

JIM THORPE BOROUGH COUNCIL MEETING
SEPTEMBER 10, 2020
MINUTES

Meeting called to order at 6:30 p.m. by President Gregory Strubinger with the pledge of allegiance and moment of silence for the men and women serving our country with the Corona Virus pandemic.

President Strubinger announced at this point in time under Governor Wolf's orders we are limiting participation by the public, unless you have an agenda item. This is how the meetings will be, we are limited to the number of 25 people to attend indoor events. We ask residents to submit their comments by mail, email, hand deliver comments to the office, or place their comments in the drop office box.

ROLL CALL OF MEMBERS

Michael Yeastedt
Edith Lukasevich
Gregory Strubinger
PSM Vince Yaich
Police Chief Schatz

Joanne Klitsch
Robert Schaninger
Mayor Michael Sofranko
Borough Manager Sterner
Borough Secy. McClafferty

Kyle Sheckler (a)
Thomas Highland
Connor Rodgers, JCP (a)

SALDO

Mayor's Report

Mayor Sofranko said they had a meeting to discuss the Fall Foliage and what needs to be done. Council had received a copy of the Operational Plan that was done by Police Chief Schatz. This explains how the town will be run for the month of October. He thanked Commissioner Arner and Commissioner Nothstein for hosting the zoom meeting.

Police Chief Schatz said if you would like to set it into the records that is fine, this may change, he will submit it if it does.

Mayor Sofranko said Police Chief Schatz, Borough Manager and himself attended a Mayor Convention in Hellertown. The restaurants and providing other activities with COVID we are not the only town facing this.

Borough Manager Sterner said Mayor Sofranko did get a co-award for the most entertaining Mayor.

Mayor Sofranko said he spoke to other mayors and they brought up about Penn Dot, there are other municipalities that have a lot of issues with Penn Dot.

Mayor Sofranko said Halloween will be held on Saturday, October 31 from 5:00 pm to 7:00 pm. We ask everybody to do this outside, set up a table and chairs and sit outside. As far as a rain date goes, we will not get in to that. He asked the people to stay in their own towns. He said Sam Miller Association will also be doing their Trick or Treat night that same night, same time.

MOTION: Robert Schaninger second Joanne Klitsch to hold Halloween on Saturday, October 31, 2020 from 5:00 pm to 7:00 pm.

YES 6

NO 0

ABSENT 1 Kyle Sheckler

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MOTION: Robert Schaninger second Michael Yeastedt to approve the 2020 Operational Plan for Fall Foliage.

YES 6

NO 0

ABSENT 1 Kyle Sheckler

Police Chief Schatz said they held a zoom meeting in regards to Fall Foliage, all of the players were involved, they got a lot accomplished, this is for the safety of the borough.

Public Comment – limited to 1 minute per person – public is encouraged to submit public comments via regular mail, email or place in drop box at municipal office

UCC Joint Board of Appeals Board Vacancy

Fall Tire & Electronic Recycling Event – 9/26/20 – 7:00 am to 11:00 am

Borough Manager Sterner said Mike Ragozzino from RUNegades, they have notified us that they have rerouted their route for the races. They will no longer be needing Police services. They did enter into a Police services contract and they paid \$505.74. They have donated that money to the police.

MOTION: Robert Schaninger second Thomas Highland to approve the County Parking Spaces Closure Request - close spaces on Susquehanna due to construction, this will be from October 26, 2020 through May 1, 2021.

COMMENTS:

Mayor Sofranko said the last weekend of October for Fall Foliage will be out because the parking lot will not be available.

Police Chief Schatz asked if this is going to be blocked off on weekends or during the week?

Commissioner Lukasevich said they agreed upon 44-76 parking lot being used for vendors.

Police Chief Schatz asked if this is going to be blocked off all of the time?

Tony Ganguzza said it will likely be blocked off Monday through Friday, on occasions if there is Saturday or Sunday work it may be blocked off during that time.

