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, September 8, 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 –Present
Code Enforcement Amy Campbell- Not 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- We are aware that there is an issue with the Borough webpage. We are working on fixing the issue. If there is something that needs to be posted it will be posted on our door or on the Ashley Borough page.

Please also be patient with the park. The park will be finished in phases. We are aware that people are upset with the progress, but please be patient as it will be completed.

Trunk or Treat will be on October 24, 2026, from 6-8 p.m. at the Ashley Fireman's Land. Set up will start at 5 o'clock and trunk or treats will be from 6-8 p.m.

Andrew Potsko- Nothing for this meeting.

Frank Sorokach- Nothing for this meeting.

Don Bly- Nothing for this meeting.

Jennifer Heller- Would like to thank everybody who participated in the yard sale. It was a huge success.

Bob Gayewski- Multiple residents in his area have been complaining about the rubbish on Wyoming Street between Main Street and Maxwell Street. They would like to have Amy Campbell follow up with the residences presenting issues.

Mayor Demchak – Nothing for this meeting.

Secretary Lisa Scharer –Lisa Scharer discussed purchasing garbage stickers for the Borough and asked if she had the go ahead for that. Ms. Scharer than 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 was not present for this meeting. There will be no Code Enforcement Report at this meeting.

PUBLIC COMMENT – PENDING LEGISLATION

NONE

LEGISLATION

RESOLUTION 92 OF 2026 – A Resolution to approve the August 11, 2026, Borough Council Meeting Minutes.

Motion: Lisa Wildes
Second: Jennifer Heller

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

RESOLUTION 93 OF 2026 - A Resolution to approve the August 2026 bills in the amount of $84,872.15.

Motion: Frank Sorokach
Second: Don Bly

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

RESOLUTION 94 OF 2026– A Resolution to approve the August 2026 payroll in the amount of $45,299.07.

Motion: Andrew Potsko
Second: Jennifer Heller

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

RESOLUTION 95 OF 2026– A Resolution to approve the full-time hiring of Doug Mazonkey in the Department of Public Works at a rate of $21.00 per hour effective September 9, 2026.

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 96 OF 2026– A Resolution to approve the rate of Crisitan Caraballo in the Department of Public Works of $22.00 per hour effective September 9, 2026.

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 97 OF 2026– A Resolution to approve the following handicapped parking permit applications:

1. Danielle Greenberg17 Manhattan Street
2. Kim Marie Shoemaker 52 Mary Street

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 98 OF 2026– A Resolution to approve an additional 4 days of paid sick leave for 2026 to Secretary Lisa Scharer for special circumstances.

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 99 OF 2026– A Resolution to approve a one-time additional clothing allowance to the DPW department employees in the amount of $250.00.

Motion: Don Bly
Second: Frank Sorokach

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

RESOLUTION 100 OF 2026– A Resolution to approve Ordinance No. 4 of 2026 repealing Ordinance No. 2 of 2018 and No. 4 of 2020, establishing a landlord registration, licensing and occupancy system, setting forth requirements and obligations on the part of landlords, establishing a manner of enforcement and providing penalties for violations.

Motion: Lisa Wildes
Second: Jennifer Heller

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

RESOLUTION 101 OF 2026– A Resolution to approve Ordinance No. 5 of 2026 for the adoption of certain rules and regulations of E-bikes within Ashley Borough.

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 102 OF 2026– A Resolution to approve Ordinance No. 6 of 2026 for the adoption of rules and regulations prohibiting open burning in the borough of Ashley.

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

RESOLUTION 103 OF 2026– A Resolution to approve the invoice received from Rubbercycle in the amount of $56,705.00 for the Centennial Park Improvements Project.

Motion: Lisa Wildes
Second: Jennifer Heller

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

RESOLUTION 104 OF 2026– A Resolution to approve the following LSA Luzerne County or statewide applications:

1. Ashley Borough Fire Department for refurbishing a fire truck in the amount of $ 337,000.00
2. Huber Breaker Preservation Society for constructing a building in the amount of $339,050.00
3. Ashley Borough DPW for a new Dump Truck in the amount of up to $200,000.00

Motion: Frank Sorokach
Second: Andrew Potsko

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

RESOLUTION 105 OF 2026– A Resolution informing Council that the Ashley Borough Police Plan Minimum Municipal Obligation for 2027 is $0 (zero dollars).

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 106 OF 2026– A Resolution to approve the renewal of the employees' health care from Highmark effective 10-1-2026 with the 1000 Gold AB Plan selection, additionally setting up at $250.00 deductible reimbursement program with participants.

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 107 OF 2026– A Resolution approving Grant Palfey to be the appointed representative to receive all tax information or records from Berkheimer relating to the collection of taxes for Ashley Borough.

