

JIM THORPE BOROUGH COUNCIL  
REGULAR MEETING  
June 8, 2017  
MINUTES

Meeting called to order by President Gregory Strubinger at 6:30 p.m. in the Memorial Park Hall, 103 East Tenth St, with the Pledge of Allegiance and a moment of silence for the men and women serving our country.

**ROLL CALL OF MEMBERS**

|                         |                        |                         |
|-------------------------|------------------------|-------------------------|
| Curtis Jackson          | John McGuire           | Thomas Highland         |
| Joanne Klitsch          | Jay Miller             | Kyle Sheckler           |
| Gregory Strubinger      | Mayor Michael Sofranko | Police Chief Schatz     |
| Manager Maureen Sterner | PS Manager Vince Yaich | Boro. Secy. McClafferty |
| Kim Mazur, Entech       | Bob Weir, Entech       |                         |

**Mayor's Report**

Mayor Sofranko said the Police have given 108 speeding citations, the speed limit signs have slowed people down and the Police had 18 drug arrests

Mayor Sofranko said there was a kiosk article in the newspaper about Nazareth borough. The Police have been busy with events in town, they are looking for Part Time help. The Penn Forest Fire Police will help out with the 4<sup>th</sup> of July event.

Police Chief Schatz spoke with the Nazareth Borough about the kiosk. They use them in the parking lots and its not set up for conditions in their area. The police policies are all up to date. They attended the JNet seminar, the technology in the cars is up to date.

Mayor Sofranko said Officer Oliver is approaching his year anniversary and the recommendation is to keep him.

**Public Comment**

Al Lasky , 423 Main Street was present to discuss the parking situation and the boulders along Main St. He requested council not to vote in favor of adopting the No Parking ordinance for Main Street.

Amanda Hydro, 420 Main Street said she has nothing new to present to council.

Bill Malatak mentioned the road conditions on the East side, and no money being put in the budget for repairs. He talked about the sidewalks that end by the telephone pole on Lehigh Avenue.

President Strubinger informed Bill Malatak that he should go to the County to discuss this matter.

Todd Mason said he had a fire at 418 North Street and complimented the JTFD the Diligent firemen and the first guys that were there at the fire.

Frank Sebelin asked council to waive the fees for the American Legion for the 4<sup>th</sup> of July event.

**MOTION:** John McGuire second Jay Miller that a one-time fee be waived for the Legion Stay at Home event in the park.

YES 7

NO 0

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Jerry Strubinger said the Borough should talk to the County about their project at 76 Susquehanna St., they should put up a parking deck. He asked council to put Front Street back to 2 way traffic.

Mark Reitz thanked council for cleaning up the bridge. He said he pays the 3% taxes for the Air B & B.

Kyle Sheckler spoke about the Hometown Heroes project that the Lion's Club is doing.

**Action**

**MOTION:** John McGuire second Thomas Highland to approve the work session meeting minutes from May 4, 2017.

YES 7                      NO 0

**MOTION:** Curtis Jackson second Kyle Sheckler to approve the Council meeting minutes from May 11, 2017.

YES 7                      NO 0

**MOTION:** John McGuire second Kyle Sheckler to approve the expenditures from all Funds as presented.

YES 7                      NO 0

**MOTION:** Kyle Sheckler second John McGuire to approve the Treasurer Report as presented.

YES 7                      NO 0

**MOTION:** Jay Miller second Joanne Klitsch to authorize the Borough Manager and the Treasurer to make the necessary transfers and move the investment around.

YES 7                      NO 0

**MOTION:** Thomas Highland second Joanne Klitsch to advertise the Proposed Moving Permit ordinance.

YES 7                      NO 0

**MOTION:** John McGuire second Kyle Sheckler to advertise the Proposed Municipal Fire Department ordinance.

YES 7                      NO 0

**MOTION:** Jay Miller second Joanne Klitsch to adopt Ordinance 2017-03 Main Street No Parking.

YES 7                      NO 0

**MOTION:** John McGuire second Kyle Sheckler to adopt Ordinance 2017-04 Utility Billing.

YES 7                      NO 0

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**MOTION:** Jay Miller second Joanne Klitsch to adopt Resolution 2017-13 Utility Billing Procedures.

