

Vandling Borough Council Minutes
July 20, 2020

Council President Fran Pantzar called the meeting to order. The Pledge of Allegiance was recited. Council members present included Bill Boyle, John Carachilo, Bill Matos, John Mayers, and Fran Pantzar. Also present were Mayor Joseph Brady, Attorney Jeff Levine, Treasurer Jennifer Slick, and Secretary Nancy Perri.

Minutes

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

Correspondence:

- *Commissioner Debi Domenick RE: Land Bank*

John Carachilo offered to meet with Commissioner Domenick at her convenience. Mr. Matos, second by Mr. Boyle motioned to accept the correspondence. All were in favor.

Persons to be heard: None at this time.

Public Comment on Agenda Items:

Treasurer Report of Financial Status: (Final for July)

	<u>Jul 1, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
General Fund	
HNB - 0113	225,825.05
HNB - 4601	<u>7,278.43</u>
Total General Fund	233,103.48
Liquid Fuels Fund	
HNB - 4613	<u>38,360.54</u>
Total Liquid Fuels Fund	38,360.54
Refuse Fund	
HNB - 5401	<u>49,972.01</u>
Total Refuse Fund	<u>49,972.01</u>
Total Checking/Savings	<u>321,436.03</u>
CD Balance (2.02% Interest Renews 7/24/20)	<u>27,245.68</u>
TOTAL ASSETS	<u>348,681.71</u>
LIABILITIES & EQUITY	
Principal Balance on Loan	140,505.20
(Payment Due 1/15/21)	

It was noted that the CD will renew on July 24th. John Carachilo questioned if we should check rates at other banks. Bill Boyle questioned if we should consider a six-month renewal instead of one year. Jen mentioned the possibility of rolling over into a new CD with an odd term of five to seven months

that is being offered. John Carachilo will check into the rates at Honesdale National Bank. This renewal has to be completed within ten days of the renewal. Mr. Boyle made a motion to renew the CD at the best available rate/term. Mr. Carachilo seconded the motion. Motion carried with all in favor. Mr. Boyle, second by Mr. Mayers motioned to accept the Treasurer's report. Motion carried with all in favor.

Treasurer Report of Receipts: (final for July)

<i>Vandling Borough - Revenue - July 2020</i>			
<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Amount</u>
07/21/2020	Mary Ann Risboskin	301.00 · Real Estate Taxes	7,493.72
07/21/2020	Lack. Co. Recorder of Deeds	310.10 · Real Estate Transfers	151.90
07/21/2020	District Magistrate	330.00 · Fines	19.59
07/21/2020	Tumblin Tots	342.00 · Rent	1,050.00
07/21/2020	Neher Group, Inc.	320.00 · Building Permits	2,017.50
07/21/2020	Cicilioni Properties	321.00 · Rental Inspections	525.00
07/21/2020	Slick	321.00 · Rental Inspections	75.00
07/21/2020	Cicilioni Properties	321.00 · Rental Inspections	75.00
07/21/2020	Lackawanna Co. Treasurer	319.00 · Delinquent Taxes	1,322.46
07/21/2020	Lackawanna Co. Treasurer	364.00 · Garbage Fees	1,656.36
07/21/2020	Mary Ann Risboskin	364.00 · Garbage Fees	1,935.00
07/22/2020	HAB-EIT	310.20 - Wage Taxes	843.70
07/24/2020	HAB-EIT	310.20 - Wage Taxes	1,681.51
07/29/2020	HAB-EIT	310.20 - Wage Taxes	1,068.61
07/31/2020	HAB-EIT	310.20 - Wage Taxes	896.50
			<u>20,811.85</u>

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

Treasurer Report of Expenses: (final for July)

<i>Vandling Borough - Expenses - July 2020</i>			
<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Amount</u>
07/01/2020	PAWC	409.30 · Bldgs Utilities	46.23
07/01/2020	UGI PNG	409.30 · Bldgs Utilities	44.13
07/20/2020	PP&L	434.36 · Street Lighting	854.19
07/20/2020	County Waste	427.45 · Contract Sanitation Service	6,230.25
07/20/2020	PP&L	409.30 · Bldgs Utilities	168.65
07/20/2020	Boot-A-Pest	409.20 · Bldgs/Grounds Supplies & Exp	120.00
07/20/2020	Cube Auto Supply	430.20 · Truck Gas & Supplies	36.01
07/20/2020	NEP Telephone	409.30 · Bldgs Utilities	84.83
07/20/2020	PAWC	448.36 · Water Hydrants	314.22
07/20/2020	Jennifer Slick	402.10 · Treasurer's Commissions	400.00
07/20/2020	Jennifer Slick	488.00 · Employees Withholding	(91.12)
07/20/2020	Nancy Ann Perri	405.10 · Secretary's Wages	400.00

