



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

Carl Byra

Jennifer Heller

Borough Secretary: Lisa Scharer

Code Enforcement Secretary: Amy Campbell

Borough Manager: Samuel Guesto

Council Vice President: Andrew Potsko

Frank Sorokach

Edward Flynn

ASHLEY BOROUGH COUNCIL MEETING SUMMARY MEETING MINUTES October 8, 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

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 the Huber Breaker Society is having an open house on October 13, 2024, from 12:00 PM – 3:00 PM. Ms. Wildes further announced that Trunk or Treat will be held on October 26, 2024, from 6-8:00 p.m. at Ashley Fireman’s Land. Setup for the trunks will start at 5:00 p.m. Ms. Wildes announced that the Borough will be closed next month on November 5th for Election Day.

Andrew Potsko – Nothing for this meeting.

Carl Byra – Nothing for this meeting.

Frank Sorokach – Nothing for this meeting.

Ms. Heller – Nothing for this meeting.

Mr. Flynn – Nothing for this meeting.

Mayor Demchak – Mayor Demchak thanked Bobby for going down and cleaning up by the creek and expressed his appreciation.

Secretary Lisa Scharer – Secretary Sharer provided the borough with the Treasurer’s Monthly Report, a copy of which is attached hereto and made a part hereof.

Borough Manager Guesto- Nothing for this meeting.

Chief Joe McGlynn – Chief McGlynn stated that after the last meeting he received a request for a handicap parking spot from Jimmy Gonzalez of 37 Barney Street. Chief McGlynn stated that he went to that address and inspected the property and mentioned there was a carport there, so he wasn’t sure if that is a shared carport and he took photos of the front and rear of the property. In addition, Chief McGlynn stated that there have been a lot of parking wars lately and he read the Ordinance and on the first page it states an applicant must pay a fee of \$10 annually to be recertified and he does not remember anybody recertifying their handicapped parking spots and he has received reports of people that don’t live in place anymore, don’t drive anymore or they’re deceased. Chief McGlynn recommended finding out how many spots the Borough has, sending letters out and if the individual does not respond, the Borough start taking their handicapped parking spots down. Chief McGlynn also recommended the Ordinance be updated because it hasn’t been revised since 2004. Chief McGlynn also raised concerns about the fee for motor vehicle accident reports being \$15, he would like it to be raised to \$30 as that seems to be the going rate. And with regard to parking, Chief McGlynn raised a concern with the fee for parking, it is at \$20 and he would like to change that or make a resolution to change that to \$25.

Lastly, 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- Code Officer Campbell read the Code Officer Report, a copy of which is attached hereto and made a part hereof.

ANNOUNCEMENTS

THE FOLLOWING ANNOUNCEMENTS WERE MADE BY ATTORNEY MOSES:

- -Next month, the Work Session will be on November 12, 2024, 6:30 p.m. and the Ashley Borough Council Meeting will also be on November 12, 2024, at 7:00 p.m. due to Election Day falling on the first Tuesday of November.

PUBLIC COMMENT – PENDING LEGISLATION

NONE

LEGISLATION

NONE

RESOLUTION 111 OF 2024 – A Resolution to approve the September 10, 2024 Council Meeting Minutes

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 112 OF 2024 – A Resolution to approve the September 2024 bills in an amount of \$47,363.91.

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 113 OF 2024 – A Resolution to approve the September 2024 payroll in the amount of \$41,619.27.

Motion: Frank Sorokach
Second: Andrew Potsko

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

RESOLUTION 114 OF 2024- A Resolution approving the pass through of the Volunteer Fire Relief Association aid to the Ashley Fire Department in the amount of \$11,498.38.

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 115 OF 2024- A Resolution approving the Municipal Authority Resolution with the Pennsylvania Department of Transportation for street improvements and that Council President is authorized to sign on behalf of the Borough.

Motion: Andrew Potsko
Second: Carl Byra

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

RESOLUTION 116 OF 2024- A Resolution, based upon the recommendation of the Borough Engineer, approving the Pay Application #1 to Barker and Barker Paving in the amount of \$144,226.30 for the Community Development Paving Project.

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

PUBLIC COMMENT

MOTION TO ADJOURN

Motion: Carl Byra
Second: Andrew Potsko

MEETING ADJOURNED

ASHLEY BOROUGH
Payroll Summary
30-Sep-24

Year -to-date

Current Month

Police

Please note the overtime is for June, July, August & Sept. hours only in this report.

