

*Vandling Borough Council Minutes
November 16, 2020*

Council President Fran Pantzar called the meeting to order. The Pledge of Allegiance was recited. Council members present included Bill Boyle, John Carachilo, Fran Pantzar, Bill Matos, and John Mayers. Also present were Mayor Joseph Brady, Attorney Jeff Levine, Treasurer Jennifer Slick, Code Enforcement Officer Joe Lavin, Tax Collector Mary Ann Risboskin, 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:

- *County COVID 19 Funds*

Mr. Carachilo suggested checking with the fire company to see if they are in need of any personal protection equipment that we can replace through the county grant. There was some further discussion on what other items might be needed. Mr. Carachilo made a motion, seconded by Mr. Boyle to approve the correspondence. Motion carried with all in favor.

Persons to be heard: No one at this time

Public Comment on Agenda Items:

Treasurer Report of Financial Status: (final for November)

	Nov 1, 20
ASSETS	
Current Assets	
Checking/Savings	
General Fund	
HNB - 0113	245,016.30
HNB - 4601	8,254.92
Total General Fund	253,271.22
Liquid Fuels Fund	
HNB - 4613	34,913.45
Total Liquid Fuels Fund	34,913.45
Refuse Fund	
HNB - 5401	35,807.44
Total Refuse Fund	35,807.44
Total Checking/Savings	323,992.11
CD Balance (.40% Interest Renews 7/24/21)	27,750.80
TOTAL ASSETS	351,742.91
LIABILITIES & EQUITY	
Principal Balance on Loan	140,505.20
(Payment Due 1/15/21)	

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 November)

Vandling Borough ~ Revenue Report ~ November 2020				
Date	Name	Account		Amount
11/01/2020	Honesdale National Bank	341.00 · Interest Earnings		3.11
11/01/2020	Honesdale National Bank	341.00 · Interest Earnings		31.87
		Subtotal Interest		\$ 34.98
11/03/2020	Hab-Eit	310.20 · Wage Taxes		1,502.09
11/06/2020	Hab-Eit	310.20 · Wage Taxes		850.79
11/11/2020	Hab-Eit	310.20 · Wage Taxes		3,852.93
11/13/2020	Hab-Eit	310.20 · Wage Taxes		1,344.04
11/18/2020	Hab-Eit	310.20 - Wage Taxes		2,055.61
11/20/2020	Hab-Eit	310.20 - Wage Taxes		1,538.17
11/25/2020	Hab-Eit	310.20 - Wage Taxes		1,855.60
		Subtotal Wage Taxes		\$ 12,999.23
11/17/2020	Mary Ann Risboskin	305.00 · Occ. Taxes		445.25
11/17/2020	Tumblin Tots	342.00 · Rent		1,050.00
11/17/2020	Lack Co Recorder of Deeds	310.10 - Real Estate Transfers		1,035.37
11/17/2020	Lemanski	321.00 - Rental Inspections		150.00
11/17/2020	Regina Estates	321.00 - Rental Inspections		150.00
11/17/2020	Regina Estates	321.00 - Rental Inspections		525.00
		Subtotal Rental Inspections		\$ 825.00
11/17/2020	Shager	320.00 - Building Permit		60.00
11/17/2020		320.00 - Building Permit		120.78
		Subtotal Building Permits		\$ 180.78
11/30/2020	HNB - 4613	341.00 Interest Income		\$ 2.74
11/30/2020	HNB - 0113	341.00 Interest Income		\$ 29.41
		Total for month		\$ 16,602.76

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

Treasurer Report of Expenses: (final for November)

Vandling Borough ~ Bill Listing ~ November 2020				
Date	Name	Account		Amount
11/02/2020	UGI PNG	409.30 · Bldgs Utilities		118.22
11/02/2020	PAWC	409.30 · Bldgs Utilities		50.79
11/16/2020	PA One Call System	438.00 · Repair & Maintenance of Roads		125.00
11/16/2020	NEP Telephone	409.30 · Bldgs Utilities		102.24

