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 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

BOROUGH COUNCIL MEETING MINUTES
Tuesday, July 7, 2026 – 6:40 P.M.

Attendance

Lisa Wildes- Present
Andrew Potsko- 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.

COUNSEL AND BOROUGH OFFICIALS' REPORTS

Lisa Wildes- Nothing for this meeting.

Andrew Potsko- Nothing for this meeting.

Frank Sorokach- Nothing for this meeting.

Don Bly- Brought up an incident a couple of weeks ago, one of the DPW employees applied life safety measures after an accident occurred and ended up saving a person's life. He wants to recognize Christian for doing that and say thank you.

Jennifer Heller- Wanted to bring to everyone's attention that the Borough will be having their annual yard sale the 5th of September wo they had enough time to be able to prepare for same.

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 stated that she needed to provide the Code Enforcement Report later to council.

PUBLIC COMMENT – PENDING LEGISLATION

NONE

LEGISLATION

RESOLUTION 75 OF 2026 – A Resolution to approve the June 9, 2026, Borough Council Meeting Minutes.

Motion: Lisa Wildes
Second: Andrew Potsko

Lisa Wildes – Y
Andrew Potsko- Y
Frank Sorokach - Y
Don Bly – Y
Jennifer Heller –Y
Bob Gayewski –Y
PASS

RESOLUTION 76 OF 2026 – A Resolution to approve the June 24, 2026, Borough Council Special Meeting Minutes.

Motion: Jennifer Heller
Second: Lisa Wildes

Lisa Wildes – Y
Andrew Potsko- Y
Frank Sorokach - Y
Don Bly – Y
Jennifer Heller –Y
Bob Gayewski –Y
PASS

RESOLUTION 77 OF 2026 - A Resolution to approve the June 2026 bills in the amount of $172,881.38.

Motion: Jennifer Heller
Second: Don Bly

Lisa Wildes – Y
Andrew Potsko- Y
Frank Sorokach - Y
Don Bly – Y
Jennifer Heller –Y
Bob Gayewski –Y
PASS

RESOLUTION 78 OF 2026– A Resolution to approve the June 2026 payroll in the amount of $47,707.95.

Motion: Frank Sorokach
Second: Lisa Wildes

Lisa Wildes – Y
Andrew Potsko- Y
Frank Sorokach - Y
Don Bly – Y
Jennifer Heller –Y
Bob Gayewski –Y
PASS

RESOLUTION 79 OF 2026– A Resolution, as recommended by the Borough Engineer, to approve Pay Application #1 from Stafursky Paving Company in the amount of $99,590.00 for the Centennial Park Improvements Project. This project is funded by grant awards.

Motion: Lisa Wildes
Second: Andrew Potsko

Lisa Wildes – Y
Andrew Potsko- Y
Frank Sorokach - Y
Don Bly – Y
Jennifer Heller –Y
Bob Gayewski –Y
PASS

RESOLUTION 80 OF 2026– A Resolution to pay one half of the Wilkes-Barre Materials invoice for the asphalt to pave Auman Lane in the amount of $2,814.40 from the Liquid Fuels Account.

Motion: Lisa Wildes
Second: Frank Sorokach

Lisa Wildes – Y
Andrew Potsko- Y
Frank Sorokach - Y
Don Bly – Y
Jennifer Heller –Y
Bob Gayewski –Y
PASS

RESOLUTION 81 OF 2026– A Resolution to pay the Golden Business Technologies invoice for the purchase of computers and Toughbooks for the Police Department in the amount of $4,702.00 from the Debt Services Account.

Motion: Don Bly
Second: Lisa Wildes

Lisa Wildes – Y
Andrew Potsko- Y
Frank Sorokach - Y
Don Bly – Y
Jennifer Heller –Y
Bob Gayewski –Y
PASS

RESOLUTION 82 OF 2026– A Resolution amending Ordinance No. 1 of 2022, also known as the Ashley Borough Quality of Life Ordinance, specifically, Sectio 4, Subsection 4, Abatement, to raise the amount of abatement charges as follows:

