

*Vandling Borough Council Minutes*  
*June 15, 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. Carachilo motioned to approve the minutes of the previous meeting. All were in favor.

**Correspondence:**

- *Census Field Operations*
- *Lackawanna County Hazard Mitigation Plan Municipal Meeting*

Mr. Matos, second by Mr. Boyle motioned to accept the correspondence. All were in favor. Mr. Matos will attend the Hazard Mitigation Plan Municipal Meeting. In regard to last month's correspondence, Mr. Carachilo questioned what we will be doing to apply for grants from Lackawanna County. Information will be gathered to submit to the Community Development Office.

**Persons to be heard:** None at this time.

**Public Comment on Agenda Items:**

***Treasurer Report of Financial Status: (Final for June)***

	<u>Jun 1, 20</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>General Fund</b>	
HNB - 0113	217,441.72
HNB - 4601	<u>15,496.48</u>
<b>Total General Fund</b>	232,938.20
<b>Liquid Fuels Fund</b>	
HNB - 4613	<u>39,228.94</u>
<b>Total Liquid Fuels Fund</b>	39,228.94
<b>Refuse Fund</b>	
HNB - 5401	<u>52,963.28</u>
<b>Total Refuse Fund</b>	<u>52,963.28</u>
<b>Total Checking/Savings</b>	<u>325,130.42</u>
<b>CD Balance (2.02% Interest Renews 7/24/20)</b>	<u>27,245.68</u>
<b>TOTAL ASSETS</b>	<b><u>352,376.10</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Principal Balance on Loan	140,505.20
(Payment Due 1/15/21)	

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

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

Vandling Borough ~ Revenue ~ June 2020			
<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Amount</u>
06/02/2020	Hab-Eit	310.20 · Wage Taxes	783.71
06/04/2020	Hab-Eit	310.20 · Wage Taxes	927.97
06/16/2020	Mary Ann Risboskin	301.00 · Real Estate Taxes	7,004.08
06/16/2020	Mary Ann Risboskin	305.00 · Occ. Taxes	65.00
06/16/2020	Commonwealth of PA	330.00 · Fines	156.03
06/16/2020	Lackawanna Co. Treasurer	319.00 · Delinquent Taxes	67.62
06/16/2020	Lackawanna Co. Treasurer	364.00 · Garbage Fees	203.98
06/16/2020	Mary Ann Risboskin	364.00 · Garbage Fees	3,225.00
06/16/2020	Tumblin' Tots	342.00 - Rent	1,050.00
06/17/2020	Hab-Eit	310.20 - Wage Taxes	545.63
06/26/2020	Hab-Eit	310.20 - Wage Taxes	518.96
06/30/2020	HNB 4613	341.00 - Interest Income	4.79
06/30/2020	HNB 0113	341.00 - Interest Income	40.60
			\$ 14,593.37

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

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

Vandling Borough ~ Expenses ~ June 2020			
<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Amount</u>
06/02/2020	UGI PNG	409.30 · Bldgs. Utilities	111.53
06/02/2020	PAWC	409.30 · Bldgs. Utilities	40.31
06/15/2020	PP&L	409.30 · Bldgs. Utilities	163.50
06/15/2020	LRBSA	409.30 · Bldgs. Utilities	61.80
06/15/2020	PAWC	448.36 · Water Hydrants	314.22
06/15/2020	Comm PA MS4	414.17 · Plan Prep Costs	500.00
06/15/2020	NEP Telephone	409.30 · Bldgs. Utilities	76.69
06/15/2020	Lyons Recreation, LLC	454.20 · Park/Recreation Supplies	2,448.36
06/15/2020	Lindsey Equipment	409.20 · Bldgs./Grounds Supplies & Exp	23.32
06/15/2020	Forest City Borough	410.45 · Police	2,000.00
06/15/2020	Thomas Collins, Jr.	430.10 · Street Maintenance Wages	238.00
06/15/2020	Thomas Collins, Jr.	488.00 · Employees Withholding	(54.22)
06/15/2020	Thomas Collins, Jr.	409.20 · Bldgs./Grounds Supplies & Exp	213.30
06/15/2020	Jennifer Slick	402.10 · Treasurer's Commissions	400.00
06/15/2020	Jennifer Slick	488.00 · Employees Withholding	(91.12)
06/15/2020	Nancy Ann Perri	405.10 · Secretary's Wages	400.00
06/15/2020	Nancy Ann Perri	488.00 · Employees Withholding	(97.12)

