



## ASHLEY BOROUGH

49 Cemetery St, Ashley, PA 18706

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

Main Office: [ashleyboroughoffice@gmail.com](mailto: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

Treasurer: John Morgan

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### ASHLEY BOROUGH COUNCIL MEETING SUMMARY MEETING MINUTES March 12, 2024, 6:30 PM

#### Attendance:

Lisa Wildes – Present

Andrew Potsko – Not 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

Borough Treasurer Morgan – Not Present

Police Chief McGlynn –Present

Code Officer Campbell- Present

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

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#### COUNCIL AND BOROUGH OFFICIAL REPORTS

Lisa Wildes – Nothing for this meeting.

Andrew Potsko – Not present for this meeting.

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.

Treasurer Morgan – Not present for this meeting.

Secretary Lisa Scharer – Ms. Sharer announced that to date there is a total of fifty-five units, including apartments, that have not purchased garbage stickers. Of those, eighteen have past due balances and four properties were sold without notifying the Borough. Secretary Scharer said she is waiting on a report from the Friday pickup this week to see what properties are vacant. Council mentioned they need to find out who sold the properties and fine them for not having the presale or inspections completed before selling the properties. The properties also do not have an occupancy permit. Borough Manager Guesto asked Secretary Scharer to provide him with a list of the properties she mentioned and that he would look it up the needed information on the four properties.

Borough Manager Guesto- Nothing for this meeting.

Chief Joe McGlynn – Chief McGlynn announced that he provided Council with a copy of a Handicap Parking Application. 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- Nothing for this meeting.

#### COMMITTEE REPORTS

None.

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#### PUBLIC COMMENT – PENDING LEGISLATION

NONE FOR THIS MEETING

**LEGISLATION**

**RESOLUTION 30 OF 2024** – A Resolution to pay the February 2024 Payroll in the amount of \$45,872.16.

Motion: Jennifer Heller  
Second: Lisa Wildes

Lisa Wildes – Y  
Frank Sorokach – Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y  
PASS

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**RESOLUTION 31 OF 2024** – A Resolution to pay the February 2024 Bills in the amount of \$52,348.11.

Motion: Lisa Wildes  
Second: Frank Sorokach

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y  
PASS

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**RESOLUTION 32 OF 2024** – A Resolution to approve the February 13, 2024 Council Meeting Minutes.

Motion: Lisa Wildes  
Second: Jennifer Heller

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y  
PASS

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**RESOLUTION 33 OF 2024** – A Resolution to accept the resignation of Edward Flynn from the Ashley Zoning Board effective February 15, 2024.

Motion: Frank Sorokach  
Second: Carl Byra

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Abstained

PASS

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**RESOLUTION 34 OF 2024** – Resolution to appoint Don Bly to the Ashley Zoning Board effective March 12, 2024.

Motion: Frank Sorokach  
Second: Carl Byra

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y

PASS

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**RESOLUTION 35 OF 2024** – A Resolution to pay the invoice from Prociak & Associates in the amount of \$9,750.00 for the 2022 Financial Statement Audit.

Motion: Lisa Wildes  
Second: Jennifer Heller

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y

PASS

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**RESOLUTION 36 OF 2024**- A Resolution to engage Prociak & Associates for the 2023 Financial Statement Audit.

Motion: Frank Sorokach  
Second: Edward Flynn

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y  
PASS

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**RESOLUTION 37 OF 2024**- A Resolution to pay invoice #1318 from Hailstone Economics in the amount of \$387.00 for the ARPA Solomons Creek Interceptor Rehabilitation Project from the Sewer Fee Account and bill Hanover Township 50% of same.

Motion: Lisa Wildes  
Second: Carl Byra

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y  
PASS

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**RESOLUTION 38 OF 2024**- A Resolution to approve the submission for request of reimbursement for the Community Development funding for the Ashley Fire Department for equipment in the amount of \$20,795.00 from One Source Fire & Rescue LLC, COSTARS contract #012-E23-358.

Motion: Lisa Wildes  
Second: Carl Byra

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y

Edward Flynn – Y  
PASS

**RESOLUTION 39 OF 2024-** A Resolution to approve the automatic monthly payments for the 2023 dump truck to FNCB Bank from the Debt Service Fund account.