Mr. Schaninger asked would you, since you are first getting in to this, do you need to block this off that early?

Tony Ganguzza said likely not. They will be mobilizing on October 26 and not before. It will take them every bit of that week just to mobilize, and get set up. They will be using the parking lot for their equipment.

YES 6

NO 0

ABSENT 1 Kyle Sheckler

MOTION: Michael Yeastedt second Robert Schaninger to approve the County HOP Request Water - request for Borough to apply for a HOP for water connections for county project 44 Susquehanna St.

YES 6

NO 0

ABSENT 1 Kyle Sheckler

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MOTION: Michael Yeastedt second Joanne Klitsch to approve the County HOP Curb Request - request for Borough to apply for a HOP for new curbing for county project 44 Susquehanna St

YES 6

NO 0

ABSENT 1 Kyle Sheckler

George Nawrocky said parking analysis is to evaluate both the traffic and the parking in Jim Thorpe. He asked if we are implementing some of the recommendations that were brought up. One of them is establish residential permit parking. He would like to know if he could get a permit from this study rather than buying one? If we are giving out permits for parking, he would get rid of the handicap application.

President Strubinger said the permit parking is going to be West Broadway, not the section downtown.

Borough Manager Sterner said council will be voting whether they want to move forward with the West Broadway permit parking. The way the ordinance is written, it is for people who own residences on West Broadway. If it is a primary resident on West Broadway only, they are eligible. Council has not gotten into the parking study at this point in time.

George Nawrocky would like his handicap application reviewed.

Police Chief Schatz looked at the handicap application, due to there being handicap spaces over there, we have no where else to put them. He sees you did talk to the County about renting a space, is there a reason you have not pursued that?

George Nawrocky said he is there for 5 years and there is never a reason given to him by the county.

Police Chief Schatz said the Navigation building, do they have any plans to provide any of the residents parking? The only thing he could tell you is we have handicap parking available down there, we cannot accommodate you with your own personal handicapped parking space.

George Nawrocky said there is only one spot downtown that is not metered.

Borough Manager Sterner said the borough does not designate handicap signs for a person. All of the handicap spots in the borough are for any handicapped person. Even an application like this does not guarantee you that spot.

MOTION: Joanne Klitsch second Michael Yeastedt to deny the handicap parking request for George Nawrocky.

YES 5

NO 1 Bob Schaninger

ABSENT 1 Kyle Sheckler

Action

MOTION: Robert Schaninger second Thomas Highland to approve the Council Meeting Minutes from August 6, 2020.

YES 6

NO 0

ABSENT 1 Kyle Sheckler

MOTION: Michael Yeastedt second Robert Schaninger to approve the Council Meeting Minutes from August 13, 2020.

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COMMENTS:

Mr. Yeastedt said he sent minor corrections to the secretary.

Secretary McClafferty said she will make the corrections.

Borough Manager Sterner said technically the minutes will not change for last month, the minutes this month will reflect the correction.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Joanne Klitsch second Michael Yeastedt to approve the Expenditures from all Funds as presented.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Michael Yeastedt second Edith Lukasevich to approve the Treasurer's Report August, 2020.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Michael Yeastedt second Edith Lukasevich to adopt Ordinance 2020-07 Fire Department Amendment the consolidation of Fairview & Phoenix.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Michael Yeastedt second Edith Lukasevich to advertise Ordinance 2020-08 Permit Parking West Broadway.

QUESTIONS:

Mr. Yeastedt said we had questions on this.

Borough Manager Sterner said the question was the amount of time in between tickets. We had 24 hours in the ordinance and 6 hours was suggested. Solicitor Nanovic said we can do that and he found a restriction. The question is how much punishment is too much for the crime?

Mr. Yeastedt said allowance for emergency maintenance and repairs.

Borough Manager Sterner said that was going to be dealt with the Police Chief on a case by case. The other question was on the ADA? Police Chief Schatz found that handicapped drivers still have to follow the rules and restrictions that apply to this parking.

