

Laflin Borough Council Mtg.
November 18, 2025
6:00 P.M. Regular Meeting
MEETING MINUTES

MEETING CALLED TO ORDER and PLEDGE OF ALLEGIANCE TO THE FLAG RECITED.

Roll Call

Present: Marc Malvizzi, President – Joseph Boos, Vice President – Drew Malvizzi – Melissa Werner –
Carl Yastremski – Mayor William Kennedy – Junior Councilmember Anna Marie Gubitose

Absent: None

Also Present: Solicitor Leonard A. Sanguedolce, Esq. and Charles Boyd, Borough Manager

Mr. Boyd read to meeting attendees the Sunshine Act notification as stated on the council meeting agenda.

Special Presentations: None

Minutes: October 14, 2025 Council Meeting

Mr. Marc Malvizzi asked if everyone reviewed the meeting minutes and if anyone had any questions or comments. He asked for a motion to approve the meeting minutes.

Motion to Approve: Melissa Werner

Second: Drew Malvizzi

Roll Call:

Carl Yastremski abstained due to being absent for the October meeting.

Ayes carried and motion passed.

Treasurer's Report

Mr. Marc Malvizzi noted that the current budget progress report has been posted online at the Laflin Borough website. He hopes all residents are reviewing the same. He indicated that the town is in the black (surplus) at \$104,209.31 for the year. This number represents only the current year revenues and expenditures without taking into account leftover (carryover) surplus funds from prior years. This is a good indicator as to what is happening this year in terms of keeping expenditures down.

Mr. Marc Malvizzi briefly discussed the second draft budget that will be voted on later in the meeting. He noted a few changes from last month's draft with \$2,000 moved from general building repairs to increasing vegetation weed spraying budget item per the suggestion of Councilmember Carl Yastremski. With the addition of the rock lining project at the Creekside Community Park, it is felt that additional vegetation spraying will be needed. Some additional comments were made by Mr. Marc Malvizzi.

Mr. Marc Malvizzi asked for a motion to accept the Treasurer's Report (separate document then the progress budget report).

Motion to Accept: Drew Malvizzi

Second: Joseph Boos

Roll Call:

Ayes were unanimous and motion passed.

List of Bills for Approval

Mr. Boyd remarked that he did not receive the Pennoni Associates engineering invoice nor the Barker & Barker Paving stormwater invoice which is left blank under Grant Expenditures. Nothing will be approved for those two items. The second payment to Kriger Construction, Inc. for the ballfield renovations will be the only invoice approved at \$66,465 under that section.

Mr. Marc Malvizzi asked if anyone had any questions or comments then asked for a motion to approve the bills. \$ 94,217.51 plus payroll \$21,545.52.

Motion to Approve: Drew Malvizzi

Second: Melissa Werner

Roll Call:

Ayes were unanimous and motion passed.

Correspondences (e-mailed to Council during the month): No discussions.

Reports

Fire Department Report – Drew Malvizzi

In October 2025 the fire department responded to 20 alarms with 5 medicals, 4 fire alarms, 2 motor vehicle accidents, 2 structure fires, 4 reported fires, 1 vehicle fire, and 2 assists for fire drills for a total of 189 calls for the year.

Manager's Report – Charles Boyd

Mr. Boyd remarked that the municipal audit, along with the tax collector audit, is scheduled for November 19th through November 21st at the municipal building. He also noted that the state Liquid Fuels Fund audit was completed and the report was provided to all elected officials by email.

Mayor's Report – William Kennedy

Mayor Kennedy spoke on the successful Laflin Rec Board Halloween Party that recently took place. He commended the Laflin Volunteer Fire Department for actively being involved along with noting the good turnout for the trunk or treat event and party at the church. Some discussions followed.

Library Association Report – Melissa Werner

The library did participate in the trunk or treat event with the theme of Wicked and Mrs. Werner commended the Laflin Rec Board. She indicated that the library is continuing with the Spice of the Month club with basil chosen as the spice. The succulent event was held last month and the famous gingerbread house decorating contest is scheduled for December 5th. The program sponsor is Mrs. Janine Zaremski and the Luzerne Co. Reading Council will be at the event. The book club will meet at the J&L Coffeehouse in January with *The View from Lake Como* by Adriana Trigiani as the book being read. A holiday raffle is being planned for adults that check out a library book being entered for a \$50 cash prize.

Mr. Marc Malvizzi asked for a motion to accept the reports.

Motion to Accept Reports: Drew Malvizzi

Second: Joseph Boos

Roll Call:

Ayes were unanimous and motion passed.

