

JIM THORPE BOROUGH WORKSHOP  
JANUARY 5, 2017  
MINUTES

Meeting called to order by President Gregory Strubinger at 6:30 p.m. in the Borough office conference room, 101 East Tenth St, with the Pledge of Allegiance and a moment of silence for the men and women serving our country.

**ROLL CALL OF MEMBERS**

Curtis Jackson	John McGuire	Thomas Highland
Joanne Klitsch	Jay Miller	Kyle Sheckler (a)
Gregory Strubinger	Mayor Michael Sofranko	Police Chief Schatz
Manager Maureen Sterner	Vince Yaich, PS Manager	Boro. Secy. McClafferty

**Mayor's Report**

Mayor Sofranko said the 2016 Statistic report is ready for council to review. He asked council to look at this report, you will notice the crime over the past 2 years has leveled off in key areas, that is due to a number of things. The community is helping work with the police, the traffic citations and parking issues. drug charges, a lot of this has been cleaned up. The flim/flam has increased which is scams, email, mail and internet scams that has increased this year. Sexual abuse has risen in the past year in Jim Thorpe. He thanked council for funding the Police Dept. The Asa Packer Mansion was burglarized and if council would like to see the report they should contact the police.

**Public Comment**

Jake Arner would like to see the proposed revision fee schedule for zoning and/or permits.

Borough Manager Sterner said that was approved at the December 29, 2016 council meeting.

Jake Arner said PPL is putting the pole line down Flagstaff Road. He is working with them, he asked them for permission to put cameras on their poles that are on his property to monitor the dumping.

Ed McArdle asked PSM Yaich if we got the no parking signs for the 600 block of Fern St.

PSM Yaich said not yet, they didn't come in, plus we have to wait for the ordinance. As soon as the ordinance is passed they can install the no parking signs.

John & Donna Lennon, were present to discuss the water bills for 212 North Street. They resolved this billing issue back in October of 2016. Since then they were to the understanding that if a person falls behind on their water bill they will be turned off if not paid in full.

Borough Manager Sterner said she does not have the information in front of her, she can fill council in tomorrow after she reviews the information. She was told there was a meeting last year and they were told the property owner is ultimately responsible for the utility bill.

Mr. Miller said we are not regulated by PUC, we are a private Water Company. He said he is not going to make any arrangements with anyone, people have to pay their bills or they will be shut off. The water company lives on rate payers, water is not free someone has to pay the bill.

Borough Manager Sterner said there are laws that we need to follow.

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Alex and his wife to be Ashley Clewell, we present to discuss council letting Jim McHugh go. They have the Memorial Hall rented for their wedding on April 22, 2017. They would like to know what is going on with their contract. They would appreciate if they could keep the contract with Jim and his wife. They signed the contract, paid the deposit, discussed the food menu, decorations, etc.

President Strubinger said we are planning to honor the contracts.

Mr. Miller said we were in negotiation with Jim McHugh. He told council on December 29, 2016 that he is unable to continue. We want to make this as smooth as it can be without getting everyone upset. We will do our best to get this taken care of for you. He asked her to work with the Borough Manager.

Mr. Jackson asked Ashley Clewell to make sure that the Borough Manager receives a copy of the contract that they signed with Jim McHugh for their wedding.

Ashley Clewell suggested with the traffic getting backed up downtown, that instead of you paying when you go in to the parking lot, pay when you leave the parking lot.

Borough Manager Sterner said this is the County's parking lot and suggested she attend a Commissioners meeting.

**Public Hearing**

Open a Portion of Onoko Lane

**General**

Discuss Work Session Meeting Minutes from December 1, 2016

Discuss Council Meeting Minutes from December 8, 2016

Discuss Budget – End of Year Meeting Minutes from December 29, 2016

Discuss Expenditures from all Funds, as presented \$245,259.10

Discuss Treasurer Report as presented

Discuss Ordinance 2017-01 Opening a Portion of Onoko Lane

Discuss Schedule & Advertise 2017 Council Meetings 1<sup>st</sup> Thurs, work session; 2<sup>nd</sup> Thurs, Reg. meeting 6:30 pm

Discuss approving the advertising all Borough Board & Commission Meetings as per each group

Discuss Appointments

Nancy Porambo JT Planning Commission to 12/31/2020

Louis Hall JT Planning Commission to 12/31/2020

Carl Faust Plumbing Inspector for 2017 year

Bill Diehm Carbon County Communication Commission for 2017 year

John McGuire Dimmick Memorial Library Representative for 2017 year

William Solomon Vacancy Board member for 2017 year

August Long Health Agent for 2017 year

Maria Sebelin Tax Collection Committee Delegate for 2017 year

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### MINUTES

Louise McClafferty Alternate Tax Collection Committee Delegate for 2017  
Emergency Management Coordinator – position open post on the website

SR 903 (River Rd) – Acceptance of portion by the old bridge

Borough Manager Sterner said we have the paperwork from Penn Dot that will need to be signed.  
Solicitor Nanovic is looking to see if we need to adopt an ordinance.

#### WWTP Upgrade Project

- a. Interim Financing Requisition #2 Mr. Rehab #1 & #2 - \$144,909.49
- b. Interim Financing Requisition #4 Entech (reimburse to us) - \$36,626.71
- c. Assignment of Electrical Contract from Howard Organization, Inc. Contract to Howard Co. LLC

Borough Manager Sterner said solicitor and the engineer are both checking on the bond.

