

*Vandling Borough Council Minutes  
November 18, 2024*

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, Code Enforcement Officer Joe Lavin, Solicitor Jeffrey Levine, Treasurer Jennifer Slick, and Secretary Nancy Perri. Councilmembers Bill Matos was not present.

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

**Correspondence:**

- CFA LSA Grant Award
- DEP Recycling Performance Grant

Mrs. Sullivan, seconded by Mr. Pantzar motioned to accept the correspondence. Motion carried with all in favor.

**Persons to be heard:** \_ None at this time

**Treasurer Report**

**Treasurer Report of Financial Status: (final for November)**

	<u>Nov 1, 24</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>General Fund</b>	
HNB - 0113	402,081.15
HNB - 4601	<u>9,800.34</u>
<b>Total General Fund</b>	411,881.49
<b>Liquid Fuels Fund</b>	
HNB - 4613	<u>59,769.85</u>
<b>Total Liquid Fuels Fund</b>	59,769.85
<b>Refuse Fund</b>	
HNB - 5401	<u>47,272.11</u>
<b>Total Refuse Fund</b>	47,272.11
<b>CD Balance (4.80% Interest Renews 3/24/25)</b>	<u>29,361.31</u>
<b>TOTAL ASSETS</b>	548,284.76

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

**Treasurer Report of Receipts: (final for November)**

Vandling ~ November 2024 ~ Revenue				
Date		Name	Account	Amount
11/01/2024		Hab-Eit	310.20 · Wage Taxes	\$ 691.55
11/04/2024		Hab-Eit	310.20 · Wage Taxes	\$ 651.15
11/06/2024		Hab-Eit	310.20 · Wage Taxes	\$ 1,117.76

11/08/2024	Hab-Eit	310.20 · Wage Taxes	\$ 2,343.78
11/13/2024	Hab-Eit	310.20 · Wage Taxes	\$ 2,937.42
11/15/2024	Hab-Eit	310.20 · Wage Taxes	\$ 3,392.05
11/20/2024	Hab-Eit	310.20 · Wage Taxes	\$ 2,678.51
11/22/2024	Hab-Eit	310.20 · Wage Taxes	\$ 2,649.67
11/27/2024	Hab-Eit	310.20 · Wage Taxes	\$ 1,877.94
		Total Wage Taxes	\$18,339.83
11/08/2024	Lack. Co. Recorder of Deeds	310.10 · Real Estate Transfers	\$ 3,248.70
11/19/2024	Mary Ann Risboskin	364.00 · Garbage Fees	\$ 940.00
11/19/2024	Mary Ann Risboskin	305.00 · Occ. Taxes	\$ 603.10
11/19/2024	Mary Ann Risboskin	301.00 · Real Estate Taxes	\$ 804.67
11/19/2024	JK Construction	320.00 · Building Permits	\$ 139.42
11/19/2024	Tumblin Tots	342.00 · Rent	\$ 1,050.00
11/19/2024	Gillott/Stevens	320.00 · Building Permits	\$ 364.50
11/19/2024	Custom Filters	320.00 · Building Permits	\$ 123.79
11/19/2024	Marjer	321.00 · Rental Inspections	\$ 225.00
11/19/2024	Lackawanna Co. Treasurer	364.00 · Garbage Fees	\$ 118.30
11/19/2024	Zigon	320.00 · Building Permits	\$ 139.50
		Total Revenue	\$26,096.81

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

**Treasurer Report of Expenses: (final for November)**

Vandling Borough ~ Expenses ~ November 2024				
Date	Name	Account	Amount	
11/13/2024	LCAB	400.20 · Legislative Supplies	\$ 40.00	
11/16/2024	DCED	413.10 · UCC & Code Enforcement	\$ 9.00	
11/16/2024	PP&L	409.30 · Bldgs. Utilities	\$ 29.08	
11/16/2024	PAWC	409.30 · Bldgs. Utilities	\$ 39.14	
11/16/2024	PAWC	409.30 · Bldgs. Utilities	\$ 18.80	
11/18/2024	The Scranton Times	404.20 · Legal Advertisement	\$ 86.26	
11/18/2024	Mary Jane Calzola, Court Reporter	414.66 · Planning/Zoning Legal	\$ 125.00	
11/18/2024	PAWC	448.36 · Water Hydrants	\$ 388.62	
11/18/2024	NEIC	413.10 · UCC & Code Enforcement	\$ 279.59	
11/18/2024	NEP Telephone	409.30 · Bldgs. Utilities	\$ 85.45	
11/18/2024	RB Fries, Inc.	430.20 · Truck Gas & Supplies	\$ 317.21	
11/18/2024	Cube Auto Supply	430.20 · Truck Gas & Supplies	\$ 40.96	
11/18/2024	Bill Matos	409.37 · Bldgs. /Grounds Rep & Main.	\$ 90.75	
11/18/2024	Boot-A-Pest	409.20 · Bldgs./Grounds Supplies & Exp.	\$ 135.00	
11/18/2024	PSAB	400.42 · Borough Dues & Subscriptions	\$ 164.00	
11/18/2024	PP&L	434.36 · Street Lighting	\$ 1,005.84	
11/18/2024	Casella	427.45 · Contract Sanitation Service	\$12,062.34	

