

EXETER BOROUGH
REGULAR MONTHLY MEETING AGENDA
July 7, 2020

Meeting called to order

Roll Call

Person of the Month

Motion to approve the June 2, 2020 Council Meeting Minutes.

Treasurer Report

Citizens Input (agenda items only)

Correspondence

Refuse Report- Lynda Hyzenski

Recycling Report – Renee Pizano

Report of Committees

Police – John Morgan, David Balent & Carmen Marranta

Finance & Insurance (Grants) Lori DeAngelo, John Morgan & Richard Murawski

Fire Department – Carmen Marranta, John Morgan & Richard Murawski

Street/Recycling Departments –David Balent & John Morgan

Parks & Recreation –Lori DeAngelo, Carmen Marranta & Joseph Esposito

WVSA Report – John Morgan

Zoning – David Balent, Richard Murawski & Lori DeAngelo

Hickes Creek – David Balent & Richard Murawski

Building & Grounds – Richard Murawski & Joseph Esposito

Remarks from Mayor Denise Adams

Solicitors Report – Ray Hassey

UNFINISHED BUSINESS

Motion to accept the prepaid bills in the amount of \$22,499.99.

Motion authorizing and directing Debra Serbin, Borough Manager to execute and deliver a certification and request for payment on behalf of Exeter Borough to Luzerne County Office of Community Development for the 2018 Community Development Block Grant funding.

Motion to accept the June 30, 2020 resignation of Tyler Atherholt as a full time Police Officer for Exeter Borough.

Motion to hire Tyler Atherholt as a part time as needed Police Officer for Exeter Borough.

NEW BUSINESS

Motion to approve the current bills in the amount of \$.

Motion to enter into a 4 year, Lease Purchase Agreement for a 2020 Police Ford Utility Vehicle, (with unfitting) from New Holland Ford in the amount of \$34,904.00. Exeter Borough will trade in the 2014 Ford Interceptor Police car along with this purchase.

Motion to accept the Pennsylvania Department of Veterans designation for Robert Hines of 251 Sanovia Street, Exeter as being exempt for paying property taxes pursuant to Chapter 89 Disabled Veterans Real Estate Tax Exemption Act. The Borough's Tax Collector will be notified.

Discussion on the 2021 CDBG (Community Development Block Grant) project.

Open to the Public

Adjournment

Exeter Borough
Deposit Detail
 June 2020

Type	Num	Date	Name	Account	Amount
Deposit		06/01/2020		530.015 · General F...	1,265.31
				331.120 · PA. STAT...	-1,265.31
TOTAL					-1,265.31
Deposit		06/01/2020		530.015 · General F...	272.67
				310.410 · LST TAX	-272.67
TOTAL					-272.67
Deposit		06/01/2020		530.015 · General F...	1,222.33
				310.210 · EARNED I...	-1,222.33
TOTAL					-1,222.33
Deposit		06/03/2020		530.015 · General F...	6,471.54
				310.100 · REAL ES...	-792.33
				380.000 · MISC. RE...	-1,500.00
				380.022 · ENGINEE...	-143.00
				373.980 · GAS TAX ...	-4,036.21
TOTAL					-6,471.54
Deposit		06/08/2020		530.015 · General F...	625.80
				310.210 · EARNED I...	-625.80
TOTAL					-625.80
Deposit		06/08/2020		530.015 · General F...	1,440.71
				310.410 · LST TAX	-1,440.71
TOTAL					-1,440.71
Deposit		06/10/2020		530.015 · General F...	3,932.50
				361.350 · CONTRA...	-350.00
				362.410 · BUILDING...	-3,582.50
TOTAL					-3,932.50
Deposit		06/10/2020		530.015 · General F...	4,926.46
				362.410 · BUILDING...	-4,926.46
TOTAL					-4,926.46
Deposit		06/10/2020		530.015 · General F...	19,757.82
				362.410 · BUILDING...	-2,078.25
				310.100 · REAL ES...	-8,854.30
				380.400 · INSURAN...	-4.60
				331.100 · FINES DI...	-132.08
				331.130 · RESTITU...	-90.00
				301.100 · REAL ES...	-8,598.59

