

July 2018 Lanesboro Council Meeting Minutes

Pledge of Allegiance

Roll Call: D. Boughton, D. Glidden, D. Rockwell, T. Nitterour, M. Siletto

Absent: T. Nitterour, Mayor C. Maby

Also in attendance: Chief Jim Smith, Secretary Kaylin Gordon

1. Meeting called to order at 7:10 PM
2. Action on June 2018 meeting minutes: Motion to approve as presented by Dale, 2nd by Mike. Unanimously carried.
3. Correspondence, Resolutions, and Ordinances:
 - a. Butch Coleman has applied for a mining permit.
4. Police:
 - a. Chief Smith presented summary of June activities. Copy attached for filing.
 - b. Chief Smith provided information on a possible new police officer. His name is Dylan Amplo, and he would replace Tilman (retiring). Dylan is recommended by Chief Smith and works with him in Montrose. Smith was asked to check in on the Ultra Marathon.
5. Ventressca Associates Financial report – presented and attached for filing
6. Visitors: Amanda Cook. September 8 is being discussed as a possible block party.
7. Streets:
 - a. Dan working on a bench repair in the park.
 - b. CDBG sidewalk project – Maby not here to update.
 - c. New gym building – Maby not here to update.
8. Parks & recreation
 - a. Topsoil and boulders at Community Center – Boulders in, topsoil still needs to be placed
 - b. Leasing of FEMA properties – Maby not here to update.
9. Sewer:
 - a. AWK lawsuit counteroffer – Maby not here to update.
10. Community Center – next 3 weekends rented. Question was asked if an air conditioner (window unit) was available.
11. Website/Facebook Page:
12. New Business:

- a. August 7 is National Night out, from 5pm to 8pm. Motion by Dale, 2nd by Mike to authorize up to \$250 for police handouts. Unanimously carried.
13. Executive session called at 7:51. Session ended at 7:59. Motion by Dan, 2nd by Dale to hire Dylan. Unanimously carried.
14. Motion for adjournment: Motion by Dale 2nd by Mike to adjourn. Unanimously carried.



JUNE , 2018

Total LPD Hours: 175 Call Out Hours: 0
(Including ALL hours stated)

Court Hours: 4 Contract Hours: **16** Thompson – Hrs. (billed: (07-02-18)

Incidents: 17 Other Hours: 41 -- SCHOOL HOURS
(Other than routine traffic)

Traffic Citations: 3 Traffic Warnings: 9

Arrests:

<u>DATE</u>	<u>TYPE</u>	
06-06-18	Dumping garbage	(zone 2 closed)
06-06-18	Gun Shot in Borough	(closed)
06-14-18	Aggravated Assault	(arrested)
06-14-18	Simple Assault	(arrested)
06-18-18	PFA service	(served)
06-27-18	Burning Complaint	(closed)
06-27-18	Fire Works Complaint	(closed)
06-28-18	Harassment	(unfounded)
06-28-18	Burning Complaint	(zone 2 closed)

Other:

06-12-18	Assist to Oakland PD	(armed standoff)
06-13-18	Assist to Susq. PD	(domestic dispute)
06-18-18	Assist to Dog Warden	(closed)
06-18-18	Tree down in roadway	(closed)
06-20-18	Assist to CYS	(closed)
06-21-18	Assist to Susq. PD	(CYS case)
06-27-18	911 hang up call	(zone 2 closed)
06-28-18	Assist Great Bend PD	(probation violation arrest)

(12) Traffic Stops, (3) Citations, (9) Warnings
(7) Speeding Violations, (1) Stop Sign Violation, (3) Equipment Violations, (1) Turn Signal Violation.



BOROUGH OF LANESBORO...proudly serving Thompson Borough(s)

DEPARTMENT OF POLICE

"MONTHLY REPORT"

PO Box 214 Susquehanna, PA 18847

Phone: 570-853-4781 Fax: 570-853-4756 LanesboroPD@echoes.net

JUNE - 2018

Total hrs. = 16

Patrol Hours: 13.75

Call Out Hours: 2.25

Court Hours:

Other Hours

Traffic Arrests: 2

Traffic Warnings: 6

Crime Report:

<u>DATE</u>	<u>CHARGE</u>	
06-06-18	Fire Works complaint	(closed)
06-06-18	Animals in roadway	(closed)
06-07-18	Burning Complaint	(closed)
06-27-18	Domestic Dispute	(closed)
Other:		
06-12-18	Run away juvenile	(returned home safely)
06-12-18	911 Hang up call	(false alarm closed)
06-21-18	Disabled Vehicle	(towed closed)

- (8) Traffic Stops totaling: (2) Citations (6) Warnings
- (6) Speeding Violations,(1) Stop Sign Violation, (1) Equipment Violations.



