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, August 11, 2026 – 6:40 P.M.

Attendance

Lisa Wildes- Present
Andrew Potsko- Present
Frank Sorokach- Present
Don Bly- Present
Jennifer Heller - Present
Bob Gayewski – Not Present
Mayor Brian Demchak – Not Present
Manager Samuel Guesto - Present
Secretary Lisa Scharer- Present
Chief McGlynn –Present
Code Enforcement Amy Campbell- Present

The meeting was called to Order by Lisa Wildes. Peter Moses called roll for the Council, Mayor, and Borough Officials.

COUNCIL AND BOROUGH OFFICIALS' REPORTS

Lisa Wildes- Ashley Borough will be doing their first farmers market in the Borough building parking lot. It will begin on August 23, 2026, which is a Sunday, and it will run until November 8, 2026. The hours will be from 10 a.m. until 2 p.m. Applications for vendors will be made available online and at the Borough building, once filled out the application can be brought to the Borough building.

The Borough also did a walk through the park. The park will be opened back up until the second day starts.

There was an issue with the Borough webpage, but it is now up and running, she apologies for the inconvenience. Anything that needs to be changed will be updated by Friday.

Andrew Potsko- Nothing for this meeting.

Frank Sorokach- Nothing for this meeting.

Don Bly- Nothing for this meeting.

Jennifer Heller- The Annual Community Yard Sale is on the Ashley Happenings page, and it is on the new Ashley Informed page. She is unaware if everyone is aware that there is a new page with local admins in so that things get put on faster. It is called Ashley Informed and everyone is encouraged to join.

The community yard sale will be on September 5, 2026, from 8 a.m. until 1 p.m.

Bob Gayewski- Not present for this meeting.

Mayor Demchak – Not present 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.

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

Code Officer Amy Campbell- Code Officer Campbell presented the Code Officer Report, a copy of which is attached hereto and made a part hereof. She also stated that attached to the report is a letter she intends to send out to the residents that do not have garbage stickers.

PUBLIC COMMENT – PENDING LEGISLATION

NONE

LEGISLATION

RESOLUTION 83 OF 2026 – A Resolution to approve the July 7, 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 –NP
PASS

RESOLUTION 84 OF 2026 - A Resolution to approve the July 2026 bills in the amount of $86,579.66.

Motion: Frank Sorokach
Second: Lisa Wildes

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

RESOLUTION 85 OF 2026– A Resolution to approve the July 2026 payroll in the amount of $45,217.02.

Motion: Andrew Potsko
Second: Lisa Wildes

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

RESOLUTION 86 OF 2026– A Resolution to approve the payoff of the 2026 Tax Anticipation Note to Peoples Security Bank & Trust in the amount of $207,108.44.

Motion: Lisa Wildes
Second: Jennifer Heller

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

RESOLUTION 87 OF 2026– A Resolution to approve Ordinance No.1 of 2022 as Amended by Ordinance No. 3 of 2026 specifically amending Section 3-Subsection 1 and Section 4-Subsections 3 and 4(E), to include violations and penalties for discharge of hazardous waste/wastewater and dangerous trees.

Motion: Lisa Wildes
Second: Jennifer Heller

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

RESOLUTION 88 OF 2026– A Resolution to approve Ordinance No. 4 of 2026 an Ordinance electing to amend its police pension plan administered by the Pennsylvania Municipal Retirement System pursuant to Article IV of the Pennsylvania Municipal Retirement Law; agreeing to be bound by all provisions of the Pennsylvania Municipal Retirement Law as amended and as applicable to member municipalities.

Motion: Lisa Wildes
Second: Andrew Potsko

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

RESOLUTION 89 OF 2026– A Resolution to approve the handicap applications for the following residents:

- Robert Baker
- Elianny Mercedes Besarin
- Kathryn Pierson
- Rony St. Preux
- Kevin Laske

Motion: Lisa Wildes
Second: Don Bly

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

RESOLUTION 90 OF 2026– A Resolution approving the Agreement of Sale for the conveyance of the real property located at 60 South Main Street, Ashley, Pennsylvania, to the Lower South Valley Land Bank.

Motion: Frank Sorokach
Second: Andrew Potsko

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

RESOLUTION 91 OF 2026– A Resolution to approve the proposal from Reilly Associates for the engineering, design and construction consultant in the amount of $27,820.00 for the Sewer Relocation Design SR 2001-351 Project. This is in relation to PennDOT's project to replace a bridge on Cemetery Street.