11/16/2020	PAWC	448.36 · Water Hydrants	314.22
11/16/2020	PP&L	409.30 · Bldgs Utilities	176.37
11/16/2020	Forest City News	404.20 · Legal Advertisement	18.00
11/16/2020	Rossi Rooter	429.45 · San.Sewer Contract Serv	275.00
11/16/2020	PSAB	400.42 · Borough Dues & Subscriptions	164.00
11/16/2020	PSMA	401.42 · Assoc. Dues & Subscriptions	60.00
11/16/2020	Holt Lumber	409.37 · Bldgs/Grounds Rep & Main.	54.90
11/16/2020	County Waste	427.45 · Contract Sanitation Service	6,230.25
11/16/2020	Jennifer Slick	402.10 · Treasurer's Commissions	400.00
11/16/2020	Jennifer Slick	488.00 · Employees Withholding	(91.12)
11/16/2020	Nancy Ann Perri	405.10 · Secretary's Wages	400.00
11/16/2020	Nancy Ann Perri	488.00 · Employees Withholding	(97.12)
11/16/2020	Thomas Collins, Sr.	430.10 · Street Maintenance Wages	170.00
11/16/2020	Thomas Collins, Sr.	488.00 · Employees Withholding	(38.73)
11/16/2020	Mary Ann Risboskin	403.10 · Tax Collectors Commissions	22.26
11/16/2020	Mary Ann Risboskin	488.00 · Employees Withholding	(5.05)
11/16/2020	John Lavin	413.2 · Protective Services Supplies	420.00
11/16/2020	John Lavin	488.00 · Employees Withholding	(95.67)
11/16/2020	John Lavin	413.2 · Protective Services Supplies	15.30
11/16/2020	Joseph Tedesco	430.10 · Street Maintenance Wages	102.00
11/16/2020	Joseph Tedesco	488.00 · Employees Withholding	(23.23)
11/16/2020	Browndale Fire Co	411.50 · Fire Co. Contribution	500.00
11/16/2020	Forest City Borough	410.45 · Police	2,000.00
11/16/2020	Rainey & Rainey	402.45 · Contracted Financial Service	900.00
11/16/2020	Herlands & Levine	404.10 · Legal Wages & Salary	415.00
11/16/2020	USPS	402 · .20 Treasurer's Supplies	55.00
11/17/2020	IRS	6560 · Payroll Expenses	398.25
11/17/2020	PAUC	6560 · Payroll Expenses	42.54
11/17/2020	PPL	434.36 - Street Lighting	889.78
11/17/2020	PA Dept. Of Labor & Industry	409.30 - Building Utilities	148.20
11/17/2020	BIU	413.10 - Rental Expense	564.00
		Total for month	\$ 14,780.40

A bill for Rossi Rooter was put on hold as it exceeded the quoted amount. Mr. Mayers, second by Mr. Boyle motioned to approve the expense report. Motion carried with all in favor.

Mayor Report: Mayor Brady wished everyone a safe and blessed Thanksgiving and reminded everyone to do whatever is necessary to maintain social distancing to keep family members safe during the pandemic.

Solicitor Report: Attorney Levine reported that he sent a letter to Mr. Harris and there was no response in regard to the trees bordering the Borough property. Mr. Mayers stated that he had spoken with Mr. Harris who has awarded a contract to remove three trees and trim the remaining trees, so the matter should be taken care of in the near future.

Committee Reports & Unfinished Business: John Mayers stated that there was a failure in the hot water system in the Borough building and when Frank Regal was here to repair he suggested an annual maintenance should be completed. Mr. Mayers told him to go ahead and take care of it.

Mr. Mayers noted that there will be a higher expense for Christmas lighting this year as they are being installed on Tuesday. This will add an extra week of cost.

Mr. Mayers is not certain of the start date for the Peterlin sewer project.

Mr. Mayers would like a modification to the Property Code Ordinance to include a penalty if repairs are not made in a timely manner. Also in terms of protective treatments (keeping the exterior of a building in good condition), there are several properties that are not in compliance. Mr. Mayers would like authorization to advertise the ordinance changes. Attorney Levine questioned if this would be daily fine to which Mr. Mayers replied that the intention was for a onetime fee. Mayor Brady stated that this was a good idea but felt that it needed to be more specific. It was further noted that the Magistrate will ultimately determine the penalty and that the ordinance will not be changed but only a fine added.