A. Accumulation of Rubbish or Garbage - § 308.1 $100.00-$2,500.00

B. Accessory Structures - § 302.7 $100.00-$2,500.00

C. Vacant Structures and Land - § 301.3 $100.00-$2,500.00

D. Motor Vehicles Inoperative, Unlicensed, Disrepair - § 302.8 $100.00-$2,500.00

E. Rodent Harborage - § 302.5 $100.00-$2,500.00

F. Weeds, High Grass Over 6 Inches - § 302.4 Residential $100.00-$2,500.00
Commercial $100.00-$2,500.00

G. Sidewalks - § 302.3 $100.00-$2,500.00

H.	Swimming Pools - § 303.1	$100.00-$2,500.00
I.	Exterior of Structure - § 304	$100.00-$2,500.00
J.	Interior of Structure - § 305	$100.00-$2,500.00
K.	Unsafe Structure - § 108	$100.00-$2,500.00

Motion: Lisa Wildes
Second: Don Bly

Lisa Wildes – Y
Andrew Potsko- Y
Frank Sorokach - Y
Don Bly – Y
Jennifer Heller –Y
Bob Gayewski –Y
PASS

PUBLIC COMMENT

Tom Kneidinger, 17 South Main Street, 570-824-1239– Mr. Kneidinger noted that approximately two years ago, PennDOT installed a washout protection area with large boulders. While he acknowledged that this improvement has helped reduce the severity of the flooding, he stated that it has not eliminated the problem.

Mr. Kneidinger advised that debris accumulation remains the primary cause of the flooding because it obstructs the storm drains and prevents proper drainage. He expressed concern that, unless the drains are cleared during significant rainstorms, his basement can accumulate as much as three (3) inches of water.

A discussion followed regarding whether there is an appropriate agency or individual who could be contacted to routinely remove debris from the storm drainage system. Borough Manager Guesto stated that the Borough will continue to communicate with the responsible agency until the issue is properly addressed, noting that the flooding has been an ongoing concern.

Mr. Kneidinger further stated that when heavy rain occurs before 4:00 p.m., he is able to contact the Borough office for assistance. However, when storms occur after normal business hours, he has been unable to obtain assistance.

Bonita Tomko, 33 Wyoming Street, 570-328-2668 – Ms. Tomko inquired about Resolution No. 82 of 2026 and asked what enforcement measures would be taken if residents failed to comply with the Ordinance. She explained that she resides on Wyoming Street and has observed that when the Code Enforcement Officer addresses nuisance properties, some residents temporarily clean up their properties, only for the same conditions to reoccur a week or two later.

Mr. Peter Moses explained that increasing the Borough's abatement fees is the first step in strengthening enforcement efforts. He noted that the existing abatement fees were insufficient to encourage compliance.

Mr. Moses further explained that, under the Borough's enforcement process, if a property owner is found to be in violation of the Ordinance, the Code Enforcement Officer will issue the appropriate notice and post the property. If the property owner fails to correct the violation within the time prescribed, the Borough may either utilize its Department of Public Works or retain a qualified third-party contractor to abate the violation. The Borough will then bill the property owner for all costs associated with the abatement. Mr. Moses stated that if a third-party contractor is retained, the Borough may incur costs of up to approximately $2,500.00 to complete the work.

Mr. Moses advised that should the property owner fail to reimburse the Borough for the costs of the abatement, the Borough may recover those costs by filing a municipal lien against the property. He explained that the Ordinance authorizes the Borough to pursue this remedy.

Mr. Moses summarized the Borough's enforcement process as follows:

1. Amend the Ordinance to increase the abatement fees.
2. The Code Enforcement Officer will issue notice of the violation and post the property.
3. If the violation is not corrected, the Borough will complete the necessary abatement, either through its Department of Public Works or a qualified third-party contractor.
4. The Borough will bill the property owner for the cost of the abatement.

5. If the property owner fails to pay, the Borough may file a municipal lien against the property to recover its costs.

Mr. Moses advised Ms. Tomko that, upon adoption of Resolution No. 82 of 2026, the enhanced enforcement procedures would become effective immediately. He stated that the Code Enforcement Officer would be authorized to begin implementing the new procedures as early as the following day.

Bob Kadluboski, 42 New Frederick Street- Mr. Kadluboski addressed Council regarding the status of the Huber Breaker property. He stated that several months ago, a letter had been sent by the Borough to the Redevelopment Authority concerning the matter. He explained that after attending a recent Redevelopment Authority meeting, he referenced the letter and was informed that members of the Authority were unaware of its existence.

