023** setting Non-Uniformed member contributions to be 1% into the Non-Uniformed Pension Plan for the year 2024.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve **Resolution 19 of 2023** authorizing the Borough Manager to submit a grant application in the amount of \$133,529.37 to the Commonwealth of Pennsylvania Department of Community and Economic Development for the Local Share Account Statewide Fund for a Ford F600 Dump/Plow Truck with upfitting for the Road Department.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Borough Manager and Borough Solicitor to advertise **Ordinance 2 of 2023** for adoption at the December Council meeting setting the tax rate for the year 2024 on real property at 2.00 Mills on each dollar of assessed valuation based upon the 2024 Tax Certification report from Luzerne County Assessor’s Office and retaining unchanged the rate of taxes on earned income, real estate transfer, mechanical devices and local services tax (LST).

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve the *proposed* Dallas Borough 2024 Operating Budget in the amount of **\$3,085,000.00** and attached salary schedule as submitted by the Borough Manager and authorize the Borough Manager to advertise a public notice that the proposed budget is available for public inspection in compliance with the Pennsylvania Borough Code.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve an employee contribution through payroll deduction for participating personnel set at 6% of annual cost toward medical, dental and vision coverage for the 2024 plan year adjusted for surplus claim fund reimbursement received from the 2022 plan year.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve and renew the Borough’s General Insurance Package in the estimated amount of \$47,748.00, Workers Compensation coverage in the amount of \$61,710.00 with Bond renewals and other coverages as presented by DGK Insurance for 2024.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve and authorize the Borough Manager to distribute holiday bonuses to public work department employees and administrative employees at the rate of \$100 per employee.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve payment #1 in the amount of \$17,400.00 to Quad Three Group Inc. for professional services through September 30, 2023 completed on the Park Renovation Project in association with the Commonwealth of Pennsylvania Local Share Account Grant Contract C000080436 and authorize the Borough Manager and President Edgerton to execute and submit a reimbursement request to the Commonwealth Financing Authority for such.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve payment to Kingston Township in the amount of \$4,990.80 for the participation of Dallas Borough children in the 2023 Summer Recreation Program.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve and affirm the Borough Manager’s submittal of a FEMA Hazard Mitigation Assistance Grant in the amount of \$59,243.30 to fund a multi-municipal project with Dallas Township to restore the stormwater swale located between 2447 and 2465 Route 309 Hwy, Dallas PA 18612.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve and affirm the Borough Manager’s resubmittal of the 23/24 Multimodal Transportation Fund Grant to the Commonwealth of Pennsylvania Department of Transportation for consideration in the 24/25 funding year which includes pedestrian safety enhancements for the roundabout area in the Center of Dallas.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve amended budget for the Back Mountain Community Partnership Local Share Account Grant application sponsored by Kingston Township for Police Department Record Management Systems for partnership members in the amount of \$359,131.00 being the costs deemed eligible by the Department of Community and Economic Development.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Acknowledge receipt of multi-municipal reimbursement #4 in the amount of \$44,837.00 from the Commonwealth Financing Authority under Local Share Account Grant Contract #C000083228 sponsored by Dallas Borough on behalf of the Back Mountain Community Partnership and authorize distribution of the following:

- Dallas Borough to retain \$1,835.40
- Harvey’s Lake Borough distribution of \$42,837.00

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Borough Manager and Council Member Oliver to execute and submit multi-municipal reimbursement request #5 to the Commonwealth Financing Authority under Local Share Account Grant Contract #C000083228 sponsored by Dallas Borough on behalf of the Back Mountain Community Partnership for the following:

- Dallas Township in the amount of \$16,400.56

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 Road Department has completed leaf collection throughout Dallas Borough.

• **Announcements**

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

Monday, December 18, 2023 at 7:00 pm - Public Work Session.

Wednesday, December 20, 2023 at 7:00 pm - Regular Meeting.

An Executive Session of Dallas Borough Council was held on October 18, 2023 for personnel purposes.

18. EXECUTIVE SESSION (if needed)

19. FURTHER BUSINESS

20. ADJOURN:

Motion _____ Second _____

Meeting Adjourned at _____