

Union Dale Borough  
Agenda  
July 1, 2024

**Attendance:** Ann Marie Saam, Donna Tedesco, Tom Yale, Joe McAndrew, Teri Madrid, Diane Gomola

**Pledge of Allegiance**

**Public Comment:** Each person will have 5 minutes to present their concerns. Only residents or those paying taxes to the borough may comment. No comments today.

**Previous meeting minutes:** Previous meeting minutes were reviewed and will be sealed and signed for permanent record. Motion to approve previous minutes made by Donna, 2<sup>nd</sup> by AnnMarie.

**Correspondence:**

- Email remittance ACT 13- Funds are via ACH and stays in the general fund.
- Email 6/28- PACES Solar Farm ordinance inquiry – Secretary to email response to PACES questions, advising SALDO & Zoning is to be addressed by Susquehanna County. She will also attach a copy of our solar ordinance, even though it is posted to our webpage.
- Susq County Commissioners- municipal tax bill
- Edward Jones Trade Confirmation- new 9 month CD with Wells Fargo
- Adams Cable- Now merged with Blue Ridge Cable
- Union Dale fire Dept- annual fireman's picnic July 11,12, & 13
- Certificate of Insurance- Wodock construction LLC
- Certificate of Insurance-Commonwealth Code Inspection Service Inc
- Briechle Law office- Statement of financial Interests
- Invoice from SEO Justin Ford
- Susquehanna County- realty Transfer Tax Distribution- \$0-
- UPM – paving materials ad
- State workers Comp (SWIF) letter advising of upcoming audit
- Invoices for Norton Hill from GRM

**Receipts:**

- Berkheimer -0-
- PA Office of Budget ACT 13 - ACH \$ 18,622.22
- Comm PA state police fines \$95.49

**Treasurer's Report:**

- General Fund : \$ 96,748.17

- General MM \$155,006.93
- Liquid Fuels Gen Fund \$12,751.70
- Liquid Fuels MM \$5,879.70
- Ed Jones CD's 3 =\$ 118,998.64
- Sewer CD \$53,431.15

### **BILLS:**

- BILL PAY- PPL \$614.07
- BILL Pay- PPL \$ 29.72
- DEBIT CARD Walmart- office supplies \$11.70
- DEBIT CARD- Sams Club- office paper \$8.87
- DEBIT CARD Scranton Times Newspaper \$81.48
- # 1626 Susquehanna County Tax billing- \$46.25
- # 1627 Diane Gomola- June wages \$ 445.16
- # 1628 Don Bennett- CEO 1 hour \$30.87
- # 1629 Teri Madrid Q-2 \$79.39
- # 1630 Ann Marie Saam Q-2 \$79.39
- # 1631 Donna Tedesco Q-2 \$79.39
- # 1632 Tom Yale Q-2 \$79.39
- # 1633 Bill Wolfe Q-2 \$79.39
- # 1634 Joe McAndrew Q-2 \$79.39
- # 1635 GRM Excavating & Paving \$4,500
- # 1636 GRM Excavating & Paving \$10,000
- # 1637 Justin Ford \$550.00

### **LIQUID FUELS (General Account)**

#132 Prince Excavating LLC- \$6,000.

Motion to pay bills made by AnnMarie 2<sup>nd</sup> by Donna all in favor. Motion passes.

**Mayor report:** none

### **Committee Report- roads**

- Councilman McAndrew- East Mountain Road - Next step is grate & roll, followed by dust control. Joe said the grant window opens August 1<sup>st</sup>.

If Pleasant Mount can grate & roll their top of the road it would be convenient if they can continue through to our boro side, and we can pay them. If Pleasant mount cannot grate & roll, we will contact Herrick Twp who has done this previously for East Mountain Rd for Union Dale.

Open discussion on Norton Hill. Concerns about height drop off on paved edges are steep. Tom suggests that we do berms- this should help with drop off height. Joe will call Brian Prince for an estimate to berm Norton Hill.

- The confusion on paying GRM has been cleared up. GRM was not returning Diane's calls requesting final invoices. President Saam states we will pay both invoices using general funds as road funding has been set aside in the budget.

Continued discussion ensues on the borough tidying up the BIDS & estimates to be more detailed with "scope of work" on future projects. Vice President Tedesco asks if we can find a project manager to over see road projects. This needs to be looked into for names of PM's in our area.

**New Business:**

- letter sent to IRS requesting our TIN number as the IRS online tax filing site suddenly will not accept our TIN that has been used for many years. For security purposes, it cannot be given out by phone. Therefore our 941 deposits are suspended until this is corrected. The letter will arrive in 5-7 business days.
- Quarterly payments – adjustments paid
- SEO- Secretary cannot find in any past minutes what percentage fee from sewer permits comes to the borough. Motion made by Joe that "the borough of Union Dale will retain 18% from sewer permit collections for the general fund. This starts with all sewer permitted projects going forward." 2<sup>nd</sup> by Donna, All in favor, Motion passes. The secretary will advise Justin Ford, current SEO of this motion. The secretary states we do have Justin's newest permitting rates on file.
- Printer issues, Diane will try to get with Epsom to do a factory default.
- The secretary will now give a copy of her hours & tasks to review with her payroll. In the effort to have all payouts better tracked, it's only fair her salary is documented like other appointed officials.

**Unfinished business:**

- Sewer tax old ordinance states we can invest the "sewer CD' fund for the borough's future infrastructure needs.
- I-9 & W-4 outstanding

**Public comment: none**

**Meeting adjourned –**

Motion to adjourn at 7:40 PM made by Tom, 2<sup>nd</sup> by Ann Marie, all in favor.

**Next Meeting**

**Monday August 5,2014 @ 6:30 PM**