



DALLAS BOROUGH
www.dallasborough.org

**COUNCIL MEETING
SEPTEMBER 25, 2023
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 August 16, 2023 and work session meeting held on August 14, 2023.

Motion _____ Second _____

4. TREASURER’S REPORT:

Motion _____ Second _____

5. BUILDING PERMITS REPORT:

August 2023	Number of Permits	3
	Plan Reviews for Pending Permits	\$ 0.00
	Flood Plain Administration	\$ 0.00
	Permit(s) Dollar Amount	\$ 1,736.50
	Motion _____	Second _____

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

August 2023	Number of Permits	
	Zoning	3 (approved)
	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 2023	Bills as Presented	\$ 48,241.02
	Payroll as Presented (2 pays)	<u>\$ 49,515.37</u>
	Total Bills & Payroll	\$ 97,756.39
September 1 - 25, 2023	Bills as Presented	\$ 172,631.41
	Payroll as Presented (2 pay)	<u>\$ 53,063.84</u>
	Total Bills & Payroll	\$ 225,695.25
	Motion _____	Second _____
	ROLL CALL VOTE _____	

8. FINES RECEIVED REPORT:

August 2023	District Court:	\$ 356.39
	Accident Reports:	\$ 120.00
	Police Receipts:	<u>\$ 10.00</u>
	Total Fines & Monies Received	\$ 486.39

9. COMMUNICATIONS:

- Correspondence received from Thomas Mosca on behalf of the 77th Annual Back Mountain Memorial Library Auction thanking Dallas Borough for the donation of flares, supplying traffic cones and rerouting traffic for the auction.
- Correspondence received from David Bradbury on behalf of the Back Mountain Memorial Library Association asking the Borough to consider increasing our annual budgetary contribution for 2024.

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):

- DAMA has CBPRP projects planned include a streambank improvement project for the tributary to Toby Creek located between Woodlawn Ave and SR 415 which includes a small property owned by Dallas Borough.

12. NEW BUSINESS:

- Approve RESOLUTION 10 – 2023 to affirm and approve Resolution 10 of 2023 declaring an emergency in Dallas Borough due to heavy rains and flooding commencing September 9, 2023.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve RESOLUTION 11 – 2023 to authorize Dallas Borough's participation in the Back Mountain Community Partnership Local Share Account Grant application sponsored by Kingston Township for Police Department Reporting Management Systems for partnership members in the amount of \$750,067.00.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve RESOLUTION 12 – 2023 to authorize the Borough Manager to submit a grant application for a Commonwealth of Pennsylvania Local Share Account Grant in the amount of \$98,705.57 to purchase a police department vehicle with necessary equipment upfits and a License Plate Reader.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve RESOLUTION 13 – 2023 to authorize the Borough Manager to submit a grant application for a Commonwealth of Pennsylvania Local Share Account Grant in the amount of \$275,973.75 for Pedestrian Safety Improvements in our downtown area.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve RESOLUTION 14 – 2023 to request the assistance of Luzerne County Office of Community Development to obtain a Community Development Block Grant funds to renovate the existing bathrooms at the Kenneth Young Memorial Park to provide ADA accessibility.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve RESOLUTION 15 – 2023 to sponsor a grant application on behalf of Misericordia University for a Commonwealth of Pennsylvania Local Share Account Grant in the amount of \$350,000.00 to support acquisition and implementation of improved online classroom technology.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve RESOLUTION 16 – 2023 authorizing and requesting the Pennsylvania Department of Transportation transfer ownership of the existing traffic signal at the intersection of SR 309 and Dorchester Drive to Dallas Township pursuant to their request.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve a ten (10) year non-exclusive cable franchise agreement with Comcast and authorize the appropriate Borough officials to execute such.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve payment to Rutkoski Fencing Inc. in the amount of \$5,865.00 for completion of the new 4' fence and gate near the back door and basement entrance of the borough office.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Affirm and approve payment to Fehlinger Construction Group LLC for mobilization, milling and paving of a portion of West Center Hill Road in the amount of \$11,808.80 with final project costs split equally between Dallas Borough and Dallas Township.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve payment in the amount of \$82,526.07 to Clark Equipment company d/b/a Bobcat Company upon receipt of a new S76 T4 Bobcat Skid Steer Loader with a Heavy-Duty Bucket, Planer (Milling Attachment) and Sweeper Bucket under the Pennsylvania Construction Equipment Contract #4400019949 in association with the Commonwealth of Pennsylvania Local Share Account Grant Contract C000086060 and authorize the Borough Manager and President Edgerton to execute and submit a reimbursement request to the Commonwealth Financing Authority for \$75,000.00.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Acknowledge receipt and approve distribution the 2023 Commonwealth of Pennsylvania allocation supporting the Volunteer Fire Relief Association in the amount of \$17,309.49 to the Dr. Henry M. Laing Fire Company Relief Association.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Acknowledge the General Municipal Pension System State Aid for 2023 in the amount of \$44,656.60 and authorize distribution of funds as follows to satisfy the 2023 Minimum Municipal Obligations for the Borough pension funds:

