

ASHLEY BOROUGH

49 West Cemetery St, Ashley, PA 18706

Main Line: (570) 824-1364 Fax Number: (570) 855-1803

Main Office: ashleyboroughoffice@gmail.com

Mayor: Brian Demchak

Council President: Lisa Wildes

Carl Byra

Jennifer Heller

Borough Secretary: Lisa Scharer

Code Enforcement Secretary: Amy Campbell

Borough Manager: Samuel Guesto

Council Vice President: Andrew Potsko

Frank Sorokach

Edward Flynn

ASHLEY BOROUGH COUNCIL MEETING SUMMARY MEETING MINUTES February 11, 2025, 6:40 PM

Attendance:

Lisa Wildes –Present

Andrew Potsko –Present

Carl Byra –Present

Frank Sorokach – Present

Jennifer Heller – Present

Edward Flynn – Present

Mayor Brian Demchak. –Present

Borough Manager Guesto –Present

Borough Secretary Scharer - Present

Police Chief McGlynn –Present

Code Officer Campbell- Not Present

Meeting was called to Order by Lisa Wildes. Attorney Nahas called roll for the Council, Mayor, and Borough Officials. The Pledge of Allegiance was recited by all.

COUNCIL AND BOROUGH OFFICIAL REPORTS

Lisa Wildes – Nothing for this meeting.

Andrew Potsko – Mr. Potsko announced that Saturday, March 15, 2025, is the Ashley Pub Crawl. This will benefit the George Bower's Organization, Fishing for a Cause. If anyone would like more information on that or would like to donate, they can reach out to Mr. Potsko or check out the event page on Facebook.

Carl Byra – Nothing for this meeting.

Frank Sorokach – Nothing for this meeting.

Ms. Heller – Nothing for this meeting.

Mr. Flynn – Nothing for this meeting.

Mayor Demchak – Nothing for this meeting.

Secretary Lisa Scharer – Secretary Sharer announced that with regard to garbage stickers; to date she sold 1133 households. Ms. Sharer further announced that she has printed out a list of the properties in town and is in the process of adjusting the list because there are a lot of duplicated accounts and vacant lots which bring the totals higher. Ms. Scharer proceeded to say that right now she has it down to 1380 properties and she intends to get that number down at least 100 more. Ms. Scharer shared the Treasurer's Monthly Report, a copy of which is attached hereto and made a part hereof.

Borough Manager Guesto- Nothing for this meeting.

Chief Joe McGlynn –Chief McGlynn provided the borough with the Police Chief's Monthly Report, a copy of which is attached hereto and made a part hereof.

Code Officer Amy Campbell- Not present for this meeting. Code Officer Report is attached hereto and made a part hereof.

ANNOUNCEMENTS

NONE

PUBLIC COMMENT – PENDING LEGISLATION

NONE

LEGISLATION

RESOLUTION 16 OF 2025 – A Resolution to approve the January 14, 2025 Council Meeting Minutes.

Motion: Lisa Wildes
Second: Jennifer Heller

Lisa Wildes - Y
Frank Sorokach – Y
Carl Byra – Y
Andrew Potsko- Y
Jennifer Heller – Y
Edward Flynn – Y
PASS

RESOLUTION 17 OF 2025 – A Resolution to approve the January 2025 bills in the amount of \$ 66,971.66.

Motion: Frank Sorokach
Second: Jennifer Heller

Lisa Wildes - Y
Frank Sorokach - Y
Carl Byra - Y
Andrew Potsko- Y
Jennifer Heller – Y
Edward Flynn – Y
PASS

RESOLUTION 18 OF 2025 – A Resolution to approve the December 2024 payroll in the amount of \$ 45,983.35.

Motion: Andrew Potsko
Second: Carl Byra

Lisa Wildes - Y
Frank Sorokach - Y
Carl Byra - Y
Andrew Potsko- Y
Jennifer Heller – Y
Edward Flynn – Y
PASS

RESOLUTION 19 OF 2025- A Resolution to approve the payment of Invoice No. 4 in the amount of \$23,990.50 for the Solomon's Creek Interceptor Improvements Project from the ARPA Account.