TABLED

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**RESOLUTION 40 OF 2024-** A Resolution to engage TK Design for the management of the Ashley Borough website at \$50.00 per hour.

Motion: Lisa Wildes  
Second: Carl Byra

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y  
PASS

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**RESOLUTION 41 OF 2024-** A Resolution to rescind Resolution No. 26 of 2024 approving RedZone Robotics, COSTARS contract #16-025 in the amount not to exceed \$175,000.00 for the Solomons Creek Interceptor Rehabilitation Project - Luzerne County ARPA Grant Project.

Motion: Frank Sorokach  
Second: Carl Byra

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y  
PASS

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**RESOLUTION 42 OF 2024-** A Resolution authorizing Addendum No. 1 to the agreement for professional services with Reilly & Associates for additional services to include: RedZone Robotics, COSTARS contract #16-025 in the not to exceed amount of \$220,000.00 for the Solomons Creek Interceptor Rehabilitation Project - Luzerne County ARPA Grant Project. The added amount is for diversion pumping and traffic control if necessary.

Motion: Frank Sorokach  
Second: Jennifer Heller

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y  
PASS

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**RESOLUTION 43 OF 2024-** A Resolution to approve Pay Application No. 1 from Stell Enterprises, Inc. in the amount not to exceed \$39,430.00 for the Solomons Creek Debris Removal Project and submit for reimbursement from the Wyoming Valley Sanitary Authority municipal stormwater account.

Motion: Lisa Wildes  
Second: Edward Flynn

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y  
PASS

Councilwoman Heller asked if this was the creek project she had questions about last week and gave pictures to the engineer about.

Resolution was then Reread and roll called. Each council person present voted Yes.

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**RESOLUTION 44 OF 2024-** A Resolution to authorize Borough Manager to request proposals for the Certificate of Deposit in the amount of \$250,000.00.

Motion: Lisa Wildes

Second: Carl Byra

Lisa Wildes – Y

Frank Sorokach - Y

Carl Byra – Y

Andrew Potsko-Not Present

Jennifer Heller – Y

Edward Flynn – Y

PASS

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**RESOLUTION 45 OF 2024-** A Resolution to authorize the advertising of the Community Development Funding Paving Project.

Motion: Lisa Wildes

Second: Carl Byra

Lisa Wildes – Y

Frank Sorokach - Y

Carl Byra – Y

Andrew Potsko-Not Present

Jennifer Heller – Y

Edward Flynn – Y

PASS

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**RESOLUTION 46 OF 2024-** A Resolution to accept the resignation of John Morgan as Ashley Borough Treasurer effective March 11, 2024.

Motion: Frank Sorokach

Second: Lisa Wildes

Lisa Wildes – Y

Frank Sorokach - Y

Carl Byra – Y

Andrew Potsko-Not Present

Jennifer Heller – Y

Edward Flynn – Y

PASS

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**RESOLUTION 47 OF 2024**- A Resolution to approve the agreement with Hazleton Business & Payroll Solutions, Inc. to perform financial services for Ashley Borough in the amount of \$575.00 per month and for items above the scope of service at \$110.00 per hour.

Motion: Carl Byra  
Second: Jennifer Heller

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y  
PASS

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**RESOLUTION 48 OF 2024**- A Resolution to approve the Handicapped Parking Application of Mr. Charles May who resides at 12 Manhattan Street, Ashley, Pennsylvania 18706.

Motion: Frank Sorokach  
Second: Lisa Wildes

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y  
PASS

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**RESOLUTION 49 OF 2024**- A Resolution to add a Resolution appointing Mike Conran as an alternate to the Ashley Zoning Board.

Motion: Lisa Wildes  
Second: Frank Sorokach

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y  
PASS

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**RESOLUTION 50 OF 2024**- A Resolution to add Mike Conran as an alternate to the Ashley Zoning Board.

