



DALLAS BOROUGH
www.dallasborough.org

**COUNCIL MEETING
OCTOBER 15, 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 September 17, 2025 and the Public Work Session held on September 15, 2025.

Motion _____ Second _____

4. TREASURER’S REPORT:

Motion _____ Second _____

5. BUILDING PERMITS REPORT:

September 2025

Number of Permits	6	
Plan Reviews for Pending Permits	\$	0.00
Flood Plain Administration	\$	0.00
Permit(s) Dollar Amount	\$	2,086.80
Motion	_____	Second _____

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

September 2025	Number of Permits	
	Zoning	2
	Stormwater	1
	Driveway (new)	1
	Transient Retail	0
	Permit(s) Dollar Amount	\$ 591.80
	Zoning Hearing Board Fees	\$ 0.00
	Conditional Use Appl. Fees	\$ 0.00
	Motion _____	Second _____

7. BILLS AND PAYROLL:

September 2025	Bills as Presented	\$ 219,402.74
	Payroll as Presented (2 pays)	\$ <u>69,093.19</u>
	Total Bills & Payroll	\$ 288,495.93
October 1 – 15, 2025	Bills as Presented	\$ 274,717.91
	Payroll as Presented (2 pays)	\$ <u>69,093.19</u>
	Total Bills & Payroll	\$ 343,811.10
	Motion _____	Second _____
	ROLL CALL VOTE _____	

8. FINES RECEIVED REPORT:

September 2025	District Court:	\$ 423.44
	Accident/ Incident Reports:	\$ 60.00
	Police Receipts:	\$ <u>50.00</u>
	Total Fines & Monies Received	\$ 533.44

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):

- Notice mailed to all permit holders, placed on our website and social media advising curbside yard waste collection ends October 28, 2025 and leaf collection begins November 5, 2025.

12. NEW BUSINESS:

- Approve the Dallas Borough Police Department Contract by and between Dallas Borough and the Dallas Borough Police Association for January 1 2026 to December 31, 2028 and Addendum #1 as presented by the Dallas Borough Bargaining Committee.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve the 2025 renewal of health, dental and vision benefits for full-time eligible Borough employees as presented by The Benecon Group LLC through the Pennsylvania Municipal Health Insurance Cooperative and Northeast Pennsylvania Municipal Insurance Cooperative.

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 2026 plan year adjusted for surplus claim fund reimbursement, if any, received in 2025 for the previous plan year(s).

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve an estimate received from Dave Monk Electric Inc. in the amount of \$12,800.00 for labor to wire new garage building in accordance with plan provided by Quad Three Group Inc as Dallas Borough's consulting engineers.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize payment to CP3 Energy Systems Inc. in the amount of \$5,575.00 for receipt of 3 Reznor gas power heaters per our specification for the new garage under PA CoStars Contract #008-725.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Acknowledge notification from Jackson Township of a price increase relative to the shared purchase of a tractor with a boom mower and blower attachment as previously approved with partial funding provided by Commonwealth of Pennsylvania Local Share Account Grant to the Back Mountain Community Partnership for Shared Road Department Equipment sponsored by Jackson Township and approve Dallas Borough’s contribution of up to \$3,500.00 toward the purchase.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve a quote received from 911 Rapid Response in the amount of \$8,346.60 to purchase two (2) new in-car computers to replace older computers which are no longer compatible with operating systems.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Acknowledge receipt of the Certified Eligibility List as created by the Dallas Borough Civil Service Commission on October 13, 2025 being valid for a period of up to two years.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Offer of conditional employment as a full-time police officer for Dallas Borough to Bradley Snell with a starting salary in accordance with the Dallas Borough Police Contract in effect contingent upon the following:
 - six-month probationary period
 - acceptance of all employment terms contained in the Dallas Borough Employee Manual
 - acceptable medical and psychological exam results
 - acceptable background investigation and Act 57 requirements
 - acceptable pre-employment drug testing results
 - acceptable criminal history report and child abuse clearances
 - acknowledgement that officer has received copies of the Dallas Borough Police Association Contract currently in effect and also agreed upon for 2026-2028.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Offer of conditional employment as a full-time police officer for Dallas Borough to Phillip Orzechowski with a starting salary in accordance with the Dallas Borough Police Contract in effect contingent upon the following:
 - six-month probationary period
 - acceptance of all employment terms contained in the Dallas Borough Employee Manual
 - acceptable medical and psychological exam results
 - acceptable background investigation and Act 57 requirements
 - acceptable pre-employment drug testing results
 - acceptable criminal history report and child abuse clearances
 - acknowledgement that officer has received copies of the Dallas Borough Police Association Contract currently in effect and also agreed upon for 2026-2028.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve a proposal received from J.H. Williams & Company LLC in the amount of \$7,200.00 to provide audit services including the annual Department of Community and Economic Development filing for the calendar year 2025.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Borough Manager to execute all documents required to commence Short-Term Disability and Long-Term Disability coverage for full-time employees from One America through The Benecon Group.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Borough Manager to execute all documents required to increase group life insurance coverage to \$100,000.00 on the coverage provided from One America through The Benecon Group on full-time employees.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve updated authorized Signers for the Dallas Borough Employees 457(b) plan administered by CBIZ Investment Advisory Services LLC to be Council President John Oliver and Borough Manager Tracey M. Carr.

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, weekly yard waste collection, pot hole patching, swale /catch basin restoration in addition to their regular seasonal duties.

- **Announcements**

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

- **Monday, November 17, 2025** at 7:00 pm - Public Work Session.
- **Wednesday, November 19, 2025** at 7:00 pm - Regular Meeting.

An Executive Session was held on September 17, 2025 and October 13, 2025 for personnel purposes.

18. EXECUTIVE SESSION: (if needed)

19. FURTHER BUSINESS:

20. ADJOURN:

Motion _____ Second _____
Meeting Adjourned at _____