Public Comments Relating to the Agenda

Joseph McCabe, Pinewood Drive – requested the budget be changed to reduce the employee wage increase down to the Consumer Price Index (CPI) of 3% with performance bonuses based on yearly appraisals. He later clarified to indicate that subsequent years should follow this procedure. He believes the residents don't want to see wage increase of 11% but something tied to CPI with performance appraisals. Some discussions continued with Mr. McCabe questioning the process for employee evaluations. Mr. Marc Malvizzi noted that the raises are identical to past wage increases and they amount to low increases of \$20 per week for the librarian and \$80 per week for the administrator, so you can't just look at percentages. Much more discussions continued.

Mr. McCabe asked for clarification on the agenda item for the vacant property. Some discussions took place.

Water Wrazien, Redwood Drive – asked what outstanding liabilities does the Borough currently have obligations on. Some discussions took place on the current sewer loan of \$1.5 million and how that loan will be amortized. After some discussions, Mr. Boyd noted that the low interest loan will be paid off in 2032.

Mr. Wrazien questioned the allocation of funds for outsourcing the chemical spraying for vegetation controls (weed spraying) at the ballfields. He believes the public works employees should handle this type of work. Much discussion continued with Mr. Boyd adding that chemical applicators must be licensed by the state.

Some discussions continued on various topics.

Unfinished Business

- A) LSA Statewide Grant Application Revision for Pedestrian Walk Bridge –
Revised Submission Total \$312,565.

After some explanation on the reason for the changes in cost, Mr. Marc Malvizzi asked for a motion to approve the revision.

Motion to Approve: Drew Malvizzi

Second: Melissa Werner

Roll Call:

Ayes were unanimous and motion passed.

- B) Laflin Borough Short-term Municipal Investment Proposals –
Fidelity Deposit & Discount Bank
Community Bank, N.A.
PLGIT

Mr. Marc Malvizzi explained the investment options as compared to the 1% currently being received from the bank accounts holding the municipal funds. Mostly short-term Certificate of Deposits were looked at as options. The sewer fund would be considered at the council meeting for investment. Proposals were sought from three financial institutions for rates and terms.

Mr. Marc Malvizzi asked for a motion to approve moving \$150,000 from the sewer fund into a short-term Certificate of Deposit (CD) at Fidelity Deposit & Discount Bank for 9 months at 4.0%.

Motion to Approve: Melissa Werner

Second: Drew Malvizzi

Roll Call:

Joseph Boos Yes

Drew Malvizzi Yes

Marc Malvizzi Yes

Melissa Werner Yes

Carl Yastremski Yes

Motion passed.

C) 2nd Reading Laflin Borough 2026 Operating Budget -

Mr. Marc Malvizzi reviewed the proposed 2nd reading of the proposed operating budget and noted the details mentioned during the treasurer's report (see above) for said changes from the first reading to this second reading. The total revenues and matching expenditures will be \$1,547,186 without tax or fee increases.

It was noted that earned income tax revenues are lower than normal for this time of the year, but still above the 2025 total budget projection. The former Williams Gas Company workers, over the past few years, added to the municipal earned income totals and now are no longer paying into the earned income and therefore not being received.

Mr. Marc Malvizzi asked for a motion to approve the 2nd reading of the operating budget for 2026.

Motion to Approve: Drew Malvizzi

Second: Melissa Werner

Roll Call:

Joseph Boos Yes

Drew Malvizzi Yes

Marc Malvizzi Yes

Melissa Werner Yes

Carl Yastremski Yes

Motion passed.

New Business

A) Property Sell Offer from Jesse Miers to Laflin Borough for Union Street Vacant Lot –

Mr. Marc Malvizzi spoke on the history of the vacant lot that is being offered to the municipality as the same lot that was heading towards the tax claim repository bank due to unpaid property taxes. The new owner, who recently purchased the property from the Luzerne Co. Tax Claim at the Judicial Tax Sale, is now offering it to Laflin Borough for purchase at an undetermined amount. The current owner, Jesse Miers, purchased the property in August 2025 for \$2,467.59.

Some discussions followed on future potential uses for the lot and its current value. Discussion only.
No vote was taken.

B) Set & Advertise Laflin Borough Council Meeting Dates for 2026 –

Retain 2nd Tuesday of each Month at 6pm

Conflict Dates: Tues., Sept. 8, 2026 due to Labor Day (7th) change to Tues., Sept. 15, 2026

Tues., Oct. 13, 2026 due to Columbus Day (12th) change to Tues., Oct. 20, 2026

Reorganization Council Meeting will be Monday, January 5, 2026 at 6pm

Mr. Marc Malvizzi asked for a motion to approve the meeting schedule with said changes.