Motion: Frank Sorokach
Second: Don Bly

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

RESOLUTION 108 OF 2026– A Resolution approving the conditional release agreement of Fire Escrow Account Funds for a property owned by NEPACA (formerly Bentley's).

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

RESOLUTION 109 OF 2026– A Resolution to approve the donation of $400.00 for supply's for the Trunk or Treat event.

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

Councilman Don Bly attempted to add a resolution to hire a full-time police officer.

Attorney Moses inquired if Councilman Bly had a specific name, pay rate, and effective start date for the proposed resolution.

Since Councilman Bly did not have this information, nor had a background check been conducted on a prospective applicant, the proposed resolution was withdrawn.

RESOLUTION 110 OF 2026– A Motion to add the following to the agenda: a resolution to give a $2.00/hr raise to Code Enforcement Officer Amy Campbell and terminate current Zoning Officer Jack Valary.

Motion: Don Bly
Second: Bob Gayewski

RESOLUTION 111 OF 2026– A Resolution to give a $2.00/hr raise to Code Enforcement Officer Amy Campbell and terminate current Zoning Officer Jack Valary.

Motion: Don Bly
Second:

RESOLUTION FAILS DUE TO LACKS OF SECOND

PUBLIC COMMENT

Bill Landmesser, Buck Twp., 570-881-6824– Introduced himself as an Officer and a Member of the Huber Breaker Society. He has been a member for a good 15 years.

He wanted to thank the Borough on behalf of the Society for their help and cooperation with things that they are trying to do. He would especially like to thank everyone to help getting them on the agenda and approval for an LSA Grant.

The Society looks forward to the continued relationship and to continue working together in the future.

Bob Kadluboski, Wilkes Barre, PA, 570-760-3935- He wanted to advise everyone that the railroad and shop yard are up for bid. He spoke with Romilda Crocamo this morning and asked her if the people of Ashley were going to have a say about what happens with this property.

He wants to know if the Mayor would send a letter and have the council sign it and direct it to the Redevelopment Authority to say that when the bids come in that they want a say of who is going in there and what is going to be placed there. John Halliday still wants that property.

He also spoke with the District Attorney today about bringing in an outside law enforcement agency to investigate the shenanigans that went on with the corrupt Redevelopment Authority board.

He wants the letter to be sent certified, and he wants the County Council to know that this is our town and if someone is going to buy the property what they are going to try and stick the residents of Ashley with.

Mr. Kadluboski also inquired whether the Borough could get a press conference together to let all the residents know what is happening. Whoever is going to buy this will definitely want to recoup their money and place something there.

He asked Attorney Moses if a letter can be sent to put them on notice that Ashley Borough wants a say about what happens with that property. Attorney Moses said the Mayor can sign a letter as well as the council.

Councilman Bly had even spoke with Margie Thomas regarding this and she told him that Carol would have worked with him on that property even though that she had no authority to do so.

Donna Ransom, 83 Andrew Drive- Asked if all of the taxes are to be paid to Berkheimer now.

Mr. Moses stated that the resolution was added to the agenda just to allow Grant to receive the information from Berkheimer.

She also stated that she spoke briefly with the Chief at the last meeting about getting a speed reader signs over in her area. The Chief told her that we would need a grant to be able to afford those signs.

Mr. Moses stated that if there was a grant available to be able to obtain the signs Borough Manager Guesto would be area but that they would look into it.

MOTION TO ADJOURN

Motion: Jennifer Heller
Second: Don Bly

MEETING ADJOURNED

ASHLEY BOROUGH
Payroll Summary
31-Aug-26

	Year -to-date	Current Month
Police		
Regular	$ 181,024.54	$ 23,378.40
Overtime	$ 32,180.90	$ 2,284.88
Court	$ 2,845.00	$ 285.00
	$ 216,050.44	**$ 25,948.28**
Road Department		
Regular	$ 104,551.66	$ 11,596.88
Sick Day Buyout > 125 days per policy	$ 437.12	$ -
Overtime	$ 7,226.01	$ 327.84
	$ 112,214.79	**$ 11,924.72**
Main Office		
Regular	$ 49,027.66	$ 5,769.60
Overtime	$ 1,293.31	$ 81.96
	$ 50,320.97	**$ 5,851.56**
Council		
Regular	**$ 6,200.00**	**$ 775.00**
Mayor		
Regular	**$ 1,200.00**	**$ 150.00**
Tax Collector		
Regular	**$ 5,196.08**	**$ 649.51**
Fire		
Regular	$ -	$ -
2026 Total	**$ 391,182.28**	**$ 45,299.07**