Motion: Carl Byra  
Second: Jennifer Heller

Lisa Wildes – Y  
Frank Sorokach - Y  
Carl Byra – Y  
Andrew Potsko-Not Present  
Jennifer Heller – Y  
Edward Flynn – Y  
PASS

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**PUBLIC COMMENT**

**DONNA RANSOM OF 83 ANDREW DRIVE:** MS. RANSOM ASKED IF PEOPLE IN THE TRAILERS IN ASHLEY PARK WERE ON THE TAX ROLL. COUNCIL SAID THEY DONT HAVE THE ABILITY TO LOOK AT THAT BECAUSE THEY ARE ALL LISTED ON ASHLEY PARK, LLC. COUCIL SAID THE TAX BOROUGH WOULD BE ABLE TO PROVIDE THAT INFORMATION. MS. RANSOM SAID THERE ARE AT LEAST 100 CARS ON THE STREET DURING THE WEEKEND WITH OUT OF STATE LICENSE PLATES ON THEM. SHE ENCOURAGED COUCIL TO DRIVE UP THROUGH THE PARK ON THE WEEKEND TO OBSERVE FOR THEMSELVES. THE PROPERTY OWNER'S RULE IS TWO REGISTERED VEHICLES PERMITTED PER LOT.

MS. RANSOM MENTIONED SHE RECEIVED A FLYER IN THE MAIL REGARDING PAPER SHREDDING. SHE ASKED IF SHE COULD GO TO THE PAPER SHREDDING EVENT IN HANOVER TOWNSHIP. COUNCIL ANNOUNCED THAT ASHLEY BOROUGH WILL HAVE THEIR OWN PAPER SHREDDING EVENT ON A TENTATIVE DATE OF JULY 27<sup>TH</sup> FOR PAPER SHREDDING IN THE BOROUGH.

**MICHELLE FADDEN OF 91 ANDREW DRIVE:** MS. FADDEN SAID THERE ARE A TON OF NEW PEOPLE COMING INTO THE PARK THE PAST COUPLE OF MONTHS. THEY STAY FOR A COUPLE MONTHS THEN MOVE DOWN THE STREET. IN THE MIDDLE OF THE NIGHT PEOPLE ARE LOADING AND UNLOADING FROM A UHAUL TRUCK AND SHE IS UNSURE IF IT IS PEOPLE BEING UNLOADED OR IF IT IS ITEMS BEING UNLOADED. MS. FADDEN STATED THAT THE BOROUGH NEEDS TO BE MORE AWARE OF WHO IS LIVING IN THE HOMES. THERE ARE MULTIPLE FAMILIES LIVING IN THE HOMES. MS. FADDEN EXPRESSED HER CONCERN FOR SAFETY. MS. FADDEN SAID ASHLEY PARK PROPERTY OWNER KNOWS WHO IS MOVING IN AND OUT. ASHLEY PARK PROPERTY OWNER CLAIMED THESE PROPERTIES ARE NOT RENTALS. THE COUNCIL SAID THE OWNER HAS THE PROPERTIES LISTED AS "OWNER OCCUPIED". COUNCIL SAID THEY NEED TO START FINING ASHLEY PARK PROPERTY OWNER FOR NOT FOLLOWING THE REGISTERING HIS RENTALS. ASHLEY PARK PROPERTY OWNER HAS ADMITTED TO RENTING THE PROPERTIES. ATTORNEY MOSES SAID HE WILL READ THE RENTAL

ORDINANCE. MS. FADDEN SAID SHE HAS A RING CAMERA THAT SHOWS PEOPLE UNLOADING INTO A HOUSE AT 11:30 PM. COUNCIL MENTIONED THE RESIDENTS SHOULD CREATE A "NEIGHBORHOOD CRIME WATCH" TO MONITOR SOME OF THE ACTIVITY IN THE PARK.