THOMPSON BOROUGH
-P.O. Box 89 Thompson, PA 18465-

MONTH: June 2018

YEAR: 2018

TYPE:

DATE:	DAY:	START:	END:	OFFICER:	SHIFT	CALL OUT	COURT	HRS:
6-6-18	Wednesday	17:10	18:48	SMITH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1 1/2
6-7-18	Thursday	16:45	17:50	T. SMITH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1 1/2
6-7-18	Thursday	18:28	19:35	T. SMITH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1
6-12-18	Tuesday	16:15	17:15	T. SMITH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1
6-12-18	Tuesday	18:55	19:10	T. SMITH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1/4
6-12-18	Tuesday	22:26	23:26	T. SMITH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1
6-13-18	Wednesday	24:45	01:45	Creamer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1
6-14-18	Thursday	22:00	23:00	T. SMITH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1
6-18-18	Monday	16:20	17:20	Creamer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1
6-19-18	Tuesday	17:40	18:40	T. SMITH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1
6-20-18	Wednesday	23:10	24:10	Creamer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1
6-21-18	Thursday	18:50	20:20	T. SMITH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1 1/2
6-26-18	Tuesday	16:15	17:35	SMITH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1 1/4
6-26-18	Tuesday	16:15	17:35	T. SMITH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1 1/4
6-28-18	Thursday	16:45	17:30	SMITH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3/4
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Total Hours: 16

LANESBORO TREASURER REPORT

CHECKING/SAVINGS AND

BALANCES AS OF JUNE 30, 2018

PEOPLES SECURITY BANK

GENERAL ACCOUNT	\$	53,541.05
MOTOR FUND	\$	16,542.12
CAPITAL ACCOUNT	\$	36,990.97
COMMUNITY CENTER	\$	2,322.58
SEWAGE ACCOUNT	\$	133,433.64
SEWAGE REV BOND	\$	847.44
ESCROW ACCOUNT	\$	582.80
TOTAL IN PEOPLES SECURITY BANK	\$	244,260.60

PEOPLES SECURITY BANK

PEOPLES SECURITY BANK

GENERAL ACCOUNT

BALANCES AS OF MAY 31, 2018	\$	30,793.36
Deposits	\$	34,088.54
Disbursements	\$	(11,366.93)
Interest Earned	\$	26.08
BALANCES AS OF JUNE 30, 2018	<u>\$</u>	<u>53,541.05</u>

PEOPLES SECURITY BANK

MOTOR LICENSE FUND

BALANCES AS OF MAY 31, 2018	\$	16,530.89
Deposits	\$	-
Disbursements	\$	-
Interest Earned	\$	11.23
BALANCES AS OF JUNE 30, 2018	<u>\$</u>	<u>16,542.12</u>

PEOPLES SECURITY BANK

CAPITAL ACCOUNT

BALANCES AS OF MAY 31, 2018	\$	36,990.97	HAVE NOT RECIVED BANK STATEMENT
Deposits	\$	-	AS OF 7/10/2018
Disbursements	\$	-	WE DID REC. IMPACT MONEY OF
Interest Earned	\$	-	\$32,323.48
BALANCES AS OF JUNE 30, 2018	<u>\$</u>	<u>36,990.97</u>	

PEOPLES SECURITY BANK

COMMUNITY CENTER

BALANCES AS OF MAY 31, 2018	\$	2,121.23
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LANESBORO TREASURER REPORT

Deposits	\$ 1,025.00
Disbursements	\$ (825.24)
Interest Earned	\$ 1.59
BALANCES AS OF JUNE 30, 2018	<u>\$ 2,322.58</u>

PEOPLES SECURITY BANK SEWAGE REV ACCOUNT

BALANCES AS OF MAY 31, 2018	\$ 129,468.01
Deposits	\$ 5,821.10
Disbursements	\$ (1,945.15)
Interest Earned	\$ 89.68
BALANCES AS OF JUNE 30, 2018	<u>\$ 133,433.64</u>

PEOPLES SECURITY BANK SEWAGE REV/BOND REDEMPTION & IMPROV

BALANCES AS OF MAY 31, 2018	\$ 846.83
Deposits	\$ -
Disbursements	\$ -
Interest Earned	\$ 0.61
BALANCES AS OF JUNE 30, 2018	<u>\$ 847.44</u>

