



DALLAS BOROUGH
www.dallasborough.org

**COUNCIL MEETING
SEPTEMBER 17, 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 Public Hearing and regular Council Meeting held on August 20, 2025 and the Public Work Session held on August 18, 2025.

Motion _____ Second _____

4. TREASURER’S REPORT:

Motion _____ Second _____

5. BUILDING PERMITS REPORT:

August 2025

Number of Permits	11
Plan Reviews for Pending Permits	\$ 0.00
Flood Plain Administration	\$ 0.00
Permit(s) Dollar Amount	\$ 8,865.00

Motion _____ Second _____

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

August 2025	Number of Permits	
	Zoning	2
	Stormwater	0
	Driveway (new)	0
	Transient Retail	0
	Permit(s) Dollar Amount	\$ 100.00
	Zoning Hearing Board Fees	\$ 0.00
	Conditional Use Appl. Fees	\$ 0.00
	Motion _____	Second _____

7. BILLS AND PAYROLL:

August 2025	Bills as Presented	\$ 177,468.16
	Payroll as Presented (2 pays)	<u>\$ 108,923.33</u>
	Total Bills & Payroll	\$ 286,391.49
September 1 – 17, 2025	Bills as Presented	\$ 216,056.86
	Payroll as Presented (2 pays)	<u>\$ 67,717.98</u>
	Total Bills & Payroll	\$ 283,774.84
	Motion _____	Second _____
	ROLL CALL VOTE _____	

8. FINES RECEIVED REPORT:

July 2025	District Court:	\$ 351.97
	Accident/ Incident Reports:	\$ 90.00
	Police Receipts:	<u>\$ 22.00</u>
	Total Fines & Monies Received	\$ 461.97

9. COMMUNICATIONS:

- Notice received of PSAB Fall Leadership Conference to be held October 3-5, 2025 at The Penn Stater, State College.
- Notice received of Luzerne County Boroughs & Townships Association holding a dinner meeting on September 25, 2025.

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):

- Dallas Borough’s Annual MS4 Status Report for 07/01/24 to 06/30/25 is due to DEP by 09/30/25.

12. NEW BUSINESS:

- Approve **Resolution 12 of 2025** authorizing Dallas Borough to sponsor and participate in the Back Mountain Community Partnership LSA Grant application for the Volunteer Fire Department and Ambulance Service Equipment Project in the amount of \$911,565.53.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve **Resolution 13 of 2025** authorizing the Borough Manager to submit a grant application for a Commonwealth of Pennsylvania LSA Grant in the amount of \$381,990.00 to replace the existing bathrooms and storage building at Memorial Park with a new ADA accessible structure.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve a proposal received from AMP Global Strategies in the amount of \$20,959.62 for a Security Camera System with motion detector lighting under PA CoStars Contract # 040-E22-180.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve a proposal received from Topp Business Solutions in the amount of \$944.95 for a computer, smart monitor, software, cables and brackets needed for viewing the parks security cameras in the police squad room.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve an estimate received from Dave Monk Electric Inc. in the amount of \$1,390.00 for labor and material to install a 30 AMP 120V pole service for power for the security camera system at the park including inspection.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve Payment Application #1 to Dutchman Contracting LLC Inc. in the amount of \$204,314.40 for work completed on the New Garage Project as approved by Quad Three Group Inc., consulting engineers for Dallas Borough, with \$39,314.00 paid from the EDCDI grant funds received and \$165,000.00 from general funds and authorize the Borough Manager to seek reimbursement for such from the Commonwealth under Local Share Account Grant Contract C000083256.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve proposal #25041 received from CP3 Energy Systems Inc. to provide 3 Reznor gas power heaters per our specification for the new garage in the amount of \$5,575.00 under PA CoStars Contract #008-725.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve quote #2597 received from H&G Mechanical in an amount not to exceed \$12,340.20 for HVAC, plumbing and piping work for the new garage as specified in the quote conditioned upon scope of work being approved by Quad Three Group Inc. as Dallas Borough's consulting engineers.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Acknowledge the General Municipal Pension System State Aid for 2025 in the amount of \$93,319.36 and authorize distribution of funds as follows to satisfy the 2025 Minimum Municipal Obligations for the Borough pension funds:
 - \$75,898.36 for deposit into the Police (Uniformed) Pension Fund representing 2025 State Aid.
 - \$5,411.64 for deposit into the Police (Uniformed) Pension Fund from general funds.
 - \$17,421.00 for deposit into the Non-Uniformed Pension Fund representing 2025 State Aid.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Appoint Alexandra Tressler as an Alternate Member to the Dallas Borough Civil Service Commission to fill the term vacated by Todd Buckley expiring on December 31, 2027.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Acknowledge and approve distribution of the 2025 Commonwealth of Pennsylvania allocation supporting the Volunteer Fire Relief Association in the amount of \$18,405.12 to the Dr. Henry M. Laing Fire Company Relief Association.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve payment to Kuharchik Construction LLC in the amount of \$2,123.22 for completion of the annual traffic signal pole inspections and minor repairs as required by PennDOT.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve a quote received from Atlantic Tactical in the amount of \$7,730.17 for seven (7) new duty weapons for the Police Department including accessories and authorize the Police Chief to negotiate an acceptable trade-in value for the existing duty weapons.

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 roadway resurfacing, 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, October 13, 2025** at 7:00 pm - Public Work Session.
- **Wednesday, October 15, 2025** at 7:00 pm - Regular Meeting.

An Executive Session was held on August 20, 2025 and September 15, 2025 for personnel purposes.

18. EXECUTIVE SESSION: (if needed)

19. FURTHER BUSINESS:

20. ADJOURN:

Motion _____ Second _____
Meeting Adjourned at _____