

Vandling Borough Council Minutes
November 20, 2023

Mr. Carachilo called the meeting to order. The pledge of allegiance was recited. Council members present included John Carachilo, Fran Pantzar, Amanda Serge, and Colleen Sullivan. Also present were Mayor Tom Prince, Attorney Jeff Levine, Treasurer Jennifer Slick, Code Enforcement Officer Joe Lavin, and Secretary Nancy Perri. Councilmember Bill Matos was absent.

Minutes: The minutes of the previous meeting were approved on a motion by Ms. Serge, second by Mr. Pantzar. Motion carried with all in favor.

Correspondence:

- *Forest City Borough re: salt/cinder price increase*
- *PA American Water Rate Increase*

Mr. Pantzar, second by Mrs. Serge motioned to accept the correspondence. Motion carried with all in favor. Mr. Pantzar made a motion to accept the price increase on the cinders from Forest City Borough. Mrs. Serge seconded the motion. All were in favor.

Persons to be heard:

Treasurer Report

Treasurer Report of Financial Status: (final for November)

	<u>Nov 1, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
General Fund	
HNB - 0113	506,080.24
HNB - 4601	11,615.71
Total General Fund	517,695.95
Liquid Fuels Fund	
HNB - 4613	51,818.64
Total Liquid Fuels Fund	51,818.64
Refuse Fund	
HNB - 5401	48,983.19
Total Refuse Fund	48,983.19
CD Balance (.25% Interest Renews 8/24/24)	28,001.28
TOTAL ASSETS	646,499.06
LIABILITIES & EQUITY	
Principal Balance on Loan	27,970.94
(Payment Due 1/15/24)	

Mrs. Serge, second by Mrs. Sullivan motioned to approve the Treasurer's report. Motion carried with all in favor.

Treasurer Report of Receipts: (final for November)

Vandling Borough Revenue ~ November 2023			
Date	Name	Account	Amount
11/01/2023	Hab-Eit	310.20 · Wage Taxes	\$ 1,243.41

11/02/2023	Hab-Eit	310.20 · Wage Taxes	\$ 855.21
11/06/2023	Hab-Eit	310.20 · Wage Taxes	\$ 914.73
11/08/2023	Hab-Eit	310.20 · Wage Taxes	\$ 1,771.16
11/10/2023	Hab-Eit	310.20 · Wage Taxes	\$ 2,192.51
11/15/2023	Hab-Eit	310.20 · Wage Taxes	\$ 1,512.47
11/17/2023	Hab-Eit	310.20 · Wage Taxes	\$ 3,527.38
11/22/2023	Hab-Eit	310.20 · Wage Taxes	\$ 2,822.78
11/27/2023	Hab-Eit	310.20 · Wage Taxes	\$ 1,943.67
11/29/2023	Hab-Eit	310.20 · Wage Taxes	\$ 563.74
		Subtotal	\$ 17,347.06
11/08/2023	Lack. Co. Recorder of Deeds	310.10 · Real Estate Transfers	\$ 2,146.05
11/21/2023	Lackawanna Co. Treasurer	319.00 · Delinquent Taxes	\$ 149.71
11/21/2023	Lackawanna Co. Treasurer	364.00 · Garbage Fees	\$ 440.24
11/21/2023	Tumblin Tots	342.00 · Rent	\$ 1,050.00
11/21/2023	Rich Atkinson Construction	320.00 · Building Permits	\$ 184.50
11/21/2023	Valex Property Management LLC	321.00 · Rental Inspections	\$ 900.00
11/21/2023	Selective Ins.	389.00 · Misc. Revenue	\$ 4.90
11/21/2023	Phil Hodges Jr.	320.00 · Building Permits	\$ 75.75
11/21/2023	Mary Ann Risboskin	301.00 · Real Estate Taxes	\$ 811.80
11/21/2023	Mary Ann Risboskin	305.00 · Occ. Taxes	\$ 851.94
11/21/2023	Mary Ann Risboskin	364.00 · Garbage Fees	\$ 1,680.00
11/30/2023	HNB 0113	341.00 - Interest Earning	\$ 479.62
11/30/2023	HNB 4613	341.00 - Interest Earning	\$ 23.39
		Total Revenue	\$ 26,144.96

Mr. Pantzar, second by Mrs. Sullivan motioned to approve the revenue report. Motion carried with all in favor.

