

*Vandling Borough Council Minutes  
Regular Meeting ~ October 21, 2019*

Council President Fran Pantzar called the meeting to order. The Pledge of Allegiance was recited. Council members present included Bill Boyle, John Carachilo, John Mayers, Bill Matos, and Fran Pantzar. Also present were Mayor Brady, Treasurer Jennifer Slick, Code Enforcement Officer Joe Lavin, and Secretary Nancy Perri. Attorney Paul Smith was absent.

**Minutes**

Mr. Carachilo, second by Mr. Mayers motioned to approve the minutes of the September meeting. All were in favor.

**Correspondence:**

- PPL RE: Holiday Lighting
- Lackawanna County – Zoning Course
- Lackawanna County – Blight Workshop/Flood Plain Maps & 2020 Hazard Mitigation
- Wayne County Commissioners – request for information for comm center
- NEIC Holiday Party Invitation
- Mary Jane Miskovsky – Health Officer resignation

Mr. Carachilo will check into information requested by Wayne County. Mayor Brady and Mr. Carachilo will attend NEIC Holiday Party. John Carachilo also noted that NE Telephone will take down the flag banners when they are installing the Christmas lights.

Mr. Boyle questioned if we have a job description for the Health Officer. Mr. Pantzar replied that he is not aware of one and that this is an appointed position.

Mr. Boyle, second by Mr. Matos motioned to accept the correspondence. All were in favor.

**Persons to be heard:** none at this time

**Public Comment on Agenda Items:**

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

	<u>Oct 1, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>General Fund</b>	
HNB - 0113	195,987.32
HNB - 4601	<u>14,156.45</u>
<b>Total General Fund</b>	210,143.77
<b>Liquid Fuels Fund</b>	

HNB - 4613	26,003.46
<b>Total Liquid Fuels Fund</b>	26,003.46
<b>Refuse Fund</b>	
HNB - 5401	40,550.61
<b>Total Refuse Fund</b>	40,550.61
<b>Total Checking/Savings</b>	276,697.84
<b>CD Balance (2.02% Interest Renews 7/24/20)</b>	27,245.68
<b>TOTAL ASSETS</b>	<b>303,943.52</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Principal Balance on Loan</b>	176,107.55
<b>(Payment Due 1/15/20)</b>	

Mr. Mayers, second by Mr. Carachilo motioned to accept the Treasurers Report. Motion carried with all in favor.

**Treasurer Report of Receipts: (final for the month)**

Vandling Borough - Revenue - October 2019				
Date	Name	Account		Amount
10/02/2019	Hab-Eit	310.20 · Wage Taxes		987.33
10/09/2019	Hab-Eit	310.20 · Wage Taxes		553.05
10/16/2019	Hab-Eit	310.20 · Wage Taxes		1,073.80
10/22/2019	Mary Ann Risboskin	364.00 · Garbage Fees		1,140.00
10/22/2019	Mary Ann Risboskin	301.00 · Real Estate Taxes		702.90
10/22/2019	Lack. Co. Recorder of Deeds	310.10 · Real Estate Transfers		210.70
10/22/2019	Tumblin Tots	342.00 · Rent		1,050.00
10/22/2019	Commonwealth of PA	355.01 · PURTA..		152.96
10/22/2019	District Magistrate	330.00 · Fines		25.92
10/22/2019	Lackawanna Co. Treasurer	319.00 · Delinquent Taxes		701.23
10/22/2019	Lackawanna Co. Treasurer	364.00 · Garbage Fees		955.41
10/22/2019	Stephen Mikloiche	320.00 · Building Permits		64.50
10/25/2019	Hab-Eit	310.20 - Wage Taxes		1,332.85
10/30/2019	Hab-Eit	310.20 - Wage Taxes		1,004.95
10/31/2019	HNB 0113	341.00 - Interest Earnings		66.90
10/31/2019	HNB 4613	341.00 - Interest Earnings		3.87
			TOTAL	\$ 10,026.37

Mr. Carachilo, second by Mr. Mayers motioned to accept the revenue report. Motion carried with all in favor. Mr. Pantzar questioned what the building permit was for and it was noted that it was for a demolition project.