PEOPLES SECURITY BANK ESCROW ACCOUNT

BALANCES AS OF MAY 31, 2018	\$ 582.40
Deposits	\$ -
Disbursements	\$ -
Interest Earned	\$ 0.40
BALANCES AS OF JUNE 30, 2018	<u>\$ 582.80</u>

9:32 AM
 07/10/18
 Cash Basis

BORO OF LANESBORO
Expenses by Vendor Detail
 June 2018

Type	Date	Num	Account	Clr	Split	Paid Amount
ADAMS CABLE						
Check	06/14/2018	5758	409.00- COMMUNIT...		100.00-PEOPL...	34.99
Total ADAMS CABLE						34.99
ANGELO VENTRESCA ASSOCIATES						
Check	06/14/2018	5762	405.0-SECRETARY ...		100.00-PEOPL...	362.00
Check	06/14/2018	1898	429.10- CLERK SE...		102.00- PEOP...	325.00
Total ANGELO VENTRESCA ASSOCIATES						687.00
BURNING BUSH PETROLEUM						
Check	06/01/2018	527	409.00- COMMUNIT...		105.00-COMM...	675.24
Total BURNING BUSH PETROLEUM						675.24
Cyrena Kuss						
Check	06/14/2018	530	342.20 RENT OF B...		105.00-COMM...	50.00
Total Cyrena Kuss						50.00
DALE ROCKWELL						
Check	06/29/2018	532	409.30 COMMUNIT...		105.00-COMM...	17.19
Total DALE ROCKWELL						17.19
EMC INSURANCE						
Check	06/20/2018	5765	400.30- GENERAL I...		100.00-PEOPL...	1,083.82
Total EMC INSURANCE						1,083.82
FRONTIER						
Check	06/14/2018	5760	409.00- COMMUNIT...		100.00-PEOPL...	155.43
Check	06/14/2018	1897	429.30- SEWER UT...		102.00- PEOP...	92.91
Total FRONTIER						248.34
Heather Krayeski						
Check	06/14/2018	529	342.20 RENT OF B...		105.00-COMM...	50.00
Total Heather Krayeski						50.00
HINDS OIL						
Check	06/14/2018	5759	410.30- POLICE CA...		100.00-PEOPL...	352.45
Check	06/14/2018	5759	430.10- TRACTOR ...		100.00-PEOPL...	73.01
Total HINDS OIL						425.46
JENNIFER BARTLEBAUGH						
Check	06/29/2018	535	342.20 RENT OF B...		105.00-COMM...	50.00
Total JENNIFER BARTLEBAUGH						50.00
JIM MABY						
Check	06/04/2018	5755	432-.371 GROUND...		100.00-PEOPL...	360.00
Check	06/18/2018	5764	432-.371 GROUND...		100.00-PEOPL...	350.75
Total JIM MABY						710.75
KATHIA MARVIN						
Check	06/29/2018	533	342.20 RENT OF B...		105.00-COMM...	50.00
Total KATHIA MARVIN						50.00
KYLIE SLOCUM						
Check	06/01/2018	528	342.20 RENT OF B...		105.00-COMM...	50.00
Total KYLIE SLOCUM						50.00

9:32 AM
 07/10/18
 Cash Basis

BORO OF LANESBORO
Expenses by Vendor Detail
 June 2018

Type	Date	Num	Account	Clr	Split	Paid Amount
NORTH END ELECTRIC						
Check	06/18/2018	1899	429.60- SEWER RE...		102.00- PEOP...	780.00
Total NORTH END ELECTRIC						780.00
PAWC						
Check	06/14/2018	5761	411.10- FIRE SERV...		100.00-PEOPL...	280.00
Check	06/14/2018	5761	409.00- COMMUNIT...		100.00-PEOPL...	26.31
Total PAWC						306.31
PENELEC						
Check	06/14/2018	5756	409.00- COMMUNIT...		100.00-PEOPL...	133.88
Check	06/14/2018	1896	429.30- SEWER UT...		102.00- PEOP...	122.24
Total PENELEC						256.12
Quick's Locksmith Service						
Check	06/14/2018	5757	410.50- POLICE MI...		100.00-PEOPL...	12.50
Total Quick's Locksmith Service						12.50
SCOTT MEGIVERN						
Check	06/20/2018	531	342.20 RENT OF B...		105.00-COMM...	50.00
Total SCOTT MEGIVERN						50.00
SHERRY NAGEL						
Check	06/29/2018	534	342.20 RENT OF B...		105.00-COMM...	50.00
Total SHERRY NAGEL						50.00
STATE WORKERS INSURANCE FUND						
Check	06/14/2018	5763	400.40- INSURANC...		100.00-PEOPL...	1,068.00
Total STATE WORKERS INSURANCE FUND						1,068.00
TOTAL						6,655.72

