

## **ASHLEY BOROUGH**

49 West 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

Council Vice President: Andrew Potsko

Frank Sorokach

Don Bly

Jennifer Heller

Bob Gayewski

Borough Secretary: Lisa Scharer

Code Enforcement: Amy Campbell

Borough Manager: Samuel Guesto

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### **BOROUGH COUNCIL MEETING MINUTES**

**Tuesday, May 12, 2026 – 6:40 P.M.**

#### Attendance

Lisa Wildes- Present

Andrew Potsko- Not Present

Frank Sorokach- Present

Don Bly- Present

Jennifer Heller - Present

Bob Gayewski - Present

Mayor Brian Demchak - Present

Manager Samuel Guesto - Present

Secretary Lisa Scharer- Present

Chief McGlynn – Not Present

Code Enforcement Amy Campbell- Present

Peter Moses called the meeting to Order and called roll for the Council, Mayor, and Borough Officials.

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#### COUNSEL AND BOROUGH OFFICIALS' REPORTS

Lisa Wildes- Next Tuesday, May 19<sup>th</sup>, 2026, the Borough Building will be closed.

Andrew Potsko- Not Present

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Frank Sorokach- Nothing for this meeting.

Don Bly- Nothing for this meeting.

Jennifer Heller- Wanted to see if we would be able to do anything regarding the trash being piled up and dumped behind Barney Street. This was directed towards Code Officer Amy Campbell who stated she took pictures and emailed a letter to the Redevelopment Authority. Manager Guesto also made a comment that this may open up an assortment of problems with the Redevelopment Authority because they may ask for other things to be moved as well and we should be prepared for that.

She also wanted to start enforcing the abandoned cars in Ashley Borough. She had gone for a walk and between inspection stickers on vehicles there were thirty-two cars that were dated between 2017 to 2019. This was further discussed and the issue will be worked on.

Bob Gayewski- Nothing for this meeting.

Mayor Demchak – Nothing for this meeting.

Secretary Lisa Scharer –Ms. Scharer presented the Treasurer’s Report, a copy of which is attached hereto and made a part hereof.

Borough Manager Guesto- Nothing for this meeting.

Chief Joe McGlynn – Chief Joe McGlynn was not present for this meeting. the Police Chief’s Monthly Report was read by Mayor Demchak, a copy of which is attached hereto and made a part hereof.

Code Officer Amy Campbell- Code Officer Campbell provided the Borough with the Code Officer Report, a copy of which is attached hereto and made a part hereof. She also wanted to see if we could look into adding a stop sign on Cemetery Street coming down from Main Street. Samuel Guesto said we would look into doing this.

Bob Gayewski

PUBLIC COMMENT – PENDING LEGISLATION

NONE

LEGISLATION

**RESOLUTION 52 OF 2026** – A Resolution to approve the April 14, 2026, Borough Council Special Meeting Minutes.

Motion: Lisa Wildes

Second: Jennifer Heller

Lisa Wildes – Y

Andrew Potsko- NP

Frank Sorokach - Y

Don Bly – Y

Jennifer Heller – Y

Bob Gayewski – Y

PASS

**RESOLUTION 53 OF 2026** – A Resolution to approve the April 2026 bills in the amount of \$69,241.62.

Motion: Frank Sorokach

Second: Lisa Wildes

Lisa Wildes – Y

Andrew Potsko- NP

Frank Sorokach - Y

Don Bly – Y

Jennifer Heller – Y

Bob Gayewski – Y

PASS

**RESOLUTION 54 OF 2026** – A Resolution to approve the April 2026 payroll in the amount of \$45,976.34.

Motion: Lisa Wildes

Second: Don Bly

Lisa Wildes – Y

Andrew Potsko- NP

Frank Sorokach - Y

Don Bly – Y

Jennifer Heller – Y

Bob Gayewski – Y

PASS

**RESOLUTION 55 OF 2026-** A Resolution to approve submitting an Automated Red-Light Enforcement (ARLE) grant application in the amount of \$480,414.00 for traffic safety enhancements near Centennial Park intersection.