Exeter Borough Deposit Detail June 2020

Type	Num	Date	Name	Account	Amount
TOTAL					-19,757.82
Deposit		06/10/2020		530.015 · General F...	2,500.00
				362.410 · BUILDING...	-2,500.00
TOTAL					-2,500.00
Deposit		06/12/2020		530.015 · General F...	1,182.20
				310.210 · EARNED I...	-1,182.20
TOTAL					-1,182.20
Deposit		06/12/2020		530.015 · General F...	3,560.07
				310.210 · EARNED I...	-3,560.07
TOTAL					-3,560.07
Deposit		06/17/2020		530.015 · General F...	1,511.07
				310.210 · EARNED I...	-1,511.07
TOTAL					-1,511.07
Deposit		06/19/2020		530.015 · General F...	2,068.02
				310.210 · EARNED I...	-2,068.02
TOTAL					-2,068.02
Deposit		06/22/2020		530.015 · General F...	4,252.86
				301.101 · REAL ES...	-4,252.86
TOTAL					-4,252.86

\$54,989.³⁶

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07/01/20

Exeter Borough
Check Detail
 June 3 through July 6, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	card	06/05/2020	POSTMASTER		530.015 · General Fu...		-110.00
					400 315 Postage	-110 00	110 00
TOTAL						-110 00	110 00
Check	card	06/15/2020	POSTMASTER		530.015 · General Fu...		-55.00
					400 315 Postage	-55 00	55 00
TOTAL						-55 00	55 00
Check	card	06/23/2020	Security Metrics		530.015 · General Fu...		-239.98
					400 461 MATERIAL...	-239 98	239 98
TOTAL						-239 98	239 98
Check	6-11	06/11/2020	IRS		530.015 · General Fu...		-5,572.52
					540 000 ACCRUED ...	-5,572 52	5,572.52
TOTAL						-5,572 52	5,572 52
Check	6-11	06/11/2020	PA DEPT OF REVEN...		530.015 · General Fu...		-691.25
					535 002 WITHHELD ...	-691 25	691 25
TOTAL						-691 25	691 25
Check	6-11	06/11/2020	Berkheimer Tax Adm...		530.015 · General Fu...		-260.09
					535 003 WITHHELD ...	-260 09	260 09
TOTAL						-260 09	260 09
Check	6-11	06/11/2020	Berkheimer Tax Adm...		530.015 · General Fu...		-30.00
					535 011 LST WITHH...	-30 00	30 00
TOTAL						-30 00	30 00
Check	6-11	06/11/2020	PSAB		530.015 · General Fu...		-278.90
					480 380 UNEMPLO...	-278 90	278 90
TOTAL						-278 90	278 90
Check	6-11	06/11/2020	TD Ameritrade		530.015 · General Fu...		-1,034.80
					535 016 PENSION	-1,034 80	1,034 80
TOTAL						-1,034 80	1,034 80
Check	6-11	06/11/2020	TD Ameritrade		530.015 · General Fu...		-228.20
					535 016 PENSION	-228 20	228 20
TOTAL						-228 20	228 20
Check	6-11	06/11/2020	Local 542		530.015 · General Fu...		-70.55
					535 008 FOP WITH...	-70 55	70 55
TOTAL						-70 55	70 55
Check	6-25	06/25/2020	IRS		530.015 · General Fu...		-5,985.64
					540 000 ACCRUED ...	-5,985 64	5,985 64

Exeter Borough Check Detail

June 3 through July 6, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	14897	06/24/2020	Geisinger Quality Op...		530.015 · General Fu...		-1,921.06
Bill		06/22/2020			410.465 · POLICE BL...	-960.53	960.53
					400.151 · Admin. Med...	-960.53	960.53
TOTAL						-1,921.06	1,921.06
Bill Pmt -Check	14898	06/24/2020	Highmark Blue Shield		530.015 · General Fu...		-12.00
Bill		06/22/2020			410.465 · POLICE BL...	-8.00	8.00
					400.151 · Admin. Med...	-4.00	4.00
TOTAL						-12.00	12.00
Bill Pmt -Check	14899	06/24/2020	Nationwide Employe...		530.015 · General Fu...		-65.94
Bill		06/22/2020			400.300 · COUNCIL	-65.94	65.94
TOTAL						-65.94	65.94
Bill Pmt -Check	14900	06/24/2020	P P & L		530.015 · General Fu...		-373.41
Bill		06/22/2020			400.460 · BUILDING ...	-258.96	258.96
					414.470 · UTILITIES-...	-32.37	32.37
					430.210 · Utilities-Street	-82.08	82.08
TOTAL						-373.41	373.41
Bill Pmt -Check	14901	06/24/2020	TULPEHOCKEN SPR...		530.015 · General Fu...		-8.00
Bill		06/12/2020			400.461 · MATERIAL ...	-8.00	8.00
TOTAL						-8.00	8.00
Bill Pmt -Check	14902	06/24/2020	VERIZON		530.015 · General Fu...		-160.04
Bill		06/22/2020			410.320 · POLICE CO...	-160.04	160.04
TOTAL						-160.04	160.04
Bill Pmt -Check	14903	06/24/2020	Cintas Corp. #735		530.015 · General Fu...		-288.44
Bill		06/22/2020			414.484 · RECYCLIN...	-288.44	288.44
TOTAL						-288.44	288.44