Mr. Kadluboski further stated that, after submitting a Right-to-Know Request and obtaining a copy of the letter, he personally presented it to the Redevelopment Authority. According to Mr. Kadluboski, the Authority questioned the authenticity of the letter, alleging that it was not genuine, and declined to accept it.

Mr. Kadluboski expressed his concern regarding the length of time the matter has remained unresolved and questioned whether Borough Council could provide additional assistance. Specifically, he asked whether Council would consider sending the correspondence to the Redevelopment Authority by certified mail or attending a future Redevelopment Authority meeting to formally present the letter. He also inquired whether Council would consider submitting correspondence to the Luzerne County District Attorney's Office requesting that an outside agency investigate the matter. Mr. Kadluboski encouraged those in attendance to review his report regarding the issue.

Mr. Peter Moses confirmed that the Borough had, in fact, transmitted the correspondence to the Redevelopment Authority. He explained that it is his practice to copy the Borough Manager on all such correspondence.

Borough Manager Guesto confirmed that he had received a copy of the letter and stated that he subsequently spoke with Margie Thomas, the intended recipient. According to Borough Manager Guesto, Ms. Thomas acknowledged receipt of the correspondence and advised that she had presented the matter to the Redevelopment Authority Board, which ultimately decided not to take any action.

Mr. Kadluboski reiterated his request that Borough Council consider whether any additional steps could be taken to assist in moving the matter forward. Mr. Moses responded that the issue could be discussed further by Council at a later time.

MOTION TO ADJOURN

Motion: Lisa Wildes
Second: Andrew Potsko

MEETING ADJOURNED

Ashley Borough - General Fund
Transaction List by Vendor
May 2026

	Date	1099	type	Num	g (Y/N)	Memo	Item split account	Account full name	Amount
1 Stop Financial									
	05/26/2026	No	Check	3766	Yes	2026162-05	Treasurer Wages	101.00 FNCB General Fund	-2,100.00
Total for 1 Stop Financial									**-$2,100.00**
Aflac									
	05/12/2026	No	Check	3754	Yes	924870	Insurance Benefits	101.00 FNCB General Fund	-11.27
Total for Aflac									**-$11.27**
Bassler									
	05/05/2026	No	Check	3741	Yes	21551	Supplies for Parks	101.00 FNCB General Fund	-129.11
Total for Bassler									**-$129.11**
Cannon Financial Services, Inc.									
	05/05/2026	No	Check	3739	Yes	43131030	Administration Office Supplies	101.00 FNCB General Fund	-108.86
Inc.									**-$108.86**
Canon Financial Services Inc									
	05/08/2026	No	Check	3746	Yes	42962428	Maintenance	101.00 FNCB General Fund	-83.86
Total for Canon Financial Services Inc									**-$83.86**
Comcast									
	05/08/2026	No	Check	3751	Yes	8993116730005671	Comuter Supplies	101.00 FNCB General Fund	-211.16
	05/26/2026	No	Check	3768	Yes	2705594402	Comuter Supplies	101.00 FNCB General Fund	-214.27
Total for Comcast									**-$425.43**
Dennis McKeown									
	05/05/2026	No	Check	3738	Yes	Kranson Bill Reimbursement	Police Supplies	101.00 FNCB General Fund	-204.00
Total for Dennis McKeown									**-$204.00**
Frank P Crossin Agency									
	05/08/2026	No	Check	3752	Yes	1036T2QQM-004B	Property Insurance	101.00 FNCB General Fund	-1,238.00
Total for Frank P Crossin Agency									**-$1,238.00**
GBM									
	05/05/2026	No	Check	3745	Yes	397445	Comuter Supplies	101.00 FNCB General Fund	-1,231.00
Total for GBM									**-$1,231.00**
Highmak BCBS									
	05/28/2026	No	Check	3771	Yes	2403140001	Health Insurance Benefits	101.00 FNCB General Fund	-10,872.23
Total for Highmak BCBS									**-$10,872.23**
Hourigan Kluger & Quinn									