\$25,046.60 for deposit into the Police (Uniformed) Pension Fund representing 2023 State Aid.

\$3,197.40 for deposit into the Police (Uniformed) Pension Fund from general funds.

\$19,610.00 for deposit into the Non-Uniformed Pension Fund representing 2023 State Aid.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Affirm the emergency purchase and installation of a new 40-gallon water heater and hot water natural gas boiler for the Borough Building from R.N. Fitch & Sons in the amount of \$11,222.11 due to flooding damage on September 9, 2023.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Affirm the emergency work performed by Draintech Inc. due to complications from heavy rains and flooding on September 9, 2023.
 - \$1,090.00 for video recording of the stormwater outlet to Toby Creek located between the Dallas Borough Building and Citizens Bank in preparation for repairs.
 - \$780.00 for pumping of flood water and jet opening of a stormwater basin and pipe on Joseph Street.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Affirm the emergency work performed by the Road Department and required purchases including stormwater basins and piping to replace damaged stormwater infrastructure located between the Borough Building and Citizens Bank following heavy rains and flooding on September 9, 2023.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Due to the Road Department needing to perform emergency work to Borough roads and property following the disaster flooding on September 9th, affirmation and approval of the proposal in the amount of \$7,304.50 received from Fehlinger Construction Group LLC to finish the paving project on Sterling Avenue from West Center Hill Road to Luzerne Avenue with all materials to be purchased by Dallas Borough under PA Costars contract.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Affirm the emergency rental of a excavator from Medico Construction Equipment in the amount of \$1,800.00 per week or \$4,500.00 for one month for removing debris from Toby Creek and repairing infrastructure due to the heavy rains and flooding damage on September 9, 2023.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approval of the proposal in the amount of \$11,104.50 received from Fehlinger Construction Group LLC to complete the project to mill and pave a 5' width portion of Hickory Street from 51 Hickory Street to Whitetail Drive which was further deteriorated by recent heavy rains and run off flooding on September 9, 2023 with all materials to be purchased by Dallas Borough under PA Costars contract.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorization for the Dallas Area Municipal Authority to enter and utilize property owned by Dallas Borough located between the Dallas Post Office and Mill Street for a planned Chesapeake Bay Pollution Reduction Project which includes streambank improvement for the tributary to Toby Creek located between Woodlawn Ave and SR 415.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve a Polling Place Agreement between Luzerne County Bureau of Elections and Dallas Borough for use of the municipal building on November 7, 2023 with the notation that there is no phone in the polling room as required by paragraph one and authorize the execution of such agreement by the appropriate Borough officials.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve the purchase of a new 2023 Case CX 80C Excavator from Medico Construction Equipment in the amount of \$133,389.50 under CoStars Contract #4400019956 with a payment or financing option not to exceed 48 months at 6.29% with four annual payments of \$38,914.23 beginning in 2024.

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 repairing damages to public roads and infrastructure due to heavy rain and flooding damages.

Thank you to Kingston Township for helping our Road Department remove dumpsters which were blocking Toby Creek on September 10th and help prevent further property damages.

- **Announcements**

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

Monday, October 16, 2023 at 7:00 pm - Public Work Session.

Wednesday, October 18, 2023 at 7:00 pm - Regular Monthly Meeting.

An Executive Session of Dallas Borough Council was held on September 18, 2023 for personnel purposes.

18. EXECUTIVE SESSION (if needed)

19. FURTHER BUSINESS

20. ADJOURN:

Motion _____ Second _____
Meeting Adjourned at _____.