

JIM THORPE BOROUGH COUNCIL MEETING
JANUARY 11, 2018
MINUTES

Meeting called to order at 6:30 in the Memorial Park Hall, 103 East Tenth Street, Jim Thorpe by President Strubinger with the pledge of allegiance and moment of silence for the men and women serving our country.

Roll Call of Members & Officials

Gregory Strubinger	Kyle Sheckler	Joanne Klitsch
Thomas Highland	John McGuire	Edith Lukasevich
Jay Miller	Manager Maureen Sterner	PSM Vince Yaich
Police Chief Joe Schatz	Solicitor James Nanovic	
Mayor Michael Sofranko	Secy. Louise McClafferty	

President Strubinger said going forward we have a good group on Council. We have great people from the Manager, PSM Yaich, and all of the employee's that work for the Borough, he thanked everyone for making 2017 a good year.

Mayor's Report

Mayor Sofranko said Council received the Year End report for 2017. He thanked all the Officers for a good job. He said he and Chief try to manage the schedule for the Police Officers.

He spoke about the snow ordinance that it has been working well. The ordinance does not state you need to get a phone call in order to move your car, the signs are posted, they will not be taking any tickets back.

Police Chief Schatz said you are looking at the end of the year report, they did hold the line and they did not have any serious crimes. That is a tribute to the officers that work for the borough. The drug arrests are up. The Officers do a great job. At the crime watch they presented the officers with an achievement award.

Public Comment

President Strubinger announced there is a Police Pension Board Vacancy (1)

Louis Hall said the JT Planning Commission are working on the other side of GOE for readdressing. They are working on the parking ordinance for Broadway and West Broadway, and working on the Vacation Rentals By Owners (VRBO) ordinance, this will be coming to Council to review.

Bill Malatak welcomed Edith Lukasevich to Council. He asked Council if they could get some of the tourist dollars to help pay for the services and to help our deteriorating financial situation. The Borough is not only raising taxes, it is also borrowing money to make emergency repairs and are forced to ignore much needed improvements to roads, etc. He does not feel the borough is getting its fair share of the tourist pie. He wishes someone from Council would ask the Commissioners where the money is for the parking lot. He is still waiting for a reply from the County on his letter to the Editor. Replacing of the Route 903 bridge, the location affects the people in the old Mauch Chunk historic district.

Mr. McGuire said he will be holding a meeting with the County Commissioners on January 25, 2018.

Connor Rodgers asked for an update on 10th Street Stormwater runoff issue.

JIM THORPE BOROUGH COUNCIL MEETING
JANUARY 11, 2018
MINUTES

Borough Manager Sterner said we are still waiting on the Set Aside Grant response, we have not heard back from them yet.

Bill Maehrer said the High Street Steps, when the two property owners bought their property did they have surveys done. The two owners of the steps are dumping the steps onto the Borough to rid themselves of the liability and cost to repair and the maintenance on them. The Borough may be required to install lighting, new railing, fencing and who knows what else. The Borough may have to increase taxes again and that would be a slap in the face to everyone that lives on the East Side, Hill and the whole town. He said leave the steps closed.

Jerry Strubinger said he thinks Council should review the tax raise, review the Regional Police in the County. You need to go over the budget, the County's new building, has Council been involved in the planning of that?

President Strubinger said we have a meeting with the County this month. He informed Jerry Strubinger the Borough does not have a large fund balance.

Tom Loughery said one of the owners of the High Street Steps, he did not have a property survey done when they purchased the property, the maps that were included with his packet of information when they were looking at this showed a strip of no mans land from High Street down to West Broadway. It was assumed the strip of steps that each owner owned up to the steps. It is not a matter of the trying to push something onto the Borough, they want to do what is right for the residents. What is right is all the residents on High Street need a way to get downtown. Sending people down the hill in this weather is not a good option. The steps are part of the infrastructure of this town. He said the steps were built by the borough on the property that was owned by the school district at that time. The point is they want to do what is right for the town to help the people on West Broadway & High Street. The steps are solid, it is just a matter of reliability. They have a plan to work with the Borough.

Mrs. Lukasevich asked who has been responsible for the upkeep of the steps the past 50 years?

Tom Loughery said as far as they can figure out the Borough for the most part. Someone said at the last meeting there was a private contractor that took care of them, he is not sure when that was.

Mrs. Lukasevich said they are a part of history of the town, she thinks they need to become more involved with this and see if you can raise money to repair the steps. It is the responsibility of the owners to repair the steps.