07/20/2020	Nancy Ann Perri	488.00 · Employees Withholding	(97.12)
07/20/2020	Mary Ann Risboskin	403.10 · Tax Collectors Commissions	374.69
07/20/2020	Mary Ann Risboskin	488.00 · Employees Withholding	(85.13)
07/20/2020	Thomas Collins, Sr.	430.10 · Street Maintenance Wages	221.00
07/20/2020	Thomas Collins, Sr.	488.00 · Employees Withholding	(50.33)
07/20/2020	John Lavin	413.2 · Protective Services Supplies	400.00
07/20/2020	John Lavin	488.00 · Employees Withholding	(91.12)
07/20/2020	Forest City Borough	410.45 · Police	2,000.00
07/20/2020	Joseph Tedesco	430.10 · Street Maintenance Wages	467.50
07/20/2020	Joseph Tedesco	488.00 · Employees Withholding	(106.51)
07/20/2020	Herlands & Levine	404.10 - Legal Wages & Salary	467.50
07/20/2020	CNA Surety	403.35 - Tax Collector Bond & Ins	122.50
07/21/2020	IRS	6560 · Payroll Expenses	595.23
			<hr/> 12,825.60

In regard to the bond for the tax collector, Mr. Mayers noted that the information he previously received from Sharon Vanan (Forest City Borough Secretary) was relative to Susquehanna County where all of the municipalities joined to purchase the insurance and bonding through a collaborative program. Lackawanna County does not have a similar program and therefore John Mayers suggested staying with the same policy we have in place. Mr. Pantzar agreed stating that he feels the protections needed are in place. It was agreed to keep the policy the same without an increase.

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

Mayor Report: Mayor Brady thanked everyone for following the CDC guidelines, wearing masks, and remaining socially distant during the meeting.

Solicitor Report: Attorney Levine stated that Council needs to decide on a date for the zoning hearing for Mr. Mikloiche. Once a date is set we can move things along, advertise, and schedule a court stenographer. Mr. Mikloiche was present and why there was a hold up. Mr. Pantzar noted that we can't address zoning issue at the council meeting and Mr. Lavin needs to be present as well. There was a suggestion to hold the hearing prior to our August council meeting. Mr. Mikloiche asked if it could be held sooner. Council agreed to plan to schedule the meeting on August 3rd at 6 PM.

Committee Reports: John Mayers reported that he asked Jennifer for the year to date collections for the refuse and tax income. Everything looks good and better than expected. He also noted that the MS4 waiver granted last year is in effect for five years. This permit will not have to be renewed until 2024. The \$2,500 originally paid covers administrative costs and cannot be recouped. Mayor Brady asked if we have to pay the \$2,500 again at renewal in five years. Mr. Mayers replied that we likely would.

Mr. Mayers stated that the Borough needs a credit card. The firewall on the computer needs to be renewed with a credit card. This is part of the backup requirements for the Borough computer. There was some discussion about obtaining a debit card tied to a new bank account as well as other credit card options. Mr. Matos made a motion to open a bank account with \$500 deposit and a debit card. There was no second and it was stated that a credit card has more flexibility. Mr. Carachilo offered to look into credit card options. Mr. Boyle questioned who the authorized signers would be. Mr. Matos made a motion to gather the information and bring it back for Council review. Mr. Boyle seconded the motion which carried with all in a favor on a poll vote.

John Carachilo verified that it was in his hands to get the best rate for the CD and roll over into a new CD.

In regard to the tree removal, the process is ongoing. Mr. Mayers is still seeking estimates. The specifications have been verbalized to the contractors to include removal of two trees and grinding the stump. Mr. Mayers made a motion to open the estimate received tonight and act on it. Motion died for lack of a second. It was decided to hold off until next month in the hopes of obtaining another estimate.

Unfinished Business: Ordinance updates that Mr. Mayers would like to propose will be tabled until next month.

New Business:

Bids were opened for Peterlin Street sanitary sewer replacement. The bids were as follows:

Contractor		Base Bid		Bid Bond
Stafursky Paving Co.		\$ 169,625.80		Yes
Rock Bottom				
Leeward Construction		\$ 207,142.00		Yes
James T. O'Hara		\$ 272,698.00		Yes
Pioneer Construction		\$ 190,026.00		Yes
Linde Corporation		\$ 254,540.40		Yes

Bill Boyle made a motion, second by John Mayers to accept the bid from Stafursky Paving pending review by Attorney Levine and KBA. Motion carried with all in favor.

John Mayers noted that Mrs. Lukus has requested some latitude on paying rent for the next four months. She would like some flexibility during the pandemic. Mr. Mayers made a motion to grant her request. Mr. Matos seconded the motion. Motion carried with all in favor.

Public Comment: - None at this time

With no further business, the meeting was adjourned at 8:00 PM on a motion by Mr. Boyle, second by Mr. Mayers.

Borough Secretary Nancy Perri prepared these minutes.

Nancy Perri
Signature

August 16, 2020
Date