

Vandling Borough Council Minutes
September 20, 2021

Council Vice-President Bill Boyle called the meeting to order. The Pledge of Allegiance was recited.

Council members present included Bill Boyle, John Carachilo, John Mayers, and Bill Matos. Also present were Mayor Joseph Brady, Treasurer Jennifer Slick, Attorney Jeff Levine, and Secretary Nancy Perri. Councilman Pantzar was absent.

Minutes: The minutes of the previous meeting were approved on a motion by Mr. Matos, second by Mr. Carachilo. All were in favor.

Correspondence:

- Lackawanna County Bureau of Elections
- N Pecko Resignation
- Fire Relief Deposit

The correspondence was approved on a motion by Mr. Carachilo, second by Mr. Mayers. Motion carried with all in favor.

Persons to be heard: None at this time.

Treasurer Report

Treasurer Report of Financial Status: (final for September)

	Sep 1, 21
ASSETS	
Current Assets	
Checking/Savings	
COVID Grant	2,144.08
General Fund	
HNB - 0113	286,266.29
HNB - 4601	42,800.54
Total General Fund	329,066.83
Liquid Fuels Fund	
HNB - 4613	32,748.33
Total Liquid Fuels Fund	32,748.33
Refuse Fund	
HNB - 5401	55,037.29
Total Refuse Fund	55,037.29
CD Balance (.25% Interest Renews 7/24/22)	27,861.80
TOTAL ASSETS	446,858.33
LIABILITIES & EQUITY	
Principal Balance on Loan	103,953.26
(Payment Due 1/15/22)	

Mr. Matos asked if we had received additional information about combining the covid related grants. Mr. Carachilo replied that he is still working on it. A motion was made by Mr. Carachilo, second by Mr. Matos to approve the Treasurer's report, Motion carried with all in favor.

Treasurer Report of Receipts: (final for September)

September 2021 Revenue				
Date	Name	Account	Amount	
09/01/2021	Hab-Eit	310.20 · Wage Taxes	1,704.36	
09/02/2021	Hab-Eit	310.20 · Wage Taxes	78.61	
09/16/2021	Commonwealth of PA	354.07 · Intergovernmental Revenue	878.91	
09/21/2021	Mary Ann Risboskin	301.00 · Real Estate Taxes	376.20	
09/21/2021	Mary Ann Risboskin	364.00 · Garbage Fees	245.00	
09/21/2021	Mary Ann Risboskin	305.00 · Occ. Taxes	52.08	
09/21/2021	Tumblin Tots	342.00 · Rent	1,050.00	
09/21/2021	Lackawanna Co. Treasurer	319.00 · Delinquent Taxes	224.27	
09/21/2021	Commonwealth of PA	355.07 - Foreign Fire Relief Ins Dist.	3,075.25	
09/24/2021	Hab-Eit	310.20 = Wage Taxes	662.67	
09/30/2021	HNB 4613	341.00 - Interest Earnings	2.64	
09/30/2021	HNB 0113	341.00 - Interest Earnings	41.15	
			\$ 8,391.14	

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

Treasurer Report of Expenses: (final for September)

September 2021 Bill List				
Date	Name	Account	Amount	
09/01/2021	PAWC	409.30 · Bldgs. Utilities	54.24	
09/01/2021	UGI PNG	409.30 · Bldgs. Utilities	25.89	
09/04/2021	PP&L	434.36 · Street Lighting	913.95	
09/20/2021	PP&L	434.36 · Street Lighting	924.52	
09/20/2021	County Waste	427.45 · Contract Sanitation Service	6,417.16	
09/20/2021	NEIC	413.10 · UCC & Code Enforcement	105.00	
09/20/2021	PAWC	448.36 · Water Hydrants	331.61	
09/20/2021	LRBSA	409.30 · Bldgs. Utilities	61.80	
09/20/2021	PP&L	409.30 · Bldgs. Utilities	179.34	
09/20/2021	NEP Telephone	409.30 · Bldgs. Utilities	84.06	
09/20/2021	Antonio Adams	430.10 · Street Maintenance Wages	130.00	
09/20/2021	Stafursky Paving	429.45 · San. Sewer Contract Services	82,606.42	
09/20/2021	Herlands & Levine	404.10 · Legal Wages & Salary	227.50	
09/20/2021	Forest City Borough	410.45 · Police	2,000.00	
09/20/2021	Forest City Borough	429.45 · San. Sewer Contract Services	175.00	
09/20/2021	Honesdale National Bank	405.20 - Sec Supplies & Expenses	15.00	
09/21/2021	Wex Bank (Sunoco)	430.20 · Truck Gas & Supplies	57.73	
09/21/2021	Jennifer Slick	402.10 · Treasurer's Commissions	400.00	
09/21/2021	Jennifer Slick	488.00 · Employees Withholding	(91.12)	
09/21/2021	Nancy Ann Perri	405.10 · Secretary's Wages	400.00	
09/21/2021	Nancy Ann Perri	488.00 · Employees Withholding	(97.12)	
09/21/2021	Bill Matos	400.10 · Legislative Wages	225.00	
09/21/2021	Bill Matos	488.00 · Employees Withholding	(51.12)	