	05/12/2026	No	Check	3756	Yes	264505	Legal Services	101.00 FNCB General Fund	-907.50
Total for Hourigan Kluger & Quinn									**-$907.50**
Laborers' Local 1310									
	05/08/2026	No	Check	3753	Yes	Union Dues Withheld Jan-Apr	PA UC Tax Withheld	101.00 FNCB General Fund	-558.00
Total for Laborers' Local 1310									**-$558.00**
Lower South Valley Cog									
	05/05/2026	No	Check	3743	Yes	Fueling Station	Police Fuel	101.00 FNCB General Fund	-1,999.81
Total for Lower South Valley Cog									**-$1,999.81**
Main Hardware									
	05/05/2026	No	Check	3742	Yes	99802	Building Institional Supplies	101.00 FNCB General Fund	-63.27
Total for Main Hardware									**-$63.27**
Municipal Recovery									
	05/28/2026	No	Check	3772	Yes	04/30/2026	Landfill Tipping Fees	101.00 FNCB General Fund	-59.05
Total for Municipal Recovery									**-$59.05**
PAWC									
	05/08/2026	No	Check	3747	Yes	1024-210033895036	Hydrant Utilities	101.00 FNCB General Fund	-1,050.19
	05/20/2026	No	Check	3760	Yes	20040122245,210030147158,2200	Street Dept Water	101.00 FNCB General Fund	-198.39
Total for PAWC									**-$1,248.58**
PPL Electric Utilities									
	05/12/2026	No	Check	3758	Yes	77400-68005	Parks & Rec Electric	101.00 FNCB General Fund	-166.50
	05/26/2026	No	Check	3769	Yes	04326-09017	Borough Bldg Electric	101.00 FNCB General Fund	-972.33
	05/28/2026	No	Check	3774	Yes	Multiple	Street Lighting Electric	101.00 FNCB General Fund	-430.12
Total for PPL Electric Utilities									**-$1,568.95**
Sargent's Court Reporting									
	05/28/2026	No	Check	3773	Yes	319032	Zoning Hearing	101.00 FNCB General Fund	-150.00
Total for Sargent's Court Reporting									**-$150.00**
Service Electric Cable Co									
	05/26/2026	No	Check	3767	Yes	1050970756	Comuter Supplies	101.00 FNCB General Fund	-10.00
Total for Service Electric Cable Co									**-$10.00**
THe Citizens Voice									
	05/26/2026	No	Check	3770	Yes	82903499,829066331	Adminsitrative Advertising	101.00 FNCB General Fund	-569.24
Total for THe Citizens Voice									**-$569.24**
The Moses Law Group, LLC									
	05/12/2026	No	Check	3755	Yes	690	Legal Services	101.00 FNCB General Fund	-1,985.00
Total for The Moses Law Group, LLC									**-$1,985.00**
The Pest Rangers									
	05/20/2026	No	Check	3759	Yes	263733	Building Maintenance	101.00 FNCB General Fund	-78.00

Total for The Pest Rangers									**-$78.00**
TK Design									
	05/08/2026	No	Check	3749	Yes	Website	Comuter Supplies	101.00 FNCB General Fund	-75.00
Total for TK Design									**-$75.00**
Ugi Utilities									
	05/08/2026	No	Check	3748	Yes	009034546	Borough Bldg Electric	101.00 FNCB General Fund	-473.38
Total for Ugi Utilities									**-$473.38**
United Concordia									
	05/12/2026	No	Check	3757	Yes	216607867	Dental Insurance Benefits	101.00 FNCB General Fund	-635.13
Total for United Concordia									**-$635.13**
Valley Power Equipment									
	05/08/2026	No	Check	3750	Yes	186529	Small Tools & Equipment	101.00 FNCB General Fund	-379.99
Total for Valley Power Equipment									**-$379.99**
Waste Reduction									
	05/05/2026	No	Check	3740	Yes	DMMYQ245JX	Landfill Tipping Fees	101.00 FNCB General Fund	-10,396.83
Total for Waste Reduction									**-$10,396.83**
Wilkes-Barre Materials									
	05/05/2026	No	Check	3744	Yes	38858	Operating Supplies	101.00 FNCB General Fund	-373.04
Total for Wilkes-Barre Materials									**-$373.04**
TOTAL									**-$37,934.53**