**Treasurers' Report of Bills:** The final bill list for the month includes:

Vandling Borough Expenses - October 2019				
Date	Name	Account		Amount
10/18/2019	PAWC	409.30 · Bldgs Utilities		58.17
10/18/2019	PAWC	448.36 · Water Hydrants		314.22
10/18/2019	UGI PNG	409.30 · Bldgs Utilities		37.83
10/21/2019	County Waste	427.45 · Contract Sanitation Service		4,805.00
10/21/2019	PP&L	434.36 · Street Lighting		951.81
10/21/2019	Forest City Borough	410.45 · Police		2,000.00
10/21/2019	NEP Telephone	409.30 · Bldgs Utilities		77.22
10/21/2019	Holt Lumber	409.20 · Bldgs/Grounds Supplies & Exp		65.95
10/21/2019	PP&L	409.30 · Bldgs Utilities		191.10
10/21/2019	The Scranton Times	404.20 · Legal Advertisement		187.45
10/21/2019	John Mayers	414.20 · Planning Comm Supplies & Exp		26.50
10/21/2019	Hi-Tech Fencing	409.37 · Bldgs/Grounds Rep & Main.		150.00
10/21/2019	PSMA	401.42 · Assoc. Dues & Subscriptions		60.00
10/21/2019	DCED	413.10 · UCC & Code Enforcement		4.50
10/21/2019	Thomas Collins, Jr.	430.10 · Street Maintenance Wages		247.11
10/21/2019	Jennifer Slick	402.10 · Treasurer's Commissions		308.88
10/21/2019	Nancy Ann Perri	405.10 · Secretary's Wages		302.88
10/21/2019	Mary Ann Risboskin	403.10 · Tax Collectors Commissions		27.16
10/21/2019	Thomas Collins, Sr.	430.10 · Street Maintenance Wages		216.21
10/21/2019	John Lavin	413.2 · Protective Services Supplies		231.66
10/21/2019	Joseph Tedesco	430.10 · Street Maintenance Wages		142.08
10/21/2019	Forest City Fireman's Relief Assn	411.51 · Fire Relief		1,700.55
10/21/2019	Browndale Fire Relief Association	411.51 · Fire Relief		1,700.56
10/21/2019	Prince Excavating	430.45 · Contract Serv. Street Main.		650.00
10/21/2019	Prince Excavating	438.45 · Sewer		1,155.00
10/22/2019	IRS	6560 · Payroll Expenses		504.74
			TOTAL	\$ 16,116.58

Treasurer Jennifer Slick noted that the \$4.50 to DCED for building permit fees is supposed to be paid by credit card but she is only able to send a check.

Bill Matos questioned why fire relief is split between Forest City and Browndale when Browndale is primary first responder. Ms. Slick replied that it has been the policy as part of the budget to split between the two entities.

Fran Pantzar noted that the payment to Prince Excavating was for a sewer line repair on Fifth Street.

A motion to pay the bills was made by Mr. Carachilo, second by Mr. Mayers. Motion carried with all in favor.

**Mayor Report:** Halloween hours will be between 6 PM and 8 PM, police and volunteer fire department will be notified.

**Solicitor Report:** Attorney Smith was not present.

### **Committee Reports:**

Mr. Mayers received estimates for three more patching projects, two on Ash and one on Pine Street. The cost will be \$3,000 and will be the last of the available liquid fuels funding. The project should be completed before the winter.

Mr. Carachilo questioned that he thought there was \$5,000 available in liquid fuels. Mr. Mayers replied that there was but this would leave the account with \$1,000 to \$2,000 for street lights.

Mr. Mayers made a motion to approve the additional patching project. Mr. Boyle seconded the motion, which carried with all in favor.

### **Unfinished Business:**

Mr. Mayers obtained pricing for a twenty yard dumpster with the lowest cost being Freddy's for \$500. The dumpster is needed for cleaning out the borough building and outside the garage. The \$500 cost would be the maximum and it would be used in early December. Mr. Mayers made a motion to approve the dumpster rental not to exceed \$500, second by Mr. Matos. Motion carried with all in favor.

