

Vandling Borough Council Minutes  
February 21, 2022

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

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

**Correspondence:** None

**Persons to be heard:** Joe Brady thanked Council for their support in appointing him to the open Council seat. He noted that he recently accepted a part-time position at a local agency and wants to make sure it will not be a conflict prior to accepting the Council seat.

**Treasurer Report**

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

	<b>Feb 1, 22</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
COVID Grant	2,144.08
<b>General Fund</b>	
HNB - 0113	241,286.38
HNB - 4601	8,371.63
<b>Total General Fund</b>	249,658.01
<b>Liquid Fuels Fund</b>	
HNB - 4613	32,894.18
<b>Total Liquid Fuels Fund</b>	32,894.18
<b>Refuse Fund</b>	
HNB - 5401	22,924.06
<b>Total Refuse Fund</b>	22,924.06
<b>CD Balance (.25% Interest Renews 7/24/22)</b>	27,861.80
<b>TOTAL ASSETS</b>	<b>335,482.13</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Principal Balance on Loan</b>	66,457.09
<b>(Payment Due 2/15/22)</b>	

Mr. Pantzar, second by Boyle motioned to approve the Treasurer’s report. Motion carried with all in favor.

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

Vandling Revenue ~ February 2022				
Date	Name	Account		Amount
02/02/2022	Hab-Eit	310.20 · Wage Taxes		2,132.94
02/04/2022	Hab-Eit	310.20 · Wage Taxes		907.33
02/09/2022	Hab-Eit	310.20 · Wage Taxes		1,541.39

02/11/2022	Hab-Eit	310.20 · Wage Taxes	2,101.17
02/16/2022	Hab-Eit	310.20 · Wage Taxes	1,600.84
02/18/2022	Hab-Eit	310.20 · Wage Taxes	3,099.42
02/23/2022	Hab-Eit	310.20 - Wage Taxes	1,380.85
02/25/2022	Hab-Eit	310.20 - Wage Taxes	1,431.81
		<b>Subtotal Wage Taxes</b>	<b>14,195.75</b>
02/04/2022	Lack. Co. Recorder of Deeds	310.10 · Real Estate Transfers	418.21
02/22/2022	Tumblin Tots	342.00 · Rent	1,050.00
02/22/2022	American Water	389.00 · Misc. Revenue	2.74
02/22/2022	Mary Ann Risboskin	305.00 · Occ. Taxes	393.89
02/28/2022	HNB 4613	341.00 - Interest Earnings	2.52
02/28/2022	HNB 0113	341.00 - Interest Earnings	27.84
		<b>Total Revenue</b>	<b>\$ 16,090.95</b>

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

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

Vandling Bills ~ February 2022			
Date	Name	Account	Amount
02/07/2022	Visa	402 · .20 Treasurer's Supplies	80.90
02/18/2022	PP&L	434.36 · Street Lighting	937.53
02/21/2022	Modern Gas	409.30 · Bldgs. Utilities	622.96
02/21/2022	PAWC	448.36 · Water Hydrants	331.61
02/21/2022	City of Carbondale	410.45 · Police	2,000.00
02/21/2022	NEP Telephone	409.30 · Bldgs. Utilities	82.65
02/21/2022	Holt Lumber	409.37 · Bldgs./Grounds Rep & Main.	39.96
02/21/2022	Forest City News	404.20 · Legal Advertisement	27.00
02/21/2022	PP&L	409.30 · Bldgs. Utilities	181.01
02/21/2022	PP&L	452-20 · Holiday Lights	438.05
02/21/2022	CNA Surety	402.35 · Treasurer's Ins. & Bond	493.75
02/21/2022	Visa	402 · .20 Treasurer's Supplies	11.47
02/21/2022	Forest City Borough	430.25 · Road Material	700.00
02/21/2022	Herlands & Levine	404.10 · Legal Wages & Salary	425.00
02/21/2022	Jennifer Slick	402.10 · Treasurer's Commissions	400.00
02/21/2022	Jennifer Slick	488.00 · Employees Withholding	(91.12)
02/21/2022	Nancy Ann Perri	405.10 · Secretary's Wages	400.00
02/21/2022	Nancy Ann Perri	488.00 · Employees Withholding	(97.12)
02/21/2022	Thomas Collins, Sr.	430.10 · Street Maintenance Wages	807.50
02/21/2022	Thomas Collins, Sr.	488.00 · Employees Withholding	(183.96)
02/21/2022	John Lavin	413.2 · Protective Services Supplies	400.00
02/21/2022	John Lavin	488.00 · Employees Withholding	(91.12)
02/21/2022	James Van Leuven	430.10 · Street Maintenance Wages	374.00
02/21/2022	James Van Leuven	488.00 · Employees Withholding	(85.19)
02/22/2022	Wex Bank (Sunoco)	430.20 · Truck Gas & Supplies	245.71
02/22/2022	IRS	6560 · Payroll Expenses	626.34