Treasurer Report of Expenses: (final for November)

Vandling Borough ~ November 2023 Bill List			
Date	Name	Account	Amount
11/18/2023	PP&L	409.30 · Bldgs. Utilities	\$ 55.77
11/18/2023	PAWC	409.30 · Bldgs. Utilities	\$ 38.80
11/18/2023	PAWC	409.30 · Bldgs. Utilities	\$ 19.11
11/20/2023	City of Carbondale	410.45 · Police	\$ 2,000.00
11/20/2023	RB Fries, Inc.	430.20 · Truck Gas & Supplies	\$ 146.89
11/20/2023	NEP Telephone	409.30 · Bldgs. Utilities	\$ 84.55
11/20/2023	Holt Lumber	438.00 · Repair & Maintenance of Roads	\$ 1,319.89
11/20/2023	PAWC	448.36 · Water Hydrants	\$ 345.10
11/20/2023	PSAB	400.42 · Borough Dues & Subscriptions	\$ 164.00
11/20/2023	NEIC	413.10 · UCC & Code Enforcement	\$ 35.00
11/20/2023	Modern Gas	409.30 · Bldgs. Utilities	\$ 353.23
11/20/2023	The Scranton Times	404.20 · Legal Advertisement	\$ 81.48
11/20/2023	Herlands & Levine	404.10 · Legal Wages & Salary	\$ 355.00
11/20/2023	KBA Engineering	429.45 · San.Sewer Contract Service	\$ 7,257.00

11/20/2023	GFL Environmental As Agent	427.45 · Contract Sanitation Service	\$ 11,433.50
11/20/2023	PP&L	434.36 · Street Lighting	\$ 1,011.25
11/20/2023	Browndale Fire Co	411.50 · Fire Co. Contribution	\$ 500.00
11/20/2023	Jennifer Slick	402.10 · Treasurer's Commissions	\$ 400.00
11/20/2023	Jennifer Slick	488.00 · Employees Withholding	\$ (91.16)
11/20/2023	Nancy Ann Perri	405.10 · Secretary's Wages	\$ 400.00
11/20/2023	Nancy Ann Perri	488.00 · Employees Withholding	\$ (97.16)
11/20/2023	Thomas Collins, Sr.	430.10 · Street Maintenance Wages	\$ 306.00
11/20/2023	Thomas Collins, Sr.	488.00 · Employees Withholding	\$ (69.73)
11/20/2023	John Lavin	413.2 · Protective Services Supplies	\$ 540.00
11/20/2023	John Lavin	488.00 · Employees Withholding	\$ (123.07)
11/20/2023	Mary Ann Risboskin	403.10 · Tax Collectors Commissions	\$ 83.19
11/20/2023	Mary Ann Risboskin	488.00 · Employees Withholding	\$ (18.90)
11/21/2023	UGI PNG	409.30 · Bldgs. Utilities	\$ 112.21
11/21/2023	PP&L	409.30 · Bldgs. Utilities	\$ 28.36
11/21/2023	PP&L	409.30 · Bldgs. Utilities	\$ 70.77
11/21/2023	PP&L	409.30 · Bldgs. Utilities	\$ 174.07
11/21/2023	PAUC - Solvency Fee	6560 - Payroll Expenses	\$ 45.49
11/21/2023	VISA	405.20 - Secretary Supplies/Expense	\$ 58.90
11/21/2023	IRS	6560 · Payroll Expenses	\$ 454.78
		Total Expenses	\$ 27,474.32

Mrs. Serge motioned to approve the current expenses, second by Mrs. Sullivan. Motion carried with all in favor.

