

*Vandling Borough Council Minutes
August 17, 2020*

Council Vice-President Bill Boyle called the meeting to order. The Pledge of Allegiance was recited. Council members present included Bill Boyle, John Carachilo, Bill Matos, and John Mayers. Also present were Mayor Joseph Brady, Attorney Jeff Levine, and Secretary Nancy Perri. Fran Pantzar and Jennifer Slick were not present.

Minutes

Mr. Mayers second by Mr. Matos motioned to approve the minutes of the previous meeting. All were in favor.

Correspondence:

- HNB re: credit card/certificate of deposit

Council agreed to proceed with the credit card application with a \$1,000 limit. A motion was made by John Mayer to have Treasurer Jennifer Slick hold the card and be the authorized signer. Mr. Matos seconded the motion. Motion carried with all in favor.

Persons to be heard: None at this time.

Public Comment on Agenda Items:

Treasurer Report of Financial Status: (Final for August)

	Aug 1, 20
ASSETS	
Current Assets	
Checking/Savings	
General Fund	
HNB - 0113	233,555.22
HNB - 4601	11,117.95
Total General Fund	244,673.17
Liquid Fuels Fund	
HNB - 4613	37,506.35
Total Liquid Fuels Fund	37,506.35
Refuse Fund	
HNB - 5401	47,333.12
Total Refuse Fund	47,333.12
Total Checking/Savings	329,512.64
CD Balance (.40% Interest Renews 7/24/21)	27,750.80
TOTAL ASSETS	357,263.44
LIABILITIES & EQUITY	
Principal Balance on Loan	140,505.20
(Payment Due 1/15/21)	

Mr. Matos, second by Mr. Carachilo motioned to accept the Treasurer's report. Motion carried with all in favor.

Treasurer Report of Receipts: (final for August)

Vandling Borough Revenue - August 2020			
Date	Name	Account	Amount
08/02/2020		341.00 · Interest Earnings	5.16
08/02/2020	HNB - 0113	341.00 · Interest Earnings	41.39
08/04/2020	Hab-Eit	310.20 · Wage Taxes	2,174.42
08/12/2020	Hab-Eit	310.20 · Wage Taxes	2,371.73
08/14/2020	Hab-Eit	310.20 · Wage Taxes	715.06
08/18/2020	Tumblin Tots	342.00 · Rent	1,050.00
08/18/2020	Mary Ann Risboskin	301.00 · Real Estate Taxes	646.20
08/18/2020	Mary Ann Risboskin	305.00 · Occ. Taxes	374.08
08/18/2020	Dec	321.00 · Rental Inspections	75.00
08/18/2020	Anderson	321.00 · Rental Inspections	75.00
08/18/2020	Lackawanna Co. Treasurer	319.00 · Delinquent Taxes	868.94
08/18/2020	Lackawanna Co. Treasurer	364.00 · Garbage Fees	1,585.76
08/18/2020	Mary Ann Risboskin	364.00 · Garbage Fees	645.00
08/18/2020	Hab-Eit	310.20 · Wage Taxes	3,311.56
08/21/2020	Hab-Eit	310.20 · Wage Taxes	1,512.43
08/26/2020	Hab-Eit	310.20 · Wage Taxes	3,423.43
08/31/2020	HNB - 4613	341.00 · Interest Earnings	4.43
08/31/2020	HNB - 0113	341.00 · Interest Earnings	37.35
			\$ 18,916.94

Mr. Mayers, second by Mr. Carachilo motioned to approve the revenue report. Motion carried with all in favor.

Treasurer Report of Expenses: (final for August)

Vandling Borough Expenses - August 2020			
Date	Name	Account	Amount
08/02/2020	UGI PNG	409.30 · Bldgs. Utilities	23.91
08/02/2020	PAWC	409.30 · Bldgs. Utilities	55.91
08/17/2020	County Waste	427.45 · Contract Sanitation Service	6,230.50
08/17/2020	PP&L	434.36 · Street Lighting	864.77
08/17/2020	KBA Engineering (Peterlin)	429.45 · San.Sewer Contract Serv	3,745.00
08/17/2020	BIU	413.45 · Rental Expense	517.00
08/17/2020	PP&L	409.30 · Bldgs. Utilities	174.76
08/17/2020	NEIC	413.10 · UCC & Code Enforcement	1,174.25
08/17/2020	NEP Telephone	409.30 · Bldgs. Utilities	79.45
08/17/2020	Greenfield Power	430.37 · Borough Truck/Machinery	56.98
08/17/2020	The Scranton Times	404.20 · Legal Advertisement	929.10
08/17/2020	PAWC	448.36 · Water Hydrants	314.22
08/17/2020	Herlands & Levine	404.10 · Legal Wages & Salary	272.50

