

JIM THORPE BOROUGH COUNCIL MEETING  
APRIL 12, 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 (a)	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	

**Public Hearing**

Kathy Reigel from the Carbon County Planning & Development said the purpose of the hearing is to provide the public with an opportunity to comment on the modifying of the CDBG Funds for 2015; 2016 funds for the Jim Thorpe Borough.

Kathy Reigel said the Borough would like to move \$21,127.01 from FY2015 and \$12,872.99 from FY2016 to street improvements to 7<sup>th</sup> Street. She said the borough was awarded \$72,032.00 in FY 2015 and \$5,427.04 was used toward water improvements to East 5<sup>th</sup> Street & South Street storm drains. \$45,477.95 was used towards water improvement to 7<sup>th</sup> Street water main replacement. The remaining \$21,127.01 will be modified to street improvement to 7<sup>th</sup> Street.

Kathy Reigel said the borough was awarded \$73,253.00 in FY2016 \$18,146.56 was allocated to School Street water main replacement. \$12,872.99 will be modified to street improvements to 7<sup>th</sup> Street, leaving \$5,273.57 for School Street water main replacement which will be used in conjunction with 2017 funds. \$55,106.44 was also allocated to 3<sup>rd</sup> & 8<sup>th</sup> Street water main replacement. The selected project will benefit the low to moderate income residents.

Kathy Reigel informed everyone that the Borough will receive approximately \$88,377.00, \$15,907.00 is for Administration of the grant, \$72,470.00 will be for implementation. The funds will be used for selected projects in the Borough. She said the pre-applications are due by May 18, 2018.

**Mayor's Report**

Mayor Sofranko said everyone received a copy of the Police report. He thanked the Police for doing so well. He has contacted Representative Hefley, 2 Council Members have contacted him asking for his support for the approving of Radar for the local Police depts. He also contacted Penn Dot for the digital speed limit signs for North Street and Center Avenue.

Mayor Sofranko asked Council for their support to hire 2-part time officers for the Police Dept. He informed everyone that the Little League parade will be going down Lehigh Street this year, this is for the safety of the children.

Mayor Sofranko said the Police Dept. will be hold the national Night Out this year on August 7 with a rain date of August 8, 2018. They will need permission to use the Memorial Park. Community Watch hold their monthly meeting at 7:00 PM in the Memorial Hall everyone is welcome to attend.

Mayor Sofranko said there have been complaints about tractor trailers parking on the streets, this is becoming a concern for the residents.

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Solicitor Nanovic said Lehigh Township has an ordinance that prohibits tractor trailers from parking on the streets. If you have to do something you will have to adopt an ordinance.

Police Chief Schatz said he will reach out to the owners one more time to see if we can come to some kind of resolutions before we put an ordinance into place.

President Strubinger said he does not want to create a hardship for the people that this is their job making a living, we have had some residents that have concerns about the people parking their trucks up here because we have the park here and the athletic fields here. Other municipalities that have adopted an ordinance, they have to do something to provide them somewhere to park.

Mayor Sofranko said in the future if we are going to use the hall for different function, we will need to find somewhere for them to go.

Mr. Miller asked Solicitor Nanovic what is in the ordinances that you have prepared?

Solicitor Nanovic said tractor trailers or RV's that are a certain size. It is a matter of parking and it makes it difficult for the neighbors for parking because they take up a lot of parking.

Police Chief Schatz said all of the officers have been recertified with the State. He spoke to the kiosk company, they should be here on April 20, 2018. They are trying to correspond to get them installed the following week, should have them in the first or second week of May.

Police Chief Schatz said there is a 2-day training and it's called Alice, it's Lockdown procedure. He would be qualified as an instructor, the training is \$595.00

Police Chief Schatz said they just received turnicids' from the Task Force of Pa. They are looking to supply to supply more for the officers to carry on their belts. They are going to look at the Policeman's ball fund to furnish the officers with them and they are also looking at purchasing go bags for the officers that they would be able to carry that with them for rapid shooting situations.

**Public Comment**

President Strubinger announced the following items:

- Police Pension Board Vacancy (1)
- Part Time Buildings & Groundskeeper
- Tire & Electronic Recycling – May 12, 2018 from 7:00 am to 11:30 am
- Upcoming Penn Dot Traffic Counts
- Jim Thorpe Lion's donation for American flags
- Boy Scout Troop #555 Refurbishing Monument Signs
- Executive Session was held on 4/3/18 for Personnel

Donna O'Donnell, Chipmunk Trail they are having a speeding problem in the development. It is not just the residents speeding its also the delivery trucks, cars, etc. She would like to know if it is possible to put removable speed bumps there to slow the traffic down.

