

**JIM THORPE BOROUGH COUNCIL WORK SESSION  
JANUARY 5, 2023  
MINUTES**

Meeting called to order at 6:33 p.m. by President Gregory Strubinger with the pledge of allegiance and a moment of silence for the Borough Manager, armed forces, first responders, and their families.

**Roll Call of Members**

Gregory Strubinger	Joanne Klitsch	Jay Miller
Michael Yeastedt	Bob Schaninger	Jessica Crowley
Michael Rivkin-absent	Mayor Sofranko	Solicitor Nanovic-absent
Police Chief Schatz	Public Service Mgr. Bolesky	Borough Mgr. Sterner-absent
Borough Engineer-absent	Secretary Brooke Klotz	

**Announcements**

None

**Public Comment**

Ed McArdle- He asked about the liens that are filed against properties for water, garbage, and sewage. He said there is all zeros listed for this month's agenda. It was explained there were none reported for this month, which is what the zeros mean.

Todd Lutte- He asked about the next steps of the Silk Mill project and when the next committee meeting would be. He was told that the committee will be meeting with the engineers

Robert Ewasko- He introduced himself to Borough Council. He is interested in the vacant seat for the Alternate Zoning

Bob Schaninger- He explained about how Mauch Chunk and East Mauch Chunk collected money to become the Borough of Jim Thorpe. He would like to see a collection of some sort to help fight blight in the Borough. Jessica Crowley asked if a blight committee could be formed.

**SALDO-Subdivision and Land Development Ordinance**

Public Service Garage-Final Subdivision Plans- Council reviewed the Final Subdivision Plans for the new Public Service Garage to be built at 701 West Broadway. They reviewed a letter dated December 20, 2023 submitted by Entech Engineering regarding the plans compliance with the Borough's Zoning and SALDO Ordinances. They also reviewed a letter dated December 27, 2022 submitted by the Planning Commission with their recommendations in approving the plans, conditioned upon the items addressed in Entech engineering's letter.

**Action**

The following items were reviewed:

JTTA Winterfest – Michelle Gallagher was in attendance to present to Council this year's Winterfest. It is in its 30<sup>th</sup> year and will be fire and ice themed. It will be taking place February 17<sup>th</sup> through the 19<sup>th</sup>. Police Services will be needed. Police Chief Schatz said he would get a Police Services Contract drawn up for JTTA.

Appointments – The following seats are up to be appointed: Zoning Hearing Board Member-five year term, Zoning Hearing Board Alternate member-three year term, International Property Maintenance Board member-five year term, Civil Service Commission Member-six year term, Vacancy Board-one year term, Carbon County Communications Representative 1-year term, Dimmick Memorial Library Board representative for the Borough-one year term, Carbon County Tax Collection Alternate Delegate, Kemmerer Park Board (3 seats)-three year term, Open Records Officer (Right to Know), Fire Chief,

Assistant Fire Chief, Special Fire Department Account member, Health Official/Property Maintenance, Sewage Enforcement and Well Enforcement Officer, Alternate Sewage Enforcement and Alternate Well Enforcement Officer, Solicitor, General Engineer, Stormwater Management and Sidewalks Engineer, Recreation Engineer, and Building/Zoning/Other Codes Official.

Approve Non-Union Wages for: Police Clerk/Meter Attendant, Part Time Police Officers, Utility Billing Secretary, Borough Secretary, Treasurer, Water Department Supervisor, Sewer Department Supervisor, Streets Supervisor, Buildings/Groundskeeper part time, part-time Grounds Maintenance, and Property Maintenance/Health Inspector part time.

Advertise Monthly meetings for: Council Work Session meetings, Regular Council meetings, Planning Commission meetings, Zoning Hearing Board, and Ordinance Update Committee.

Council Meeting Minutes from December 1, 2022.

Council Meeting Minutes from December 8, 2022.