Motion: Lisa Wildes
Second: Don Bly

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

PUBLIC COMMENT

Sabrina Valero, 42 Fall Street, 272-446-5638– She is here on behalf of Hector Bello a resident of 42 Fall Street. Two shut-off notices were received at the residence. She states that payments have been made to the accounts, but they have not been consistent. Mr. Bello was arrested and has been incarcerated since June 11, 2026. His next court date is not until October 14, 2026. She is unaware of when he will be released.

She asked the council for an extension or if she can be placed on a payment plan so that services are not shut off. She had also submitted hardship letters.

She went on to explain the letters and their contents and was stopped by Don Bly of the council. He stated that there is no reason for everyone to know her personal business and this can be handled after the meeting.

MOTION TO ADJOURN

Motion: Don Bly
Second: Lisa Wildes

MEETING ADJOURNED

ASHLEY BOROUGH
Payroll Summary
31-Jul-26

	Year -to-date	Current Month
Police		
Regular	$ 157,646.14	$ 22,921.48
Overtime	$ 29,896.02	$ 2,509.71
Court	$ 2,560.00	$ 475.00
	$ 190,102.16	**$ 25,906.19**
Road Department		
Regular	$ 92,954.78	$ 11,563.75
Sick Day Buyout > 125 days per policy	$ 437.12	$ -
Overtime	$ 6,898.17	$ 280.03
	$ 100,290.07	**$ 11,843.78**
Main Office		
Regular	$ 43,258.06	$ 5,769.60
Overtime	$ 1,211.35	$ 122.94
	$ 44,469.41	**$ 5,892.54**
Council		
Regular	**$ 5,425.00**	**$ 775.00**
Mayor		
Regular	**$ 1,050.00**	**$ 150.00**
Tax Collector		
Regular	**$ 4,546.57**	**$ 649.51**
Fire		
Regular	$ -	$ -
2026 Total	**$ 345,883.21**	**$ 45,217.02**

ASHLEY BOROUGH
Cash Balances
31-Jul-26

Peoples Security Bank & Trust			
Code Enforcement		$ 52,928.17	
Trash Sticker Funds		$ 157,914.39	
Debit Cards		$ 472.92	
General Fund		$ 419,805.54	
Lokie Account		$ 100.18	
Recreation		$ 1,598.01	
Citizen's Bank			
General Fund		$ 21,958.13	est
ESSA Bank			
General Fund		$ 11,680.62	est
	Total	$ 666,457.96	
First Keystone			
CD - Investment	Total	$ 250,000.00	est
Peoples Security Bank & Trust			
Sewer Fund		$ 38,225.45	
M&T Bank			
Sewer Account	Total	$ 390,503.51	
		$ 428,728.96	
Peoples Security Bank & Trust			
ARPA Account		$ 1.49	
Liquid Fuels Fund		$ 28,861.50	
Fire Equipment Fund		$ 31,111.55	
Debt Service Account		$ 134,284.38	
	GRAND TOTAL	**$ 1,539,445.84**	

Ashley Borough - General Fund
Transaction List by Vendor
July 2026

	Date	Num	(Y/N)	Memo	Account full name	Item split account	Amount
1 Stop Financial							
	07/03/2026	3831	Yes	2026162-07	101.00 FNCB General Fund	Treasurer Wages	-2,100.00
Total for 1 Stop Financial							**-$2,100.00**
Aflac							
	07/13/2026	3847	Yes	545671	101.00 FNCB General Fund	Insurance Benefits	-11.27
Total for Aflac							**-$11.27**
Ashley Auto Repair							
	07/13/2026	3843	Yes	Police	101.00 FNCB General Fund	Vehicle Repairs & Maintenance	-529.99
Total for Ashley Auto Repair							**-$529.99**
Bassler							
	07/27/2026	3863	Yes	23508	101.00 FNCB General Fund	Operating Supplies	-1,479.37
Total for Bassler							**-$1,479.37**
Brdaric Excavating, Inc.							
	07/16/2026	3859	Yes	Application No 2 - Huber Breaker	101.00 FNCB General Fund	Building New Construction	-35,627.44
Total for Brdaric Excavating, Inc.							**-$35,627.44**
Canon Financial Services Inc							
	07/03/2026	3832	Yes	43469965	101.00 FNCB General Fund	Contracted Repair & Maintenance	-83.86
Inc							**-$83.86**
Comcast							
	07/13/2026	3839	Yes	8993116730005671	101.00 FNCB General Fund	Comuter Supplies	-211.16
	07/15/2026	3854	Yes	277041571	101.00 FNCB General Fund	Comuter Supplies	-214.55
Total for Comcast							**-$425.71**
Economy Lumber							
	07/16/2026	3857	Yes	379479	101.00 FNCB General Fund	Repairs and Maintenance	-16.95
	07/27/2026	3864	Yes	379479	101.00 FNCB General Fund	Repairs and Maintenance	-16.95
Total for Economy Lumber							**-$33.90**
GBM							
	07/13/2026	3850	Yes	901139	101.00 FNCB General Fund	Administration Office Supplies	-2,600.00