\$22,499.99

Exeter Borough A/P Aging Detail As of July 2, 2020

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Bill	06/02/2020		Exeter Borough Ref...	07/02/2020		1,878.35
Bill	06/02/2020		Joint Funds Enginee...	07/02/2020		10,060.00
Bill	06/02/2020		Mr. Kleen Auto Sales	07/02/2020		75.00
Bill	06/02/2020	0096864	LEHIGH CONSTRU...	07/02/2020		62.48
Bill	06/02/2020	0096863	LEHIGH CONSTRU...	07/02/2020		99.96
Bill	06/02/2020	0016049	KRANSON CLOTHES	07/02/2020		232.00
Bill	06/02/2020	0016068	KRANSON CLOTHES	07/02/2020		40.00
Bill	06/02/2020	206528	KRANSON CLOTHES	07/02/2020		55.00
Bill	06/05/2020	0096903	LEHIGH CONSTRU...	07/05/2020		67.47
Bill	06/05/2020	087666	Mecadon Oil Co.	07/05/2020		128.71
Bill	06/05/2020		PA One Call System...	07/05/2020		25.20
Bill	06/08/2020	6026	Ashburn Advisors. L...	07/08/2020		400.00
Bill	06/08/2020	82447...	Citizens Voice	07/08/2020		57.50
Bill	06/08/2020	8859	Bovani's Towing & S...	07/08/2020		310.00
Bill	06/09/2020	2020-28	Curtis Nocera	07/09/2020		80.00
Bill	06/09/2020	1148653	We Pay Payroll	07/09/2020		95.60
Bill	06/10/2020	0096951	LEHIGH CONSTRU...	07/10/2020		39.98
Bill	06/10/2020	0096950	LEHIGH CONSTRU...	07/10/2020		77.47
Bill	06/10/2020		Exeter Borough St/S...	07/10/2020		1,719.72
Bill	06/10/2020	927198	One Point	07/10/2020		56.87
Bill	06/11/2020	8	Ted Cross	07/11/2020		100.00
Bill	06/12/2020	476487	Kenneth Bryden	07/12/2020		730.00
Bill	06/12/2020	19-05...	PennEastern Engine...	07/12/2020		245.00
Bill	06/12/2020	0097000	LEHIGH CONSTRU...	07/12/2020		79.97
Bill	06/12/2020	0097002	LEHIGH CONSTRU...	07/12/2020		47.48
Bill	06/12/2020	0097003	LEHIGH CONSTRU...	07/12/2020		74.97
Bill	06/22/2020	104604	Deacon Equipment ...	07/22/2020		787.92
Bill	06/22/2020	0097030	LEHIGH CONSTRU...	07/22/2020		24.99
Bill	06/22/2020	0097046	LEHIGH CONSTRU...	07/22/2020		99.96
Bill	06/22/2020	0097047	LEHIGH CONSTRU...	07/22/2020		62.48
Bill	06/22/2020		YIS/Cowden Group I...	07/22/2020		231.00
Bill	06/22/2020	225235	YIS/Cowden Group I...	07/22/2020		32.00
Bill	06/22/2020	0097082	LEHIGH CONSTRU...	07/22/2020		49.98
Bill	06/22/2020	0013921	Keefer's Army Navy	07/22/2020		139.95
Bill	06/22/2020		UGI Utilities, Inc.	07/22/2020		40.19
Bill	06/22/2020		AFG Pension Admin...	07/22/2020		238.32
Bill	06/22/2020	928025	One Point	07/22/2020		35.89
Bill	06/25/2020	1149260	We Pay Payroll	07/25/2020		113.80
Bill	06/25/2020		DeLage Landen Fin...	07/25/2020		240.01
Bill	06/25/2020		Sprint	07/25/2020		117.32
Bill	06/25/2020	11-20...	PennEastern Engine...	07/25/2020		140.00
Bill	06/26/2020	0097127	LEHIGH CONSTRU...	07/26/2020		54.98
Bill	06/26/2020	0097125	LEHIGH CONSTRU...	07/26/2020		114.95
Bill	06/26/2020	0097124	LEHIGH CONSTRU...	07/26/2020		79.97
Bill	06/26/2020	0097133	LEHIGH CONSTRU...	07/26/2020		57.48
Bill	06/29/2020	16020	Skibitsky & Molino	07/29/2020		510.41
Bill	06/29/2020	1022	North Branch Tree &...	07/29/2020		1,400.00
Bill	06/29/2020	54263	Eastern Building Mai...	07/29/2020		300.00
Bill	06/29/2020		Driscoll's Home Cen...	07/29/2020		14.10
Bill	06/30/2020	47493	F & S SUPPLY CO...	07/30/2020		138.85
Bill	06/30/2020		HASSEY LEGAL SE...	07/30/2020		975.00
Bill	07/01/2020	266788	A & A AUTO PARTS	07/31/2020		3.98
Bill	07/01/2020	267481	A & A AUTO PARTS	07/31/2020		8.99
Bill	07/01/2020		A & A AUTO PARTS	07/31/2020		73.71
Bill	07/01/2020	0097184	LEHIGH CONSTRU...	07/31/2020		44.98