Borough Manager Sterner asked if they have contacted the Police dept., they enforce the speeding. It helps a lot if there are certain times of the day where you may see it happening more often, then they can target that specific time.

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Police Chief Schatz said speed bumps are not permitted by Penn Dot.

President Strubinger said if you know who they are you should contact the Police Dept. Is it some of the residents themselves that are speeding?

Donna O'Donnell said yes and they spoke to them.

PSM Yaich said there are 2 watch children signs, there are no speed limit signs.

Police Chief Schatz said if there are no speed limit signs posted the speed limit is 35 MPH. There are certain regulations that Penn Dot has in rural developments. He will take a look at it.

Mayor Sofranko said this is a problem all over town. He can have lines painted for Vascar. The Police wrote 105 speeding tickets this past month.

Bill Maehrer said the Police should use an old Police car and set it there. He spoke about the arrow traffic light by the bridge.

Jim Pompa, 88 Broadway, it is on the agenda a parking zone ordinance for West Broadway. He is concerned about this because he lives below the Opera House.

Borough Manager Sterner said this ordinance is for the kiosks.

Jim Pompa asked if there is an ordinance that is in the working for parking permits on West Broadway.

Borough Manager Sterner said yes, the Planning Commission is working on this and it is not before Council tonight.

Mr. McGuire said he should attend the Planning Commission meeting on 4/17/18.

Jim Pompa spoke about different scenarios for residents such as: having a birthday party, graduation party, etc. or people that live out of town going to church and they don't have parking permit will they have to worry about getting a ticket or having their cars towed?

Ray Brader, 90 Broadway said he is concerned with the permit parking. The problem is where there was a home it has now become an apartment or a B& B. How will they deal with the parking permits for that?

Mr. McGuire recommended the residents attend the Planning Commission meeting to discuss the parking permits. He informed everyone that NEPA is doing a parking study. The draft will be sent to Council to look at and review. He said the NEPA study is for Broadway and West Broadway this is not just traffic this is also foot traffic. We are looking for input from the study.

Russell Renczkowski, 107 West Broadway suggested the Borough look at the lot by the old jail. He asked if the Borough thought about digging that lot out instead of a stacking garage.

Mr. Miller said there is a lot of rock in there which would create a lot of costs. He thinks a stacking deck would be best. We have looked at Monk Fur, the creek crosses there and there would be a lot of costs incurred.

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Borough Manager Sterner said the Borough did look at that property, it would be cost prohibitive because you would have to do environmental studies.

Mr. Miller said a Parking Authority could be established and they can incur their own debt and pay their own bond.

Ed McArdle asked what the update is on the burning ordinance.

Mr. McGuire said he took the Weatherly ordinance to the JT Planning Commission and they are looking at this now.

Bill Malatak spoke about a car swerving over on 6<sup>th</sup> Street to avoid an inverted speed bump. He talked about Flagstaff Road and D & L Trail pedestrian bridge. He asked if there are lines of communication with the County Commissioners. The fence needs to be repaired.

Mayor Sofranko said Street repairs for 6<sup>th</sup> Street is on the bid list and is on the agenda for Council to approve.

Mr. Miller said Flagstaff Road will be addressed, the Public Service Dept. will be doing 500 ft. of the roadway.

Jerry Strubinger, 555 West 10<sup>th</sup> St., understands the Borough had a meeting with the County.

President Strubinger said yes and we discussed the parking deck on Susquehanna Street. This will only be for the County to use. He suggested they go up 2 more stories.

Andrew Roberts, 16 W Broadway asked if the Borough will be cleaning the streets this year?

Mr. Miller said COG is in the process of purchasing a street sweeper. This is not a Jim Thorpe sweeper this is Council of Governments. We will need to get on the schedule. He suggested he sweep in front of his house and call the office for them to pick the piles up. We will have to rent it off of the COG program.

**Action**

**MOTION:** Jay Miller second Thomas Highland to approve the Council Workshop Meeting Minutes from March 1, 2018.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Jay Miller second Joanne Klitsch to approve the Council Meeting Minutes from March 8, 2018.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Jay Miller second Joanne Klitsch to approve the Expenditures from all Funds as presented.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Jay Miller second Joanne Klitsch to approve the Treasurer Report February & March, 2018 as presented.

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YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Edith Lukasevich second Jay Miller to approve the St. Mark's & St. John's Episcopal Church 13<sup>th</sup> Annual Race Street Race on July 7, 2018.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Edith Lukasevich second Jay Miller to approve the St. Luke's Black Diamond event on 6/2/18 from 4 pm to 10 pm, road will be closed to traffic but not pedestrians.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Thomas Highland second Jay Miller to approve the National Night Out August 7, 2018, rain date August 8, 2018.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Edith Lukasevich second Jay Miller to approve the Jim Thorpe Half Marathon on April 29, 2018.