Total for GBM							**-$2,600.00**
Hanover Area Little League							
	07/08/2026	3836	Yes	Run	101.00 FNCB General Fund	Supplies for Parks	-300.00
League							**-$300.00**
Highmak BCBS							
	07/27/2026	3861	Yes	2403140001	101.00 FNCB General Fund	Health Insurance Benefits	-10,759.97
Total for Highmak BCBS							**-$10,759.97**
Lower South Valley Cog							
	07/03/2026	3835	Yes	January	101.00 FNCB General Fund	Police Fuel	-1,900.50
	07/15/2026	3851	Yes	June Fuel	101.00 FNCB General Fund	Police Fuel	-2,696.25
Total for Lower South Valley Cog							**-$4,596.75**
Main Hardware							
	07/03/2026	3828	Yes	101199	101.00 FNCB General Fund	Building Institional Supplies	-9.99
Total for Main Hardware							**-$9.99**
Mayflower Graphics							
	07/03/2026	3829	Yes	26647	101.00 FNCB General Fund	Sanitation Supplies	-175.00
Total for Mayflower Graphics							**-$175.00**
Municpal Recovery							
	07/27/2026	3865	Yes	06/30/2026	101.00 FNCB General Fund	Other Services & charges	-126.20
Total for Municpal Recovery							**-$126.20**
PAWC							
	07/13/2026	3841	Yes	1024-10033895036	101.00 FNCB General Fund	Hydrant Utilities	-1,050.19
	07/15/2026	3853	Yes	220019270270,210030147158,2	101.00 FNCB General Fund	Parks & Rec Water	-196.35
Total for PAWC							**-$1,246.54**
Power Engineering Inc							
	07/13/2026	3837	Yes	6881	101.00 FNCB General Fund	Building Maintenance	-1,321.77
Total for Power Engineering Inc							**-$1,321.77**
PPL Electric Utilities							
	07/13/2026	3845	Yes	04326-09017,77400-68005	101.00 FNCB General Fund	Borough Bldg Electric	-1,219.35
	07/27/2026	3866	Yes	09800-65003,78650-28009	101.00 FNCB General Fund	Borough Bldg Electric	-156.86
Total for PPL Electric Utilities							**-$1,376.21**
Primo Brands Water							
	07/13/2026	3838	Yes	06F9500023256	101.00 FNCB General Fund	Borough Building Water	-77.58

Total for Primo Brands Water							**-$77.58**
Service Electric Cable Co							
	07/13/2026	3849	Yes	1050970756	101.00 FNCB General Fund	Tax Collector Phone	-10.00
Total for Service Electric Cable Co							**-$10.00**
Steve Shannon Tire & Auto Center							
	07/13/2026	3840	Yes	5018869	101.00 FNCB General Fund	Vehicle Repairs & Maintenance	-685.96
Center							**-$685.96**
THe Citizens Voice							
	07/13/2026	3846	Yes	185244	101.00 FNCB General Fund	Adminstrative Advertising	-569.24
	07/16/2026	3858	Yes	82916688	101.00 FNCB General Fund	Adminstrative Advertising	-106.60
	07/27/2026	3862	Yes	185244	101.00 FNCB General Fund	Adminstrative Advertising	-106.60
Total for THe Citizens Voice							**-$782.44**
The Moses Law Group. LLC							
	07/03/2026	3833	Yes	711	101.00 FNCB General Fund	Solicitor Fees	-1,921.34
LLC							**-$1,921.34**
The Pest Rangers							
	07/16/2026	3860	Yes	271131	101.00 FNCB General Fund	Building Maintenance	-78.00
Total for The Pest Rangers							**-$78.00**
Ugi Utilities							
	07/13/2026	3842	Yes	11009034546	101.00 FNCB General Fund	Borough Bldg Electric	-105.77
Total for Ugi Utilities							**-$105.77**
United Concordia							
	07/13/2026	3844	Yes	218287671	101.00 FNCB General Fund	Insurance Benefits	-374.85
Total for United Concordia							**-$374.85**
Waste Reduction							
	07/03/2026	3830	Yes	10131	101.00 FNCB General Fund	Landfill Tipping Fees	-10,783.26
Total for Waste Reduction							**-$10,783.26**
WVSA							
	07/03/2026	3834	Yes	240690409	101.00 FNCB General Fund	Sewer Fees	-207.30
	07/13/2026	3848	Yes	Multiple	101.00 FNCB General Fund	Sewer Fees	-807.01
	07/15/2026	3852	Yes	3rd Qtr Billing	101.00 FNCB General Fund	Sewer Fees	-270.08
Total for WVSA							**-$1,284.39**
TOTAL							**-$78,907.56**

