

JIM THORPE BOROUGH
REORGANIZATION MEETING
JANUARY 3, 2022
MINUTES

Meeting called to order at 6:32 pm in the Memorial Park Hall, 115 East Tenth Street, Jim Thorpe by Mayor Michael Sofranko with the pledge of allegiance and moment of silence for the men and women serving our country.

Newly Elected Council Members:

Gregory Strubinger, Joanne Klitsch, Tom Highland and Jessica Crowley. Councilman Highland was previously sworn into office. Councilpersons Strubinger, Klitsch and Crowley were sworn into office earlier in order to participate in an executive session for personnel. Mayor Sofranko performed a second swearing in for Strubinger, Klitsch and Crowley at this time.

Roll Call of Members & Officials

Gregory Strubinger	Michael Yeastedt	Joanne Klitsch
Kyle Sheckler	Thomas Highland	Bob Schaninger - absent
Jessica Crowley	Mayor Michael Sofranko	Solicitor James Nanovic
Chief Joseph Schatz	Public Service Manager Vince Yaich	Borough Manager Maureen Sterner

Announcements

Mayor Sofranko announced that an executive session for personnel was held prior to this meeting.

Mayor Sofranko suggested Public Comment be moved to later in the agenda. Council agreed.

Nominations

Mayor Sofranko asked for nominations for Council President.

Mike Yeastedt nominated Greg Strubinger for Council President, Joanne Klitsch second the nomination. There were no other nominations.

MOTION by Mike Yeastedt, seconded by Tom Highland, to close the nominations. There were no comments. Motion carried 6 to 0.

MOITION by Tom Highland, seconded by Kyle Sheckler to appoint **Gregory Strubinger as Council President**. There were no comments. Motion carried 6 to 0.

Mayor Sofranko turned the meeting over to Council President Strubinger.

President Strubinger asked for nominations for Council Vice-President.

There being no other nominations, President Strubinger closed the nominations.

MOTION by Kyle Sheckler, seconded by Joanne Klitsch to appoint **Mike Yeastedt as Council Vice-President**. After comments,

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ROLL CALL VOTE:

Kyle Sheckler
Joanne Klitsch
Greg Strubinger
Jessica Crowley
Mike Yeastedt
Tom Highland

YES 6

NO 0

President Strubinger welcomed all council members and attendees. He spoke on the challenges of the last two years, especially the effects they have had on council's goals for Memorial Hall and the public service garage. He expressed council's hopefulness that we can pick up these projects this year. Mr. Strubinger also commented on moving forward with upgrades to Memorial Park after completion of the Master Site Plan for the park.

Public Comment

John McGuire congratulated the newly elected Councilpersons; welcomed back Councilman Highland; and commented on the library.

Monthly Meetings

MOTION by Joanne Klitsch, seconded by Mike Yeastedt to **schedule and advertise the monthly meetings:**
Council Workshop meetings – 1st Thursday of the month at 6:30 pm at Memorial Hall
Regular Council meetings – 2nd Thursday of the month at 6:30 pm at Memorial Hall
Planning Commission meetings – 3rd Tuesday of the month at 6:30 pm at Memorial Hall
Zoning Hearing Board – 4th Thursday of the month at 6:30 pm at Memorial Hall

There were no comments. Motion carried 6 to 0.

Bill List

MOTION by Mike Yeastedt, seconded by Kyle Sheckler to approve the **bill list** as presented. There were no comments. Motion carried 6 to 0.

Councilman Yeasted asked if we should consider looking into refinance with the possible increase of interest. Manager Sterner reported this has already begun.

Appointments

MOTION by Joanne Klitsch, seconded by Tom Highland to Name Mauch Chunk Trust Company, Jim Thorpe Neighborhood Bank and Pa Local Government Investment Trust, as **depositories for Borough funds**. There were no comments. Motion carried 6 to 0.

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MOTION by Joanne Klitsch, seconded by Tom Highland to appoint **Joe Micko to the Planning Commission** for a four-year term expiring 12/31/25. There were no comments. Motion carried 6 to 0.

After discussion, MOTION by Jessica Crowley, seconded by Mike Yeastedt to appoint **James Dougher to the Planning Commission** for a four-year term expiring 12/31/25. There were no comments. Motion carried 6 to 0.

MOTION by Kyle Sheckler, seconded by Tom Highland to appoint **Curtis Jackson to the Zoning Hearing Board** for a five-year term to expire 12/31/26. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Tom Highland to appoint **Andrew Roberts as an Alternate to the Zoning Hearing Board** for a three-year term to expire 12/31/24. There were no comments. Motion carried 6 to 0.

International Property Maintenance Board of Appeals – no letters of interest received. Manager Sterner will review the requirements to determine if this seat would conflict with being a member of the Planning Commission.

MOTION by Mike Yeastedt, seconded by Joanne Klitsch to appoint **William Solomon to the Vacancy Board** for the 2022 year. There were no comments. Motion carried 6 to 0.