Motion: Lisa Wildes

Second: Bob Gayewski

Lisa Wildes – Y

Andrew Potsko- NP

Frank Sorokach - Y

Don Bly – Y

Jennifer Heller – Y

Bob Gayewski – Y

PASS

**RESOLUTION 56 OF 2026 –** A Resolution to approve submitting a Flood Mitigation grant application in the amount of \$500,000.00 for Ashley Borough culvert improvements.

Motion: Frank Sorokach

Second: Lisa Wildes

Lisa Wildes – Y

Andrew Potsko- NP

Frank Sorokach - Y

Don Bly – Y

Jennifer Heller – Y

Bob Gayewski – Y

PASS

**RESOLUTION 57 OF 2026 –** A Resolution to adopt a revision to the Act 537 Plan of Hanover Township for long-term sewage disposal needs for Hanover Township which collection system serves both municipalities.

Motion: Don Bly

Second: Jennifer Heller

Lisa Wildes – Y

Andrew Potsko- NP

Frank Sorokach - Y

Don Bly – Y

Jennifer Heller – Y

Bob Gayewski – Y

PASS

**RESOLUTION 58 OF 2026** – A Resolution, upon the recommendation of the Borough Engineer to grant "Preliminary Final Land Development Approval" for the land development application and plans for 121 North Main Street (American Legion Post 673).

Motion: Frank Sorokach

Second: Lisa Wildes

Lisa Wildes – Y

Andrew Potsko- NP

Frank Sorokach - Y

Don Bly – Y

Jennifer Heller – Y

Bob Gayewski – Y

PASS

**RESOLUTION 59 OF 2026** – A Resolution to approve the purchase of 4 desktop computers and 2 Toughbook Notebooks for the Police Department from Golden Business Machines in the amount of \$4,942.00.

Motion: Don Bly

Second: Lisa Wildes

Lisa Wildes – Y

Andrew Potsko- NP

Frank Sorokach - Y

Don Bly – Y

Jennifer Heller – Y

Bob Gayewski – Y

PASS

**RESOLUTION 60 OF 2026** – A Resolution to approve the purchase of the website/email firewall from Golden Business Machines in the amount of \$1,230.00.

Motion: Jennifer Heller

Second: Lisa Wildes

Lisa Wildes – Y

Andrew Potsko- NP

Frank Sorokach - Y

Don Bly – Y

Jennifer Heller – Y

Bob Gayewski – Y

PASS

**RESOLUTION 61 OF 2026** – A Resolution to approve the following for the Huber Breaker Society Project:

1. Invoice for Engineering in the amount of \$7,500.00 to George M. Albert, P.E. LLC
2. Pay Application and Change Order No. 1 in the amount of \$57,111.24 to Brdaric Excavating, Inc. for construction work.

These will be reimbursed by the project LSA Grant award.

Motion: Frank Sorokach

Second: Lisa Wildes

Lisa Wildes – Y

Andrew Potsko- NP

Frank Sorokach - Y

Don Bly – Y

Jennifer Heller – Y

Bob Gayewski – Y

PASS

**RESOLUTION 62 OF 2026** – A Resolution to approve the transfer of 50 North Main Street to the Lower South Valley Land Bank for disposition.

Motion: Lisa Wildes

Second: Frank Sorokac

Lisa Wildes – Y

Andrew Potsko- NP

Frank Sorokach - Y

Don Bly – Y

Jennifer Heller – Y

Bob Gayewski – Y

PASS

**RESOLUTION 63 OF 2026** – A Resolution approving the admission of Wyoming Valley West School District and Luzerne Borough into the Lower South Valley Land Bank.

