

BOROUGH OF DUNMORE



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Dunmore, PA 18512
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Borough Council Agenda

Dunmore Community Center, Monday, March 14, 2022; 6PM

1. Pledge of Allegiance.
2. Roll call.
3. Public comment on agenda items.
4. Motion to approve the minutes.
5. Motion to approve and pay open bills.
6. Motion to adopt Resolution #2022-2; An application to apply to the County of Lackawanna for a Community Re-invest grant for the purpose of carrying out the Bucktown MusicFest.
7. Motion to accept the Professional Services proposal from Zelenkofske Axelrod, LLC to provide technical assistance and advice in relation to the policies, procedures and accountability regarding the American Rescue Plan Act funding program.
8. Department Heads and Treasurer/Financial Report.
9. Public comment.
10. Public officials.
11. Adjourn.

Borough of Dunmore
Profit & Loss Budget vs. Actual
 January through February 2022

	<u>Jan - Feb 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
REAL ESTATE	539,829.13	588,631.00	-48,801.87
LOCAL ENABLING TAXES	709,364.48	561,556.00	147,808.48
LICENSES AND PERMITS	1,496.00	404.00	1,092.00
BUSINESS LICENSES AND PERMITS	69,483.47	74,943.00	-5,459.53
NON-BUSINESS LICCS & PERMITS	2,000.00	16,652.00	-14,652.00
FINES	979.75	2,333.30	-1,353.55
INTEREST EARNINGS	721.59	3,333.30	-2,611.71
STATE CAPITAL & OPERAT GRANTS	0.00	14,500.00	-14,500.00
STATE SHARED REVENUE & ENTITLE	0.00	0.00	0.00
COVID-19 ARPA LOCAL FISCAL RECO	0.00	0.00	0.00
TAX COLLECTION FEE	2,780.00	2,274.00	506.00
LOCAL GOVT PAY IN LIEU OF TAX	0.00	6,500.00	-6,500.00
SPECIAL FIRE SERVICES	0.00	166.60	-166.60
SPECIAL POLICE SERVICES	510.00	833.30	-323.30
BUILDING INSPECTION FEES	4,644.50	17,788.00	-13,143.50
PROTECTIVE INSPECTION FEES	3,076.68	8,782.00	-5,705.32
HIGHWAYS AND STREETS	250.00	999.90	-749.90
MISCELLANEOUS REVENUE	27,599.70	59,308.00	-31,708.30
SPECIAL ASSESSMENTS	754,223.02	707,500.00	46,723.02
PROCEEDS-GENERAL FIXED ASSETS	5,025.00	5,000.00	25.00
TAX ANTICIPATION NOTE	175,000.00	0.00	175,000.00
COMMUNITY CENTER REVENUE	38,044.00	29,720.00	8,324.00
SCHAUTZ STADIUM REVENUE	550.00	0.00	550.00
Total Income	<u>2,335,577.32</u>	<u>2,101,224.40</u>	<u>234,352.92</u>

Borough of Dunmore
Profit & Loss Budget vs. Actual
 January through February 2022

