



DALLAS BOROUGH  
www.dallasborough.org  
***Dallas Borough Council***  
***Work Session***  
***November 17, 2025***  
***Agenda***

1. PUBLIC COMMENTS:
  
2. RESIDENT QUESTIONS/CONCERNS:
  - Request from a resident on Marabee Avenue to consider ordinance(s) restricting parking on Marabee Avenue and Highland Blvd.
  
3. BOROUGH CONSULTING ENGINEER: Report and project update:
  - DEP MS4 compliance.
  - New Garage Project.
    - Reimbursement #2 received from Commonwealth in the amount of \$3,420.00 for engineering services from Quad Three Group Inc. for work completed through July 31, 2025 through Local Share Account Grant C000080436.
    - Reimbursement #3 received from Commonwealth in the amount of \$165,000.00 toward Dutchman Contracting LLC payment application #1 for work completed through September 15, 2025 through Local Share Account Grant C000080436.
    - Payment Request(s) received by Dutchman Contracting LLC and Change Order(s).
  
4. ORDINANCE 6 – 2025 requiring all operators of vehicles to come to a complete stop at the intersection of Marabee Avenue, as accepted by Ordinance dated September 18, 1979, and Highland Boulevard before entering onto Highland Boulevard and establishing penalty for failure to do so as advertised for passage on November 19, 2025.
  
5. ORDINANCE 7 – 2025 requiring all operators of vehicles to come to a complete stop at the intersection of Crotona Avenue and Highland Boulevard before entering onto Highland Boulevard and establishing penalty for failure to do so as advertised for passage on November 19, 2025.
  
6. ORDINANCE 8 – 2025 setting tax rates for 2026 with real estate tax millage to increase to 3.50 mills and all other taxes unchanged to be advertised for passage on December 17, 2025.

7. RESOLUTION 14-2025 setting the employee contribution rate at 2% into the Police Pension Plan for 2026.
8. RESOLUTION 15 - 2025 setting the employee contribution rate at 1% into the Non-Uniformed Pension Plan for 2026.
9. RESOLUTION 16 - 2025 authorizing the Borough Manager to submit a Statewide Local Share Account grant application in the amount of \$ 78,541.98 for the purchase of three (3) three-camera License Plate Reader Systems from Motorola Solutions for
10. RESOLUTION 17 - 2025 authorizing the Borough Manager to submit a Statewide Local Share Account grant application in the amount of \$456,448.40 for funds to improve and enhance pedestrian safety in the downtown area including the purchase and installation of rapid flashing beacon pedestrian crosswalk systems, coated asphalt crosswalk applications and the replacement of remaining deteriorated sidewalks and curbing along Lake Street.
11. RESOLUTION 18 - 2025 authorizing the Borough Manager to submit a Statewide Local Share Account grant application in the amount of \$381,990.00 for the purchase of a precast concrete building complete with all interior fit out to be a Dual Family ADA Restroom/ Storage Building, delivered and set in place, additional concrete sidewalks to the new building and engineering fees.
12. RESOLUTION 19 - 2025 acknowledging receipt of the Pennsylvania Department of Community and Economic Development Regional Police Study for Dallas Borough, Dallas Township, Jackson Township, Kingston Township and Lehman Township, authorize the Borough's participating in a Regional Police Development Committee and appoint the Borough Manager and one (1) elected official to represent Dallas Borough on the Regional Police Development Committee.
13. POLICE DEPARTMENT:
  - Update on the progress of the newly hired police officers.
  - Swearing in of Officer Bradley Snell.
  - Authorize Borough Manager to apply to the Department of Justice Patrick Leahy Bulletproof Vest Partnership Program for a grant to reimburse half the cost of new vests for our officers. Vests must be replaced every five years by contract.
  - Authorize payment to New Holland Auto Group in the amount of \$70,907.68 for the 2025 Ford Police Utility vehicle under PA CoStars Contract #013-E22-223 with upfitting and graphics from 10-8 Emergency Vehicle Services under PA CoStars Contract #012-E22-259 upon acceptable delivery of vehicle.
  - Affirm the Borough Manager's submittal of Reimbursement Request #1 to the Pennsylvania Department of Community and Economic Development for reimbursement of the incurred police vehicle expense under Local Share Account Grant Contract C000089383. Balance of \$4,092.32 remains in grant for the in-car computer which is already ordered. The grant funds received was not enough to cover the purchase of a License Plate Reader camera system.

- Authorize the Borough Manager to execute all documents necessary to sell the 2024 Ford Expedition Police Vehicle on municibid.

#### 14. ROAD DEPARTMENT:

- Authorize the Borough Manager to execute all documents necessary to sell miscellaneous Road Department equipment and materials on municibid.
- Affirm Borough's interest in purchasing Kingston Township's 2000 Chevrolet 3500 Bucket/Utility truck for \$15,000.00 as agreed to in 2024. Kingston Township had decided to hold off selling it, however now their new truck is expected to arrive in early 2026.
- Meeting scheduled for December 8, 2025 at 10:00 am with Luzerne County Manager Romilda Crocarno to discuss Huntsville Road (road maintenance).

#### 15. ADMINISTRATION:

- Notice received from our computer consultants that the Borough Manager, Administrative Assistant and Road Department Supervisors computers all had to be replaced due to Windows 10 reaching its end of life resulting in a security updates issue. Three computers were replaced within the last two weeks.

#### 16. BUDGET:

- Approval of Preliminary 2026 Operating Budget and salary schedule with millage increase to 3.50.

#### 17. BOARDS/COMMISSIONS:

- Re-appoint Ben Sevenski as a regular member of the Dallas Borough Zoning Hearing Board for a 3-year term commencing January 1, 2026 and ending December 31, 2028.
- Re-appoint Barbara King to the Dallas Borough Planning Commission for a 3-year term commencing January 1, 2026 and ending December 31, 2028.
- Re-appoint Terry Eckert to the Dallas Borough Property Maintenance Code Appeals Board for a 3-year term commencing January 1, 2026 and ending December 31, 2028.
- Need to fill a vacancy on the Dallas Borough Property Maintenance Board of Appeals.

#### 18. SOLICITOR'S REPORT:

#### 19. MANAGER'S REPORT:

- Distribution of Compared to Budget Financial Reports for 01/01/25 to 10/13/25.
- Update on recent Code Enforcement Actions.
- Confirm holiday bonuses for Administration, Management and Road Department Employees. Holiday pay for the full-time police officers is a contractual obligation.
- Annual \$3,000.00 P.I.L.O.T. received from Dallas Township on November 25, 2024.
- Follow up report on the Pennsylvania Department of Transportation's plans to replace the culvert under SR 415/Memorial Hwy near Mill Street intersection.
- Zoning Hearing 1-2025 involving John Halbing's property at 3579 Memorial Hwy seeking appeal, variance, special exception for a building addition.

- Request received from Misericordia University for the Borough to sponsor a statewide LSA grant in the amount of \$750,000 for funds to establish the Early Learning Center in the building formerly known as Payne Printery.

20. EXECUTIVE SESSION (if needed)