Ashley Borough - Code Enforcement
Transaction List by Vendor
May 2026

	Date	1099	type	Num	g (Y/N)	Memo	Item split account	Account full name	Amount
BHW Construction Services									
	05/26/2026	No	Check	1154	Yes	2026-4	Zoning Contracted Servcies	FNCB Code Enforcement	-1,548.31
Total for BHW Construction Services									**-$1,548.31**
Donald G. Karpowich, PC									
	05/08/2026	No	Check	1151	Yes	111620	413.51 Legal Fees	FNCB Code Enforcement	-135.00
Total for Donald G. Karpowich, PC									**-$135.00**
Jack Varaly									
	05/08/2026	No	Check	1152	Yes	April & Zoning Map Amendment	Zoning Contracted Servcies	FNCB Code Enforcement	-1,850.00
Total for Jack Varaly									**-$1,850.00**
NEPA Citizen's Voice									
	05/26/2026	No	Check	1155	Yes	82906633,82907281	Advertising	FNCB Code Enforcement	-155.24

Total for NEPA Citizen's Voice									**-$155.24**
The Moses Law Group, LLC									
	05/12/2026	No	Check	1153	Yes	690	413.51 Legal Fees	FNCB Code Enforcement	-324.80
Total for The Moses Law Group, LLC									**-$324.80**
TOTAL									**-$4,013.35**

Ashley Borough - Liquid Fund
Transaction List by Vendor
May 2026

	Date	1099	type	Num	g (Y/N)	Memo	Item split account	Account full name	Amount
Northeast Signal									
	05/27/2026	No	Check	1296	Yes	16083	Traffic Control Device	Aid	-2,858.30
Total for Northeast Signal									**-$2,858.30**
ppl 1									
	05/12/2026	No	Check	1295	Yes	86141-37001	Street Lighting	Aid	-3,219.94
Total for ppl 1									**-$3,219.94**
TOTAL									**-$6,078.24**

Ashley Borough - Sewer Fund
Transaction List by Vendor
May 2026

	Date	1099	type	Num	g (Y/N)	Memo	Item split account	Account full name	Amount
The Moses Law Group, LLC									
	05/12/2026	No	Check	1145	Yes	690	Attorney Fees	Fund	-340.20
Total for The Moses Law Group, LLC									**-$340.20**
TOTAL									**-$340.20**

TOTAL	**-$48,366.32**

ASHLEY BOROUGH
Payroll Summary
31-May-26

	Year -to-date	Current Month
Police		
Regular	$ 110,643.02	$ 28,251.82
Overtime	$ 24,461.46	$ 7,710.56
Court	$ 1,990.00	$ 570.00
	$ 137,094.48	**$ 36,532.38**
Road Department		
Regular	$ 68,400.78	$ 19,613.39
Sick Day Buyout > 125 days per policy	$ 437.12	$ -
Overtime	$ 6,454.22	$ 163.92
	$ 75,292.12	**$ 19,777.31**
Main Office		
Regular	$ 31,718.86	$ 8,707.66
Overtime	$ 980.23	$ 192.62
	$ 32,699.09	**$ 8,900.28**
Council		
Regular	**$ 3,875.00**	**$ 775.00**
Mayor		
Regular	**$ 750.00**	**$ 150.00**
Tax Collector		
Regular	**$ 3,247.55**	**$ 649.51**
Fire		
Regular	$ -	$ -
2026 Total	**$ 252,958.24**	**$ 66,784.48**

ASHLEY BOROUGH
Cash Balances
31-May-26

Peoples Security Bank & Trust			
Code Enforcement		$ 52,892.64	
Trash Sticker Funds		$ 107,806.24	
Debit Cards		$ 574.89	
General Fund		$ 440,924.65	
Lokie Account		$ 100.16	
Recreation		$ 1,597.73	
Citizen's Bank			
General Fund		$ 21,958.13	est
ESSA Bank			
General Fund		$ 11,680.62	est
	Total	$ 637,535.06	
First Keystone			
CD - Investment	Total	$ 250,000.00	est
Peoples Security Bank & Trust			
Sewer Fund		$ 43,075.63	
M&T Bank			
Sewer Account	Total	$ 350,645.12	
		$ 393,720.75	
Peoples Security Bank & Trust			
ARPA Account		$ 1.49	
Liquid Fuels Fund		$ 50,108.81	
Fire Equipment Fund		$ 21,075.80	
Debt Service Account		$ 64,241.22	
	GRAND TOTAL	**$ 1,416,683.13**	