



ASHLEY BOROUGH

49 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

Carl Byra

Jennifer Heller

Borough Secretary: Lisa Scharer

Code Enforcement Secretary: Amy Campbell

Council Vice President: Andrew Potsko

Frank Sorokach

Edward Flynn

Treasurer: John Morgan

Borough Manager: Samuel Guesto

ASHLEY BOROUGH COUNCIL MEETING SUMMARY MEETING MINUTES

February 13, 2024, 6:30 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

Borough Treasurer Morgan –Present

Police Chief McGlynn –Present

Code Officer Campbell- Present

Meeting was called to Order by Lisa Wildes. Attorney 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 – Ms. Wildes announced that all Borough Residents have 24 hours after a snowstorm ends to shovel their sidewalks.

Andrew Potsko – Nothing for this meeting.

Carl Byra – Nothing for this meeting.

Frank Sorokach - Nothing for this meeting.

Ms. Heller – Ms. Heller announced with regard to the 24-hour snow removal, she has an organization called Helping Hands to help the elderly residents in the Borough. If any residents are aware of any elderly residents that cannot shovel their sidewalks, please get in touch with the Borough, and they will send someone to do it.

Mr. Flynn – Nothing for this meeting.

Mayor Demchak – Nothing for this meeting.

Treasurer Morgan – Treasurer Morgan provided the borough with the Treasurer's Monthly Report, a copy of which is attached hereto and made a part hereof.

Secretary Lisa Scharer – Nothing for this meeting.

Borough Manager Guesto- Borough Manager Guesto requested that Treasurer Morgan provide 2024 monthly budget to actual reports for review along with the profit and loss report. Treasurer Morgan agreed to.

Chief Joe McGlynn – Chief 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- Ms. Campbell provided the borough with the Code Enforcement Profit & Loss statement, a copy of which is attached hereto and made a part hereof.

COMMITTEE REPORTS

None.

PUBLIC COMMENT – PENDING LEGISLATION

NONE FOR THIS MEETING

LEGISLATION

RESOLUTION 18 OF 2024 – A Resolution to pay the January 2024 Payroll in the amount of \$49,588.38.

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 19 OF 2024 – A Resolution to pay the January 2024 Bills in the amount of \$186,684.99.

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 20 OF 2024 – A Resolution to approve the January 9, 2024 Council Meeting Minutes.

Motion: Lisa Wildes
Second: Frank Sorokach

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

RESOLUTION 21 OF 2024 – A Resolution to approve the January 17, 2024 Special Council Meeting Minutes.

Motion: Andrew Potsko
Second: Lisa Wildes

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

RESOLUTION 22 OF 2024 – A Resolution to authorize Council President Lisa Wildes as signer for all Community Development reimbursement requests.

Motion: Frank Sorokach
Second: Carl Byra

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

RESOLUTION 23 OF 2024 – A Resolution to approve the submission for request for reimbursements for the Community Development funding for the Ashley Fire Department for equipment in the amount of \$12,519.50 from One Source Fire & Rescue, LLC, COSTARS contract #012-E23-358.

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 24 OF 2024- A Resolution to approve the following tax refunds, based upon the request of the Tax Collector: Gonzalez in the amount of \$126.32, American Legion in the amount of \$1,651.48, and CAMCAR Properties in the amount of \$450.40.

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 25 OF 2024- A Resolution to approve the following refund:
Northeast Closing Services in the amount of \$100.00 for duplicate payment to
Code Office.

Motion: Frank Sorokach
Second: Carl Byra

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

RESOLUTION 26 OF 2024- A Resolution authorizing, upon the
recommendation of the Borough Engineer, the agreement with RedZone Robotics,
COSTARS contract #16-025 in the amount not to exceed \$175,000.00 for the
Solomon’s Creek Interceptor Rehabilitation Project – Luzerne County ARPA
Grant Project.

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 27 OF 2024- A Resolution to pay the invoice from Reilly &
Associates in the amount of \$84,947.00 for the Solomons Creek Interceptor
Rehabilitation Project – Luzerne County ARPA Grant Project from the FNCRB
ARPA Account.

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 28 OF 2024- A Resolution authorizing the proposal from Medico Construction Equipment in the amount of \$6,616.70 for repairs to the backhoe.

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 29 OF 2024- A Resolution to authorize the Borough Manager to seek proposals for a Certificate of Deposit.

