



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

Carl Byra

Frank Sorokach

Jennifer Heller

Edward Flynn

Borough Secretary: Lisa Scharer

Code Enforcement Secretary: Amy Campbell

Borough Manager: Samuel Guesto

ASHLEY BOROUGH COUNCIL MEETING SUMMARY MEETING MINUTES SEPTEMBER 09, 2025, 6:40 PM

Attendance:

Lisa Wildes – Present

Andrew Potsko – 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

Police Chief McGlynn – Present

Code Officer Campbell – Present

The meeting was called to by Peter Moses. Peter Moses called roll for the Council, Mayor, and Borough Officials. The Pledge of Allegiance was recited by all.

COUNCIL AND BOROUGH OFFICIAL REPORTS

Lisa Wildes – Reported upcoming events: Trunk or Treat to be held at Ashley Fireman's Land Oct 25, 2025, 6-8 p.m. all are welcome the more trunks the merrier; Christmas Parade is set for Saturday December 6, 2025, time TBD.

Andrew Potsko – Nothing for this meeting.

Carl Byra – Not present 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.

Secretary Lisa Scharer – Read 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 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 – Code Officer Campbell read the Code Officer Report, a copy of which is attached hereto and made a part hereof.

COMMITTEE REPORTS

NONE

ANNOUNCEMENTS

NONE

PUBLIC COMMENT – PENDING LEGISLATION

NONE

LEGISLATION

RESOLUTION 90 OF 2025 – A Resolution to approve the August 12, 2025, Council Meeting Minutes

Motion: Lisa Wildes
Second: Carl Byra

Lisa Wildes – Y
Frank Sorokach -- Y
Carl Byra – Y
Andrew Potsko -- Y
Jennifer Heller – Y
Edward Flynn – Y
PASS

RESOLUTION 91 OF 2025 – A Resolution to approve the August 2025 bills in the amount of \$80,032.73.

Motion Carl Byra
Second: Lisa Wilde

Lisa Wildes – Y
Frank Sorokach -- Y
Carl Byra -- Y
Andrew Potsko -- Y
Jennifer Heller – Y
Edward Flynn – Y
PASS

RESOLUTION 92 OF 2025 – A Resolution to approve the August 2025 payroll in the amount of \$45,491.76.

Motion: Frank Sorokach
Second: Jennifer Heller

Lisa Wildes – Y
Frank Sorokach -- Y
Carl Byra -- Y
Andrew Potsko – Y
Jennifer Heller – Y
Edward Flynn – Y
PASS

RESOLUTION 93 OF 2025 – A resolution to approve the Ashley Borough insurance renewal policies for 2025/2026 with Frank P. Crossin Agency, Inc. in the amount of \$ 88,873.00.

Motion: Carl Byra

Second: Andrew Potsko

Lisa Wildes – Y

Frank Sorokach -- Y

Carl Byra -- Y

Andrew Potsko -- Y

Jennifer Heller – Y

Edward Flynn – Y

PASS

RESOLUTION 94 OF 2025 – A resolution to approve the municipal employee health insurance coverage renewal for 2025/2026 with Highmark. The plan has a 9.58% increase from the current cost.

Motion: Lisa Wildes

Second: Edward Flynn

Lisa Wildes – Y

Frank Sorokach -- Y

Carl Byra -- Y

Andrew Potsko -- Y

Jennifer Heller – Y

Edward Flynn – Y

PASS

RESOLUTION 95 OF 2025 – A resolution to approve the application of a Local Share Account Grant Application in the amount of \$300,000.00 for the Main Streetscape Project.

Motion: Edward Flynn

Second: Lisa Wildes

Lisa Wildes – Y

Frank Sorokach -- Y

Carl Byra -- Y

Andrew Potsko -- Y

Jennifer Heller – Y

Edward Flynn – Y

PASS

RESOLUTION 96 OF 2025- A resolution to approve, upon recommendation of the Borough Engineer, a request for a time extension from RLE Enterprises for the Rehabilitation of Solomon's Creek Interceptor Project. The time requested is until October 31, 2025, due to unforeseen conditions.

Motion: Frank Sorokach
Second: Edward Flynn

Lisa Wildes – Y
Frank Sorokach -- Y
Carl Byra -- Y
Andrew Potsko -- Y
Jennifer Heller – Y
Edward Flynn – Y
PASS

RESOLUTION 97 OF 2025- A resolution to approve the adoption of the Luzerne County 2025 Hazard Mitigation Plan Update.

Motion: Lisa Wildes
Second: Andrew Potsko

Lisa Wildes – Y
Frank Sorokach -- Y
Carl Byra -- Y
Andrew Potsko -- Y
Jennifer Heller – Y
Edward Flynn – Y
PASS

RESOLUTION 98 OF 2025- A resolution to approve the advertising of the Centennial Park Improvements Project.