Comments:

Borough Manager Sterner said this is a last-minute item, they will be running a 5 k along the D&L Trail and they need a few barricades. Hazard Square will be closed 6 am to noon. This is where they will be bussing the people to.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Jay Miller second John McGuire to approve the Special Fire Department Account Restated Agreement.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Jay Miller second Thomas Highland to approve the Special Fire Account Statement of Investment Policy – 5/25/16; Revised 7/26/17.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Jay Miller second Thomas Highland to approve the Special Fire Account Distributable Income as of March 2, 2018.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** John McGuire second Jay Miller to approve the Emergency Operation Plan.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Thomas Highland second Jay Miller to hire Paul Vicik and Dan Long as Part Time Officers.

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YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Edith Lukasevich second Jay Miller to award the Phoenix Fire House Bid to Kevin McArdle price of \$140,000.00

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** John McGuire second Jay Miller to approve Ordinance 2018-02 Nuisance - advertise for adoption.

Question

Mayor Sofranko said he is ok with this, but this will be handled by who?

Borough Manager Sterner said the majority of this will be handled by Zoning. The disorderly conducted, this was the ordinance that Solicitor Nanovic suggested it be put in. The Police Chief has the authority to enforce anything in the ordinance.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** John McGuire second Jay Miller to approve Ordinance 2018-03 Parking Zone Ordinance advertise for adoption.

Comments:

Borough Manager Sterner said this is to update the current ordinance for the parking meters, this will bring it in compliance with the kiosks.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Jay Miller second Joanne Klitsch to approve Resolution 2018-10 Authorizing Agreement for PPL Street Lighting, 15-year agreement.

Question

Mrs. Klitsch asked how many lights is this for?

Borough Manager Sterner said 412 street lights that will be converted to LED lights and the Borough has to pay \$168.00 for one light. The Borough has to keep the lights for 15-years. This has nothing to do with the generation or transmission of the electricity. If you want to have a light taken down they will charge you to take the light down. They will maintain the lights if they are out.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Jay Miller second John McGuire to approve Resolution 2018-14 Authorization to sign Penn Dot documents for 103 North Street.

Comments:

Borough Manager Sterner said this property was \$1,500.00.

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YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Jay Miller second Thomas Highland to approve Resolution 2018-15 authorization to sign Penn Dot documents for 102 North Street.

Comments:

Borough Manager Sterner said this property was \$1,400.00

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** John McGuire second Jay Miller to approve Resolution 2018-16 Volunteer Service Tax Credit Criteria.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** John McGuire second Gregory Strubinger to approve Resolution 2018-17 DCED Greenways, Trails and Recreation Grant Application.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Joanne Klitsch second Edith Lukasevich Funding Commitment Letter for DCED Greenways Grant - \$12,500.00.

Question:

President Strubinger asked if this is for the match?

Borough Manager Sterner said yes.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Jay Miller second Joanne Klitsch to approve Act 172 forms

- a. Application
- b. Certificate
- c. Volunteer Log
- d. Certificate Register

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Joanne Klitsch second Jay Miller to table the WWTP Liquid Sludge Hauling Bids so Solicitor Nanovic can review the documents.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Gregory Strubinger second Thomas Highland to rescind the motion awarding the Chemical bids last month.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

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**MOTION:** Gregory Strubinger second John McGuire to award the Chemicals to the lowest bidder.

- Liquid Chlorine – Main Pool & Chemical \$117.00
- Ortho/Polyphosphate Blend 10 Carus 8100 only – Main Pool & Chemical \$342.00
- Sternpac, Sternpac only – Main Pool & Chemical \$ 152.35
- Sodium Hypo-Chlorite 15% - Main Pool & Chemical \$73.70
- Magnesium Hydroxide – Main Pool & Chemical \$819.50
- Dense Soda Ash - Northeast Chemical \$11.57
- Carusol TM-20 Sodium Permanganate only – Shannon Chemical \$519.19
- Ortho/Polyphosphate Blend Carus 8500 – Shannon Chemical \$267.67

YES 6

NO 0

ABSENT 1 Kyle Sheckler

**MOTION:** John McGuire second Jay Miller to award the 2018 Paving Bids to Hazleton Site Group price of \$90,534.22.

YES 6

NO 0

ABSENT 1 Kyle Sheckler

**MOTION:** John McGuire second Jay Miller to award the 10<sup>th</sup> Street Stormwater Bid to Kobolt Construction amount of \$187,400.00.

Question

Borough Manager Sterner asked Solicitor Nanovic if Council needs to include anything more on the alternates if we were to be awarded the grant for 10<sup>th</sup> Street storm water, base bid.