Ashley Borough - Code Enforcement
Transaction List by Vendor
July 2026

	Date	Num	Posting (Y/N)	Memo	Account full name	Item split account	Amount
BHW Construction Services							
Services	07/15/2026	1170	Yes	2026-2A. 2026-6	FNCB Code Enforcement	UCC & code Enforcement	-2,460.69
Donald G. Karpowich, PC							**-$2,460.69**
Total for Donald G. Karpowich, PC	07/03/2026	1167	Yes	112821	FNCB Code Enforcement	413.51 Legal Fees	-62.50
Jack Varaly							**-$62.50**
Total for Jack Varaly	07/03/2026	1166	Yes	June	FNCB Code Enforcement	Zoning Contracted Servcies	-1,250.00
NEPA Citizen's Voice							**-$1,250.00**
Total for NEPA Citizen's Voice	07/13/2026	1169	Yes	Invoice 185244, Replace chk 1155	FNCB Code Enforcement	Advertising	-155.24
The Moses Law Group, LLC							**-$155.24**
LLC	07/03/2026	1168	Yes	711	FNCB Code Enforcement	413.51 Legal Fees	-441.00
TOTAL							**-$441.00**
							-$4,369.43

Ashley Borough - Liquid Fund
Transaction List by Vendor
July 2026

	Date	Num	Posting (Y/N)	Memo	Account full name	Item split account	Amount
ppl 1							
Total for ppl 1	07/13/2026	1301	Yes	86141-37001	100 FNCB Bank Highway Aid	Street Lighting	-3,150.43
PPL Electric							**-$3,150.43**

	07/27/2026	1302	Yes	06850-26000,83250-26004,69100-28014	100 FNCB Bank Highway Aid	Street Lighting	-93.44
Total for PPL Electric							**-$93.44**
TOTAL							**-$3,243.87**

Ashley Borough - Sewer Fund
Transaction List by Vendor
July 2026

	Date	Num	Posting (Y/N)	Memo	Account full name	Item split account	Amount
The Moses Law Group, LLC							
	07/03/2026	1148	Yes	711	101 FNCB Bank Sewer Fund	Attorney Fees	-58.80
LLC							**-$58.80**
TOTAL							**-$58.80**

TOTAL **-$86,579.66**

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 July 2026

Total Incidents logged: 197

Total Parking Tickets Issued: 16
Total Traffic Citations Issued: 19
Total Non-Traffic Citations Issued: 22

Total Amount Received from Magistrate: $1,213.52 (Crimes Code, Vehicle Code and Ordinances)
Total Amount Received from Report Requests: $15.00
Total Amount Received from Parking Violations: $200.00
Luzerne County Dept. of Probation: $58.00

Total Received: $1,486.52

Vehicle Milage

Miles, 2477
Averaging, 80 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

JULY 2026 CODE ENFORCEMENT REPORT

WARNING: 23

FINES: 3

CITATIONS: 0

BUILDING PERMITS: 11

OCCUPANCY INSPECTIONS: 11

ASHLEY BOROUGH CODE ENFORCEMENT

49 Cemetery St, Ashley, PA 18706

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

Notice of Municipal Requirement

- Requirement: Valid garbage stickers must be displayed on each trash bag for collection in Ashley Borough. Each property/unit must have their own garbage stickers.
- Status: Borough records indicate your property does not currently have the required stickers.
- Action: Purchase and display the current stickers immediately to ensure trash pickup.
- Penalty: Failure to purchase and use the mandated stickers will result in formal fines/citations.

Next Steps

- Purchase your stickers through the Ashley Borough Office.
- Place one full sticker clearly on each trash bag for collection day.
- Call the borough office if you have questions about your account or need any further assistance.

49 West Cemetery St.
Ashley, PA 18706

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

Joseph McGlynn, Chief of Police

Ashley Borough Police Department

HANDICAPPED PARKING APLICATIONS

Both applicants meet the criteria for a parking sign. The resident of 17 Manhattan Street, already has a sign across the street from her residence, so a new sign does not need to be affixed, just approved by Council.

Respectfully,

Chief Joseph McGlynn