Regular	\$ 231,998.30	\$ 22,795.20
Overtime	\$ 5,074.33	\$ 1,825.95
Court	\$ 2,550.00	\$ 680.00
	\$ 239,622.63	\$ 25,301.15

Road Department

Regular	\$ 102,653.58	\$ 9,045.28
Overtime	\$ 309.00	\$ -
	\$ 102,962.58	\$ 9,045.28

Main Office

Regular	\$ 59,361.41	\$ 5,421.92
Overtime	\$ 460.42	\$ 151.41
	\$ 59,821.83	\$ 5,573.33

Council

Regular	\$ 7,900.00	\$ 800.00
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Mayor

Regular	\$ 1,350.00	\$ 150.00
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Tax Collector

Regular	\$ 5,196.08	\$ 649.51
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Fire

Regular	\$ 300.00	\$ 100.00
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2024 Total

\$ 417,153.12		\$ 41,619.27
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ASHLEY BOROUGH

Cash Balances

30-Sep-24

FNCB Bank		
Capital Improvement Fund		\$ 1.55
Code Enforcement		\$ 65,361.33
Debit Cards		\$ 705.98
General Fund		\$ 193,252.08
Lokie Account		\$ 100.00
Recreation		\$ 1,248.78
Citizen's Bank		
General Fund		\$ 20,643.84
ESSA Bank		
General Fund		\$ 45,470.40
	Total	\$ 326,783.96

First Keystone		
CD - Investment	Total	\$ 255,093.09

FNCB Bank

Sewer Fund \$ 31,643.67

M&T Bank

Sewer Account **Total** \$ 329,407.22

\$ 361,050.89

FNCB Bank

ARPA Account \$ 1,726,928.62

Liquid Fuels Fund \$ 38,889.62

Fire Equipment Fund \$ 99,407.66

Debt Service Account \$ 41,782.70

GRAND TOTAL **\$ 2,849,936.54**

**Ashley Borough - General Fund
Transaction List by Vendor
September 1-30, 2024**

	Vendor	Date	Transaction type	Num	Posting	Memo/Description	Account full name	Amount
1 Stop Financial	1 Stop Financial	09/19/2024	Check	2970	Yes	2024162-04, 2024162-04A	101.00 FNCB General Fund	\$- 3,860.00
Total for 1 Stop Financial								\$- 3,860.00
Affac	Affac	09/12/2024	Check	2955	Yes	23679	101.00 FNCB General Fund	\$- 22.54
Total for Affac								\$- 22.54
Ashley Auto Repair	Ashley Auto Repair	09/12/2024	Check	2957	Yes	Garbage Truck	101.00 FNCB General Fund	\$- 63.99
	Ashley Auto Repair	09/19/2024	Check	2969	Yes	Police Car	101.00 FNCB General Fund	\$- 117.99
	Ashley Auto Repair	09/23/2024	Check	2976	Yes	2022 F250	101.00 FNCB General Fund	\$- 89.99
Total for Ashley Auto Repair								\$- 271.97
Cannon Financial Services, Inc.	Cannon Financial Services, Inc.	09/12/2024	Check	2967	Yes	34748863	101.00 FNCB General Fund	\$- 83.66
Total for Cannon Financial Services, Inc.								\$- 83.66
Falzones Towing	Falzones Towing	09/12/2024	Check	2966	Yes	46255	101.00 FNCB General Fund	\$- 1,469.44
Total for Falzones Towing								\$- 1,469.44
GBM	GBM	09/12/2024	Check	2962	Yes	369510	101.00 FNCB General Fund	\$- 80.00
	GBM	09/23/2024	Check	2977	Yes	369983	101.00 FNCB General Fund	\$- 236.12
Total for GBM								\$- 316.12
Lindsey Equipment	Lindsey Equipment	09/12/2024	Check	2954	Yes	1046777	101.00 FNCB General Fund	\$- 100.49
Total for Lindsey Equipment								\$- 100.49
Lisa L Scharer	Lisa L Scharer	09/12/2024	Check	2958	Yes	Mileage	101.00 FNCB General Fund	\$- 59.80
Total for Lisa L Scharer								\$- 59.80
LOCAL 1310	LOCAL 1310	09/19/2024	Check	2974	Yes	September Dues Withholding	101.00 FNCB General Fund	\$- 180.00
Total for LOCAL 1310								\$- 180.00
McCarthy Tire & Auto	McCarthy Tire & Auto	09/23/2024	Check	2975	Yes	28190	101.00 FNCB General Fund	\$- 66.50
Total for McCarthy Tire & Auto								\$- 66.50
Municipal Recovery	Municipal Recovery	09/19/2024	Check	2971	Yes	08/01/2024	101.00 FNCB General Fund	\$- 119.90
Total for Municipal Recovery								\$- 119.90
PASCDU	PASCDU	09/19/2024	Check	2973	Yes	Child Support	101.00 FNCB General Fund	\$- 132.87
Total for PASCDU								\$- 132.87
PAWC	PAWC	09/12/2024	Check	2964	Yes	1024-21003895036	101.00 FNCB General Fund	\$- 1,047.69
Total for PAWC								\$- 1,047.69