Motion: Lisa Wildes

Second: Carl Byra

Lisa Wildes - Y

Frank Sorokach - Y

Carl Byra - Y

Andrew Potsko- Y

Jennifer Heller – Y

Edward Flynn – Y

PASS

RESOLUTION 20 OF 2025- A Resolution to approve the proposal from George Albert PE, LLC in an amount not to exceed \$10,000.00 for the design of a structure at the Huber site. This will be paid for by the grant award.

Motion: Frank Sorokach

Second: Lisa Wildes

Lisa Wildes - Y

Frank Sorokach - Y

Carl Byra - Y

Andrew Potsko- Y

Jennifer Heller – Y

Edward Flynn – Y

PASS

RESOLUTION 21 OF 2025- A Resolution to enact *Ordinance Number 2 of 2025*, AN ORDINANCE PROVIDING THAT IN CERTAIN FIRE LOSSES THE INSURANCE COMPANY, ASSOCIATION, OR EXCHANGE SHALL TRANSFER INSURANCE PROCEEDS TO A DESIGNATED OFFICER OF THE BOROUGH AS A PORTION OF THE INSURANCE PROCEEDS TO BE HELD AS SECURITY AGAINST THE TOTAL COST OF REMOVING, REPAIRING, OR SECURING THE DAMAGED BUILDING, PROVIDING FOR FEES, PROVIDING FOR PENALTIES FOR VIOLATION, AND SETTING FORTH PROCEDURES AND REQUIREMENTS PERTAINING TO SUCH INSURANCE PROCEEDS AND TO THE IMPLEMENTATION OF SAID LEGISLATION IN THE BOROUGH.

Motion: Jennifer Heller
Second: Andrew Potsko

Lisa Wildes - Y
Frank Sorokach - Y
Carl Byra - Y
Andrew Potsko- Y
Jennifer Heller – Y
Edward Flynn – Y
PASS

RESOLUTION 22 OF 2025- A Resolution to approve the payment of Reilly Associates Invoice No. 2 in the amount of \$3,690.00 for the Sugar Notch Run Culvert Flood Control Project Phase 1.

Motion: Frank Sorokach
Second: Lisa Wildes

Lisa Wildes - Y
Frank Sorokach - Y
Carl Byra - Y
Andrew Potsko- Y
Jennifer Heller – Y
Edward Flynn – Y
PASS

PUBLIC COMMENT

NONE

MOTION TO ADJOURN

Motion: Jennifer Heller
Second: Carl Byra

MEETING ADJOURNED

Transaction List by Vendor
Ashley Borough - General Fund
January 1-31, 2025

	Date	Transaction type	Num	Posting	Memo/Description	Account full name	Amount
1 Stop Financial	01/27/2025	Check	3132	Yes	202516201 & 01A	101.00 FNCB General Fund	-2,185.00
Total for 1 Stop Financial							<u>-\$2,185.00</u>
Aflac	01/12/2025	Check	3108	Yes	425874	101.00 FNCB General Fund	-11.27
	01/19/2025	Check	3124	Yes	760023	101.00 FNCB General Fund	-11.27
Total for Aflac							<u>-\$22.54</u>
Ashley Auto Repair	01/19/2025	Check	3123	Yes	Fluid	101.00 FNCB General Fund	-225.00
Total for Ashley Auto Repair							<u>-\$225.00</u>
Banashetski Truck & Auto Inc	01/12/2025	Check	3114	Yes	LGA71554	101.00 FNCB General Fund	-3,000.00
Total for Banashetski Truck & Auto Inc							<u>-\$3,000.00</u>
Cargill, Inc.	01/27/2025	Check	3135	Yes	9557291, 9551300	101.00 FNCB General Fund	-3,815.40
Total for Cargill, Inc.							<u>-\$3,815.40</u>
Falzones Towing	01/12/2025	Check	3116	Yes	Packer	101.00 FNCB General Fund	-100.00
	01/19/2025	Check	3125	Yes	47500/47675	101.00 FNCB General Fund	-329.80
Total for Falzones Towing							<u>-\$429.80</u>
Frank P Crossin Agency	01/19/2025	Check	3128	Yes	72337103,30750231222,30399200024,30254169824	101.00 FNCB General Fund	-17,728.95
Total for Frank P Crossin Agency							<u>-\$17,728.95</u>
Hanover Township Municipal Building	01/30/2025	Check	3140	Yes	Manager Salary - 1st Qtr 2025	101.00 FNCB General Fund	-9,800.00
Total for Hanover Township Municipal Building							<u>-\$9,800.00</u>
Labors' Local 1310	01/27/2025	Check	3139	Yes	January Dues	101.00 FNCB General Fund	-180.00
Total for Labors' Local 1310							<u>-\$180.00</u>
Lisa L Scharer	01/12/2025	Check	3111	Yes	December Mileage	101.00 FNCB General Fund	-23.40
Total for Lisa L Scharer							<u>-\$23.40</u>
Lower South Valley Cog	01/27/2025	Check	3136	Yes	019	101.00 FNCB General Fund	-1,500.00
Total for Lower South Valley Cog							<u>-\$1,500.00</u>
Main Hardware	01/19/2025	Check	3122	Yes	95964	101.00 FNCB General Fund	-133.84

