



DALLAS BOROUGH

www.dallasborough.org

***COUNCIL MEETING
November 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 October 19, 2022 and work session held October 17, 2022.

Motion _____ Second _____

4. TREASURER'S REPORT:

Motion _____ Second _____

5. BUILDING PERMITS REPORT:

October 2022	Number of Permits	2	
	Plan Reviews for Pending Permits	\$	0.00
	Flood Plain Administration	\$	0.00
	Permit(s) Dollar Amount	\$	612.00

Motion _____ Second _____

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

October 2022	Number of Permits	
	Zoning	1 (approved)
	Stormwater	0
	Driveway (new)	0
	Transient Retail	0
	Permit(s) Dollar Amount	\$ 25.00
	Zoning Hearing Board Fees	\$ 0.00
	Conditional Use Appl. Fees	\$ 0.00
	Motion _____	Second _____

7. BILLS AND PAYROLL:

October 2022	Bills as Presented	\$ 426,879.57
	Payroll as Presented (2 pays)	\$ 48,549.14
	Total Bills & Payroll	\$ 475,428.71
November 1 - 16, 2022	Bills as Presented	\$ 287,094.01
	Payroll as Presented (1pay)	\$ 23,927.23
	Total Bills & Payroll	\$ 311,021.33
	Motion _____	Second _____
	ROLL CALL VOTE _____	

8. FINES RECEIVED REPORT:

October 2022	District Court:	\$ 647.47
	Accident Reports:	\$ 255.00
	Police Receipts:	\$ 1,750.00
	Total Fines & Monies Received	\$ 2,651.47

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):

- Curbside Leaf Collection commenced November 7, 2022 and will continue until November 22, 2022.

12. NEW BUSINESS:

- Approve **Resolution 9 of 2022** setting Police Officers' member contributions to be 2% into the Police Pension Plan for the year 2023.

Motion _____ Second _____
ROLL CALL VOTE _____

- Approve **Resolution 10 of 2022** setting Non-Uniformed member contributions to be 1% into the Non-Uniformed Pension Plan for the year 2023.

Motion _____ Second _____
ROLL CALL VOTE _____

- Approve **Resolution 11 of 2022** authorizing and affirming the Borough Manager's submittal of a grant application in the amount of \$211,875.00 to the Pennsylvania Department of Transportation Multimodal Transportation Fund for pedestrian safety improvements in the downtown area.

Motion _____ Second _____
ROLL CALL VOTE _____

- Authorize the Borough Manager and Borough Solicitor to advertise **Ordinance 2 of 2022** for adoption at the December Council meeting setting the tax rate for the year 2023 on real property at 2.00 Mills on each dollar of assessed valuation based upon the 2023 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 _____

- Authorize the Borough Manager and Borough Solicitor to advertise **Ordinance 3 of 2022** for adoption at the December Council meeting enacting an Effect of Failure to Receive Real Estate Tax Notice pursuant to Act 57 of 2022.

Motion _____ Second _____
ROLL CALL VOTE _____

- Approve the *proposed* Dallas Borough 2023 Operating Budget in the amount of **\$3,130,000.00** 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 2023 plan year adjusted for surplus claim fund reimbursement received from the 2021 plan year.

Motion _____ Second _____
ROLL CALL VOTE _____

- Approve and renew the Borough's General Insurance Package in the estimated amount of \$43,800.00 including an increase in umbrella coverage and computer/funds transfer fraud coverage, Workers Compensation coverage in the amount of \$53,514.00 with Bond renewals and other coverages as presented by DGK Insurance for 2023.

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 for full-time employees and \$50 for regularly scheduled part-time non-seasonal employees.

Motion _____ Second _____
ROLL CALL VOTE _____

- Approve payment #7 in the amount of \$137,211.30 to Multiscape Inc. for general construction work completed on the Downtown Improvement Project in association with the Commonwealth of Pennsylvania Local Share Account Grant Contract C000061690 and authorize the Borough Manager and Vice President Youngman to execute and submit a reimbursement request to the Commonwealth Financing Authority for such.

Motion _____ Second _____
ROLL CALL VOTE _____

- Approve payment #1 in the amount of \$108,855.00 to Wyoming Electric for electrical construction work completed on the Downtown Improvement Project in association with the Commonwealth of Pennsylvania Local Share Account Grant Contracts C000061690 and C000061922 and authorize the Borough Manager and Vice President Youngman to execute and submit reimbursement requests to the Commonwealth Financing Authority for such.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve a quote received from Hillman Security and authorize work to be completed to add three (3) cameras and an additional monitor to the existing system in the amount of \$1,895.00.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve payment to Kingston Township in the amount of \$5,770.33 for the participation of Dallas Borough children in the 2022 Summer Recreation Program.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve a maintenance agreement received from White's Clocks in the amount of \$650.00 for annual maintenance of the town clock in the roundabout.

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 Fall Leaf Collection Program is well underway. The vacuum truck is expected to get to every road in the Borough prior to Thanksgiving.

• **Announcements**

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

Monday, December 19, 2022 at 7:00 pm - Public Work Session.

Wednesday, December 21, 2022 at 7:00 pm - Regular Monthly Meeting.

An Executive Sessions were held on October 17, 2022 and October 19, 2022 for personnel purposes.

18. EXECUTIVE SESSION (if needed)

19. FURTHER BUSINESS

20. ADJOURN:

Motion _____ Second _____
Meeting Adjourned at _____.