06/15/2020	Bill Matos	400.10 · Legislative Wages	300.00
06/15/2020	Bill Matos	488.00 · Employees Withholding	(68.16)
06/15/2020	John Mayers	400.10 · Legislative Wages	300.00
06/15/2020	John Mayers	488.00 · Employees Withholding	(68.16)
06/15/2020	Francis Pantzar	400.10 · Legislative Wages	300.00
06/15/2020	Francis Pantzar	488.00 · Employees Withholding	(68.16)
06/15/2020	John Carachilo	400.10 · Legislative Wages	225.00
06/15/2020	John Carachilo	488.00 · Employees Withholding	(51.12)
06/15/2020	Mary Ann Risboskin	403.10 · Tax Collectors Commissions	353.45
06/15/2020	Mary Ann Risboskin	488.00 · Employees Withholding	(80.30)
06/15/2020	Thomas Collins, Sr.	430.10 · Street Maintenance Wages	289.00
06/15/2020	Thomas Collins, Sr.	488.00 · Employees Withholding	(65.83)
06/15/2020	Joseph Brady	401.10 · Executive Wages	225.00
06/15/2020	Joseph Brady	488.00 · Employees Withholding	(51.12)
06/15/2020	John Lavin	413.2 · Protective Services Supplies	370.00
06/15/2020	John Lavin	488.00 · Employees Withholding	(84.29)
06/15/2020	Joseph Tedesco	430.10 · Street Maintenance Wages	365.50
06/15/2020	Joseph Tedesco	488.00 · Employees Withholding	(83.27)
06/15/2020	William Boyle	400.10 · Legislative Wages	300.00
06/15/2020	William Boyle	488.00 · Employees Withholding	(68.16)
06/15/2020	County Waste	427.45 · Contract Sanitation Service	6,230.25
06/15/2020	PSAB UC Plan	6560 · Payroll Expenses	159.04
06/16/2020	Wex Bank (Sunoco)	430.20 · Truck Gas & Supplies	45.41
06/16/2020	IRS	6560 · Payroll Expenses	1,068.66
06/16/2020	PA Dept of Revenue	6560 · Payroll Expenses	332.81
06/16/2020	Hab-Eit	6560 · Payroll Expenses	126.42
06/16/2020	PAUC	6560 · Payroll Expenses	3.35
06/16/2020	Ciciloni Properties	364.00 Garbage Fees	190.00
06/16/2020	PPL	434.36 - Street Lighting	873.19
06/19/2020	Go Daddy	405.20 - Secretary Sup & Exp	39.98
06/23/2020	Go Daddy	405.20 - Secretary Sup & Exp	40.34
			\$ 18,197.40

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

**Mayor Report:** Mayor Brady stated that it was nice to see everyone in person. He extended his thanks to John Kameen and the Forest City Historical Society for donating Vandling Borough centennial books. They are available for free in Council Chambers.

Mayor Brady noted that the banner is down by Select Tissue and it is missing one of the pieces from the bracket. He is hoping that Tom Collins can repair before the 4<sup>th</sup> of July. Mayor Brady wished everyone a safe and happy Independence Day and asked that residents not use any illegal fireworks

**Solicitor Report:** Council and the Mayor welcomed Attorney Levine, who stated that he appreciated the confidence of the Borough in appointing him and he looks forward to working with everyone.

Jennifer Slick asked Attorney Levine what we need to do if we had a resident that was paying a fine through the District Magistrate who has passed away. The question is if the Magistrate will file the

claim or the Borough. Attorney Levine stated that we would have to file a proof of claim against the estate.

**Committee Reports:** An estimate for tree removal from Ed Meehan Tree Service for \$2,400 was received. The price includes \$1,800 to remove the tree, \$600 to grind the stump, and contingent upon dump the debris over the bank. A second estimate from the Tree Guy was for \$6,000. Council discussed opening the park and Mayor Brady suggested leaving the park closed until the trees are removed. Mr. Carachilo asked to have the estimates read back and stated that they don't seem to be the same bids. Attorney Levine stated that we should have a written document to solicit the prices so that everyone is on the same page. Mr. Carachilo asked if we have the funds to pay for the project. Mr. Mayers replied that we did and it is a potentially dangerous situation that needs to be addressed. Mr. Matos noted that something should be done to ensure a fairer comparison. Mr. Boyle suggested that each company should be contacted and either add chipping to one or remove from the other so that they are equal. Mr. Matos stated that everything should be chipped on site. Mr. Carachilo noted that the Tree Guy comes highly recommended. After further discussion, Mr. Boyle made a motion to accept the lowest responsible estimate after review by Attorney Levine and obtaining a copy of the company's liability insurance. Mr. Mayers seconded the motion. Motion carried with all in favor. It was clarified that this included tree chipped and debris allowed over the embankment. Mr. Pantzar stated that he hopes the project is complete by the July meeting.

**Unfinished Business:** The Peterlin sewer project bids will be opened at the next meeting.

Council discussed a trash fee overpayment from Ciciloni Properties for one unit in 2019. Mr. Mayers explained the calculation that determined there was an overpayment of \$190.00. Mr. Mayers made a motion to refund them \$190.00, second by Mr. Boyle. Motion carried with all in favor.

**New Business:**

Mr. Pantzar stated that the policy renewal for the tax collector is due and Fitzsimmons Insurance noted that we may need to increase the coverage. Currently the cost is \$150 for the bond for \$35,000 in coverage. However, tax collections are \$180,000 so the bond should be increased. Mr. Pantzar will get the specifics on the matter and address at our next meeting. The question was also raised as to what the statutory requirement is and how was the amount she is bonded for determined.

Mr. Carachilo will look into the CDBG grants from the County. Mr. Pantzar has the paperwork outlining all the information needed for potential projects.

Mr. Matos asked about the letter received through the website that forwarded by the Secretary. It was noted that Joe Lavin is handling the matter.

Mayor Brady asked about the light at the concession stand in the park. It is a dusk to dawn light.

**Public Comment:** - None at this time

With no further business, the meeting was adjourned at 8:15 PM on a motion by Mr. Carachilo, second by Mr. Boyle. Council convened into an Executive Session to discuss a legal matter with Attorney Levine.

Borough Secretary Nancy Perri prepared these minutes.

Nancy Perri  
Signature

June 15, 2020  
Date