Action

MOTION: John McGuire second Thomas Highland to approve the Council Meeting Minutes from November 16, 2017.

YES 7

NO 0

JIM THORPE BOROUGH COUNCIL MEETING
JANUARY 11, 2018
MINUTES

MOTION: Joanne Klitsch second John McGuire to approve the Work Session Meeting Minutes from December 7, 2017.

YES 7 NO 0

MOTION: John McGuire second Kyle Sheckler to approve the Council Meeting Minutes from December 14, 2017.

YES 7 NO 0

MOTION: John McGuire second Thomas Highland to approve the Council Meeting Minutes from December 28, 2017.

YES 7 NO 0

MOTION: John McGuire second Thomas Highland to approve the Council Meeting Minutes from the Reorganization and Workshop session from January 2, 2018.

YES 7 NO 0

MOTION: Kyle Sheckler second Gregory Strubinger to approve Expenditures from all Funds as presented.

QUESTIONS;

Mr. Miller asked under Sewer were all of the invoices for the engineer checked?

Borough Manager Sterner said yes.

YES 7 NO 0

MOTION: Kyle Sheckler second Thomas Highland to table the Treasurer Report as presented until next month.

COMMENTS

Borough Manager Sterner informed council they do not have the Treasurer report, there was a glitch on the Sanitation, you will have it next month.

YES 7 NO 0

MOTION: Jay Miller second Joanne Klitsch to approve the Jim Thorpe Market Expansion Land Development Plan Submittal #2 with the following conditions:

- Updated improvement agreement
- The cost estimates
- The maintenance agreement
- Sewer easement agreement

JIM THORPE BOROUGH COUNCIL MEETING
JANUARY 11, 2018
MINUTES

- Engineer and Solicitor acceptance

COMMENTS:

President Strubinger said they had a discussion at the Workshop session about the moving of the sewer lines. We discussed the need for an easement agreement by the land owner.

Solicitor Nanovic said we did not receive this yet, all he has is the description of this. The engineer has comments, he has not prepared anything.

Borough Manager Sterner said her understanding was the engineer has contacted Todd's engineer to prepare the updated improvement agreement, the cost estimate, the maintenance agreement, and the sewer easement agreement. We have not received any of those. Council can do conditional approval. These all have to be acceptable to the borough engineer and the solicitor.

President Strubinger said the plans had reference to a block wall, this was prepared by Cowan Associates is this included in the plans?

Todd Mason said this is part of the plan that it references, this is included in what Matt Boggs requested, the plans reference Cowan Associates.

YES 7

NO 0

MOTION: Jay Miller second Joanne Klitsch to approve the purchase of the Streets Department 10-Ton Truck with Snow Removal Equipment - \$130,111.18

COMMENTS:

Mr. Miller said this is in the budget.

YES 7

NO 0

MOTION: John McGuire second Thomas Highland to approve the 2018 budgeted computer system replacements.

COMMENTS:

Borough Manager Sterner said the \$8,562.00 is one for the Police & Water dept. it is in the budgets.

YES 7

NO 0

MOTION: Joanne Klitsch second Jay Miller to approve Entech WO – Chapter 94 Report

YES 7

NO 0

MOTION: Jay Miller second Kyle Sheckler to approve the Energy Audit

- Water Plant net cost \$9,534.00 ten-year energy savings will be \$23,122.00

JIM THORPE BOROUGH COUNCIL MEETING
JANUARY 11, 2018
MINUTES

- Municipal building net cost \$4,017.00 ten-year savings will be \$10,810.00
- Sewer garage net cost \$3,162.00 ten-year savings will be \$12,858.00.

YES 7 NO 0

MOTION: Jay Miller second Joanne Klitsch to allow the Borough Manager to attend the PSAB Conference.

YES 7 NO 0

MOTION: John McGuire second Jay Miller to accept the resignation of August Long as the Health Inspector for the Borough effective January 8, 2018.

COMMENTS:

Borough Manager Sterner said this can be discussed in executive session.

YES 5 NO 0 OPPOSED 2 Edith Lukasevich & Joanne Klitsch

MOTION: Kyle Sheckler second Gregory Strubinger to appoint Jay Miller as the second Lieutenant for the Diligent Fire Company.

YES 6 NO 0 ABSTAIN 1 Jay Miller

MOTION: Joanne Klitsch second Edith Lukasevich to approve the High Street Wall Project Payment Application #3 - \$194,680.80.

YES 7 NO 0

MOTION: Joanne Klitsch second Edith Lukasevich to approve Requisition #2 – \$62,845.20.