09/21/2021	John Mayers	400.10 · Legislative Wages	225.00
09/21/2021	John Mayers	488.00 · Employees Withholding	(51.12)
09/21/2021	Francis Pantzar	400.10 · Legislative Wages	225.00
09/21/2021	Francis Pantzar	488.00 · Employees Withholding	(51.12)
09/21/2021	John Carachilo	400.10 · Legislative Wages	225.00
09/21/2021	John Carachilo	488.00 · Employees Withholding	(51.12)
09/21/2021	Thomas Collins, Sr.	430.10 · Street Maintenance Wages	348.50
09/21/2021	Thomas Collins, Sr.	488.00 · Employees Withholding	(79.40)
09/21/2021	Thomas Collins, Sr.	409.20 · Bldgs./Grounds Supplies & Exp.	11.13
09/21/2021	Mary Ann Risboskin	403.10 · Tax Collectors Commissions	21.41
09/21/2021	Mary Ann Risboskin	488.00 · Employees Withholding	(118.47)
09/21/2021	Mary Ann Risboskin	427.1 · Garbage Fee Comm.	500.00
09/21/2021	Joseph Brady	401.10 · Executive Wages	225.00
09/21/2021	Joseph Brady	488.00 · Employees Withholding	(51.12)
09/21/2021	John Lavin	413.2 · Protective Services Supplies	350.00
09/21/2021	John Lavin	488.00 · Employees Withholding	(79.74)
09/21/2021	James Van Leuven	430.10 · Street Maintenance Wages	345.00
09/21/2021	James Van Leuven	488.00 · Employees Withholding	(78.59)
09/21/2021	Nicholas Pecko	430.10 · Street Maintenance Wages	97.50
09/21/2021	Nicholas Pecko	488.00 · Employees Withholding	(22.22)
09/21/2021	William Boyle	400.10 · Legislative Wages	225.00
09/21/2021	William Boyle	488.00 · Employees Withholding	(51.12)
09/21/2021	IRS	6560 · Payroll Expenses	1,002.69
09/21/2021	PA Dept. of Revenue	6560 · Payroll Expenses	291.34
09/21/2021	Hab-Eit	6560 · Payroll Expenses	112.91
09/21/2021	PSAB UC Plan	6560 · Payroll Expenses	201.80
			\$ 98,868.12

Mr. Mayers made a motion to pay the bills with the note that the reimbursement to Mr. Adams will be further discussed in an executive session after the meeting and that Council needs to determine if our portion of the Stafursky bill will be paid from ARPA grant. Mr. Matos seconded the motion to approve the bills as presented. Motion carried with all in favor.

Mayor Report:

Mayor Brady reminded everyone of the new law that requires the meeting agenda to be posted prior to the meeting, including at the Borough Building.

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

Committee Reports:

John Mayers commented on the FAQ document sent by Lackawanna County. He noted that the Borough did not lose any revenue from the pandemic. He reviewed eligible projects and noted that the Borough should have been planning for them prior to March 2021. He thinks the Peterlin project and storm drain replacement at Ash & Main should be funded through this grant. Mr. Mayers also stated that he confirmed this information with Zelenkofske Axelrod, LLC, the company hired by the County. Mr. Mayers stated that we have paid \$7K to \$8K for sewer projects and suggest that we take advantage of using the ARPA grant for these projects as it is documented in the minutes that these projects were planned.

Mr. Mayers further noted that expenses are coming in under budget on our contracted project and he recommends that cost savings be invested in blacktopping the rest of Peterlin to Pink Street by Stafursky. Mr. Carachilo questioned if we have an estimate for this work. Attorney Levine stated that an addendum would be needed to outline any additions/deletions to the existing contract. There was further discussion on the areas to be considered for paving and the need to have an estimate in writing from Stafursky.

Mr. Matos stated that a 15" storm pipe was replaced with an 8" pipe and should be addressed.

Mr. Mayers made a motion to accept the recommendation from Stafursky to extend the paving to Pink Street. Mr. Boyle questioned if this would be against the recommendation of Attorney Levine. Motion died for lack of a second.

It was determined that a special meeting needs to be scheduled to discuss a written change order.