9:51 AM
07/10/18
Cash Basis

BORO OF LANESBORO
Income by Customer Detail
June 2018

<u>Type</u>	<u>Date</u>	<u>Account</u>	<u>Paid Amount</u>
CHECK			
Invoice	06/01/2018	331.20-STATE POLICE FINES	173.14
Invoice	06/04/2018	342.20 RENT OF BUILDING	825.00
Invoice	06/04/2018	364.10- SEWER INCOME	1,722.00
Invoice	06/04/2018	331.01-POLICE INCOME-TH...	176.00
Invoice	06/04/2018	331.00-POLICE INCOME SC...	1,771.84
Invoice	06/18/2018	331.01-POLICE INCOME-TH...	220.00
Invoice	06/18/2018	301.30-REAL ESTATE DELI...	245.91
Invoice	06/18/2018	331.10-COURT FINES	81.57
Invoice	06/18/2018	342.20 RENT OF BUILDING	150.00
Invoice	06/18/2018	342.20 RENT OF BUILDING	50.00
Invoice	06/18/2018	364.10- SEWER INCOME	1,536.00
Invoice	06/18/2018	364.10- SEWER INCOME	2,563.10
Total CHECK			<u>9,514.56</u>
TOTAL			<u><u>9,514.56</u></u>

BORO OF LANESBORO
Profit & Loss
 January through June 2018

	<u>Jan - Jun 18</u>
Income	
301-REAL ESTATE CURRENT	38,550.15
301.10-PRIOR YEAR REAL ESTATE	5,000.00
301.30-REAL ESTATE DELINQUENT	2,153.21
302.00-REAL ESTATE TRANSFER TAX	955.50
331.00-POLICE INCOME SCHOOL	14,778.48
331.01-POLICE INCOME-THOMPSON	1,232.00
331.10-COURT FINES	1,246.67
331.20-STATE POLICE FINES	173.14
341.10-INTEREST INCOME GENERAL	61.19
341.20- INTEREST INCOME SEWER	539.78
341.30- INTEREST MOTOR LICENSE	49.90
341.40- INTEREST CAPITAL RESERV	77.48
341.50- INTEREST COMM CENTER	5.95
341.60- INTEREST ESCROW	1.92
341.70 SEWER REV/BOND	1.66
342.20 RENT OF BUILDING	2,550.00
355.02-MOTOR VEHICLE LIQUID FUE	18,892.11
364.10- SEWER INCOME	53,099.30
Total Income	<u>139,368.44</u>
Expense	
400.10-PAYROLL TAXES	2,610.89
400.20- DUES & SUBSCRIPTIONS	151.00
400.30- GENERAL INSURANCE	5,683.47
400.40- INSURANCE W.C	3,557.00
403.00- TAX COLL SALARY	3,498.49
403.10- TAX COLL EXPENSES	421.27
403.20- TAX COLLECTOR BOND	15.00
405.0-SECRETARY / TREASURER SAL	1,422.00
405.10-OFFICE EXPENSES / POSTAG	110.00
408.10- ENGINEERING SERVICES	4,584.21
409.00- COMMUNITY CENTER UTILIT	3,434.59
409.10- MAINTENANCE PROPERTY	528.00
409.20 MOUNTAIN LOAN	2,157.96
409.30 COMMUNITY CENTER SUPPLY	79.18
410.00- POLICE SALARY	26,955.02
410.10-POLICE SUPPLIES, TRAININ	308.89
410.20- POLICE UNIFORMS	1,000.00
410.30- POLICE CAR EXPENSES	1,696.62
410.40- POLICE EQUIPMENT	333.00
410.50- POLICE MISCELLANEOUS	12.50
411.10- FIRE SERVICE (HYDRANTS)	1,427.37
429.10- CLERK SERVICE / SALARY	1,625.00
429.30- SEWER UTILITIES	1,567.42
429.40- WASTEWATER SERVICES	25,859.71
429.60- SEWER REPAIRS	780.00
429.70- SEWER LOAN	10,700.74
430.10- TRACTOR FUEL / EXP	1,904.85
432-.371 GROUNDS MAINTENANCE	710.75
432.10- MAINTAINCE OF ROADS	7,055.69
434.00-STREET LIGHTING	4,497.27
437.10-REPAIR OF TOOLS / MACHIN	191.39
Total Expense	<u>114,879.28</u>
Net Income	<u><u>24,489.16</u></u>

May 1, 2018

*Lanesboro Council
PO Box 214
Susquehanna, Pa. 18847*

Dear Council Members;

Enclosed please find the Sewage Collection Service Contract for May 1, 2018 to May 1, 2019. The increase is in accordance with inflation rising, update and maintenance to our equipment and plant.