Municipal bids close Jan. 9

- a. 1992 Chevy Kodiak award to Marc Vanic \$8,100.00
- b. 1985 Elgin Pelican Sweeper \$1,901.00

Discuss approving the submittal of D&L Trail Project DEP Encroachment Permit Application.

#### Utility

- A. Utility Accounts Lien Reports
  - a. Active Utility Accounts Garbage & Others Lien Report (2)
  - b. Active Utility Account Garbage Only Lien Report (1)
  - c. Active Utility Accounts Sewer/Garbage Lien Report (0)
  - d. Active Utility Accounts Water/Garbage Lien Report (0)
  - e. Active Utility Accounts Water/Sewer/Garbage Lien Report (1)
  - f. Temporary Off Lien Report (0)
- B. Uncollectible Accounts Report none
- C. Utility Account #7755 Payment Plan
- D. Utility Accounts Proposed Updates as submitted

Mr. Miller said tenant/owner issue, it is his understanding it is the owner's responsibility to pay the bills.  
We should not be sending any bills out to anyone other than the property owner.

Borough Manager Sterner said we send it to both the tenant and the property owner. The owner gets the bill. If they want the tenant to get the bill we don't mind sending it but the owner is responsible for the utilities. All of the property owners receive the bills.

#### Tax Exoneration

Butchko, Joseph - retired

#### Committees

#### Administration

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

**Size & Weight of Trucks on PA roads**

Borough Manager Sterner asked council if they would like her to write a letter to congress asking them to support legislation to avoid this.

**Water & Sewer Lines – Shared**

Borough Manager Sterner said we know there are still issues with common water & sewer lines. We had some calls from a Realtors. Does council want to enforce this at the time of sale?

Council discussed enforcing the ordinance for common water & sewer lines.

Mr. Miller asked that we contact the solicitor for his legal advice.

**Street Sweeping**

Borough Manager Sterner asked if council would like to do the street sweeping again.

Council is not in favor of renting the street sweeping this year.

**WWTP Upgrade Project – Flaggers**

Borough Manager Sterner said she put a call in to Andy Mueller to discuss the flaggers during the construction at the Sewer plant. Entech has contacted RUS about the flaggers, this was not included in the project, so this is an additional cost. Solicitor Nanovic has the name of the lawyer that has the experience with the railroad, he does not. If you want we can contact solicitor Nanovic to contact that lawyer.

President Strubinger asked that we talk to Andy Mueller to make sure he is aware they are requiring this before we hire a lawyer.

**Police**

Police Contract will be discussed in executive session.

**W 2<sup>nd</sup> Street split roadway request**

Police Chief Schatz said this is a one way street, we are concerned about the safety for the drivers.

Mayor Sofranko said at the same intersection directly across the street a vehicle has been parking on Route 903. Without the Borough placing no parking signs there they will continue to park there.

Council discussed painting the curb yellow.

Mr. Miller asked if the person that has the truck parked on High St has been notified to move the truck.

Police Chief Schatz said yes. He was advised that he needs to move that truck.

**Parking – Front Street and W. Broadway**

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Mr. Jackson said the JT Planning Commission is looking at parking permits for the residents from the Opera House up West Broadway.

Borough Manager Sterner said the JT Planning also need to look at the amendment to the zoning ordinance for the parking for bed & breakfast places, this adds to the parking up there also. They need to look at the permit parking first before changing the zoning ordinance.

Mr. McGuire said 318 Center Street driveway, he needs a permit to put the driveway in properly.

Mr. Miller said 204 Center Ave, this is a safety issue.

**Buildings/Parks**

Mr. Jackson said Memorial hall we need to start thinking about options.

Borough Manager Sterner has paperwork for the Building Committee.

**Emergency Services**

Act 272 of 2016 – Incentives for Muni Volunteers of Fire Cos & Nonprofit EMS Agencies.

President Strubinger said council did receive information on a tax relief for the volunteer firemen.

Mr. Miller said the State has passed but it is not mandatory for the municipality to give up to 20% tax break, we should look to show our way of appreciating the people there now.

Borough Manager Sterner said the Fire Chief would be the one to set up the criteria and develop a list. Council would need to request the fire chief to develop a list and the criteria.

Mr. McGuire said we should talk about this when we discuss the fire ordinance for the Fire Department..

**Old Business**

- A. Property Maintenance Board of Appeals Three (3) Vacancies
- B. Shade Tree Commission One (1) Vacancy
- C. Planning Commission – Nuisance Ordinance
- D. Planning Commission – Zoning Ordinance Amendment
- E. Planning Commission – Park Planning
- F. Packer Hill Road proposed one way Ordinance
- G. Collection Agency for delinquent utility fees
- H. Cuoco
- I. Petition to Vacating Portion of 2<sup>nd</sup> Street
- J. Municipal Fire Department

**Executive Session**

**MOTION:** Curtis Jackson second Thomas Highland to adjourn and go into executive session to discuss personnel and real estate.

YES 6

ABSENT 1 Kyle Sheckler

Adjourned at 8:25 pm

Respectfully submitted  
Louise McClafferty, Boro. Secy.  
