



DALLAS BOROUGH
www.dallasborough.org

**COUNCIL MEETING
DECEMBER 15, 2021
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 November 17, 2021 and work session held November 15, 2021.

Motion _____ Second _____

4. TREASURER’S REPORT:

Motion _____ Second _____

5. BUILDING PERMITS REPORT:

November 2021	Number of Permits	4
	Plan Reviews for Pending Permits	\$ 0.00
	Flood Plain Administration	\$ 0.00
	Permit(s) Dollar Amount	\$ 2,607.58

Motion _____ Second _____

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

November 2021	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:

November 2021	Bills as Presented	\$ 110,898.81
	Payroll as Presented (2 pays)	\$ 48,176.85
	Total Bills & Payroll	\$ 159,075.66
December 1 - 15, 2021	Bills as Presented	\$ 94,770.75
	Payroll as Presented (1 pay)	\$ 36,782.00
	Total Bills & Payroll	\$ 131,552.75
	Motion _____	Second _____
	ROLL CALL VOTE _____	

8. FINES RECEIVED REPORT:

November 2021	District Court:	\$ 402.30
	Accident Reports:	\$ 90.00
	Police Receipts:	\$ 15.00
	Total Fines & Monies Received	\$ 507.30

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):

12. NEW BUSINESS:

- Approve **Resolution 17 of 2021** authorizing execution and submission of an updated Traffic Signal Maintenance Agreement with the Commonwealth of Pennsylvania Department of Transportation relative to all Dallas Borough owned traffic signals.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve **Ordinance 3 of 2021** setting the tax rate for the year 2022 on real property at 2.00 Mills on each dollar of assessed valuation based upon the 2022 Tax Certification report 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 _____

- Authorize the Borough Manager and Solicitor to advertise **Ordinance 1 of 2022** for passage at the regular Council meeting on January 19, 2022 amending and restating the Transient License regulations to include specific regulations on food trucks.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve the *final* Dallas Borough 2022 Operating Budget in the amount of **\$3,775,000.00** and attached salary schedule as submitted by the Borough Manager and authorize the appropriate Borough official(s) 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 and authorize the appropriate Dallas Borough officials to execute an engagement agreement with Kohanski Company to provide audit services including the annual Department of Community and Economic Development filing for the calendar year 2021 at an amount not to exceed \$5,500.00.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Affirm the purchase and installation of a Saltdogg Pro1500 saltbox spreader for the 2018 Chevrolet Silverado truck and authorize payment in the amount of \$6,455.90 to Powell’s Sales & Service.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Acknowledge and authorize the Dallas Borough office to be closed on the following dates in observance of the upcoming Holiday season:
 - Thursday, December 23, 2021 closing at 12:30 p.m.
 - Friday, December 24, 2021
 - Friday, December 31, 2021

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Borough Manager to advertise the 2022 reorganization meeting and newly elected officials swearing in ceremony for Monday, January 3, 2022 commencing at 6:00 p.m. to be held in Council Chambers in the Dallas Borough Building, 25 Main Street, Dallas PA 18612.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Authorize the Borough Manager to advertise the 2022 regular meetings of Council for the third Wednesday of each month commencing at 7:00 p.m. and work session meeting on the preceding Monday at 7:00 p.m. in Council chambers, Dallas Borough Building, 25 Main Street, Dallas PA 18612.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve and authorize the 2022 uniform (boot) allowances for the Road Department employees at the rate of \$200 for all employees.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Approve Dallas Borough’s continued participation in the Back Mountain Community Partnership for 2022 and authorize the following contributions:
 - \$300.00 Membership contribution
 - \$300.00 Maintenance contribution for membership owned equipment and annual upkeep of the Regional Emergency Management Agency equipment.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Re-appoint William Pieffer as a regular member of the Dallas Borough Zoning Hearing Board for a three (3) year term being January 1, 2022 to December 31, 2024.

Motion _____ Second _____
 ROLL CALL VOTE _____

- Re-appoint Donald Berlew to the Dallas Borough Planning Commission for a three (3) year term being January 1, 2022 to December 31, 2024.

Motion _____ Second _____
 ROLL CALL VOTE _____

13. POLICE REPORT:

14. MAYOR’S REPORT:

- The Mayor’s Club account balance as of November 30, 2021 was \$5,712.66. On December 10, 2021, \$1,600.00 was paid to Eastern Landcare Inc. for lawn mowing at Rice Cemetery for 2021.

15. SOLICITOR’S REPORT:

16. CODE ENFORCEMENT REPORT:

17. MANAGER’S REPORT:

- **Road Department Report**

The Dallas Borough Road Department will commence curbside collection of Christmas trees the week of **January 3, 2022** and continue through until **January 21, 2022**.

Christmas trees must have all decorations removed prior to being placed curbside.

Residents should refrain from placing their trees curbside prior to weather predictions for snow and/or freezing rain events.

- **Announcements**

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

Monday, January 3, 2022 at 6:00 p.m. – Swearing In & Reorganization Mtg

Monday, January 17, 2022 at 7:00 pm - Public Work Session.

Wednesday, January 19, 2022 at 7:00 pm - Regular Monthly Meeting.

18. EXECUTIVE SESSION (if needed)

19. FURTHER BUSINESS

20. ADJOURN:

Motion _____ Second _____
Meeting Adjourned at _____.