Total Current

22,969.94

1 - 30

Total 1 - 30

31 - 60

Total 31 - 60

61 - 90

Total 61 - 90

> 90

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07/02/20

REFUSE FUND A/P Aging Detail As of July 2, 2020

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Bill	06/22/2020	100	West Side Council o...	07/02/2020		1,200.00
Bill	06/22/2020		Waste Management	07/02/2020		24,058.00
Bill	06/22/2020		Comcast	07/02/2020		112.30
Bill	06/22/2020		Waste Management	07/02/2020		38.50
Bill	06/30/2020	43671	All Door Sales	07/10/2020		700.00
Bill	06/30/2020	43670	All Door Sales	07/10/2020		650.00
						<hr/>
Total Current						26,758.80
1 - 30						
Bill	06/08/2020	57856	Northeast Cartage &...	06/18/2020	14	2,404.28
						<hr/>
Total 1 - 30						2,404.28
31 - 60						
Total 31 - 60						
61 - 90						
Total 61 - 90						
> 90						
Total > 90						
TOTAL						<hr/> 29,163.08 <hr/>

SEWER FUND A/P Aging Detail As of July 2, 2020

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Bill	06/22/2020	15-16...	PennEastern Engine...	07/02/2020		140.00
Bill	06/22/2020	18-02...	PennEastern Engine...	07/02/2020		3,885.00
Bill	06/22/2020	19-12...	PennEastern Engine...	07/02/2020		9,335.00
Bill	06/22/2020	19-14...	PennEastern Engine...	07/02/2020		2,415.00
Bill	06/22/2020	20-01...	PennEastern Engine...	07/02/2020		6,720.00
Bill	06/25/2020		Medico Industries, Inc.	07/05/2020		793.00
Bill	06/25/2020	18-15...	PennEastern Engine...	07/05/2020		140.00
Bill	06/25/2020	17-05...	PennEastern Engine...	07/05/2020		140.00
Bill	06/25/2020	18-06...	PennEastern Engine...	07/05/2020		1,310.00
Bill	06/29/2020	54939	Latona Trucking	07/09/2020		3,700.00
Bill	06/29/2020		FNCB	07/09/2020		2,404.01
						30,982.01
Total Current						
1 - 30						
Total 1 - 30						
31 - 60						
Total 31 - 60						
61 - 90						
Total 61 - 90						
> 90						
Total > 90						
TOTAL						30,982.01

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ROAD FUND
A/P Aging Detail
As of July 2, 2020

Type	Date	Num	Name	Due Date	Aging	Open Balance
Current						
Bill	06/22/2020	12850	Wilkes-Barre Materi...	07/02/2020		95.54
Bill	06/22/2020		PP&L Electric	07/02/2020		390.46
Bill	06/22/2020	208402	BASSLER EQUIP CO	07/02/2020		135.69
Bill	06/25/2020	12974	Wilkes-Barre Materi...	07/05/2020		96.02
Bill	07/02/2020		PP&L Electric	07/12/2020		91.76
Bill	07/02/2020		PP&L Electric	07/12/2020		4,530.23
						<u>5,339.70</u>
Total Current						
1 - 30						
Bill	06/05/2020		PP&L Electric	06/15/2020	17	59.23
						<u>59.23</u>
Total 1 - 30						
31 - 60						
Total 31 - 60						
61 - 90						
Total 61 - 90						
> 90						
Total > 90						
TOTAL						<u><u>5,398.93</u></u>