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

PUBLIC COMMENT

JASON STYCZEN OF 99 CONYNGHAM STREET FOR HANOVER AREA LITTLE LEAGUE: MR. STYCZEN STATED THAT THERE WAS A PROPOSAL SENT TO BOROUGH MANAGER GUESTO SEARCHING FOR FUNDS TO HELP THE SOFTBALL FIELD AS THE INFIELD IS OUT OF COMMISSION DUE TO RAIN. HE FORWARDED PHOTOS TO COUNCIL AND HE IS ASKING FOR FINANCIAL HELP TO REPAIR THE SOFTBALL FIELD TO HELP THE YOUTH OF ASHLEY BOROUGH HAVE A NICE FIELD FOR THE UPCOMING SEASON. HE RECEIVED A QUOTE OF \$18,000.00 TO REMOVE GRASS TO PUT NEW TURF DOWN AND PUT CLAY UNDER HOME PLATE AND CLAY UNDER THE MOUND AREA. COUNCIL ASKED HIM IF HE EXPLORED OTHER OPTIONS WITH OTHER CONTRACTORS AND MR. STYCZEN SAID HE DID NOT AND HE HAS BEEN TRYING TO OBTAIN QUOTES FROM OTHER CONTRACTORS BUT THEY NEVER SHOWED UP. Councilman Flynn SAID HE LOOKED AT THE PHOTOS AND HE BELIEVES THAT THERE WILL STILL BE A WATER PROBLEM EVEN WITH NEW TURF AND CLAY FOR THE MOUND AND HOMEPLATE. Councilman Flynn ASKED IF ANY TESTING HAD BEEN CONDUCTED AND MR. STYCZEN REPLIED THAT HE WAS NOT 100% SURE

WHAT THE CONTRACTOR DID BUT THAT THE CONTACTOR WAS CONFIDENT THAT HE COULD MAKE THE FIELD OPERATEABLE AND THAT THE CONTRACTOR HAS EXPERIENCE WITH SIMILAR FIELDS IN THE AREA AND HE BELIEVED THEM TO BE COMPETENT AFTER LOOKING AT BEFORE/AFTER PHOTOS OF THEIR PAST WORK. Councilman Byra NOTED THAT THE ISSUE WITH THAT AREA IS SHALE AND WATER MAINS. THERE IS A 20 INCH MAIN THAT RUNS BEHIND THAT FIELD AND Councilman Byra NOTED HE RESIDES NEAR THE FIELD AND HE HAS EXPERIENCED ISSUES WITH THE WATER COMING DOWN FROM THE FIELD "LIKE A RIVER". Councilman Byra BELIEVES THAT THE ABUNDANCE OF RAIN AND THE CURRENT WATER MAIN SYSTEM IS NOT ABLE TO GIVE THE FIELD NOT ENOUGH TIME TO DRY. Councilman Byra NOTED THE WATER COMPANY SENT AN INDIVIDUAL TO PERFORM LEAK DETECTION TESTS BUT THE BOROUGH IS STILL AWAITING TEST RESULTS. ADDITIONALLY, MR STYCZEN NOTED THAT HE HAS BEEN WORKING ON THE FIELD FOR TWO YEARS AND THAT IF THE GRASS WAS REMOVED AND THE FIELD WAS GRADED UP IT WOULD ALLOW THE WATER TO RUN OFF THE FIELD WHICH IS WHAT IT IS MEANT TO DO. MR. STYCZEN SAID THAT RIGHT NOW IT TAKES 8 HOURS FOR VOLUNTEERS TO PREPARE THE FIELD AFTER IT RAINS. COUNCIL ADVISED MR. STYCZEN TO ADVERTISE IN THE NEWSPAPER TO OBTAIN BIDS FOR THE PROJECT. COUNCIL ASKED WHAT PERCENTAGE OF MONEY HE WAS SEEKING FROM ASHLEY BOROUGH AND MR. STYCZEN REPLIED HE WAS AT THE MERCY OF THE BOROUGH'S GENEROSITY. COUNCIL ASKED THAT AFTER THE FIELD IS GRADED, WILL THE OTHER FIELDS NEED TO BE GRADED AS WELL? COUNCIL NOTED THEY ARE EAGER TO HELP THE YOUTH IN THE COMMUNITY AND WANT TO BE SURE THAT AFTER THE FIELD IS GRADED IT DOESN'T CREATE MORE PROBLEMS FOR THE OTHER FIELDS. MR. STYCZEN REPLIED HE IS OPEN TO ANY AND ALL HELP HE CAN GET AND FURTHER NOTED THE COMPANY WHO GAVE HIM THE \$18,000 QUOTE IS'NT SURE THEY'RE GUARANTEEING THEIR WORK. COUNCIL RECOMMENDED HE GET THE GUARANTEE IN WRITING.