YES 7 NO 0

MOTION: Joanne Klitsch second Edith Lukasevich to approve Requisition #3 – \$224,070.09.

YES 7 NO 0

MOTION: Joanne Klitsch second Jay Miller to approve Change Order #1 – time extension only and to explore more work in the area .

COMMENTS

Mr. Miller said this is also if we wish to do more work. We are considering at the lower end of High Street near Race Street, to do some more work if we have some funds. This way we won't need to re-bid.

YES 7 NO 0

JIM THORPE BOROUGH COUNCIL MEETING
JANUARY 11, 2018
MINUTES

Mr. Rehab payment application (0)

MOTION: Joanne Klitsch second Kyle Sheckler to approve the WWTP Upgrade Project Eastern Environmental payment application #13 - \$347,026.03.

YES 7 NO 0

MOTION: Joanne Klitsch second Jay Miller to approve Howard Company payment application #10 - \$59,172.27.

YES 7 NO 0

MOTION: Joanne Klitsch second Jay Miller to approve Requisition #15 – \$593,473.50

YES 7 NO 0

MOTION: Jay Miller second Joanne Klitsch to approve Requisition #16 - \$474,944.81.

YES 7 NO 0

MOTION: Joanne Klitsch second Jay Miller to approve Mr. Rehab change order #3 – Time Extension Only.

COMMENTS

Mr. Miller said when the Sewer project is over, excess funds could be put back into repairing some of the sewer lines.

YES 7 NO 0

MOTION: Joanne Klitsch second Jay Miller to approve Mr. Rehab change order #4 - \$5,850.00.

COMMENTS

Borough Manager Sterner said this is for the last few areas where they have to do televising.

YES 7 NO 0

Utility Action

Utility Accounts Lien Reports:

Active Utility Accounts Garbage & Others Lien Report (0)

MOTION: Jay Miller second Thomas Highland to approve the Active Utility Account Garbage Only Lien Report (2).

YES 7 NO 0

JIM THORPE BOROUGH COUNCIL MEETING
JANUARY 11, 2018
MINUTES

Active Utility Accounts Sewer/Garbage Lien Report (0)
Active Utility Accounts Water/Garbage Lien Report (0)
Active Utility Accounts Water/Sewer/Garbage Lien Report (0)
Temporary Off Lien Report (0)
Uncollectible Accounts Report – (0)
Utility Accounts Proposed Updates (0)

MOTION: Jay Miller second Gregory Strubinger to deny Account 4728 and Account #7683 Payment Plan request.

COMMENTS

President Strubinger said both account #7945 & 7683 the late fees are no fault of the borough they were late paying the bills.
Account #7683 request

YES 7 NO 0

MOTION: Gregory Strubinger second Jay Miller that all future requests not come to Council as long as it is no fault to the Borough or extenuating situations.

YES 7 NO 0

Tax Exoneration Action

MOTION: Joanne Klitsch second Thomas Highland to approve the exoneration request for Eugene Hayes, 429 South Ave, retired.

YES 7 NO 0

MOTION: Gregory Strubinger second Thomas Highland to approve the exoneration request for Harold Maurer, 129 Lentz Trail, disabled.

YES 7 NO 0

Committees

Administration

Public Service (Sewer/Sanitation/Water/Streets)

Mr. Miller said under Water he asks that all the residents get connected to the one call system for the Borough.

Mrs. Lukasevich asked what all is entailed with the Public Service Chairperson's position.

President Strubinger said Streets entails the purchasing of equipment, potholes, repairing of streets, etc.

JIM THORPE BOROUGH COUNCIL MEETING
JANUARY 11, 2018
MINUTES

Police

Buildings/Parks

Mr. McGuire said he has a draft burn ordinance for the solicitor to review.

Emergency Services

Old Business

- A. Police Contract
- B. Disorderly Conduct
- C. Parking Zones Ordinance
- D. Nuisance Ordinance
- E. Memorial Hall Stormwater

Executive Session

President Strubinger said we will need an executive session of Council and no action will be needed this is for Personnel.

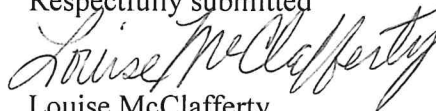
MOTION: Jay Miller second Thomas Highland to adjourn.

YES 7

NO 0

Adjourned at 7:38 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: Jay T. Miller, council member

Date: 1/11/18

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:

VOTE TO APPOINT 2ND LT JAY MILLER

My conflict/reason for abstaining is as follows:

VOTING ON ME!

Jay T. Miller
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).