YES 7                      NO 0

**MOTION:** Curtis Jackson second Jay Miller to adopt Resolution 2017-14 Fee Schedule 2017

YES 7                      NO 0

**MOTION:** Joanne Klitsch second Jay Miller to adopt Resolution 2017-15 Zoning Hearing Board Members Terms

YES 7                      NO 0

**MOTION:** Curtis Jackson second Joanne Klitsch to adopt Resolution 2017-16 Readdressing Road Names.

YES 7                      NO 0

**MOTION:** Curtis Jackson second Joanne Klitsch to approve the Readdressing Notification letters.

YES 7                      NO 0

**MOTION:** John McGuire second Thomas Highland to approve Public Service Materials COSTARS.

YES 7                      NO 0

**MOTION:** John McGuire second Joanne Klitsch to award the Paving bid to Shiffer Bituminous amount \$52,889.25

YES 7                      NO 0

**MOTION:** John McGuire second Thomas Highland to award the North Avenue Oil & Chip quote to Shiffer Bituminous amount \$4,320.00.

YES 7                      NO 0

**MOTION:** Thomas Highland second Kyle Sheckler to approve the Police Department Purchases: Traffic Light Cameras, Tasers, Car Computer and computer accessories.

YES 7                      NO 0

**MOTION:** John McGuire second Kyle Sheckler to approve the Fairview Insulation quote.

YES 7                      NO 0

**MOTION:** Joanne Klitsch second John McGuire to approve the 2017 Ford F350 Sewer Dept. Financing.

YES 7                      NO 0

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**MOTION:** John McGuire second Thomas Highland to approve placing the old Copy Machine on Municibid

YES 7                      NO 0

**MOTION:** John McGuire second Kyle Sheckler to advertise the Memorial Hall Stormwater Project Bid Specs.

YES 7                      NO 0

**MOTION:** John McGuire second Joanne Klitsch to approve the final Jim Thorpe Market Expansion Land Development Plan with the following conditions:

- Compliance with all conditions set forth in the Borough Engineer's letter of May 15, 2017
- Improvement agreement with security acceptable to the Borough Engineer and the Borough Solicitor.
- Plans to be signed
- Plans need to be notarized

YES 6                      NO 0                      ABSTAIN 1 Gregory Strubinger

No action needed Solicitor Nanovic will respond to the Velitsky Correspondence.

**MOTION:** Joanne Klitsch second John McGuire to approve the WWTP Upgrade Project Eastern Environmental payment application #6

QUESTION

Mr. Jackson asked if A, B, C, D are the original prices

Borough Manager Sterner said yes.

YES 7                      NO 0

**MOTION:** Joanne Klitsch second Kyle Sheckler to approve Howard Company payment application #3.

YES 7                      NO 0

**MOTION:** John McGuire second Joanne Klitsch to approve Requisition #9.

YES 7                      NO 0

**MOTION:** Joanne Klitsch Kyle Sheckler to approve Mr. Rehab Change Order #2 insurance for the railroad.

YES 7                      NO 0

**MOTION:** Gregory Strubinger second Thomas Highland to approve Eastern Environmental change order #2.

YES 7                      NO 0

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Borough Manager Sterner said the Eastern Environmental change order #3, is for carpentry work on the roof.

Matt Boggs said this is for roof demolition, this is subcontracted out, they should have the number tomorrow.

GENERAL CONSENT OF COUNCIL IS TO HOLD OFF ON VOTING ON THIS ITEM

**MOTION:** John McGuire second Kyle Sheckler to approve D&L Trail Wilson Consulting Group Invoice #7

YES 7

NO 0

**Utility Action**

**Utility Accounts Lien Reports**

Active Utility Accounts Garbage & Others Lien Report (0)

**MOTION:** Curtis Jackson second Thomas Highland to approve the Active Utility Account Garbage Only Lien Report (1).

YES 7

NO 0

Active Utility Accounts Sewer/Garbage Lien Report (0)

Active Utility Accounts Water/Garbage Lien Report (0)

**MOTION:** Curtis Jackson second Thomas Highland to approve the Active Utility Accounts Water/Sewer/Garbage Lien Report (3).

YES 7

NO 0

Temporary Off Lien Report (0)

Uncollectible Accounts Report – none

**MOTION:** Joanne Klitsch second John McGuire to approve the Utility Accounts Proposed Updates (4) different accounts that are billed incorrect.