Motion: Don Bly

Second: Lisa Wildes

Lisa Wildes – Y

Andrew Potsko- NP

Frank Sorokach - Y

Don Bly – Y

Jennifer Heller – Y

Bob Gayewski – Y

PASS

**RESOLUTION 64 OF 2026** – A Resolution Confirming Participation in the Lower South Valley Council of Governments Mult municipal Comprehensive Plan and Zoning Update Project

Motion: Frank Sorokach

Second: Lisa Wildes

Lisa Wildes – Y

Andrew Potsko- NP

Frank Sorokach - Y

Don Bly – Y

Jennifer Heller – Y

Bob Gayewski – Y

PASS

**PUBLIC COMMENT**

**Bill Werner, 11 Cook Street, 570-709-1745**– There is a heavy amount of marijuana smoke coming out of 7 Cook Street which is next to him. It is very visible walking down the street and he has had his windows open lately and his house smells of marijuana. He is not sure what can be done about it. Peter Moses will notify the Chief of these concerns and will look to see if there are any Ordinances pertaining to this issue as well.

**John Beiankle, 20 East St. Mary's Rd., 570-301-8422** – Is there any plan to put any signage up regarding Miller's Law in Ashley Borough. Discussion was had regarding placing signage up.

**Philip Raub, 59 Wary Street, 570-498-9353** – Would like a redraft of the Ashley Borough permit section for the Pennsylvania UCC. Handed documents to the Borough which he looked up pertaining to his request. Peter Moses believes that we had adopted the Pennsylvania UCC before he became Solicitor and asked for clarification for his request. It was clarified that Mr. Raub is asking for the application for permits to be updated. Mr. Raub stated there should be more clarification regarding what should be considered ordinary repairs versus construction.

**Alison Casey, 37 Retts, 570-592-1604** – Asked if there were any Ordinances concerning fireworks to which the answer was yes by council. She stated that during Fourth of July her family is unable to leave their home due to their neighbors firing off fireworks and they are concerned that a fire will begin. She has pictures from last year of what her neighbors were using. Peter Moses stated a copy of the Ordinance would be furnished to her and if she were ever having an issue where a fire could begin to contact the police department and they will enforce the Ordinance. She asked if she should call 911 or the non-emergency number to which the council told her to call 911 so that they would get to her quicker. She also asked if a mirror could be opposite Retts Street. Lisa Widles asked if she wanted what was similar to Chester's to which Ms. Casey replied yes. It was discussed how we could facilitate this being that it would technically be in Hanover Township.

**Donna Ransom, Trailer Park** – Added comment to Ms. Caseys concerns and asked about the Ordinance which Ms. Casey was referred to being a similar issue was happening in the trailer park. Peter Moses assured her that as long as it is within Ashley Borough the Ordinance applies.

MOTION TO ADJOURN

Motion: Don Bly  
Second: Jennifer Heller

MEETING ADJOURNED

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**ASHLEY BOROUGH**  
**Payroll Summary**  
**30-Apr-26**

	Year -to-date	Current Month
<b>Police</b>		
Regular	\$ 82,391.20	\$ 19,154.24
Overtime	\$ 16,750.90	\$ 5,967.26
Court	\$ 1,420.00	\$ 570.00
	<u>\$ 100,562.10</u>	<u>\$ 25,691.50</u>
<b>Road Department</b>		
Regular	\$ 48,787.39	\$ 12,735.00
Sick Day Buyout > 125 days per policy	\$ 437.12	\$ -
Overtime	\$ 6,290.30	\$ 163.92
	<u>\$ 55,514.81</u>	<u>\$ 12,898.92</u>
<b>Main Office</b>		
Regular	\$ 23,011.20	\$ 5,769.60
Overtime	\$ 787.61	\$ 41.81
	<u>\$ 23,798.81</u>	<u>\$ 5,811.41</u>
<b>Council</b>		
Regular	<u>\$ 3,100.00</u>	<u>\$ 775.00</u>
<b>Mayor</b>		
Regular	<u>\$ 600.00</u>	<u>\$ 150.00</u>
<b>Tax Collector</b>		
Regular	<u>\$ 2,598.04</u>	<u>\$ 649.51</u>
<b>Fire</b>		
Regular	<u>\$ -</u>	<u>\$ -</u>
<b>2026 Total</b>	<b>\$ 186,173.76</b>	<b>\$ 45,976.34</b>