Expense	Jan - Feb 22	Budget	\$ Over Budget
GENERAL GOVT	57,240.11	52,022.80	5,217.31
EXECUTIVE (MAYOR/MANAGER)	22,115.40	22,494.00	-378.60
FINANCIAL ADMINISTRATION	3,125.00	2,080.00	1,045.00
TAX COLLECTION	14,265.61	13,707.90	557.71
LAW	23,120.77	20,000.00	3,120.77
POLICE STATION EXPENSES	484.85	666.60	-181.75
PERSONNEL ADM (EMP BENEFITS)	491,611.27	389,422.60	102,188.67
ENGINEER	4,330.00	14,166.60	-9,836.60
BUILDINGS AND PLANT	22,626.38	15,766.50	6,859.88
POLICE	365,973.85	327,413.50	38,560.35
FIRE	253,815.21	240,618.00	13,197.21
CODE ENFORCEMENT OFFICER	14,058.64	13,696.00	362.64
PLANNING AND ZONING	4,524.09	19,283.20	-14,759.11
HEALTH	2,369.43	2,250.00	119.43
SOLID WASTE (COLL & DISP)	176,929.25	199,432.60	-22,503.35
HIGHWAYS GENERAL PURCHASES	0.00	416.60	-416.60
HIGHWAY MAINT-SNOW & ICE	83,937.01	75,280.00	8,657.01
HIGHWAY MAINTENANCE (SIGNALS)	2,542.01	3,499.90	-957.89
HIGHWAY MAINT - STREET LIGHTING	10,328.62	600.00	9,728.62
HIGHWAY CONSTRUCTION & REBUILD	0.00	0.00	0.00
STORMWATER MGMT/FLOOD CONTROL	0.00	500.00	-500.00
CAPITAL CONSTRUCTION	0.00	0.00	0.00
PARTICIPANT RECREATION	23,437.70	10,277.00	13,160.70
COMMUNITY CENTER	23,880.22	11,166.60	12,713.62
SCHAUTZ STADIUM	1,973.24	300.00	1,673.24
DEBT PRINCIPAL	429.00	0.00	429.00
DEBT INTEREST	69,768.34	81,269.00	-11,500.66
MISCELLANEOUS EXPENSE	50,220.53	47,999.90	2,220.63
RETIREMENT & PENSION CONTRIB.	79,670.03	50,000.00	29,670.03
UNEMPLOYMENT COMPENSATION	11,073.41	4,000.00	7,073.41
INSURANCE PREMIUMS	112,133.00	80,000.00	32,133.00
ARPA EXPENDITURES	0.00	0.00	0.00
Total Expense	1,925,982.97	1,698,329.30	227,653.67
Net Ordinary Income	409,594.35	402,895.10	6,699.25
Net Income	409,594.35	402,895.10	6,699.25

Borough of Dunmore
Profit & Loss
February 2022

	<u>Feb 22</u>	<u>Jan - Feb 22</u>
Ordinary Income/Expense		
Income		
REAL ESTATE	450,218.87	539,829.13
LOCAL ENABLING TAXES	577,136.78	709,364.48
LICENSES AND PERMITS	1,113.50	1,496.00
BUSINESS LICENSES AND PERMITS	61,151.47	69,483.47
NON-BUSINESS LICs & PERMITS	1,000.00	2,000.00
FINES	524.49	979.75
INTEREST EARNINGS	312.30	721.59
TAX COLLECTION FEE	1,250.00	2,780.00
SPECIAL POLICE SERVICES	0.00	510.00
BUILDING INSPECTION FEES	1,448.00	4,644.50
PROTECTIVE INSPECTION FEES	2,126.68	3,076.68
HIGHWAYS AND STREETS	0.00	250.00
MISCELLANEOUS REVENUE	24,152.94	27,599.70
SPECIAL ASSESSMENTS	0.00	754,223.02
PROCEEDS-GENERAL FIXED ASSETS	5,025.00	5,025.00
TAX ANTICIPATION NOTE	0.00	175,000.00
COMMUNITY CENTER REVENUE	4,846.00	38,044.00
SCHAUTZ STADIUM REVENUE	550.00	550.00
Total Income	<u>1,130,856.03</u>	<u>2,335,577.32</u>

Borough of Dunmore
Profit & Loss
February 2022

	Feb 22	Jan - Feb 22
Expense		
GENERAL GOVT	24,260.01	57,240.11
EXECUTIVE (MAYOR/MANAGER)	11,057.70	22,115.40
FINANCIAL ADMINISTRATION	1,690.00	3,125.00
TAX COLLECTION	9,752.68	14,265.61
LAW	16,231.54	23,120.77
POLICE STATION EXPENSES	217.03	484.85
PERSONNEL ADM (EMP BENEFITS)	260,294.07	491,611.27
ENGINEER	680.00	4,330.00
BUILDINGS AND PLANT	14,590.23	22,626.38
POLICE	187,319.39	365,973.85
FIRE	120,137.24	253,815.21
CODE ENFORCEMENT OFFICER	6,176.82	14,058.64
PLANNING AND ZONING	3,935.72	4,524.09
HEALTH	1,182.40	2,369.43
SOLID WASTE (COLL & DISP)	90,746.36	176,929.25
HIGHWAY MAINT-SNOW & ICE	56,736.36	83,937.01
HIGHWAY MAINTENANCE (SIGNALS)	1,426.39	2,542.01
HIGHWAY MAINT - STREET LIGHTING	4,655.98	10,328.62
PARTICIPANT RECREATION	12,365.10	23,437.70
COMMUNITY CENTER	12,380.96	23,880.22
SCHAUTZ STADIUM	924.94	1,973.24
DEBT PRINCIPAL	429.00	429.00
DEBT INTEREST	65,658.34	69,768.34
MISCELLANEOUS EXPENSE	13,722.82	50,220.53
RETIREMENT & PENSION CONTRIB.	60,900.00	79,670.03
UNEMPLOYMENT COMPENSATION	4,483.79	11,073.41
INSURANCE PREMIUMS	0.00	112,133.00
Total Expense	981,954.87	1,925,982.97
Net Ordinary Income	148,901.16	409,594.35
Net Income	148,901.16	409,594.35