Power Engineering Inc	Power Engineering Inc	09/23/2024	Check	2978	Yes	2873		101.00 FNCGB General Fund	\$	388.18
Total for Power Engineering Inc									-\$	388.18
PPL Electric Utilities	PPL Electric Utilities	09/12/2024	Check	2959	Yes	77400-68005, 04326-09017		101.00 FNCGB General Fund	-\$	1,004.10
Total for PPL Electric Utilities	PPL Electric Utilities	09/24/2024	Check	2979	Yes	08800-65003 & 78650-28009		101.00 FNCGB General Fund	-\$	356.94
Service Electric Cable Co	Service Electric Cable Co	09/19/2024	Check	2972	Yes	1050970756		101.00 FNCGB General Fund	-\$	1,361.04
Total for Service Electric Cable Co									-\$	10.00
Sherwin Williams	Sherwin Williams	09/12/2024	Check	2956	Yes	9359-0		101.00 FNCGB General Fund	-\$	67.37
Total for Sherwin Williams									-\$	67.37
The Moses Law Group, LLC	The Moses Law Group, LLC	09/12/2024	Check	2961	Yes	373		101.00 FNCGB General Fund	-\$	2,369.80
Total for The Moses Law Group, LLC									-\$	2,369.80
The Pest Rangers	The Pest Rangers	09/12/2024	Check	2968	Yes	4142		101.00 FNCGB General Fund	-\$	75.00
Total for The Pest Rangers									-\$	75.00
Ugl Utilities	Ugl Utilities	09/12/2024	Check	2960	Yes	421001085917 & 411009034546		101.00 FNCGB General Fund	-\$	58.69
Total for Ugl Utilities									-\$	58.69
United Concordia	United Concordia	09/12/2024	Check	2963	Yes	199771528		101.00 FNCGB General Fund	-\$	572.10
Total for United Concordia									-\$	572.10
United States Treasury	United States Treasury	09/24/2024	Check	2980	Yes	1st Quarter 2024 (941)		101.00 FNCGB General Fund	-\$	5,395.96
Total for United States Treasury									-\$	5,395.96
Wex-Sheetz	Wex-Sheetz	09/12/2024	Check	2965	Yes	99346888		101.00 FNCGB General Fund	-\$	2,046.80
Total for Wex-Sheetz									-\$	2,046.80
									-\$	20,075.92

Accrual Basis Friday, October 04, 2024 06:55 PM GMTZ
Ashley Borough - Code Enforcement
Transaction List by Vendor
 September 1-30, 2024

Vendor	Date	Transaction type	Num	Posting	Memo/Description	Account full name	Amount
Amy Campbell	09/12/2024	Check	1043	Yes	Mileage	FNCGB Code Enforcement	-\$ 188.82
Total for Amy Campbell							-\$ 188.82
BHW Construction Services	09/12/2024	Check	1045	Yes	2024-8	FNCGB Code Enforcement	-\$ 1,231.28
Total for BHW Construction Services							-\$ 1,231.28
Jack Varally	09/12/2024	Check	1042	Yes	August	FNCGB Code Enforcement	-\$ 1,250.00

Total for Jack Varly
 Rosenn Jenkins & Greenwald, LLP
 Total for Rosenn Jenkins & Greenwald, LLP
 The Moses Law Group, LLC

Rosenn Jenkins & Greenwald, LLP	09/19/2024	Check	1046	Yes	7497944		FNCB Code Enforcement	-\$	671.24
The Moses Law Group, LLC	09/12/2024	Check	1044	Yes	373		FNCB Code Enforcement	-\$	158.20
								-\$	158.20
								-\$	158.20
								-\$	3,499.54

Accrual Basis Friday, October 04, 2024 06:57 PM GMTZ
Ashley Borough - Liquid Fund
Transaction List by Vendor
 September 1-30, 2024

Vendor	Date	Transaction type	Num	Posting	Memo/Description	Account full name	Amount	
John P. Halliday Trucking	09/27/2024	Check	1242	Yes	Invoices SVCG-2410, 2412, 2413	100 FNCB Bank Highway Aid	-\$ 6,273.75	
Total for John P. Halliday Trucking								6,273.75
Northeast Signal	09/12/2024	Check	1241	Yes	15147	100 FNCB Bank Highway Aid	-\$ 280.00	
Total for Northeast Signal								280.00
PPL Electric	09/12/2024	Check	1240	Yes	86141-37001	100 FNCB Bank Highway Aid	-\$ 2,854.55	
Total for PPL Electric								2,854.55
Wilkes-Barre Materials	09/27/2024	Check	1243	Yes	10024	100 FNCB Bank Highway Aid	-\$ 10,566.97	
Total for Wilkes-Barre Materials								10,566.97