**ASHLEY BOROUGH**  
**Cash Balances**  
**30-Apr-26**

<u>Peoples Security Bank &amp; Trust</u>		
Code Enforcement	\$	50,097.03
Trash Sticker Funds	\$	117,362.02
Debit Cards	\$	351.14
General Fund	\$	146,787.25
Lokie Account	\$	100.15
Recreation	\$	1,597.60
<u>Citizen's Bank</u>		
General Fund	\$	21,958.13 est
<u>ESSA Bank</u>		
General Fund	\$	11,689.32 est
<b>Total</b>	<b>\$</b>	<b>349,942.64</b>

<u>First Keystone</u>		
CD - Investment	Total	\$ 250,000.00 est

<u>Peoples Security Bank &amp; Trust</u>		
Sewer Fund	\$	44,210.94
<u>M&amp;T Bank</u>		
Sewer Account	Total	\$ 349,652.39
		<u>\$ 393,863.33</u>

<u>Peoples Security Bank &amp; Trust</u>		
ARPA Account	\$	1.49
Liquid Fuels Fund	\$	50,087.53
Fire Equipment Fund	\$	25,938.74
Debt Service Account	\$	45,116.90

GRAND TOTAL **\$ 1,114,950.63**

**Transaction List by Vendor**  
**Ashley Borough - General Fund**  
 April 2026

	Date	type	Num	Posting (Y/N)	Memo	Account full name	Amount
1 Stop Financial	04/14/2026	Check	3713	Yes	2026162-04	101.00 FNCB General Fund	-2,100.00
<b>Total for 1 Stop Financial</b>							<b>-\$2,100.00</b>
Aflac	04/07/2026	Check	3694	Yes	298492	101.00 FNCB General Fund	-11.27
	04/14/2026	Check	3707	Yes	298492	101.00 FNCB General Fund	-11.27
<b>Total for Aflac</b>							<b>-\$22.54</b>
American Legion Post 673	04/20/2026	Check	3722	Yes	Donation	101.00 FNCB General Fund	-500.00
<b>Total for American Legion Post 673</b>							<b>-\$500.00</b>
Ashley Auto Repair	04/14/2026	Check	3706	Yes	Garbage Truck	101.00 FNCB General Fund	-100.00
	04/29/2026	Check	3728	Yes	Police	101.00 FNCB General Fund	-104.99
<b>Total for Ashley Auto Repair</b>							<b>-\$204.99</b>
Brand Graphic Solutions	04/29/2026	Check	3733	Yes	41787	101.00 FNCB General Fund	-476.00
<b>Total for Brand Graphic Solutions</b>							<b>-\$476.00</b>
Comcast	04/09/2026	Check	3701	Yes	8993116730005671	101.00 FNCB General Fund	-226.21
	04/14/2026	Check	3715	Yes	963673000	101.00 FNCB General Fund	-214.27
<b>Total for Comcast</b>							<b>-\$440.48</b>
Falzones Towing	04/14/2026	Check	3708	Yes	52922	101.00 FNCB General Fund	-1,501.47
<b>Total for Falzones Towing</b>							<b>-\$1,501.47</b>
Frank P Crossin Agency	04/07/2026	Check	3695	Yes	72549101	101.00 FNCB General Fund	-350.00
	04/14/2026	Check	3710	Yes	30254169825	101.00 FNCB General Fund	-17,047.00