Borough of Dunmore
Unpaid Bills Detail
 As of March 10, 2022

Type	Date	Num	Due Date	Aging	Open Balance
Advance Auto Parts					
Bill	01/10/2022	0127-...	01/20/2022	49	44.25
Total Advance Auto Parts					44.25
American Fire Services					
Bill	01/07/2022	21-241A	01/17/2022	52	1,277.74
Total American Fire Services					1,277.74
American Rock Salt					
Bill	02/05/2022	742-7...	02/15/2022	23	32,721.77
Total American Rock Salt					32,721.77
Bassler Equipment Co.					
Bill	02/07/2022	21468...	02/17/2022	21	432.00
Total Bassler Equipment Co.					432.00
Battaglia's, Freddy Sporting Goods					
Bill	02/05/2022	30974	03/02/2022	8	22.00
Total Battaglia's, Freddy Sporting Goods					22.00
Brian's Auto Body & General Repair					
Bill	02/17/2022	1860-...	03/14/2022		672.18
Total Brian's Auto Body & General Repair					672.18
Bucktown Truck Sales & Service					
Bill	01/26/2022	11 Inv...	02/05/2022	33	12,960.40
Total Bucktown Truck Sales & Service					12,960.40
Cal-Ideas					
Bill	02/16/2022	315	02/26/2022	12	22.00
Total Cal-Ideas					22.00
Cintas Fire Protection					
Bill	02/15/2022	4432-...	02/25/2022	13	442.89
Bill	02/18/2022	4569-...	02/28/2022	10	404.22
Total Cintas Fire Protection					847.11
Cooper Electric					
Bill	01/28/2022	491-7...	02/07/2022	31	125.74
Total Cooper Electric					125.74
Crystal Clear Spring Water Co.					
Bill	02/28/2022	022822	03/10/2022		719.00
Total Crystal Clear Spring Water Co.					719.00
Dailey Resources, Ltd.					
Bill	02/21/2022	167103	03/03/2022	7	8.00
Total Dailey Resources, Ltd.					8.00
DeLage Landen Financial Services					
Bill	02/20/2022	75517...	03/17/2022		1,568.37
Total DeLage Landen Financial Services					1,568.37
Dempsey's Fashionable Laundry					
Bill	03/01/2022	41123	03/11/2022		247.00
Total Dempsey's Fashionable Laundry					247.00
Dempsey Uniform & Linen Supply					