[illegible]

Wex Sheetz	01/19/2025 Check	3126	Yes	0496-00-75796-2	101.00 FNCB General Fund	-1,740.26
Total for Wex Sheetz						-\$1,740.26
Wilkes Barre Materials	01/19/2025 Check	3120	Yes	34049	101.00 FNCB General Fund	-175.17
Total for Wilkes Barre Materials						-\$175.17
WVSA	01/12/2025 Check	3115	Yes	Multiple Invoices	101.00 FNCB General Fund	-519.06
	01/19/2025 Check	3127	Yes	240622764,240227976	101.00 FNCB General Fund	-475.25
Total for WVSA						-\$994.31
						-\$59,044.65

Transaction List by Vendor
Ashley Borough - Code Enforcement
January 1-31, 2025

Date	Transaction type	Num	Posting	Memo/Description	Account full name	Amount
Amy Campbell	01/12/2025 Check	1061	Yes	December Mileage	FNCB Code Enforcement	-147.55
	01/27/2025 Check	1064	Yes	Fuel Reimbursement	FNCB Code Enforcement	-20.00
Total for Amy Campbell						-\$167.55
BHW Construction Services	01/19/2025 Check	1062	Yes	2024-12, 2024-4A	FNCB Code Enforcement	-1,263.95
Total for BHW Construction Services						-\$1,263.95
Rosenn Jenkins & Greenwald, LLP	01/27/2025 Check	1063	Yes	7499838	FNCB Code Enforcement	-1,635.35
Total for Rosenn Jenkins & Greenwald, LLP						-\$1,635.35
						-\$3,066.85

Transaction List by Vendor
Ashley Borough - Debt Service
January 1-31, 2025

Date	Transaction type	Num	Posting	Memo/Description	Account full name	Amount
ESSA Bank & Trust	01/12/2025 Check	1211	Yes	7786014024	101 FNCB Bank Debt Service Fund	-1,366.36
Total for ESSA Bank & Trust						-\$1,366.36
						-\$1,366.36

Transaction List by Vendor
Ashley Borough - ARPA Fund

January 1-31, 2025

The Moses Law Group, LLC						
Date	Transaction type	Num	Posting	Memo/Description	Account full name	Amount
01/12/2025	Check	1009	Yes	Invoice #444	100 FNCB ARPA Fund	-310.80
						-310.80
						-310.80
Total for The Moses Law Group, LLC						

Transaction List by Vendor
Ashley Borough - Liquid Fund
January 1-31, 2025

PPL Electric						
Date	Transaction type	Num	Posting	Memo/Description	Account full name	Amount
01/19/2025	Check	1251	Yes	86141-37001	100 FNCB Bank Highway Aid	-3,050.40
						<u>-3,050.40</u>
Total for PPL Electric						<u>-3,050.40</u>