<b>Total for Frank P Crossin Agency</b>		04/29/2026	Check	3735	Yes	72643861	101.00 FNCB General Fund	-350.00
<b>Highmark</b>		04/20/2026	Check	3719	Yes	260413333628	101.00 FNCB General Fund	-\$17,747.00
<b>Total for Highmark</b>								-11,332.64
<b>Hourigan Kluger &amp; Quinn</b>		04/29/2026	Check	3727	Yes	264407	101.00 FNCB General Fund	-\$330.00
<b>Total for Hourigan Kluger &amp; Quinn</b>								-330.00
<b>Joseph M Daches</b>		04/29/2026	Check	3731	Yes	Backflow Test	101.00 FNCB General Fund	-116.00
<b>Total for Joseph M Daches</b>								-\$116.00
<b>Lower South Valley Cog</b>		04/09/2026	Check	3699	Yes	March Fueling Station	101.00 FNCB General Fund	-1,606.40
<b>Total for Lower South Valley Cog</b>								-\$1,606.40
<b>Main Hardware</b>		04/05/2026	Check	3689	Yes	99251	101.00 FNCB General Fund	-32.43
		04/05/2026	Check	3690	Yes	99255	101.00 FNCB General Fund	-41.48
		04/29/2026	Check	3732	Yes	99723	101.00 FNCB General Fund	-66.21
<b>Total for Main Hardware</b>								-\$140.12
<b>Municipal Recovery</b>		04/07/2026	Check	3696	Yes	2/28/2026	101.00 FNCB General Fund	-147.20
		04/29/2026	Check	3737	Yes	3/31/26	101.00 FNCB General Fund	-104.40
<b>Total for Municipal Recovery</b>								-\$251.60
<b>Pa State Association of Boroughs</b>		04/20/2026	Check	3721	Yes	Cash-649	101.00 FNCB General Fund	-25.00
<b>Boroughs</b>		04/09/2026	Check	3702	Yes	1024-21003895036	101.00 FNCB General Fund	-1,050.19
<b>PAWC</b>		04/20/2026	Check	3720	Yes	210030147158,2200401	101.00 FNCB General Fund	-101.44
<b>Total for PAWC</b>								-\$1,151.63
<b>PEAC</b>		04/29/2026	Check	3729	Yes	4009185	101.00 FNCB General Fund	-99.82



<b>Total for Valley Power Equipment</b>									
Waste Reduction									
	04/20/2026	Check	3724	Yes	185455		101.00 FNCGB General Fund		-80.84
	04/29/2026	Check	3734	Yes	186030		101.00 FNCGB General Fund		-51.57
									<b>-\$132.41</b>
<b>Total for Waste Reduction</b>									
Wilkies-Barre Materials									
	04/07/2026	Check	3697	Yes	38289		101.00 FNCGB General Fund		-380.83
<b>Total for Wilkies-Barre Materials</b>									
Witmer									
	04/14/2026	Check	3711	Yes	869992		101.00 FNCGB General Fund		-423.43
	04/20/2026	Check	3723	Yes	874819		101.00 FNCGB General Fund		-210.92
<b>Total for Witmer</b>									
WVSA									
	04/05/2026	Check	3693	Yes	4-1-26 LOB Multiples		101.00 FNCGB General Fund		-519.06
	04/20/2026	Check	3717	Yes	240227976		101.00 FNCGB General Fund		-430.25
	04/29/2026	Check	3726	Yes	Q2 Meter Bills		101.00 FNCGB General Fund		-252.47
<b>Total for WVSA</b>									
YCG Inc									
	04/05/2026	Check	3688	Yes	236536		101.00 FNCGB General Fund		-61.50
	04/09/2026	Check	3698	Yes	236821		101.00 FNCGB General Fund		-61.50
	04/14/2026	Check	3709	Yes	236536		101.00 FNCGB General Fund		-61.50
<b>Total for YCG Inc</b>									
		<b>TOTAL</b>							<b>-\$57,080.85</b>

**Transaction List by Vendor**  
**Ashley Borough - Code Enforcement**  
April 2026

Date	Transaction type	Num	Posting (Y/N)	Memo	Account full name	Amount
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Total for BHW Construction Services  
Donald G. Karpowich, PC