I have enclosed one copy for your Council to sign which has already been signed by our Chairman. Please keep a copy for Lanesboro and send the original back to the Authority.

Thank You for your cooperation.

Office Administrator

Roger Holleran

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LANESBORO BOROUGH will be responsible for the following:

1. Any costs associated with odor control.
 2. Any costs for spare parts and/or repair services.
 3. Any costs for contracted services.
 4. Any costs not outlined in this agreement for the operation and maintenance of the collection system.
-
-

EXHIBIT "A"

FIXED LABOR COSTS

1. Check and perform routine maintenance for pump station and lift station one day/week. (1.5 hours x 52 weeks = 78 hours x 115.00)
 2. Check 3 grinder pumps one day/month (1.0 hours/month x 12 months = 12 hours x (115.00)
 3. Monthly report to Lanesboro (1.0 hours/month x 12 months at (115.00)
- TOTALS = 90 HOURS/2 men(115.00) each per hour/ \$20,700.00
12 HOURS/1 MAN (115.00) per hour (1,380.00)
TOTAL 22,080.00

EXHIBIT B

ADDITIONAL LABOR COSTS

1. Visual inspection of manholes annually (30 hours per year during regular hours at (\$115.00) per hour per two men. Service required over the allotted 30 hours or after the TRI-BORO MUNICIPAL AUTHORITY'S regular work day schedule will be billed at double rate or (\$230.00) Hour /per two men)
2. Flushing lines (two days/year x 8 hours = 16 hours at \$115.00 per hour per two men. Service required over the allotted 16 hours or after the TRI-BORO MUNICIPAL AUTHORITY'S regular work day schedule will be billed at double rate or \$230.00 (per hour per two men).

SEWAGE COLLECTION SERVICE CONTRACT

SEWAGE COLLECTION SERVICE CONTRACT

Agreement made this 14th day of January, 2018 between TRI-BORO MUNICIPAL AUTHORITY P.O. Box 275, Susquehanna, Pennsylvania, and LANESBORO BOROUGH, Main Street, Lanesboro, Pennsylvania 18827.

PURPOSE OF AGREEMENT

The purpose of this Agreement is to state the terms and conditions under which TRI-BORO MUNICIPAL AUTHORITY will provide for the operation and maintenance for the sewage collection system for LANESBORO BOROUGH as provided within.

SERVICES

TRI-BORO MUNICIPAL AUTHORITY will provide qualified personnel for the operation and maintenance of the sewage collection system as follows:

- a. Check and perform routine maintenance at lift station one day/week.
- b. Check and perform routine maintenance at pump station one day/week.
- c. Check and perform routine maintenance at three grinder stations one day/month.
- d. Submit monthly report to Lanesboro Council.
- e. Visual inspection of manholes annually/as needed.
- f. Flushing lines annually/as needed.

COMPENSATION

LANESBORO BOROUGH will pay TRI-BORO MUNICIPAL AUTHORITY based on the following schedule as per attached Exhibit "A" for fixed costs for a total of \$17,468.40 per year. LANESBORO BOROUGH will pay TRI-BORO MUNICIPAL AUTHORITY based on the following schedule as per attached Exhibit "B" for additional labor costs on an as needed basis and total hours required.

Any excess labor required above and beyond what is outlined in exhibits A & B or if for any reason the TRI-BORO MUNICIPAL AUTHORITY employees are called upon to perform emergency services beyond their regular work day which are outlined in the Service Contract, then LANESBORO BORO will be billed at a rate double the regular hourly rate of each employee. This work will first be authorized by the Lanesboro Council.

SEWAGE COLLECTION SERVICE AGREEMENT

TERMS OF AGREEMENT

The term of this Agreement shall commence on the 12th day of January, 2008 and shall continue in full force and effect for a period of one (1) year from that date with the option of LANESBORO BOROUGH to renew for an additional one (1) year period on the same terms and conditions with labor rates adjusted as needed.

MISCELLANEOUS PROVISIONS

This Agreement shall be construed under and in accordance with the laws of the Commonwealth of Pennsylvania, and all obligations of the parties created hereunder are performable in Susquehanna County, Pennsylvania.

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such as invalidity, illegality, or unenforceability shall not effect any other provision thereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained here. This Agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties respecting the within subject matter.

ATTEST:



Chairman of the Board
Christopher Herbert

ATTEST:

LANESBORO BOROUGH