



DALLAS BOROUGH
www.dallasborough.org

**COUNCIL MEETING
NOVEMBER 19, 2025
AGENDA**

1. CALL TO ORDER: Pledge of Allegiance

2. ROLL CALL:

President Oliver	_____	Mayor Carroll	_____
Vice President Eckert	_____	Solicitor Malak	_____
Mr. Buckley	_____	Treasurer Herbert	_____
Mr. Jolley	_____	Adm. Asst. Federici	_____
Mr. McCarthy	_____	Manager Carr	_____

3. APPROVAL OF MINUTES AS DISTRIBUTED:

Approval of Minutes from the regular Council Meeting held on October 15, 2025 and the Public Work Session held on October 13, 2025.

Motion _____ Second _____

4. TREASURER’S REPORT:

Motion _____ Second _____

5. BUILDING PERMITS REPORT:

October 2025

Number of Permits	4	
Plan Reviews for Pending Permits	\$	0.00
Flood Plain Administration	\$	0.00
Permit(s) Dollar Amount	\$	1,157.90

Motion _____ Second _____

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

October 2025	Number of Permits		
	Zoning	2	
	Stormwater	0	
	Driveway (new)	0	
	Transient Retail	0	
	Permit(s) Dollar Amount	\$	125.00
	Zoning Hearing Board Fees	\$	0.00
	Conditional Use Appl. Fees	\$	0.00
	Motion _____	Second _____	

7. BILLS AND PAYROLL:

October 2025	Bills as Presented	\$	301,849.97
	Payroll as Presented (2 pays)	\$	<u>62,351.69</u>
	Total Bills & Payroll	\$	364,201.66
November 1 – 17, 2025	Bills as Presented	\$	299,912.45
	Payroll as Presented (1 pay)	\$	<u>33,761.04</u>
	Total Bills & Payroll	\$	333,673.49
	Motion _____	Second _____	
	ROLL CALL VOTE _____		

8. FINES RECEIVED REPORT:

October 2025	District Court:	\$	1,220.36
	Accident/ Incident Reports:	\$	135.00
	Police Receipts:	\$	<u>10.00</u>
	Total Fines & Monies Received	\$	1,365.36

9. COMMUNICATIONS:

- Correspondence received from David Bradbury on behalf of the Back Mountain Memorial Library Association expressing thanks for the annual contribution and asking the Borough to consider increasing our annual budgetary contribution for 2026.

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 **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.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve **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.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Borough Manager and Borough Solicitor to advertise **Ordinance 8 - 2025** for adoption at the December Council meeting setting the tax rate for the year 2026 on real property at 3.50 Mills on each dollar of assessed valuation based upon the 2026 Tax Certification 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 **Resolution 14 - 2025** setting the Police Officers’ member contributions to be 2% into the Police Pension Plan for the year 2026.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve **Resolution 15 - 2025** setting the Non-Uniformed member contributions to be 1% into the Non-Uniformed Pension Plan for the year 2026.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve **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 the police vehicles.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve **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.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve **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 compete 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.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve **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 Tracey Carr and Mayor Timothy J. Carroll to represent Dallas Borough on the Regional Police Development Committee.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve **Resolution 20 - 2025** authorizing Dallas Borough to act as sponsor for Misericordia University to submit a Statewide Local Share Account grant application in the amount of \$750,000.00 for funds to establish the Early Learning Center in the building formerly known as Payne Printery.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve the *proposed* Dallas Borough 2026 Operating Budget in the amount of **\$2,105,000** including a real estate tax millage increase to 3.5 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 Payment Application #2 to Dutchman Contracting LLC Inc. in the amount of \$168,246.00 for work completed on the New Garage Project as approved by Quad Three Group Inc., consulting engineers for Dallas Borough, to be paid from the EDCDI grant funds received from the Pennsylvania Department of Community and Economic Development.

Motion _____ Second _____
 ROLL CALL VOTE _____

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

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize Borough Manager to apply to the Department of Justice Patrick Leahy Bulletproof Vest Partnership Program and execute all documents necessary for a grant to reimburse half the cost of new vests for the police officers.

Motion _____ Second _____
 ROLL CALL VOTE _____

- 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.

Motion _____ Second _____
 ROLL CALL VOTE _____

- 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 of \$70,907.00 under Local Share Account Grant Contract C000089383.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Borough Manager to submit Reimbursement Request #2 to the Pennsylvania Department of Community and Economic Development for reimbursement of the incurred new computer expense of \$4,093.00 for the police vehicle under Local Share Account Grant Contract C000089383.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve payment to Topp Business Solutions in the amount of \$991.95 for a computer, smart monitor, software, and miscellaneous equipment needed for viewing the parks security cameras in the police squad room.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve payment to Topp Business Solutions in the amount of \$2,128.98 for three new computers and equipment for the Borough Manager, Administrative Assistant and Road Supervisor to replace older computers which were no longer compatible with operating systems.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Borough Manager to execute all documents required to list and sell the 2014 Ford Expedition former police vehicle on Municibid.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Borough Manager to execute all documents required to list and sell surplus miscellaneous Road Department equipment and items on Municibid including:
 - 2009 Ford F550 dump truck with plow and tailgate
 - Crafcoc leaf vacuum and leaf box
 - Forks for a backhoe
 - Traffic lights, cameras and intersection equipment
 - Light bars and rear seats for a police vehicle
 - Miscellaneous non-reflective signs

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 been working on the new garage parking and drive area and leaf collection in addition to their regular seasonal duties.

- **Announcements**

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

- **Monday, December 15, 2025** at 7:00 pm - Public Work Session.
- **Wednesday, December 17, 2025** at 7:00 pm - Regular Meeting.

An Executive Session was held on October 15, 2025 for personnel purposes and November 17, 2025 for legal purposes.

18. EXECUTIVE SESSION: (if needed)

19. FURTHER BUSINESS:

20. ADJOURN:

Motion _____ Second _____
Meeting Adjourned at _____