MOTION by Jessica Crowley, seconded by Mike Yeastedt to appoint **Bob Schaninger to the Library Board**. There were no comments. Motion carried 6 to 0.

MOTION by Joanne Klitsch, seconded by Tom Highland to appoint **Maria Sebelin to the Carbon County Tax Collection Committee** for the 2022 year. There were no comments. Motion carried 6 to 0.

MOTION by Joanne Klitsch, seconded by Tom Highland to appoint **Louise McClafferty as an Alternate to the Carbon County Tax Collection Committee** for the 2022 year. There were no comments. Motion carried 6 to 0.

MOTION by Tom Highland, seconded by Mike Yeastedt to appoint **Joanne Klitsch as Assistant Borough Secretary** for the 2022 year. After comments, motion carried 5 to 0 to 1, with Joanne Klitsch abstaining.

MOTION by Jessica Crowley, seconded by Mike Yeastedt to appoint **Louise McClafferty as the Open Records Officer** for the 2022 year. There were no comments. Motion carried 6 to 0.

MOTION by Joanne Klitsch, seconded by Kyle Sheckler to appoint **Vincent Yaich as Fire Chief** for the 2022 year. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Tom Highland to appoint **William Diehm as the Deputy Fire Chief** for the 2022 year. There were no comments. Motion carried 6 to 0.

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MOTION by Mike Yeastedt, seconded by Joanne Klitsch to appoint **Brior Environmental Services, Bill Brior as the Sewage Enforcement and Well Officer** for the 2022 year, as per the submitted proposal. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Tom Highland to appoint **Brior Environmental Services, Rob Fugate as the Alternate Sewage Enforcement and Well Officer** for the 2022 year, as per the submitted proposal. There were no comments. Motion carried 6 to 0.

MOTION by Joanne Klitsch, seconded by Mike Yeastedt to appoint **James Nanovic as the Borough's Solicitor** for the 2022 year, with a retainer of \$14,758.96 plus outside retainer rates as per the submitted proposal. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Kyle Sheckler to appoint **Entech Engineering as the Borough's Engineer** for the 2022 year, as per the submitted proposal. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Tom Highland to appoint **Bureau Veritas as the Borough's Zoning Official** for the 2022 year, as per the submitted proposal. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Tom Highland to appoint **Bureau Veritas as the Borough's Building Codes Official** for the 2022 year, as per the submitted proposal. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Tom Highland to appoint **Barry Isett & Associates as the Borough's Stormwater Management Official** for the 2022 year, as per the submitted proposal. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Jessica Crowley to appoint **Maureen Sterner as the Borough's Manager** per the contract for the 2022-2023 year. There were no comments. Motion carried 6 to 0.

MOTION by Joanne Klitsch, seconded by Tom Highland to appoint **Joseph Schatz as the Borough's Police Chief** per the contract for the 2022-2023 year. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Joanne Klitsch to appoint **Vincent Yaich, Sr. as the Borough's Public Service Manager per the contract** for the 2022-2023 year. There were no comments. Motion carried 6 to 0.

MOTION by Joanne Klitsch, seconded by Mike Yeastedt to appoint **Louise McClafferty as Borough Secretary** for the 2022 year at an hourly rate of \$21.17. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Tom Highland to appoint **Maria Sebelin as Borough Treasurer** for the 2022 year at an hourly rate of \$22.23. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Tom Highland to appoint **Lyle Augustine as the Borough's Property Maintenance Code & Nuisance Official** and the Health Inspector, part-time, for the 2022 year at an hourly rate of \$21.22. After comments, motion carried 6 to 0.

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MOTION by Mike Yeastedt, seconded by Joanne Klitsch to set the **police clerk/meter attendant hourly rate of pay at \$15.08** for 2022. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Joanne Klitsch to set the **part-time police officer hourly rate of pay at \$21.00** for 2022. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Kyle Sheckler to set the **utility billing secretary hourly rate of pay at \$15.08** for 2022. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Joanne Klitsch to set the **water department supervisor hourly rate of pay at \$30.81** for 2022. There were no comments. Motion carried 6 to 0.

MOTION by Joanne Klitsch, seconded by Mike Yeastedt to set the **sewer department supervisor hourly rate of pay at \$30.81** for 2022. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Tom Highland to set the **street department supervisor hourly rate of pay at \$30.25** for 2022. After comments, motion carried 6 to 0.

MOTION by Joanne Klitsch, seconded by Tom Highland to set the **buildings/groundskeeper, part-time, hourly rate of pay at \$16.40** for 2022. After comments, motion carried 6 to 0.

Manager Sterner noted that the appointment for the **Shade Tree Committee** will be on the January 13, 2022 agenda for action.

MOTON by Mike Yeastedt, seconded by Joanne Klitsch to go into an **executive session for personnel** after the meeting. There were no comments. Motion carried 6 to 0.

MOTION by Mike Yeastedt, seconded by Joanne Klitsch to **adjourn** the meeting. There were no comments. Motion carried 6 to 0.

The meeting adjourned at 7:06 pm

Respectfully Submitted,

Maureen Sterner
Borough Manager