**ALETHEA ROOT OF 93 ANDREW DRIVE:** MS. ROOT ANNOUNCED THAT THE FAMILIES MOVING IN AND OUT OF THE HOUSES ARE THE SAME FAMILIES IN 5 OR 6 HOUSES, EVERY THREE TO SIX MONTHS THEY ARE MOVING FROM ONE HOUSE TO THE NEXT TO THE NEXT. SHE SUSPECTS THEY'RE DOING THAT IN OTHER STATES AS WELL. SHE BELIEVES THEY ARE GETTING BENEFITS IN OTHER STATES AS WELL AS PENNSYLVANIA. MS. ROOT SAID ASHLEY PARK PROPERTY OWNER KNOWS WHAT THEY'RE DOING AND HE IS NOT DOING ANYTHING ABOUT IT. SHE BELIEVES HUMAN TRAFFICING MAY BE TAKING PLACE. "THINGS" ARE BEING CARRIED IN AND OUT OF HOUSES COVERED IN BLANKETS IN THE MIDDLE OF THE NIGHT. SHE SAID PEOPLE IN THE PARK ARE AFRAID. SHE BELIEVES THESE PEOPLE ARE ILLEGAL IMMIGRANTS. MS. ROOT MENTIONED THAT ALL OF THE RESIDENTS ARE AFRAID OF ASHLEY PARK PROPERTY OWNER. BOROUGH MANAGER GUESTO MENTIONED THAT HE IS WILLING TO SIT DOWN WITH THE RESIDENTS TO SPEAK WITH ASHLEY PARK PROPERTY OWNER IF THEY WANT HIM TO.

**CONSTANCE NEMEC OF 123 DONATO DRIVE AND 62 ANDREW DRIVE:** MS. NEMEC MENTIONED THAT SHE TOO HAS SEEN PEOPLE WITH BLANKETS OVER THEIR HEAD ON DONATO DRIVE AND SHE HAS RECENTLY MOVED TO THE AREA AND SHE DIDN'T KNOW WHAT SHE WAS SEEING.

BOROUGH MANAGER GUESTO ANNOUNCED THAT THE BOROUGH IS AT THE MERCY OF THE PUBLIC WHEN IT COMES TO GATHERING INFORMATION AND THAT THEY WILL DO MONITORING. THE POLICE CHIEF AND THE CODE OFFICER CAN TRY TO INSPECT THE PARK. MR. GUESTO SAID HE IS WILLING TO SIT DOWN AND MEET WITH THEM. COUNCIL ANNOUNCED, "IF YOU SEE SOMETHING SAY SOMETHING" TO HELP THE COMMUNITY. COUNCIL AND POLICE ASKED THE RESIDENTS OF THE PARK TO PROVIDE THEM WITH ANY VIDEO THEY HAVE.

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**MOTION TO ADJOURN**

Motion: Jennifer Heller  
Second: Carl Byra

**MEETING ADJOURNED**



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 February 2024

Total Incidents logged: 196

Total Parking Tickets Issued: 3

Total Traffic Citations Issued: 36

Total Non-Traffic Citations Issued: 5

Total Amount Received from Magistrate: \$ 2,588.45 (Crimes Code, Vehicle Code and Ordinances)

Total Amount Received from Report Requests: \$ 75.00

Total Amount Received from Parking Violations: \$ 50.00

Luzerne County Dept. of Probation: \$ 303.79

Total Received: \$ 3,017.24

Vehicle Milage

Miles, 2,795

Averaging, 96 miles per day

Respectfully Submitted by,

A handwritten signature in black ink, appearing to read "J. McGlynn".

Joseph McGlynn  
Chief of Police

## Ashley Borough Police - February 2024

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ANIMAL COMPLAINTS	4
ASSISTS	33 (Fire, EMS, Other Police)
BURGLAR ALARMS	1
CIVIL/PFA	4
CRIM. MISCH.	-
DEATH/INVESTIGATIONS	2
DOMESTIC DISTURBANCE	5
HARASS/ASSAULT/THREAT	4
MENTAL HEALTH	7
MISCELLANEOUS	15
WELFARE CHECKS	4
MISSING PERSONS	-
DISABLED VEHICLES	2
NOISE	2
DISORDERLY/PUB DNK	2
ILLEGAL DUMPING	-
TRESPASSING	-
SUSP. AUTO/ PERSON	7
THEFT OFFENSES	3
TRAFFIC OFFENSES/ PARKING	83
TRAFFIC ACCIDENTS	9
WARRANTS/WANTED	2
WEAPONS	-