ASHLEY BOROUGH
Cash Balances
31-Aug-26

Peoples Security Bank & Trust			
Code Enforcement		$ 56,349.01	
Trash Sticker Funds		$ 160,946.11	
Debit Cards		$ 282.69	
General Fund		$ 252,868.34	
Lokie Account		$ 100.19	
Recreation		$ 1,598.13	
Citizen's Bank			
General Fund		$ 21,958.13	est
ESSA Bank			
General Fund		$ 13,389.74	est
	Total	$ 507,492.34	
First Keystone			
CD - Investment	Total	$ 250,000.00	est
Peoples Security Bank & Trust			
Sewer Fund		$ 37,409.43	
M&T Bank			
Sewer Account	Total	$ 399,944.71	
		$ 437,354.14	
Peoples Security Bank & Trust			
ARPA Account		$ 1.49	
Liquid Fuels Fund		$ 25,423.29	
Fire Equipment Fund		$ 32,438.13	
Debt Service Account		$ 139,299.39	
	GRAND TOTAL	**$ 1,392,008.78**	

Ashley Borough - General Fund
Transaction List by Vendor
August 2026

	Date	type	Num	Memo	Item split account	Amount
1 Stop Financial						
	08/11/2026	Check	3880	2026162-08	Treasurer Wages	-2,100.00
Total for 1 Stop Financial						**-$2,100.00**
Aflac						
	08/17/2026	Check	3888	854421	Health Insurance Benefits	-11.27
Total for Aflac						**-$11.27**
Ashley Auto Repair						
	08/09/2026	Check	3873	Durango	Vehicle Repairs & Maintenance	-75.00
	08/11/2026	Check	3878	DPW	Vehicles & Maintenance	-127.99
	08/21/2026	Check	3894	DPW	Vehicles & Maintenance	-72.00
	08/27/2026	Check	3898	Police	Vehicle Repairs & Maintenance	-99.99
Total for Ashley Auto Repair						**-$374.98**
Canon Financial Services Inc						
	08/09/2026	Check	3876	43638065	Contracted Repair & Maintenance	-83.86
Total for Canon Financial Services Inc						**-$83.86**
Comcast						
	08/09/2026	Check	3871	8993116730005671	Comuter Supplies	-211.54
	08/17/2026	Check	3887	963573000	Communication Phone	-215.36
Total for Comcast						**-$426.90**
Frank P Crossin Agency						
	08/17/2026	Check	3881	Insurance		-38,142.50
Total for Frank P Crossin Agency						**-$38,142.50**
Highmak BCBS						
	08/31/2026	Check	3903	260814278095	Health Insurance Benefits	-10,759.97
Total for Highmak BCBS						**-$10,759.97**
Hourigan Kluger & Quinn						
	08/17/2026	Check	3886	265752	Legal Services	-1,107.50

Total for Hourigan Kluger & Quinn						**-$1,107.50**
JNK Hydrotest & Extinguisher						
	08/03/2026	Check	3870	45545	Building Maintenance	-206.91
Total for JNK Hydrotest & Extinguisher						**-$206.91**
John P Halliday						
	08/09/2026	Check	3872	Paving SVCG-2607	Unclassified Expenditures	-517.50
Total for John P Halliday						**-$517.50**
Laborers' Local 1310						
	08/21/2026	Check	3897	June thru Aug Union Dues	Employer Paid Benefits & Withho	-432.00
Total for Laborers' Local 1310						**-$432.00**
Lower South Valley Cog						
	08/03/2026	Check	3867	SM22802	Vehicles & Maintenance	-1,926.84
	08/31/2026	Check	3902	July	Police Fuel	-2,151.00
Total for Lower South Valley Cog						**-$4,077.84**
Main Hardware						
	08/09/2026	Check	3874	100650	Building Institional Supplies	-73.51
Total for Main Hardware						**-$73.51**
McCarthy Tire & Auto						
	08/11/2026	Check	3879	28190	Vehicles & Maintenance	-1,400.12
Total for McCarthy Tire & Auto						**-$1,400.12**
Municpal Recovery						
	08/17/2026	Check	3889	7/31/26	Solid Waste Supplies	-187.50
Total for Municpal Recovery						**-$187.50**
Paper Eaters						
	08/17/2026	Check	3890	20341	Sanitation Supplies	-1,500.00
Total for Paper Eaters						**-$1,500.00**
PAWC						
	08/17/2026	Check	3891	Multiple	Hydrant Utilities	-1,171.40
Total for PAWC						**-$1,171.40**
PEAC						
	08/21/2026	Check	3896	4009185	Police Liability Insurance	-199.64
Total for PEAC						**-$199.64**