Motion to Approve: Melissa Werner

Second: Joseph Boos

Roll Call:

Ayes were unanimous and motion passed.

C) Hire Part-time Plow Driver for Winter Services –

Charles Kenzakoski

Mr. Marc Malvizzi noted that everyone should have received information on Charles Kenzakoski who is a fully licensed driver with plowing experience.

After pointing out that he would be hired as an extra plow driver without any promised hours and only as-needed, Mr. Marc Malvizzi asked for a motion to approve the hiring of Charles Kenzakoski as part-time plow driver.

Motion to Hire: Melissa Werner

Second: Joseph Boos

Roll Call:

Joseph Boos Yes

Drew Malvizzi Yes

Marc Malvizzi Yes

Melissa Werner Yes

Carl Yastremski Yes

Motion passed.

D) LSA Grant Lower Laflin Stormwater Project Change Orders –

Union Street Stormwater Soft Soils \$11,500

Intersection Catch Basin Risers pending

Plan Modification due to PAWC Water Line pending

Note: Broadway Repaving already approved prior

Mr. Boyd explained the issues arising on the project and the lack of firm change order amounts at the present time due to continually changing conditions. He wanted to address some of the change orders to keep the project moving along. Some explanations continued from Mr. Boyd.

Mr. Marc Malvizzi asked for a motion to approve the change order for \$11,500 for soft soils on the Union Street stormwater piping; up to \$11,500 for a catch basin risers change order for East Saylor Avenue; and up to \$10,000 for plan modifications change orders due to water line conflicts and ADA requirements. It was noted that the Broadway Street repaving change order was approved earlier in the year for \$15,022.

Mr. Drew Malvizzi made the motion.

Motion to Approve: Drew Malvizzi

Second: Melissa Werner

Roll Call:

Joseph Boos Yes

Drew Malvizzi Yes

Marc Malvizzi Yes

Melissa Werner Yes

Carl Yastremski Yes

Motion passed.

E) LSA Grant C000089376 Ballfield Stormwater Drainage Project Change Orders –

C/O – Remaining Drainage Ditch Rock Lining \$2,250

C/O – Repaving Additional Walking Track Area \$21,500

Mr. Boyd explained the change orders and noted that the walking track would be beefed-up for future vehicle use between the current job johnnie concrete pad location to the proposed new pavilion sidewalk area to better support heavier equipment for other future work at the ballfields.

After some discussions, Mr. Marc Malvizzi asked for a motion to approve both change orders above for additional rock lining the drainage ditch not originally included in the scope of grant work and repaving the entire walking track in place of just areas disturbed by the project.

Motion to Approve: Joseph Boos

Second: Drew Malvizzi

Roll Call:

Joseph Boos Yes

Drew Malvizzi Yes

Marc Malvizzi Yes

Melissa Werner Yes

Carl Yastremski Yes

Motion passed.

Council Comments / For the Good of the Order

It was announced that the next scheduled council meeting will be Tuesday, December 9, 2026 at 6pm.

Councilmember Melissa Werner announced that Junior Council Person Anna Marie Gubitose was recently featured in the Happening Magazine of Northeast Pennsylvania for her role as Junior Council Person. Mr. Boyd added that she will also be mentioned in the Pennsylvania Associations of Boroughs' monthly magazine that is a statewide publication.

General Public Comments

Joseph McCabe, Pinewood Drive – commented on seeing multiple members of the Laflin Volunteer Fire Department responding to 24 Laurelwood Drive in the month of October. His neighbors have also indicated to him on seeing the same. He asked if this property has unsafe or hazardous conditions that all the firefighters keep responding to property over the last month. He also wanted to know if the proper permits were issued for any work done on the residence. Mr. Marc Malvizzi noted the firefighters are just visiting the home as friends.

It was noted that a friend of the fire department bought the home and receipts for permits can be provided. Some discussions continued with Mr. McCabe opining negatively that permits are needed to change a light fixture in Laflin Borough. Mr. Marc Malvizzi doesn't believe that is the case but all required permits will be obtained by the property owner.

Executive Session: No Executive Session.

Adjournment: Motion to adjourn at 6:41pm.

Motion: Joseph Boos

Second: Drew Malvizzi

The motion carried unanimously.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read 'C. Boyd', is written over a light blue horizontal line.

Charles Boyd, Borough Manager
Laflin Borough

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