08/17/2020	Forest City Borough	410.45 · Police	2,000.00
08/17/2020	Forest City Borough	429.45 · San.Sewer Contract Serv	300.00
08/17/2020	Browndale Fire Co	411.50 · Fire Co. Contribution	500.00
08/17/2020	Jennifer Slick	402.10 · Treasurer's Commissions	400.00
08/17/2020	Jennifer Slick	488.00 · Employees Withholding	(91.12)
08/17/2020	Nancy Ann Perri	405.10 · Secretary's Wages	400.00
08/17/2020	Nancy Ann Perri	488.00 · Employees Withholding	(97.12)
		403.10 · Tax Collectors	
08/17/2020	Mary Ann Risboskin	Commissions	51.01
08/17/2020	Mary Ann Risboskin	488.00 · Employees Withholding	(11.59)
08/17/2020	Thomas Collins, Sr.	430.10 · Street Maintenance Wages	204.00
08/17/2020	Thomas Collins, Sr.	488.00 · Employees Withholding	(46.47)
08/17/2020	John Lavin	413.2 · Protective Services Supplies	440.00
08/17/2020	John Lavin	488.00 · Employees Withholding	(100.23)
08/17/2020	John Lavin	413.2 · Protective Services Supplies	37.39
08/17/2020	Joseph Tedesco	430.10 · Street Maintenance Wages	246.50
08/17/2020	Joseph Tedesco	488.00 · Employees Withholding	(56.16)
08/18/2020	Wex Bank (Sunoco)	430.20 · Truck Gas & Supplies	60.86
08/18/2020	IRS	6560 · Payroll Expenses	458.02
			\$ 19,133.44

Mr. Carachilo questioned the Browndale Fire Company payment. It is the quarterly reimbursement provided by the Borough as part of our agreement with the company. It was also explained that the payment to Forest City Borough for the sanitary sewer work was related to a problem on Main Street.

Mr. Carachilo, second by Mr. Mayers motioned to approve the expense report. Motion carried with all in favor.

Mayor Report: Mayor Brady reminded everyone to be sure to stop all stop signs and to watch speed and FC PD will be increasing patrols. Mayor Brady also spoke with them about quads in the Borough. It was noted that it is impossible to cite them unless they stop. Mr. Boyle commended the department for changing up their routines and patrolling the Borough at different times.

Solicitor Report: Attorney Levine had nothing at this time.

Committee Reports & Unfinished Business: John Mayers reviewed changes he would like made to Ordinance #3 of 2018 (junk auto) and #4 of 2018 (weeds). In regard to Ordinance #3, Mr. Mayers would like to add a section that if a resident previously violated this ordinance, they would not receive another registered letter or notification of the violation, it would be immediately referred to the Magistrate. In regard to Ordinance #4, changes included extending the property to the curb or road, the Borough can remedy the violation at a rate of \$50/hour, a fine of \$200 - \$500 to be imposed by Magistrate, undeveloped wood lots would be exempt, and a second violation notice would not be sent, the matter would be immediately referred to the Magistrate.

John Carachilo suggested that Attorney Levine should review the changes for Council action next month. There was some further discussion including that we likely could not refer a matter to the Magistrate without another notice to the owner. It was also discussed that a clearer definition of an "undeveloped wood lot" must be determined as opposed to a "vacant lot" where there have been issues in the past.

Mr. Carachilo questioned where the \$200 to \$500 range came from. It was approved at October 2018 meeting. The \$50 fee was set as Mr. Mayers wants it to be onerous. Definitions will be reviewed between John Mayers and Attorney Levine.

Mr. Mayers reported that there was a blocked storm drain at Main and Pine Street. The catch basin was cleaned out Penn DoT. Forest City tried to clean out the line but there is a break about 20' into the line. Mr. Mayers is working on obtaining estimates.