Mr. Miller said can we put a provision in there if we are awarded grant money, we could award those extras or do we have to do that separate?

Solicitor Nanovic said you may be able to do that as a change order because you don't have the money now. Just award the base bid.

YES 6

NO 0

ABSENT 1 Kyle Sheckler

**MOTION:** Jay Miller second Joanne Klitsch to reject Tamaqua Transfer & Recycling contract extension.

Question:

Mrs. Klitsch asked if we can do this?

Solicitor Nanovic said you can reject it, you aren't allowed to grant it. You can put that in your contract to add an optional extension. You have in the past put the bids out for 1, 3 and 5-years. You always have the option to put this in your bid.

Mrs. Klitsch said since it is not in our contract and they are willing to give it to us at the same price.

Solicitor Nanovic said you can't legally do that, you would have to bid this.



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Borough Manager Sterner said the current contract ends January 31, 2019. She asked Mr. Miller to ask at the COG meeting if any of the other municipalities are interested in doing joint garbage pick up.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Gregory Strubinger second Jay Miller to approve the Tree Vitalization Grants (2)

Comments

Borough Manager Sterner said at this point we are just authorizing the letter of intent to apply for the grant. One grant is for pruning and the other is for planting trees.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** John McGuire second Thomas Highland to approve the D & L Trail Wilson Consulting Invoice #8 - \$6,688.00.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Thomas Highland second John McGuire to approve Wilson Consulting Invoice #9 - \$4,948.00.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Thomas Highland second John McGuire to approve Wilson Consulting Invoice #10 - \$13,499.00.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Jay Miller second Joanne Klitsch to table Wilson Consulting change order and to table this until we receive the match for it.

Question:

President Strubinger asked if this change order is for the \$9,000.00?

Borough Manager Sterner said yes. She did explain to Lauren Golden that we have not heard anything on the grant, she explained this will most likely be tabled again until we receive something in writing on the grant.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** John McGuire second Thomas Highland to D & L Trail Project Bid Specs.

Comments

Borough Manager Sterner said this is part of the grant for the D&L Trail, this will be placed on the Penn Bid site.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

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**MOTION:** John McGuire second Thomas Highland to approve the Time Extension

Borough Manager Sterner said the grant ends June 30, 2018, we are asking for an extension, this will more than likely be extended until June 30, 2019.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

High Street Wall Project – N/A

**MOTION:** Joanne Klitsch second Jay Miller to approve the WWTP Upgrade Project Eastern Environmental payment application #16 - \$458,420.45.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Joanne Klitsch second Thomas Highland to approve Howard Company payment application #13 - \$16,724.75.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**MOTION:** Joanne Klitsch second Jay Miller to approve Requisition #19 – \$495,930.07.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

**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 (5)

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

- 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)
- Inactive (0)
- Uncollectible Accounts Report – (0)
- Utility Accounts Proposed Updates (0)

**MOTION:** Jay Miller second Thomas Highland to approve Account #7564 request

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

Borough Manager Sterner said the lien report is down to 4 because one of the people came in to pay on it.

**Tax Exoneration Action**

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**Committees**

**Administration**

Mr. McGuire said the Library has had a lot of changes. Due to all the changes we will have to add another Council member to the board. He will keep Council posted. He asked for a volunteer from Council.

Edith Lukasevich said she will do it.

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

Mr. McGuire said he was told to thank the crew for cleaning out the storm drains.

Mr. McGuire said the JT Planning is readdressing Leisure Land, Switchback Ridge development will be after Leisure Land is completed.

**Police**

**MOTION:** Thomas Highland second Gregory Strubinger to approve Police Chief Schatz to attend the Alice instructor training cost of \$595.00

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

Mr. Miller asked on the kiosk, will there be a period of time that we won't be too strict.

Mayor Sofranko said probably a 2-week period.

Mr. Miller said you should also have the meter maid and the officers trained on the kiosk services.

Police Chief Schatz said they will all be trained on this. He spoke with PSM Yaich about the meter poles, we are going to keep the poles for now so they know it's angle parking.

Mr. Miller said if we are keeping the poles we have to put something on top of them for safety reasons.

**Buildings/Parks**

President Strubinger said he will report when we hear something on the grant funds for the hall project.

**Emergency Services**

**Old Business**

A. Health reimbursement account

**Executive Session**

**MOTION:** John McGuire second Thomas Highland to go into executive session Litigations.

YES 6                      NO 0                      ABSENT 1 Kyle Sheckler

Into executive session at 8:27

Back at 8:48

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**MOTION:** John McGuire second Jay Miller to adjourn.

YES 6

NO 0

ABSENT 1 Kyle Sheckler

Adjourned 8:48

Respectfully submitted

  
Louise McClafferty  
Borough Secretary