Police Chief Schatz said he would set this ticket at every 8 hours, if they don't leave after 8 hours, they will get another ticket.

Borough Manager Sterner said the other thing is we need to know the effective date of the ordinance.

Mr. Yeastedt asked when would they get the permits? If we have it effective the beginning of the year when would they have to get the permit?

Borough Manager Sterner said we don't have what the year period is.

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Mr. Yeastedt said the last page, it says it will be effective January 2, 2021. Wouldn't we have to state the period of the permit and renewal? If the ordinance does become effective until January 2, how do people know to get a permit?

Solicitor Nanovic said if you could get the signs, the permits, and everything you could make this effective any time you would like.

PSM Yaich said if council gives him permission, he will order the signs tomorrow.

Mrs. Klitsch asked what the permit will cost?

Borough Manager Sterner said \$12.00, this would have to be added to the fee schedule. You have to tell her if you are good with the \$12.00, this covers the costs. The ordinance will be every 8 hours, effective 1/1/2021, permit fee is \$12.00.

Mr. Schaninger said \$12.00, the cost goes up, why don't we set this at \$20.00.

President Strubinger said this is not to make money on this, he would set it at costs, when the costs go up we will pass the costs on.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Michael Yeastedt second Joanne Klitsch to authorize the Public Service Manager to purchase the signs for the permit parking on West Broadway.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Michael Yeastedt second Thomas Highland to purchase the permits for the permit parking on West Broadway.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Michael Yeastedt second Joanne Klitsch to adopt Resolution 2020-13 LSA Monroe Fire Dept. Grant for updates at the Fairview & Diligent Fire Co.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Michael Yeastedt second Joanne Klitsch to approve LSA Monroe Funding Pledge Letter for the Fire Project \$7,750.00.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Michael Yeastedt second Edith Lukasevich to approve the Disaster Declaration Extension Renewal to December 20, 2020.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Edith Lukasevich second Michael Yeastedt to approve Sgt. Bokeko Longevity Pay - \$500.00 due Sept. 11, 2020.

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Question:

Mr. Schaninger asked what is longevity pay?

Borough Manager Sterner said after 5-years of service the officers are entitled to receive longevity pay in different increments up to a cap of \$500.00. These two officers have been here to reach that cap of \$500.00. This is a contract item.

Mr. Schaninger asked why is this mentioned?

Borough Manager Sterner said borough council has to approve this.

Mr. Schaninger asked why do we approve everyone's pay every month?

Borough Manager Sterner said you don't approve everyone's pay every month.

Mr. Schaninger said you have longevity pay in there and it is in the contract, why should we have to approve this if it's contract item?

Borough Manager Sterner said this a result from arbitration last time.

Solicitor Nanovic said this should be voted on, this is not part of the negotiation contract.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Edith Lukasevich second Robert Schaninger to approve Officer Carelli Longevity Pay - \$500.00 due October 3, 2020.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Michael Yeastedt second Edith Lukasevich to approve the 2020 Ford Fusion Police Vehicle Lease Purchase for Meter Vehicle. The lease purchase would be through MCTC, at 1.98% for 5-years.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Robert Schaninger second Michael Yeastedt to approve the 2021 Police Pension Minimum Municipal Obligation amount of \$206,825.00.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Michael Yeastedt second Edith Lukasevich to approve the 2021 Uniform Pension MMO Annual Financial Requirements \$120,428.00.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

MOTION: Michael Yeastedt second Thomas Highland to approve D&L One Year Anniversary Event on 9/24/20, 4:30 pm to 5:30 pm

YES 6 NO 0 ABSENT 1 Kyle Sheckler

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MOTION: Robert Schaninger second Thomas Highland to approve the Borough Facilities Projects Spillman Farmer Garage Invoice #7850.18.01 - \$6,675.27.