02/21/2022	PSAB	400.42 - Borough Dues/Subscriptions	90.00
02/27/2022	Tom Collins, Sr.	430.10 - Street Maintenance Wages	168.88
		<b>Total Monthly Bills</b>	<b>\$ 9,335.81</b>

Mr. Pantzar, seconded by Mr. Matos motioned to pay the current bills. Motion carried with all in favor. Jennifer reported that there was some fraudulent activity on the credit card and she is working with the bank on a resolution. A new card has been issued.

**Mayor Report:**

Mayor Prince noted that he was recently in the hospital and wanted to thank the Borough staff and especially public works employees for taking such good care of the roads during the recent storms. The Mayor met with John Debevec, Browndale Fire Chief regarding the Borough and one issue that came up with that of missing street signs. The Mayor has been in contact with Forest City School District and if we purchase the paint, the students can work on repairing and/or replacing the signs.

Mayor Prince asked if there is any accountability such as a document to note who has keys to the Borough building. There is nothing currently present to do this but Mr. Pantzar has extra keys and can provide the Mayor a set.

**Chief Bognatz Report** – Carbondale Chief Brian Bognatz addressed Council and provided an overview of calls and activity during the previous month. There was some discussion on the type of report FCPD used to provide and what information will be shared with Council going forward. Mayor Prince stated that he would also like to schedule a meeting with Chief Bognatz.

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

**Committee Reports:**

Bill Matos and John Carachilo will install new lights in the daycare before they have their inspection.

Fran Pantzar noted that the Borough will need a representative to maintain contact with the owners of the new development. Mr. Pantzar would like to be that contact to monitor progress. Council agreed.

**Unfinished Business:**

Council extended their condolences to the Orehek family on the passing of Frank Orehek who served as police chief and council member, providing years of dedication to the Borough.

Council also extended their condolences to Kathy Murnin on the loss of her husband Michael Murnin. Kathy is a regular attendee at Borough meetings and both she and Mike supported many Borough projects and activities over the years.

**New Business:**

Mr. Lavin reported that rental inspections will begin with NEIC conducting them. There is an existing rental inspection agreement in place to start the process.

John Carachilo stated that a meeting has been set up with Fell Township Supervisors on March 7<sup>th</sup> at their building. KBA will be included in the meeting to discuss flooding issues.

John Carachilo made the committee assignments for 2022.

Sanitation/Sewer/Health: Bill Matos and Fran Pantzar

Streets: Bill Matos and Fran Pantzar

Recreation: John Carachilo, Joe Brady, and Tom Prince

Building & Grounds: John Carachilo, Fran Pantzar, and Bill Matos

Fire/Safety/Police: Joe Brady and Tom Prince

Code Enforcement: John Carachilo and Fran Pantzar

Finance & Budget: Bill Boyle and Joe Brady

Bid Process & Review: Bill Boyle and Bill Matos

John Carachilo also noted that during the last storm the two public works employees worked twelve hour shifts to keep the roads open and things running. He appreciates them and especially Tom Collins and his dedication to the Borough. However, we need more staff as they are overburdened during storms. Mr. Carachilo further stated everyone needs to work together to help and serve our residents. Mayor Prince agreed.

**Public Comment:** None

Prior to adjourning the meeting, the Secretary requested approval to resubmit the gaming funds application for the Peterlin Sewer project. A motion to approve was made by Mr. Boyle, second by Mr. Pantzar. Motion carried with all in favor.

The meeting was adjourned at 7:40 PM on a motion by Mr. Matos, second by Mr. Pantzar.

These minutes were prepared by Borough Secretary Nancy Perri.

Nancy Perri

Signature

March 20, 2022

Date