Mr. Mayers made a motion to approve \$250-\$300 in expenses to improve basement lighting. The project would be done at cost with volunteer labor. Mr. Boyle seconded the motion with a cost not to exceed \$300. Motion carried with all in favor.

### **New Business:**

Mr. Mayers stated that there are a number of activities that need to be built into administrative expenses for the Borough. For example, the updating of the residential master list and a landlord data file. The county tax department relies on this information to incorporate refuse fees into the tax bills. This past year the Borough received \$10K more in refuse fees than in the prior year. County Waste also requests this information to validate addresses.

Furthermore there is some additional work needed to update official files and create a backup on the Borough computer. The minutes and ordinances need to be structured and uploaded to the website. Therefore, Council is proposing an additional position to undertake this work.

The Borough Secretary has agreed to do this work at a cost not to exceed \$1,200 annually. Mr. Mayers made a motion to accept and approve this addition to the budget. Barbara Bock questioned why this could not be part of the existing duties for the Secretary. It was noted that other Boroughs pay hourly rates for this work to compensate for all the time and effort it would take to complete the tasks. Once this is completed over the next year, it should be easier for the Secretary to maintain at no additional costs. Mr. Boyle seconded the motion. Motion carried with all in favor.

Mr. Boyle made a motion to accept the resignation of the health officer, second by Mr. Mayers. Motion carried with all in favor.

## **Bid Opening**

The sole bid for trash collection from County Waste was opened. For two containers and one bulk item weekly the bid was: 2020 - \$55,263.00; 2021 - \$56,920.89; and 2022 - \$58,628.52. For recycling collection the bid was: 2020 - \$19,500.00; 2021 - \$20,085.00; and 2020 - \$20,687.55. There was no difference between recycling collection weekly or bi-monthly.

The bids represent an increase of \$1,400 monthly. Mr. Boyle stated that he would like to know what other boroughs are doing. Mr. Pantzar stated that he would like to have more input to see how residents feel about the possibility of raising the fees in order to maintain recycling collection.

A special meeting will be held on November 12<sup>th</sup> at 6 PM to further discuss this bid. In the interim, Bill Boyle and Bill Matos will investigate and gather information from other communities.

## **Other New Business:**

On a motion by Mr. Boyle, second by Carachilo, a resolution was approved to apply to the Lackawanna County Re-Invest Program for Peterlin Drive sewer replacement. Motion carried with all in favor.

A motion was made by Mr. Boyle, second by Mr. Matos, to apply to the PA Small Water and Sewer System Program, using the County funds as match for the Peterlin Drive sewer project. Motion carried with all in favor.

Any resident interested in the health officer position should contact Borough Council.

## **Public Comment: -**

Sandie Wearing of 2018 Ash Street addressed Council regarding comments Mayor Brady made last month about old 171 and the area around a garage not being Borough roads. She wants to know that this is a public road because it is her access to her garage. Mr. Pantzar questioned if our solicitor could review their deeds to interpret the descriptions and where the lines are located. All residents from the area were agreeable to this.

Another resident questioned if it turns out to be private property, will the Borough move storm lines that run through those areas.

In other business, John Mayers made a motion to proceed with mailing the Borough newsletter. Mr. Boyle seconded the motion. Motion carried with all in favor.

Barbara Bock asked about the pothole on Ash Street by Jennifer's house as it is falling apart already. Mr. Mayers explained that this is a temporary patch and it is not completed yet.

The Browndale Fire Company Chicken Barbeque and cornhole tournament is coming up and it was suggested more residents should attend and support the fire companies, and that only three Vandling residents attended Forest City dinner last week. It would be nice to show more support from residents.

With no further business, the meeting was adjourned at 8:32 PM on a motion by Mr. Matos, second by Mr. Carachilo. Borough Secretary Nancy Perri prepared minutes.

Nancy Perri  
Signature

November 18, 2019  
Date