YES 6

NO 0

ABSENT 1 Kyle Sheckler

MOTION: Michael Yeastedt second Robert Schaninger to TABLE the Resolution 2020-14 Facilities Construction Project – Demo of current PS Garage & pledge land to National Park Service Land & Water Conservation Fund grant of 1977.

COMMENTS:

Borough Manager Sterner said the solicitor would like to do more review of the language of the whole property and everything.

YES 6

NO 0

ABSENT 1 Kyle Sheckler

Public Service Garage Bids – consider bids received

Borough Manager Sterner said she does have answers from Tonya at USDA on the bids, we talked about doing particle items. The specifics would have to be provided in a redesign to be reviewed. She is not sure how that would be taken. If we did one half of the garage, you have one half of a fully functioning garage, not the whole garage with only half of it working, it would still have to be reviewed. If we opt to scale down our project, USDA must still approve the scale down. She asked how long for the approval and if it is designed within the budget it will just be a review by one person, 2 or 3 days. If the design is higher than the budget there might be additional underwriting that would take an additional 15 days. We would have to show where the additional funding is coming from. She asked her if we could switch the funds, not really. If we were to take one project and do only part of that, we free up the amount of money that was pledged for that project. The other project is higher, we can't switch the money but, in their review, we would look at the total amount we were approved for and it would be more favorably looked upon to raise that other one, if we lower the first one, that could be an option. She did call her to tell her we would set up a meeting to go over everything. She suggested the architect and the solicitor be there.

Borough Manager Sterner asked her if we did move forward with this with bank financing for the additional will that put our USDA approval in financing jeopardy? Her response was there would have to be a formal request for USDA to look at the proposed loan, and it's underwriting showing all debt services feasible. The request would need to be sent to the agency risk analysis to determine if USDA can move forward with project. We would need to amend our financial feasibility study with the new debt stacking showing the payment ability for all the projects. There is a chance the USDA will not be able to move with either of the projects if our debt load affects our repayment ability. Increasing our debt loan on this tax base will likely will not be found favorable. They will need to see strong community support and details on how the borough will cover the propose debt.

Borough Manager Sterner said the simple one for tonight is can we accept the bids tonight without having the additional financing in place. No, we cannot.

Borough Manager Sterner said one thing she had thrown out there was, only because another municipality did this. They opted to go with the smaller garage of the source that we want to build and then they just did a pole building just for the storage of equipment but it doesn't have the heat and all the other items in it. Basically, you cannot award the bids tonight because you do not have the financing in place.

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Borough Manager Sterner said she received the borrowing base calculation from the auditor. We asked them in conjunction with these two projects and the two fire department vehicles. She asked them to do this with these projects and a 40% increase for the construction plus she added a little extra for the architect. With the garage one there will be extra for the architect because we are going to have to rebid. That leaves the debt margin after these projects, \$1,161,381.00 that is all you can borrow. That is the cap of your borrowing capabilities. If you borrow for the fire trucks on one million, you have no borrowing capacity left.

Mr. Yeastedt asked what are the chances of setting up a brain storm meeting with the appropriate people present to go over this.

Borough Manager Sterner said we are going to have to do this, that is a necessity. Everyone should start to think about this now. While you are thinking about this, also think about whether or not USDA is going to finance your projects at the full scope you want to do them.

Mr. Yeastedt asked do we need their approval if we move forward with the fire trucks?

Borough Manager Sterner said no, but you will need DCED approval for that.

MOTION: Michael Yeastedt second Joanne Klitsch to reject the bids for the Public Service Garage.

YES 6

NO 0

ABSENT 1 Kyle Sheckler

Park Master Site Plan - N/A

WWTP Upgrade Project – N/A

Utility Action

Utility Accounts Lien Reports

Past Due Garbage Accounts

Active Utility Accounts Garbage & Others Lien Report (0)

MOTION: Thomas Highland second Robert Schaninger to approve the Active Utility Account Garbage Only Lien Report (4)

YES 6

NO 0

ABSENT 1 Kyle Sheckler

MOTION: Robert Schaninger second Thomas Highland to approve the Active Utility Accounts Sewer/Garbage Lien Report (1).