Mr. Mayers made a motion to advertise the addendum to the IPMC Ordinance. Mr. Boyle seconded the motion. On a roll call vote, motion carried three to two with Mr. Carachilo and Mr. Matos voting no.

Mr. Carachilo questioned how much the work that Frank Regal completed cost. The Borough has not received the estimate yet but the prevention work had been mentioned at a previous meeting. It is not anticipated to be a costly project.

In regard to an updated bid process, nothing is prepared yet. This information will be prepared for the December or January Council meetings.

Mayor Brady asked if there was time period for the contractor to start the Peterlin sewer project. Mr. Mayers replied that there was not and it has been dependent on weather. Bill Matos spoke with Tony Grizzanti at KBA to make clear that there will be not additional payments to them for inspections.

New Business:

Mr. Pantzar introduced the 2021 budget which as no tax increase but to be in line with the contract for trash and recycling collection, that fee will be raised to \$245. Mr. Mayers noted that with some revenue to still come in from taxes, he believes we can lower the fee to \$240 with the possibility of borrowing from the general fund. It was decided to leave the proposed plan in place and the fee will remain at \$245. Mr. Mayers would like line 409.70 (Capital Expenditures – furnishing/equipment) raised by \$200 to \$1,200.

Jennifer Slick stated that while it appears that there is a \$25,000 loss in the budget that is actually revenue from the previous year.

John Mayers made a motion to advertise the budget, second by Bill Boyle. Motion carried with all in favor.

Mr. Mayers addressed Council regarding a property owned by Chester Dec that has been vacant for three years. At the time of inspection, there violations reported that would deem it not inhabitable. Mr. Dec requested that refuse fee not be charged as the property is vacant. Mr. Mayers stated that there is a process in place in the ordinance and if that process is not followed the matter can come before Council. It would cost Mr. Dec another \$50 for an additional inspection. In order to forego this expense, he is requesting forgiveness on the garbage fee.

Mr. Pantzar stated that Mr. Dec wants the property treated as a rental unit but it is a single family home. Mr. Carachilo asked Tax Collector Mary Ann Risboskin if the taxes had been paid. She noted that the school taxes were paid but not the Borough taxes as he is looking for relief on the garbage fee.

There was some discussion among Council members regarding a property being listed as “uninhabitable” and how it is determined that a property is a rental unit when it is a single family home. Mr. Pantzar stated that in his opinion this is not a rental property, it is a single family vacant

home and the refuse fee must be paid. Mayor Brady stated that we do have the right to condemn however, Mr. Mayers stated that it is not necessary to do that. Mr. Boyle stated that the ordinance needs to be reexamined in terms of this matter.

Mr. Mayers made a motion to forgo the second inspection to accept the first inspection that the property is not inhabitable and to forgo the collection of the refuse fee. Mr. Carachilo questioned Mrs. Risboskin if Mr. Dec had paid the taxes and garbage the last two years. She stated that he had. Mr. Boyle suggested reviewing this ordinance because he doesn't think a property should go three years without another inspection. Mr. Mayers stated that when we prepared the ordinance we agreed that the same tenant could have an inspection done every three years. It was noted that a property that is uninhabitable should be addressed in a timely manner and not every three years. Motion died for lack of a second.

Mr. Pantzar brought up the matter of constructing a garage on a vacant lot as Mrs. Risboskin was present to question. Mr. Pantzar stated that a garage on a vacant property must be attached to a primary residence. Mrs. Risboskin stated that this has been done in the past with many properties where garages were erected without consolidating properties. Mrs. Risboskin stated that Mr. Mayers told her she could apply for a variance where Council would act as the zoning board. It was further noted that carports of less than 1000 square feet do not require a building permit and have been constructed on separate lots. Mr. Pantzar stated that Council will review the matter and get back to Mrs. Risboskin after consulting with Attorney Levine. The Borough will have to monitor in the future for garage and/or carport construction.

Public Comment: None

With no further business, the meeting was adjourned at 8:10 PM on a motion by Mr. Boyle, second by Mr. Mayers.

Borough Secretary Nancy Perri prepared these minutes.

Nancy Perri

Signature

December 21, 2020

Date