11/18/2024	Herlands & Levine	404.10 · Legal Wages & Salary	\$ 250.00
11/18/2024	Jennifer Slick	402.10 · Treasurer's Commissions	\$ 400.00
11/18/2024	Jennifer Slick	488.00 · Employees Withholding	\$ (91.16)
11/18/2024	Nancy Ann Perri	405.10 · Secretary's Wages	\$ 400.00
11/18/2024	Nancy Ann Perri	488.00 · Employees Withholding	\$ (97.16)
11/18/2024	Thomas Collins, Sr.	430.10 · Street Maintenance Wages	\$ 518.50
11/18/2024	Thomas Collins, Sr.	488.00 · Employees Withholding	\$ (118.18)
11/18/2024	Thomas Collins, Sr.	409.20 · Bldgs./Grounds Supplies & Exp.	\$ 62.54
11/18/2024	John Lavin	413.2 · Protective Services Supplies	\$ 470.00
11/18/2024	John Lavin	488.00 · Employees Withholding	\$ (107.12)
11/18/2024	Mary Ann Risboskin	403.10 · Tax Collectors Commissions	\$ 70.39
11/18/2024	Mary Ann Risboskin	488.00 · Employees Withholding	\$ (15.98)
11/18/2024	Browndale Fire Co	411.50 · Fire Co. Contribution	\$ 500.00
11/18/2024	City of Carbondale	410.45 · Police	\$ 2,000.00
11/18/2024	KBA Engineering (paving project)	414.17 · Plan Prep Costs	\$ 987.50
11/18/2024	Thomas M. Prince	401.42 - Borough Dues & Subscriptions	\$ 70.00
11/19/2024	UGI PNG	409.30 · Bldgs. Utilities	\$ 94.56
11/19/2024	PP&L	409.30 · Bldgs. Utilities	\$ 35.73
11/19/2024	PP&L	409.30 · Bldgs. Utilities	\$ 14.25
11/19/2024	PP&L	409.30 · Bldgs. Utilities	\$ 84.27
11/19/2024	PAUC	6560 · Payroll Expenses	\$ 46.23
11/19/2024	IRS	6560 · Payroll Expenses	\$ 488.89
		Total expenses	\$20,980.30

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

**Mayor Report:** Mayor Prince acknowledged and thanked Browndale Fire Company for their assistance with Halloween and Steamtown Marathon events. He also thanked Representative Kyle Mullins for the new flags received by the Borough. Furthermore, he thanked Council for their efforts in getting the roads paved. He noted that we are working on obtaining new Christmas decorations for next year and then wished everyone a Happy Thanksgiving.

**Solicitor Report:** Attorney Levine had nothing to report at this time.

#### **Committee Reports & Unfinished Business:**

Mr. Pantzar thanked Mr. Carachilo for all his efforts in getting the grant for the truck approved. Attorney Levine will review the documents regarding bidding requirements.

Mr. Carachilo noted that he would like to get a grant for new street lights similar to those in the City of Carbondale.

Mr. Carachilo also questioned if we will need to purchase tags for the new vehicle. It was noted that the dealership should take care of that.

Mr. Carachilo stated that on further review of the budget, he noted a few items that were not addressed. He motioned to increase the Secretary and Treasurer pay by \$50/month and to increase Mr. Collins to \$20/hour. Mr. Pantzar seconded the motion which carried on a roll call vote.

**New Business:**

Mr. Carachilo thanked Jen for doing a good job with the budget. Mr. Pantzar noted that we need include the cost of new mulch for the playground at a cost of \$1500. Mr. Pantzar made the motion to add this line item, second by Mr. Sullivan. Motion carried.

It was noted that taxes will not be raised next year but garbage will have to increase by \$20 to cover the contract. The garbage contract will be up for bid in 2025.

Jennifer will take care of the adjustments to the budget. On a roll call vote, motioned by Mr. Carachilo, second by Mr. Pantzar the draft budget was approved for introduction and will be finalized in December.

**Public Comment:**

A resident asked about potholes on 3<sup>rd</sup> Street and Mr. Pantzar noted they were supposed to take care of them and that there was one other item that they need to address. He stated that Council hopes to undertake another paving project next year.

Mark Cordelli, Lackawanna County provided materials and made announcements of a number of upcoming events in the County.

The meeting adjourned at 7:30 PM on a motion by Mr. Pantzar, second by Mrs. Serge.

Minutes were prepared by Borough Secretary Nancy Perri.

Nancy Perri  
Signature

December 15, 2024  
Date