Mayor Report: Mayor Prince thanked NEP for putting up the Borough Christmas lights. He wished all residents a Happy Thanksgiving.

Solicitor Report: Attorney Levine requested that Council meet for an Executive Session at the conclusion of the regular business of the council meeting tonight.

Committee Reports:

Mr. Carachilo reported that he met with Magistrate McGraw regarding the fines being generated for violations in the Borough. Atty. McGraw noted that there have not been many citations given. Police fines are down as well.

Mr. Carachilo also met with HNB Bank to obtain information on borrowing. A letter from Mr. Sebastinelli, Senior VP of lending noted that they could provide a \$150,000 loan for a term of ten years at 6% interest. The bank is willing to go higher or lower on the loan amount based on the Borough's needs.

Mr. Carachilo stated that he has been getting calls about people getting bids for roof work. Mr. Pantzar noted that Council decided last year that we were not going to issue permits for a roof. Attorney Levine questioned if the ordinance was amended. Mr. Pantzar replied that it is vague in the UCC requirements regarding roofs. It is impossible for NEC to inspect as the job is usually completed in one day. Mr. Lavin stated that the branch manager at NEC told him they have to be inspected. Mr.

Pantzar again noted that the requirements are vague and it can be unfair to some residents. Attorney Levine suggested that we check with NEC and if they don't need to be inspected we can make that clarification in the ordinance.

Mr. Carachilo questioned if the Local Share Grant was submitted. Secretary Nancy Perri replied that it had not but would be submitted tomorrow and that the deadline is November 30th.

Mr. Pantzar noted that the existing Christmas lights are getting old and every year multiple bulbs are needed which are hard to replace. He recommends that new lights be purchased for next year with new LED lighting that will have no maintenance. Mr. Carachilo agreed and said he would take charge of a committee to oversee this process. Mr. Pantzar will contact the company to gather information about replacements.

Unfinished Business:

Attorney Wally Casper was present representing the Brennan's. He reported that there were two items that need to be addressed. First, in regard to the map to be recorded, the time lapse after gaining all approvals requires Vandling to re-sign the documents. The other item is that the Brennan's will purchase a performance bond for \$600,000. The owners signed a certification that no new home construction will commence until the infrastructure is in place. There was some further discussion and Attorney Levine noted that the intent was to allow the developer to have some cash flow and that he had reviewed the matter with the Borough engineer. Mr. Pantzar noted that he wants to see the property developed and to do what is in the best interest of the buyers, developers and the Borough. Attorney Levine stated that in his opinion this added agreement will protect the Borough. Mr. Pantzar agreed and stated that he is okay with it as long as the engineer is and made a motion to accept the certification. Mrs. Serge seconded the motion which carried with all in favor. Mr. Pantzar made a motion to accept bonding provided by the developer in order to move forward. Mrs. Serge seconded the motion, which carried with all in favor.

It was agreed to table the loan discussion for now.

In regard to the bids received for Peterlin, Mr. Pantzar made a motion to accept the bids pending review of the engineer and solicitor. Mrs. Serge seconded the motion. All were in favor, motion carried.

New Business:

The 2024 budget was introduced with no tax increase. The garbage fee will increase in order to meet the contract. The 2024 fee will be \$470.00 which is a \$50 increase. The general fund will be expended with funds already received for the Peterlin sewer. A motion to accept and advertise the proposed budget was made by Mrs. Serge, second by Mrs. Sullivan. Motion carried with all in favor.

Public Comment:

Mr. Carachilo wanted to thank Browndale Fire Company for assisting with traffic control and safety for Halloween.

Council convened into Executive Session to discuss a variance request from Verizon for a cell tower.

The meeting adjourned at 8:10 PM. Minutes were prepared by Borough Secretary Nancy Perri.

Nancy Perri
Signature

December 17, 2023
Date