YES 6

NO 0

ABSENT 1 Kyle Sheckler

Active Utility Accounts Water/Garbage Lien Report (0)

MOTION: Robert Schaninger second Thomas Highland to approve the Active Utility Accounts Water/Sewer/Garbage Lien Report (1).

YES 6

NO 0

ABSENT 1 Kyle Sheckler

Temporary Off Lien Report (0)

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

MOTION: Michael Yeastedt second Thomas Highland to approve Account #4920 – request to waive penalty.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

Exoneration Request

MOTION: Joanne Klitsch second Robert Schaninger to approve the exoneration request for Bernice Guth.

YES 6 NO 0 ABSENT 1 Kyle Sheckler

Committees

Administration

Mrs. Lukasevich said they are in preparation for October.

Public Service (Sewer/Sanitation/Water/Streets)

Mr. Schaninger asked who works on the borough trucks?

PSM Yaich said some of the minor work we do, what we can't do they go to All Points.

Mr. Schaninger asked how many miles are on 86-7?

PSM Yaich said about 55,000 miles.

Mr. Schaninger asked what is going on with the hiring of the person for the Sewer Dept.?

Borough Manager Sterner said she is waiting for Joanne to set up a meeting to review the applicants. They did do the interviews.

Police

Mayor Sofranko said he is sure council saw it in the newspaper about the School Resource Officer (SRO). The JTASD has decided to go in another direction they will be hiring some outside private contracting service people. We will not be involved with any of the school extracurricular activities.

Buildings/Parks

President Strubinger said we need to get a meeting together to go over the garage and office/police building.

Mr. Yeastedt asked how much did they estimate for the two projects?

Borough Manager Sterner said \$6.45 million for the two projects, \$8.5 is our total borrowing base. You have: Memorial Hall loan, JTNB note from 2009, High Street wall loan, and the other truck that we ordered that will be on there the end of the year.

Emergency Services

Old Business

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Old Business

Order Signs for Permit Parking WB
Short Term Rental
Parking Study
Stormwater Installation Plan
Blight Landbank

Flizak Request – 4th St Quit Claim Deed
457 Plan
Past Due Garbage Accounts
Readdressing Phase II
Zoning Ordinance Group Homes

Borough Manager Sterner said she does have some figures from Entech and Barry Isett on the stormwater system analysis and installation plan. It has become clear this is going to be a high-ticket item. Before they put more work to do formal proposals, we wanted rough estimates of what we are looking at to see if council wants to consider this project. Entech came up with to do a plan in addition to stormwater you also should be considering sewer, water and roads. Looking at the low just the Master Site plan, you are looking at \$100,200.00 to \$546,000.00 for the plan. This plan would assume you are willing to spend \$500,000.00 to \$1 million per year on improvements. Barry Isett came in \$350,000.00 to \$550,000.00 for a plan. They did not get into amounts for improvements. Is this a project that council wants to move forward with?

MOTION: Joanne Klitsch second Michael Yeastedt that we not proceed with the Stormwater System Analysis.

YES 6

NO 0

ABSENT 1 Kyle Sheckler

Executive Session

MOTION: Joanne Klitsch second Michael Yeastedt to go into executive session for personnel.

YES 6

NO 0

ABSENT 1 Kyle Sheckler

Into executive session at 8:08 pm
Back at 8:46 pm

Adjourn

MOTION: Michael Yeastedt second Thomas Highland to adjourn.

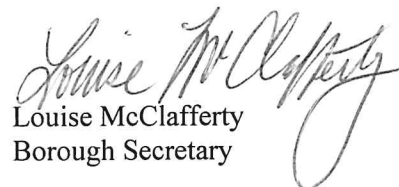
YES 6

NO 0

ABSENT 1 Kyle Sheckler

Adjourned 8:47 pm

Respectfully submitted


Louise McClafferty
Borough Secretary