Transaction List by Vendor
Ashley Borough - Sewer Fund
January 1-31, 2025

Pennsylvania One Call System						
Date	Transaction type	Num	Posting	Memo/Description	Account full name	Amount
01/19/2025	Check	1087	Yes	0001081131	101 FNCB Bank Sewer Fund	-15.60
Total for Pennsylvania One Call System						-\$15.60
The Moses Law Group, LLC						
01/12/2025	Check	1086	Yes	445	101 FNCB Bank Sewer Fund	-117.00
Total for The Moses Law Group, LLC						-\$117.00
						-\$132.60
						-\$66,971.66

ASHLEY BOROUGH
Payroll Summary
31-Jan-25

	Year -to-date	Current Month
Police		
Regular	\$ 22,125.30	\$ 22,125.30
Overtime	\$ 2,765.67	\$ 2,765.67
Court	\$ 450.00	\$ 450.00
	\$ 25,340.97	\$ 25,340.97
Road Department		
Regular	\$ 10,862.20	\$ 10,862.20
Sick Day Buyout > 125 days per policy	\$ 1,598.36	\$ 1,598.36
Overtime	\$ 854.37	\$ 854.37
	\$ 13,314.93	\$ 13,314.93
Main Office		
Regular	\$ 5,544.48	\$ 5,544.48
Overtime	\$ 208.46	\$ 208.46
	\$ 5,752.94	\$ 5,752.94
Council		
Regular	\$ 775.00	\$ 775.00
Mayor		
Regular	\$ 150.00	\$ 150.00
Tax Collector		
Regular	\$ 649.51	\$ 649.51
Fire		
Regular	\$ -	\$ -
2024 Total	\$ 45,983.35	\$ 45,983.35



49 West Cemetery St.
Ashley, Pa 18706

Phone: (570) 822-6995
Fax: (570) 855-1804

Joseph McGlynn, Chief of Police

Ashley Borough Police Department

Ashley Borough Police Monthly Report for January 2025

Total Incidents logged: 153

Total Parking Tickets Issued: 15

Total Traffic Citations Issued: 21

Total Non-Traffic Citations Issued: 12

Total Amount Received from Magistrate: \$ 1292.02 (Crimes Code, Vehicle Code and Ordinances)

Total Amount Received from Report Requests: \$ 75.00

Total Amount Received from Parking Violations: \$ 150.00

Luzerne County Dept. of Probation: \$ 0

Total Received: \$ 1517.02

Vehicle Milage

Miles, 2974

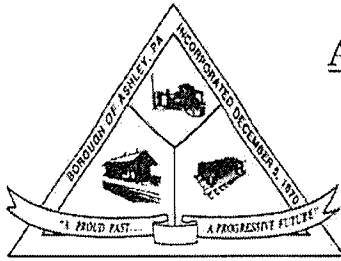
Averaging, 96 miles per day

Respectfully Submitted by,

**Joseph McGlynn
Chief of Police**

Ashley Borough Police – January 2025

ANIMAL COMPLAINTS	-
ASSISTS	32 (Fire, EMS, Other Police)
BURGLAR ALARMS	2
CIVIL COMPLAINTS	3
CRIM. MISCH.	2
DEATH/INVESTIGATIONS	1
DOMESTIC DISTURBANCE	3
HARASS/ASSAULT/THREAT	3
MENTAL HEALTH	-
MISCELLANEOUS	16
WELFARE CHECKS	2
MISSING PERSONS	-
DISABLED MOTORIST	2
NOISE	1
DISORDERLY/PUB DNK	2
ILLEGAL DUMPING	-
TRESPASSING	-
SUSP. AUTO/ PERSON	4
THEFT OFFENSES	2
TRAFFIC/ PARKING OFFENSES	69
TRAFFIC ACCIDENTS	4
WEAPONS	-



ASHLEY BOROUGH CODE ENFORCEMENT

49 Cemetery St, Ashley, PA 18706

Main Line: (570) 824-1364 Fax Number: (570) 855-1803

Main Office: ashleycodeoffice@gmail.com

ASHLEY BOROUGH CODE ENFORCEMENT REPORT FOR JANUARY 2025

Rental Registration Sent: 354

Rental Registrations Returned: 188

Warnings: 18

Fines: 11

Citations: 0

Vehicle Mileage: 273 Miles