MOTION TO ADJOURN

Motion: Jennifer Heller
Second: Carl Byra

MEETING ADJOURNED

	JAN	FEB	MARCH	APRIL
ESSA General	\$29,465.05			
Citizens Bank	\$19,180.92			
M & T Sewer Account	\$239,867.15			
FNCB Debt Service	\$54,849.86			
FNCB Capital Improvement	\$1.55			
FNCB Highway Aid	\$9,864.27			
FNCB General Fund	\$398,903.75			
FNCB Fire Equipment	\$108,588.33			
FNCB Sewer Fund	\$60,453.42			
FNCB Lokie	\$100.00			
FNCB Code Enforcement Func	\$74,957.85			
FNCB Recreation Fund	\$1,248.78			
FNCB ARPA Fund	\$2,010,208.93			
Wayne Bank CD	\$250,000.00			
TOTAL	\$ 3,257,689.86	\$ -	\$ -	\$ -

FNCB 2023 Ford F550	87866			
Pymt 1701.37 Monthly				
1/19/2029				
ESSA 2019 Fire Engine	60157.7			
Pymt 928.97 Monthly				
5/6/2034				
ESSA 2020 Police Car	1410.26			
Pymt 624.46 Monthly				
6/19/2024				
	\$ 149,433.96	\$ -	\$ -	\$ -

10:39 AM

02/12/24

Accrual Basis

Ashley Borough
Expenses by Vendor Summary
January 2024

	<u>Jan 24</u>
Ashley Auto Repair	226.98
Ashley Borough Sewer Maintenance	15.00
BHW Construction	871.05
Canon Financial Services Inc	33.86
Falzones Towing	1,557.86
Frank P Crossin Agency	16,191.45
GBM	576.00
Hanover Township Municipal Building	8,750.00
Highmak BCBS	10,252.81
Hourigan Kluger & Quinn	110.00
John R Varaly	1,250.00
Main Hardware	66.70
Moses & Gelso LLP	2,350.20
Municipal Recovery	84.00
New Holland Auto	87,866.00
PAWC	88.47
Pennsylvania Chiefs of Police Association	1,025.00
PPL Electric Utilities	1,245.81
QuickBooks Payroll Service	128.00
Rowe Garage Door Co	41,325.00
Sargent's Court Reporting	272.90
Service Electric Cable Co	10.00
The Citizens Voice	238.81
The Pest Rangers	75.00
TMF Corporation	1,175.00
United Concordia	418.23
Waste Reduction	9,381.10
Wyoming Valley Sanitary Authority	1,099.76
TOTAL	<u><u>186,684.99</u></u>

Ashley Borough Code Enforcement
Profit & Loss
January 2024

	<u>Jan 24</u>
Income	
322.00 · Licenses and Permits	
321.90 · Rental Registration	9,680.00
322.62 · Contractor's Registration	200.00
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Total 322.00 · Licenses and Permits	9,880.00
331.00 · Fines & Forfeits	
331.12 · Violations of Ordinances and St	50.00
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Total 331.00 · Fines & Forfeits	50.00
361.00 · Charges for Services Gen Gov't	
361.30 · Zoning Permits and Land Develop	530.00
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Total 361.00 · Charges for Services Gen Gov't	530.00
362.00 · Public Safety	
362.41 · Building Permit Fees	2,325.81
362.45 · Occupancy Permit	1,010.00
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Total 362.00 · Public Safety	3,335.81
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Total Income	13,795.81
Expense	0.00
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Net Income	<u>13,795.81</u>



49 West Cemetery St.
Ashley, Pa 18706

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

Joseph McGlynn, Chief of Police

Ashley Borough Police Department

Ashley Borough Police Monthly Report for January 2024

Total Incidents logged: 162

Total Parking Tickets Issued: 1

Total Traffic Citations Issued: 28

Total Non-Traffic Citations Issued: 5

Total Amount Received from Magistrate: \$ 3,585.74 (Crimes Code, Vehicle Code and Ordinances)

Total Amount Received from Report Requests: \$ 105.00

Total Amount Received from Parking Violations: \$ 20.00

Luzerne County Dept. of Probation: \$0

Total Received: \$ 3,710.74

Vehicle Milage

Miles, 3,221

Averaging, 103 miles per day

Respectfully Submitted by,

Joseph McGlynn
Chief of Police

Ashley Borough Police – January 2024

ANIMAL COMPLAINTS	1
ASSISTS	35 (Fire, EMS, Other Police)
BURGLAR ALARMS	-
CIVIL/PFA	-
CRIM. MISCH.	1
DEATH/INVESTIGATIONS	-
DOMESTIC DISTURBANCE	7
HARASS/ASSAULT/THREAT	3
MENTAL HEALTH	1
MISCELLANEOUS	14
WELFARE CHECKS	2
MISSING PERSONS	2
DISABLED VEHICLES	4
NOISE	3
DISORDERLY/PUB DNK	2
ILLEGAL DUMPING	-
TRESPASSING	1
SUSP. AUTO/ PERSON	7
THEFT OFFENSES	2
TRAFFIC OFFENSES/ PARKING	65
TRAFFIC ACCIDENTS	3
WARRANTS/WANTED	1
WEAPONS	-