Expenditures from all Funds as presented- There were only four for the year so far. No report was given to Council. It will be given to them for the January 12<sup>th</sup> meeting.

Treasurer's Report.

Resolution 2023-01-Bituminous Price Adjustment.

Bare Roots Grant Application – The Borough would like to apply for this grant to get fifteen trees to be planted in Twining Park.

New transformer needed for installation of light pole at 7<sup>th</sup> and Cypress-\$715.00 – In order for the light pole to be installed, a new transformer is needed to support this. Greg Strubinger said at night that area is very dark and many residents walk throughout that area. It was asked to see if there are available funds in the budget to pay for the transformer.

Teamsters Contract Addendum-New Hire Progression – This would amend the contract for new hire wage progression.

2021 LSA Grant-Onoko Roof RFP's – Specs were written up for the project. Three different COSTARS approved contractors came to look at the roof and submitted their bids to do the work to replace the roof. Council should vote next week to accept a proposed bid. The LSA grant amount awarded was \$32,000.00.

Facilities Project- Invoices were received from: Spillman Farmer for professional services done during November 1 through 30, 2022 for the Public Works Building totaling \$1,419.75 (ratify), Spillman Farmer for professional services done during November 1 through 30, 2022 for Memorial Hall totaling \$2,620.00 (ratify), and Buckno Lisicky & Company for financial statements totaling \$7,000.00.

Entech Engineering EWO's- Emergency work orders were received for 2022 AWWA Water Audit totaling \$1,500.00, 2022 Chapter 94 Report totaling \$3,200.00, and School Street Paving & Improvements Project-Services during construction totaling \$4,077.50.

## **Utility Action**

Account #4390 Payment Plan

10 East 2<sup>nd</sup> Street-sewer connection fee waive request – Upon the closing/sale of the property, the prior homeowner and current homeowner were notified as per the Borough's ordinance that the shared sewer lines would have to be separated within 90 days after the completion of the sale. It was agreed between the former owners and the new owner that the former owners would be responsible for the cost. The

money was placed into escrow. On August 31, 2022 the Borough sent a bill for the sewer department's costs to separate the lines to both the prior owner and the new owner. After not receiving the payment in a timely manner, the Utility Secretary contacted the closing company for the funds placed in escrow. They were not given permission to release the funds. A letter dated December 6, 2022 from the prior homeowners was mailed to the Borough requesting the fees be waived. After a lengthy discussion, Jay Miller said that if the Borough honors this request, it will have to for every person.

### **Exoneration Request**

None

### **Committees**

#### Administration

Permit Parking- Greg Strubinger asked for resident input.

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

Well Ordinance- Jessica Crowley would like to see this Ordinance include large scale water extraction. Jay Miller said that only the Borough should be able to extract water within the Borough. Jessica Crowley asked for this to be moved to action to approve the Solicitor to draft a Well Ordinance.

JTPC On-Lot Sewage System Maintenance Program Ordinance review letter- Borough Council reviewed the letter submitted by the Planning Commission. James Dougher explained the reasoning why it was recommended the verbiage be changed on page 3 of the draft. It was due to the areas listed being the only ones within the Borough to have on-lot systems. Council asked why Planning Commission recommended to eliminate Section C from page 10 of the draft. It was because Council is considering having contractors register for Borough licenses, which this section would fit into.

#### Police

None

#### Buildings/Parks

Memorial Hall Mold Remediation- One of the bids that was received cannot be considered due to the company going out of business. Council asked for Public Service Manager Bolesky to get additional quotes. Once received, this item would be moved to Action.

#### Emergency Services

Mike Yeastedt said that the lift cylinders still are not repaired.

### **Old Business**

None

### **Adjourn**

**MOTION** by Mike Yeastedt, second by Bob Schaninger to **adjourn the meeting**. There were no comments. Motion carries 6-0. The meeting ended at 8:04 p.m.

Respectfully submitted,

Brooke Klotz  
Borough Secretary