04/20/2026 Check 1150 Yes 2026-3 & 2026-1A FNCB Code Enforcement -2,011.84

04/14/2026 Check 1149 Yes 111000 FNCB Code Enforcement -532.50

Total for Donald G. Karpowich, PC  
Jack Varaly

**-\$532.50**

04/07/2026 Check 1147 Yes March FNCB Code Enforcement -1,250.00

**-\$1,250.00**

Total for Jack Varaly  
James Barberio Jr

04/09/2026 Check 1148 Yes replace check 1143 FNCB Code Enforcement -50.00

**-\$50.00**

Total for James Barberio Jr  
The Moses Law Group, LLC

04/05/2026 Check 1146 Yes 672 FNCB Code Enforcement -222.60

**-\$222.60**

**TOTAL** **-\$4,066.94**

**Transaction List by Vendor**  
**Ashley Borough - Debt Service**  
April 2026

Date	Transaction type	Num	Posting (Y/N)	Memo	Account full name	Amount
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Axon Enterprise Inc

04/29/2026 Check 1235 Yes INUS346905 101 FNCB Bank Debt Service Fund -3,170.00

**-\$3,170.00**

Total for Axon Enterprise Inc  
ESSA Bank & Trust

04/29/2026 Check 1234 Yes 7786014024 101 FNCB Bank Debt Service Fund -683.18

**-\$683.18**

**TOTAL** **-\$3,853.18**

**Transaction List by Vendor**

**Ashley Borough - Liquid Fund**  
**April 2026**

pp1 1

Total for pp1 1  
 Wilkes-Barre Materials

Date	Transaction type	Num	Posting (Y/N)	Memo	Account full name	Amount
04/09/2026	Check	1293	Yes	86141-37001	100 FNCB Bank Highway Aid	-3,153.98
						<b>-\$3,153.98</b>
04/20/2026	Check	1294	Yes	10024	100 FNCB Bank Highway Aid	-344.47
						<b>-\$344.47</b>
<b>TOTAL</b>						<b>-\$3,498.45</b>

**Transaction List by Vendor**  
**Ashley Borough - Sewer Fund**  
**April 2026**

The Moses Law Group, LLC

Total for The Moses Law Group, LLC  
 WVSA

Date	Transaction type	Num	Posting (Y/N)	Memo	Account full name	Amount
04/05/2026	Check	1142	Yes	672	101 FNCB Bank Sewer Fund	-242.20
						<b>-\$242.20</b>
04/09/2026	Check	1143	Yes	March	101 FNCB Bank Sewer Fund	-500.00
						<b>-\$500.00</b>
<b>TOTAL</b>						<b>-\$742.20</b>

**TOTAL** **-\$69,241.62**



49 West Cemetery St.  
Ashley, Pa 18706

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

Joseph McGlynn, Chief of Police

## Ashley Borough Police Department

### Monthly Report for April 2026

**Total Incidents logged: 145**

**Total Parking Tickets Issued: 19**

**Total Traffic Citations Issued: 18**

**Total Non-Traffic Citations Issued: 3**

**Total Amount Received from Magistrate: \$2471.56 (Crimes Code, Vehicle Code and Ordinances)**

**Total Amount Received from Report Requests: \$60.00**

**Total Amount Received from Parking Violations: \$225.00**

**Luzerne County Dept. of Probation: \$ 0**

**Total Received: \$2756.56**

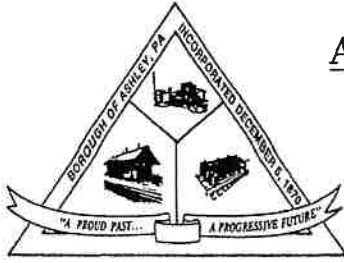
#### Vehicle Milage

Miles, 2769.

Averaging, 92 miles per day

Respectfully Submitted by,

  
Joseph McGlynn  
Chief of Police



## 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](mailto:ashleycodeoffice@gmail.com)

### APRIL 2026 CODE ENFORCEMENT REPORT

Warnings: 13

Fines: 9

Citations: 1

Occupancy Inspections: 6

Building Permits: 15