YES 7

NO 0

**MOTION:** John McGuire second Joanne Klitsch to approve the Jeff Leslie Sewer Connection & Rate correction.

**COMMENTS:**

Borough Manager Sterner said Jeff Leslie's 10 year reprieve to connect to the sewer had expired in Sept. 2016 and his property has a 1" meter.

YES 7

NO 0

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**Tax Exoneration Action**

**MOTION:** Joanne Klitsch second Curtis Jackson to approve the exoneration request for Harvey Miller – Retired.

YES 7

NO 0

**Committees**

**Administration**

President Strubinger said Robert Siesputowski sent the borough a letter. He would like to do fundraising and have a plaque placed in the Borough honoring Waterborne Veterans.

TABLE UNTIL WE GET MORE INFORMATION

**Public Service (Sewer/Sanitation/Water/Streets)**

Borough Manager Sterner said the 2016 Recycling Grant has increased to \$3,951.00

Borough Manager Sterner said at the Spring Tire & Electronic Recycling they collected 11.4 tons of electronics. We will do this again in the fall, there is no fee to the residents.

Mr. Miller said they are working on the water line at 7<sup>th</sup> St. He asked council to continue to allow CDBG funds to be used for water line replacement projects.

Mr. McGuire said he will attend the Commissioner's meeting to talk to them about the sidewalks.

**MOTION:** Jay Miller second Curtis Jackson that the Borough not charge the County for the parking meters for Central Court.

YES 7

NO 0

**Police**

**MOTION:** Thomas Highland second John McGuire to appoint Edward Lewis to the Civil Service Commission.

YES 7

NO 0

**Buildings/Parks**

Mr. Jackson said he would like to set up Building Committee meeting for the third Wednesday of the month in the Borough office, to discuss the Asa Packer Mansion, Memorial Park building, and the skate park.

**Emergency Services**

Nothing to report

**Old Business**

- A. Planning Commission – Nuisance Ordinance
- B. Proposed Zoning Ordinance Amendment – downtown parking
- C. UCC Joint Board of Appeals Inter-Municipal Agreement Amendment
- D. W. Front St & River St Dedication Ordinance
- E. Petition to Vacating Portion of 2<sup>nd</sup> Street
- F. Collection Agency for delinquent utility fees

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- G. Act 172 of 2016 – Incentives for Emergency Services Volunteers
- H. Police Contract
- I. 204 Center Ave
- J. High Street Wall Bid Specs
- K. High Street Wall Financing RFP's

**Executive Session**

**MOTION:** Joanne Klitsch second Curtis Jackson to go into executive session for personnel.

YES 7

NO 0

Into executive session at 7:50 pm  
Back at 8:15 pm

**MOTION:** John McGuire second Kyle Sheckler to temporarily eliminate the part time job at the Memorial Park.

YES 7

NO 0

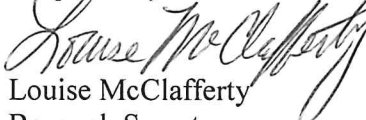
**MOTION:** Curtis Jackson second Jay Miller to adjourn.

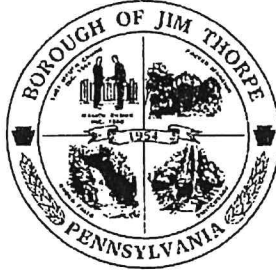
YES 7

NO 0

Adjourned at 8:16 pm

Respectfully submitted

  
Louise McClafferty  
Borough Secretary



101 East Tenth Street· Jim Thorpe, PA 18229  
(570) 325-3025 • (570) 325-2181 • FAX (570) 325-8154

Conflict of Interest  
Abstention Memorandum

To: Louise McClafferty, Borough Secretary  
Jim Thorpe Borough, Carbon County, Pennsylvania

From: Gregory Strubinger, council member

Date: 7-13-17

Pursuant to Pennsylvania's "Public Official and Employee Ethics Law" (65 PA CSA 1101 et seq), I hereby declare that I am required to abstain regarding the following issue/motion:

Approving Todd Mason Retail Development  
Plans

My conflict/reason for abstaining is as follows:

Development site abuts family property

Gregory Strubinger  
Signature of Public Official

Note: Section 1103(J) requires the following procedure:

"Any public official or public employee, who in the discharge of his official duties, would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes for the meeting at which the vote is taken..."

(Please note the State Ethics Commission requires a public official to complete a form every time he has a conflict of interest).