Motion: Carl Byra
Second: Andrew Potsko

Lisa Wildes – Y
Frank Sorokach -- Y
Carl Byra -- Y
Andrew Potsko -- Y

Jennifer Heller – Y
Edward Flynn – Y
PASS

PUBLIC COMMENT

TOM KNEIDINGER 17 SO. MAIN ST.: Mr. Kneidinger reports on the flooding that occurs on Hazelton Street. He acknowledges that this matter has been previously discussed and addressed in previous meetings.

He brought up that during the last storm which followed the last Council Meeting in August he noticed the flooding beginning to occur and he went outside for roughly 1 hr. ½ and kept the last storm drain open so that significant flooding did not occur on the main road. Mr. Kneidinger noted that after three years of having to do this as he wants to prevent water coming into his cellar that he has gotten pretty good at keeping same drain open. If he does not keep doing this he faces the possibility of having significant water appear in his cellar and he would rather spend the 1 hr. ½ outside preventing it than spending more time cleaning up the water mess in his cellar.

He also wanted to inform the Borough that although there eight storm drains on Hazelton Street there are only four that are open as far as he is aware. There are two that are permanently shut being that there is either dirt or rock right up to the grate, so it is filled up from the bottom. One storm drain is coming out of Ashley Park, not the one right at Ashley Park, which he noted that the Borough does try to keep open with stones but one which is directly below that. He believes that the rocks from one storm drain traveled to the other and blocked it up in one way or another. The other storm drain that is clogged is the one directly above the overpass going up to 309. Mr. Kneidinger believes that the storm drain may have never been put in properly or what, but you can see the water is only about a foot or two below and just lays there so it fills up immediately.

He mentions two storm drains which can be open with garden tools, he knows this because he has done it numerous times before. One is about 10 or 20 yards below the overpass, and the other one is about 100 yards above the overpass. He expresses his concern about doing this as it has gotten dangerous because no one slows down and he has the potential of getting hit by a car. It is reiterated again that if he does not do this, he faces water coming into his cellar.

He made the suggestion police cars could come and sit so people would slow down and someone from the Borough could come and open those storm drains open. There is a larger drain leading to the main street that was mentioned in his presentation that he believes would be the best to try and go out there and keep it open to prevent potential flooding.

Lastly, he brought up the flooding that occurred last summer at Schiel's Family Market in Wilkes Barre which caused them to have to shut down for three to four days. This only occurred because storm drains were blocked, and no attention was paid to the storm drains. The owners

and Manager on Duty go out now and check every once in awhile to pay attention to the drains so the same issues will not occur.

He concluded by stating that it is pretty hard to stop flooding when the storm drains are blocked and there are four of them that are blocked on Hazleton Street.

PETER MOSES STATED THAT COUNCIL HAD AN OPPORTUNITY TO MEET TONITE IN AN EXECUTIVE SESSION TO DISCUSS SOME OUTSTANDING LEGAL MATTERS.

MOTION TO ADJOURN

Motion: Jennifer Heller
Second: Lisa Wildes

MEETING ADJOURNED

ASHLEY BOROUGH
Payroll Summary
31-Aug-25

	Year -to-date	Current Month
Police		
Regular	\$ 164,519.04	\$ 22,920.35
Overtime	\$ 14,444.47	\$ 3,747.32
Court	\$ 3,055.00	\$ 270.00
	<u>\$ 182,018.51</u>	<u>\$ 26,937.67</u>
Road Department		
Regular	\$ 79,696.12	\$ 10,807.51
Sick Day Buyout > 125 days per policy	\$ 1,598.36	\$ -
Overtime	\$ 7,884.13	\$ 477.36
	<u>\$ 89,178.61</u>	<u>\$ 11,284.87</u>
Main Office		
Regular	\$ 41,654.88	\$ 5,601.60
Overtime	\$ 979.45	\$ 93.11
	<u>\$ 42,634.33</u>	<u>\$ 5,694.71</u>
Council		
Regular	<u>\$ 6,200.00</u>	<u>\$ 775.00</u>
Mayor		
Regular	<u>\$ 1,050.00</u>	<u>\$ 150.00</u>
Tax Collector		
Regular	<u>\$ 5,196.08</u>	<u>\$ 649.51</u>
Fire		
Regular	<u>\$ -</u>	<u>\$ -</u>
2025 Total	\$ 326,277.53	\$ 45,491.76

ASHLEY BOROUGH**Cash Balances****31-Aug-25****Peoples Security Bank & Trust**

Code Enforcement	\$ 68,848.18
Debit Cards	\$ 17.85
General Fund	\$ 211,173.55
Lokie Account	\$ 100.09
Recreation	\$ 896.59

Citizen's Bank

General Fund	\$ 21,478.90	est
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ESSA Bank

General Fund	\$ 44,437.39
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Total	\$ 346,952.55
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First Keystone

CD - Investment	Total	\$ 254,458.55	est
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Peoples Security Bank & Trust

Sewer Fund	\$ 6,061.91
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M&T Bank