Mr. Mayers reported that one of the speed bumps on Hillside Street was damaged by the plow and needs to be replaced. The area is about 13" wide x 4" high to be incorporated into the road. Mr. Matos stated that Baldoni Construction should replace at no cost. Mr. Mayers stated that what they installed met the specification. Mayor Brady commented that it needs to be more of a hump than a bump and that these have never been installed correctly. Mr. Matos stated that the issue is that the one installed did not last. Mr. Mayers will work on getting it replaced in a better manner.

Mr. Boyle commented on the plan to obtain prices for storm sewer repair and that there should be a process in place to obtain bids. A number of individuals should be contacted with estimates/bids opened fairly. Mr. Mayers replied that it is difficult to get people to respond. Mr. Boyle stated that there should be documentation for the minutes of who was contacted.

There was some further discussion on the level at which written bids are required. The limit is \$10,000. If other estimates are solicited for work under \$10,000, there should be a written specification that goes to the bidder and a file maintained with documentation.

Mr. Carachilo questioned who will be inspecting the Peterlin sewer job for the Borough. KBA is responsible to inspect but if the Borough wants daily inspection there would be an additional cost. There was some further discussion on the scope of work for KBA. The grant application included \$16,000 as a percentage of the grant award that was allowed as a maximum for engineering and design. Mr. Matos stated that there should be an inspector from the Borough onsite and that someone should be hired to be on the job.

Mr. Mayers distributed pictures of violations of current zoning ordinances on Hillside Street and on Clinton Street. The pictures show commercial activity in a residential area. Mr. Mayers would like Council to identify the process of addressing these issues. Attorney Levine stated that the zoning officer would need to cite the owner. The first step is to cite and bring to the Magistrate. Mr. Mayers stated that he has spoken with the Magistrate's office and they are stating that a specific ordinance is required. Attorney Levine will review the matter.

Mr. Mayers stated that he has one bid for tree removal but he wants to wait and try to get more responses. Mr. Boyle stated that we need to document that all parties have received the same information. Mr. Matos stated that he will write up a specification for the tree removal. Mr. Boyle recommended that after Mr. Matos completes this, that Council will definitely act on the matter next month.

Mayor Brady stated that we need to follow this process for all bids moving forward. Mr. Boyle agreed noting that was his original point.

Mr. Carachilo would like to know how much is left in the \$16,000 budgeted for KBA in the grant. To date they have been paid \$5,832.50 to date.

New Business: None at this time

Public Comment:

Dan and Pam Kresock of 683 Main Street addressed Council with two questions for Attorney Levine. They wanted to know how many people can live in a two-apartment house and how many cars can be parking in a two-car parking area on Main Street. It was stated that at 679-681 Main Street, there are five to six cars parked every night including on sidewalks and that people cannot pass around them. It was noted that FC PD can cite the parking situation. The property itself is not well kept and there is garbage thrown all over the property along with empty bottles and fast food container. There are eight garbage cans but they don't put them out and the smell prevents neighbors from using their yards. The back porch of this property is loaded with garbage including up against the door. The children are running unsupervised and the grass is eight to twelve inches high.

Mr. Mayers stated that this property has changed hands three times in three months and the new owner is scheduled to come in and meet with Mr. Lavin and Mr. Mayers. The police have been there three times and the fire company once. It was stated that the Borough needs to be aggressive with the landlord. Mr. Carachilo suggested contacting the county health department and have NEIC do the inspection. Mr. Matos suggested contacting Ron Richards who is the Fire Marshall to inspect it for a fire hazard with the door being blocked.

William Barchak, Main Street, addressed Council to request a ban on brake retarders due to the increased truck traffic from Select Tissue. Mayor Brady stated that he suggested this previously but nothing was ever enacted.

Dave Kovalski addressed Council and asked who owns the Richmondale side of Hillside Street. There is an issue with three willow trees that were damaged by storms and there are branches all around creating a hazard. Mr. Mayers stated he will check and see if it is Borough owned.

Trish Striefsky, Forest City News, questioned what happened with the zoning hearing meeting that was scheduled for August 3 at 6 PM during the last meeting. She came to the Borough building and there was no one here. Attorney Levine replied that the Attorney for Mr. Mikloiche changed the request. Mr. Mikloiche plans to combine the lots and has to address this issue with Mr. Lavin now.

With no further business, the meeting was adjourned at 8:30 PM on a motion by Mr. Matos, second by Mr. Carachilo.

Borough Secretary Nancy Perri prepared these minutes.

Nancy Perri

Signature

September 20, 2020

Date