Accrual Basis Friday, October 04, 2024 06:58 PM GMTZ
Ashley Borough - Debt Service
Transaction List by Vendor
 September 1-30, 2024

Vendor	Date	Transaction type	Num	Posting	Memo/Description	Account full name	Amount	
ESSA Bank & Trust	09/12/2024	Check	1206	Yes	Fire Truck	101 FNCB Bank Debt Service Fund	-\$ 683.18	
Total for ESSA Bank & Trust								683.18
								-\$ 683.18
								683.18

Accrual Basis Friday, October 04, 2024 07:01 PM GMTZ
Ashley Borough - Fire Department
Transaction List by Vendor
 September 1-30, 2024

Vendor	Date	Transaction type	Num	Posting	Memo/Description	Account full name	Amount	
ESSA Bank & Trust	09/12/2024	Check	1206	Yes	Fire Truck	101 FNCB Bank Debt Service Fund	-\$ 683.18	
Total for ESSA Bank & Trust								683.18
								-\$ 683.18
								683.18

Vendor	Date	Transaction type	Num	Posting	Memo/Description	Account full name	Amount
Fire Line Equipment	09/12/2024	Check	1028	Yes	61365	100.00 Fire Checking	\$ 690.00
Total for Fire Line Equipment							-\$ 690.00
Municipal Emergency Services	09/12/2024	Check	1029	Yes	2102271	100.00 Fire Checking	\$ 2,450.00
Total for Municipal Emergency Services							-\$ 3,140.00

Accrual Basis Friday, October 04, 2024 07:03 PM GMTZ

-\$ 47,363.91

Ashley Borough - Code Enforcement

Profit and Loss

September 2024

	TOTAL
Income	
322.00 Licenses and Permits	
321.90 Rental Registration	110.00
Total 322.00 Licenses and Permits	110.00
331.00 Fines & Forfeits	
331.12 Violations of Ordinances and St	270.00
Total 331.00 Fines & Forfeits	270.00
361.00 Charges for Services Gen Gov't	
361.30 Zoning Permits and Land Develop	200.00
Total 361.00 Charges for Services Gen Gov't	200.00
362.00 Public Safety	
362.41 Building Permit Fees	119.00
362.45 Occupancy Permit	710.00
Total 362.00 Public Safety	829.00
Total Income	\$1,409.00
GROSS PROFIT	\$1,409.00
Expenses	
413.51 Legal Fees	829.44
414.00 Planning and Zoning	188.82
414.45 Zoning Contracted Servcies	2,481.28
Total 414.00 Planning and Zoning	2,670.10
Total Expenses	\$3,499.54
NET OPERATING INCOME	\$ -2,090.54
NET INCOME	\$ -2,090.54



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 September 2024

Total Incidents logged: 211

Total Parking Tickets Issued: 6

Total Traffic Citations Issued: 45

Total Non-Traffic Citations Issued: 5

Total Amount Received from Magistrate: \$ 2,567.26 (Crimes Code, Vehicle Code and Ordinances)

Total Amount Received from Report Requests: \$ 75.00

Total Amount Received from Parking Violations: \$ 80.00

Luzerne County Dept. of Probation: \$ 20.61

Total Received: \$ 2,742.87

Vehicle Milage

Miles, 2,301

Averaging, 77 miles per day

Respectfully Submitted by,

Joseph McGlynn
Chief of Police

Ashley Borough Police - September 2024

ANIMAL COMPLAINTS	6
ASSISTS	34 (Fire, EMS, Other Police)
BURGLAR ALARMS	2
CIVIL COMPLAINTS	6
CRIM. MISCH.	3
DEATH/INVESTIGATIONS	-
DOMESTIC DISTURBANCE	16
HARASS/ASSAULT/THREAT	5
MENTAL HEALTH	-
MISCELLANEOUS	17
WELFARE CHECKS	3
MISSING PERSONS	1
DISABLED MOTORIST	3
NOISE	4
DISORDERLY/PUB DNK	4
ILLEGAL DUMPING	-
TRESPASSING	1
SUSP. AUTO/ PERSON	3
THEFT OFFENSES	3
TRAFFIC/ PARKING OFFENSES	73
TRAFFIC ACCIDENTS	6
WEAPONS	1