Borough of Dunmore
Unpaid Bills Detail
As of March 10, 2022

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Bill	02/28/2022	022822	03/10/2022		654.09
Total Dempsey Uniform & Linen Supply					654.09
DePietro's Pharmacy					
Bill	02/11/2022	21473	02/21/2022	17	27.00
Total DePietro's Pharmacy					27.00
DG Nicholas Co					
Bill	02/25/2022	022522	03/07/2022	3	1,117.95
Total DG Nicholas Co					1,117.95
Dival Safety Equipment					
Bill	02/04/2022	30479...	02/14/2022	24	678.35
Total Dival Safety Equipment					678.35
Industrial Electronics, Inc.					
Bill	02/28/2022	127891	03/10/2022		492.00
Total Industrial Electronics, Inc.					492.00
Iron Nebula					
Bill	02/11/2022	1420-...	02/21/2022	17	1,804.00
Total Iron Nebula					1,804.00
Jaworski Sign Company					
Bill	02/14/2022	12611	03/11/2022		880.00
Total Jaworski Sign Company					880.00
Johnson Controls					
Bill	02/11/2022	2401-...	02/21/2022	17	1,769.76
Total Johnson Controls					1,769.76
Lacka. County Wireless					
Bill	03/01/2022	12275	03/11/2022		30.00
Total Lacka. County Wireless					30.00
Lackawanna Printing Co.					
Bill	02/21/2022	022122	03/03/2022	7	256.00
Total Lackawanna Printing Co.					256.00
Lackawanna Recycling Center, Inc.					
Bill	02/28/2022	OE02...	03/10/2022		614.40
Total Lackawanna Recycling Center, Inc.					614.40
M&K Truck Centers					
Bill	02/10/2022	Q24066	02/20/2022	18	4.71
Total M&K Truck Centers					4.71
Martarano, Mike Plmbg.& Heating					
Bill	02/22/2022	022222	03/04/2022	6	1,521.56
Total Martarano, Mike Plmbg.& Heating					1,521.56
Maus' Automotive Center					
Bill	02/07/2022	26284...	02/17/2022	21	347.68
Total Maus' Automotive Center					347.68
McCarthy Tire					
Bill	01/27/2022	12443...	02/06/2022	32	939.92
Total McCarthy Tire					939.92

Borough of Dunmore
Unpaid Bills Detail
 As of March 10, 2022

Type	Date	Num	Due Date	Aging	Open Balance
McKesson Medical - Surgical					
Bill	02/28/2022	9816865	03/10/2022		71.81
Total McKesson Medical - Surgical					71.81
MJ Cordaro Electric Co., Inc.					
Bill	03/07/2022	14009...	03/17/2022		1,113.00
Total MJ Cordaro Electric Co., Inc.					1,113.00
Morgan Construction, Inc.					
Bill	02/23/2022	3882	03/05/2022	5	1,800.00
Total Morgan Construction, Inc.					1,800.00
O'Malley,Harris,Durkin & Perry					
Bill	01/31/2022	87310...	02/10/2022	28	220.00
Total O'Malley,Harris,Durkin & Perry					220.00
PA State Association of Boroughs					
Bill	02/22/2022	68928	03/04/2022	6	90.68
Total PA State Association of Boroughs					90.68
Pennsylvania Paper & Supply Co.					
Bill	02/28/2022	14785...	03/10/2022		288.94
Total Pennsylvania Paper & Supply Co.					288.94
Positive Results Marketing, Inc.					
Bill	03/01/2022	32978	03/11/2022		738.82
Total Positive Results Marketing, Inc.					738.82
Quill					
Bill	02/16/2022	6254-...	02/26/2022	12	201.10
Total Quill					201.10
Reuther & Bowen PC/Engineer					
Bill	02/28/2022	16314...	03/30/2022		3,425.00
Total Reuther & Bowen PC/Engineer					3,425.00
Rinker, Ben Electrical Contractor					
Bill	02/16/2022	122773	02/26/2022	12	250.00
Total Rinker, Ben Electrical Contractor					250.00
Scranton Times					
Bill	02/28/2022	1055-...	03/10/2022		818.70
Total Scranton Times					818.70
Summa's Hardware, Inc.					
Bill	03/07/2022	2/4-3/7	03/17/2022		169.46
Total Summa's Hardware, Inc.					169.46
Topp Copy Products/Repairs					
Bill	02/28/2022	10014...	03/30/2022		3,842.22
Total Topp Copy Products/Repairs					3,842.22
Ufberg & Associates, LLP					
Bill	03/01/2022	34833	03/26/2022		5,168.75
Total Ufberg & Associates, LLP					5,168.75
Valley Refrigeration & Air Conditioning					
Bill	02/17/2022	130130	02/27/2022	11	269.85

**Borough of Dunmore
Unpaid Bills Detail
As of March 10, 2022**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Total Valley Refrigeration & Air Conditioning					269.85
Wayne County Ford					
Bill	02/28/2022	180221	03/10/2022		246.42
Total Wayne County Ford					246.42
Wilkes-Barre Materials, LLC					
Bill	02/21/2022	20878	03/03/2022	7	2,701.32
Total Wilkes-Barre Materials, LLC					2,701.32
TOTAL					<u>84,221.05</u>