PPL Electric Utilities						
	08/03/2026	Check	3869	25720-29006,61985-14006	Parks & Rec Electric	-367.63
	08/17/2026	Check	3884	04326-09017,77400-68005	Borough Bldg Electric	-1,411.49
	08/27/2026	Check	3899	28009,25720-29006,61985-	Street Lighting	-467.68
Total for PPL Electric Utilities						**-$2,246.80**
Responsible Recycleing						
	08/31/2026	Check	3901	8933	Sanitation Supplies	-1,265.00
Total for Responsible Recycleing						**-$1,265.00**
Service Electric Cable Co						
	08/17/2026	Check	3885	1050970756	Tax Collector Phone	-10.00
Total for Service Electric Cable Co						**-$10.00**
THe Citizens Voice						
	08/17/2026	Check	3893	185244	Adminstrative Advertising	-218.72
Total for THe Citizens Voice						**-$218.72**
The Moses Law Group. LLC						
	08/09/2026	Check	3875	723	Solicitor Fees	-1,773.67
	08/21/2026	Check	3895	723	Solicitor Fees	-1,773.67
Total for The Moses Law Group. LLC						**-$3,547.34**
The Pest Rangers						
	08/17/2026	Check	3883	274786	Building Maintenance	-78.00
Total for The Pest Rangers						**-$78.00**
Ugi Utilitiies						
	08/09/2026	Check	3877	411004460514	Garage Electric	-109.32
Total for Ugi Utilitiies						**-$109.32**
United Concordia						
	08/17/2026	Check	3892	219123707	Dental Insurance	-288.09
Total for United Concordia						**-$288.09**
Valley Power Equipment						
	08/17/2026	Check	3882	1167	Small Tools & Equipment	-74.09
Total for Valley Power Equipment						**-$74.09**
YCG Inc						
	08/03/2026	Check	3868	237362	Computer Equip & Supplies	-61.50

Total for YCG Inc						**-$61.50**
TOTAL						**-$70,672.26**

Ashley Borough - Code Enforcement
Transaction List by Vendor
August 2026

	Date	type	Num	Memo	Item split account	Amount
BHW Construction Services						
	08/17/2026	Check	1175	2026-7	UCC & code Enforcement	-1,088.73
Total for BHW Construction Services						**-$1,088.73**
Donald G. Karpowich, PC						
	08/17/2026	Check	1174	113488	413.51 Legal Fees	-672.50
Total for Donald G. Karpowich, PC						**-$672.50**
Jack Varaly						
	08/03/2026	Check	1171	July 2026	Zoning Contracted Servcies	-1,250.00
	08/31/2026	Check	1182	August	Zoning Contracted Servcies	-1,250.00
Total for Jack Varaly						**-$2,500.00**
Mayflower Graphics						
	08/31/2026	Check	1181	26956	Office Supplies	-270.00
Total for Mayflower Graphics						**-$270.00**
NEPA Citizen's Voice						
	08/17/2026	Check	1176	82919947, 82919946	Advertising	-610.64
Total for NEPA Citizen's Voice						**-$610.64**
Sargent's Court Reporting Service						
	08/17/2026	Check	1179	324269	Zoning Contracted Servcies	-150.00
Total for Sargent's Court Reporting Service						**-$150.00**
The Moses Law Group, LLC						
	08/09/2026	Check	1172	723	413.51 Legal Fees	-1,714.07
	08/21/2026	Check	1180	723	413.51 Legal Fees	-1,714.07
Total for The Moses Law Group, LLC						**-$3,428.14**

TOTAL						**-$8,720.01**

Ashley Borough - Debt Service
Transaction List by Vendor
August 2026

	Date	type	Num	Memo	Item split account	Amount
ESSA Bank & Trust						
	08/03/2026	Check	1239	7786014024	Fire Engine Principal	-717.34
	08/27/2026	Check	1240	7786014024	Fire Engine Principal	-683.18
Total for ESSA Bank & Trust						**-$1,400.52**
TOTAL						**-$1,400.52**

Ashley Borough - Liquid Fund
Transaction List by Vendor
August 2026

	Date	type	Num	Memo	Item split account	Amount
PPL Electric						
	08/17/2026	Check	1303	86141-37001	Street Lighting	-3,347.04
	08/27/2026	Check	1304	06850-2600,69100-28014,83250-26004	Street Lighting	-97.91
Total for PPL Electric						**-$3,444.95**
TOTAL						**-$3,444.95**

Ashley Borough - Sewer Fund
Transaction List by Vendor
August 2026

	Date	type	Num	Memo	Item split account	Amount
Pennsylvania One Call System						
	08/17/2026	Check	1152	1176283	Reparis & Maint. -Sewer	-3.65

Total for Pennsylvania One Call System						**-$3.65**
The Moses Law Group, LLC						
	08/09/2026	Check	1150	722	Attorney Fees	-315.38
	08/21/2026	Check	1153	722	Attorney Fees	-315.38
Total for The Moses Law Group, LLC						**-$630.76**
TOTAL						**-$634.41**

TOTAL	**-$84,872.15**