Sewer Account	Total	\$ 375,831.15
		<u>\$ 381,893.06</u>

Peoples Security Bank & Trust

ARPA Account	(\$2,686.26 int. due Luzerne Cty)	\$ 802,452.10
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Liquid Fuels Fund	\$ 49,247.13
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Fire Equipment Fund	\$ 25,536.57
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Debt Service Account	\$ 63,009.52
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GRAND TOTAL**\$ 1,923,549.48**

Transaction List by Vendor
Ashley Borough - General Fund
August 1-31, 2025

	Date	Transaction type	Num	Posting (Y/N)	n	Account full name	Amount
1 Stop Financial							
	08/20/2025	Check	3406	Yes	2025162-08 & 08A	101.00 FNCB General Fund	-1,470.00
Total for 1 Stop Financial							-\$1,470.00
Affac							
	08/13/2025	Check	3397	Yes	23679	101.00 FNCB General Fund	-11.27
Total for Affac							-\$11.27
Ashley Auto Repair							
	08/20/2025	Check	3408	Yes	Police	101.00 FNCB General Fund	-60.00
Total for Ashley Auto Repair							-\$60.00
Bassler							
	08/13/2025	Check	3393	Yes	16577	101.00 FNCB General Fund	-148.25
Total for Bassler							-\$148.25
Cannon Financial Services, Inc.							
	08/03/2025	Check	3384	Yes	41589228	101.00 FNCB General Fund	-108.86
Total for Cannon Financial Services, Inc.							-\$108.86
Comcast							
	08/07/2025	Check	3390	Yes	8893116730005671	101.00 FNCB General Fund	-190.88
	08/13/2025	Check	3401	Yes	96357000	101.00 FNCB General Fund	-195.36
Total for Comcast							-\$386.24
Domain Name Services							
	08/20/2025	Check	3415	Yes	Voided	101.00 FNCB General Fund	0.00
Total for Domain Name Services							\$0.00
Frank P Crossin Agency							
	08/20/2025	Check	3404	Yes	0328969,HWC30254	101.00 FNCB General Fund	-37,732.00
Total for Frank P Crossin Agency							-\$37,732.00
GBM							
	08/27/2025	Check	3418	Yes	386134	101.00 FNCB General Fund	-272.25
Total for GBM							-\$272.25
glen Summit Water							
	08/03/2025	Check	3386	Yes	34124	101.00 FNCB General Fund	-45.70

[illegible]

August 1-31, 2025

Date	Transaction type	Num	Posting (Y/N)	n	Account full name	Amount
08/07/2025	Check	1266	Yes	86141-37001	100 FNCB Bank Highway Aid	-2,939.02
						<u>-2,939.02</u>
TOTAL						<u>-2,939.02</u>

August 1-31, 2025

Date	Transaction type	Num	Posting (Y/N)	n	Account full name	Amount
08/13/2025	Check	1098	Yes	102954	FNCB Code Enforcement	-300.00
						-\$300.00
08/13/2025	Check	1101	Yes	2025-7	FNCB Code Enforcement	-3,015.82
						-\$3,015.82
08/13/2025	Check	1100	Yes	Zoning - 182.00	FNCB Code Enforcement	-74.25
						-\$74.25
08/13/2025	Check	1099	Yes	July	FNCB Code Enforcement	-1,250.00
						-\$1,250.00
08/20/2025	Check	1102	Yes	577 & 578	FNCB Code Enforcement	-1,148.00
						-\$1,148.00
TOTAL						-\$5,788.07

August 1-31, 2025

PSBT

Total for PSBT

Date	Transaction type	Num	Posting (Y/N)	n	Account full name	Amount
08/13/2025	Check	1224	Yes	200914065	101 FNCB Bank Debt Service Fund	-1,701.37
						<u>-1,701.37</u>
TOTAL						<u>-1,701.37</u>

Transaction List by Vendor
Ashley Borough - Sewer Fund
August 1-31, 2025

The Moses Law Group, LLC

Total for The Moses Law Group, LLC

Date	Transaction type	Num	Posting (Y/N)	n	Account full name	Amount
08/20/2025	Check	1110	Yes	577 & 578	101 FNCB Bank Sewer Fund	-1,066.80
						<u>-1,066.80</u>
TOTAL						<u>-1,066.80</u>

TOTALS

-\$80,032.73



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 August 2025

Total Incidents logged: 173

Total Parking Tickets Issued: 16

Total Traffic Citations Issued: 21

Total Non-Traffic Citations Issued: 8

Total Amount Received from Magistrate: \$ 1,168.45 (Crimes Code, Vehicle Code and Ordinances)

Total Amount Received from Report Requests: \$ 45.00

Total Amount Received from Parking Violations: \$ 225.00

Luzerne County Dept. of Probation: \$ 0

Total Received: \$ 1,438.45

Vehicle Milage

Miles, 3003

Averaging, 97 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

JULY 2025 CODE ENFORCEMENT REPORT

WARNINGS: 17

FINES: 4

CITATIONS: 0