Mr. Mayers reported that patching on Ash Street and storm drain replacement have been approved by PA DOT. The speed bump will have to be paid through the general fund. Mr. Mayers stated that he would like to reverse the accounting line item to fund this from the ARPA funds and not liquid fuels. Mr. Carachilo asked why we should do this and Treasurer Jen Slick responded it would save liquid fuel funds which has more options for use. Mr. Matos asked to confirm that we would be moving \$35K out of ARPA grant to pay for Peterlin project and catch basin. The Treasurer will confirm with the Auditor General and pending their review and approval can make the adjustment. Mr. Mayers made a motion to reimburse the liquid fuel fund from the ARPA grant for storm drain on Ash & Main. Mr. Matos seconded the motion. Motion carried.

Mr. Mayers presented a list of potential projects for the Borough including making repairs to the storm sewer on Peterlin that he feels should be completed now while the equipment is in place. The pitch will need to be reversed as part of the project and the cost would be \$8,550. Mr. Mayers stated that procedures around bidding were put in place to aid management and not to hamper the process.

Mr. Boyle questioned when we use the procedures and when we don't and clarified that Mr. Mayers prepared most of the procedures. Mr. Boyle stated that he wanted to be clear that the project should be done but also that procedures should be followed.

Mr. Mayers made a motion to pay \$8,550 out of the general fund with estimates not required. Mr. Matos asked who designed the project and Mr. Mayers noted that Mr. Stafursky did. He also stated that he intends to request that Mr. Pantzar have someone else handle these projects. Mr. Mayers does not believe we will be able to obtain any additional estimates.

Mr. Boyle stated that the procedure states that if no other estimates are received we can award the project to the sole bidder. It was noted that this bid was based on equipment being in place and furthermore we need to address Mr. Matos's question on how it will be repaired.

Mr. Boyle recommend determining when Stafursky will be ready to proceed and what the actual project will entail. Mr. Mayers replied that he will not pursue any further.

Mr. Boyle stated that Mr. Mayers needs to advise Council of issues that arise prior to the regular Council meeting to give members time to review and discuss the matter. As an example no Council member saw the bid from Stafursky or were aware of the plan. This matter will be added to special meeting agenda along with change order for Peterlin sanitary sewer project. Council can take a copy of the estimate and try to get two additional bids for the 10 x 200 project. It was decided that a special meeting will be held on October 4th at 7 PM.

Mr. Mayers stated that the Borough needs to advertise for help for building maintenance, snow removal, plowing, sidewalk maintenance, etc.

Mr. Mayers will hold off on brake retarder ordinance, adoption of bid process, and animal control ordinance update.

Secretary Nancy Perri asked for approval to submit the Local Share Account (LSA) grant for the completion of the sanitary sewer project on Peterlin Street and to approve the \$100 application fee. Mr. Matos made the motion, second by Mr. Carachilo to submit the grant. Motion carried with all in favor.

Public Comment:

Mayor Brady thanked the public for their patience in waiting to address Council.

Michele (M&M Auto) questioned why they can't obtain a recycling container as they pay a recycling fee. It was noted that her taxes would not include trash or recycling fees as there is not a home at the address. Only those who pay a trash fee receive containers. She also questioned if they can put a drive way in as on their assessment Clinton Street is showing as a paper street. Mr. Mayers replied that he will review the map with her to make sure and if it is a paper street they can be a driveway in but couldn't build on it.

Mr. Egnatovich asked if any council members have contacted Fell Township regarding flooding issues. Mr. Matos replied that he had but is waiting on KBA to do research on 3rd Street and up to determine how to fix.

There were comments regarding a new home in Fell Township that installed unauthorized ditches that is causing problem. Mr. Mayers stated that everything from Richmondale and Ash comes into one area. He further noted that it is impossible to fix twenty years of things occurring in this area but can only mitigate damages now. We need to rely on engineer to provide best options.

There was some further discussion on the flooding issues. It was again noted an unauthorized diversion created the problem. Mr. Matos stated we need to go after those who removed ditches and created diversions. Discussion continued on drainage and pipes throughout the development.

Before adjourning to executive session, Mr. Carachilo, second by Mr. Matos motioned to approve the use of the Borough Building by the Lackawanna County Election Bureau.

Council adjourned into executive session to review a personnel matter. After Council returned from executive session to the regular meeting, no public remained. Mr. Carachilo made a motion, second by Mr. Mayers to reimburse Mr. Adams for costs incurred.

The meeting was adjourned at 9:05 PM on a motion by Mr. Carachilo, second by Mr. Matos.

Borough Secretary Nancy Perri prepared the minutes.

Nancy Perri

Signature

October 17, 2021

Date