

JIM THORPE BOROUGH COUNCIL  
WORKSHOP  
MAY 4, 2017  
MINUTES

Meeting called to order by President Gregory Strubinger at 6:30 p.m. in the Memorial Park Hall, 103 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 (L)
Gregory Strubinger	Mayor Michael Sofranko (a)	Police Chief Schatz
Manager Maureen Sterner	PS Manager Vince Yaich	Boro. Secy. McClafferty
Kim Mazur, Entech	Bob Weir, Entech	

President Strubinger said the purpose of the workshop sessions are to get through the borough business that they will be taking up or taking action on at the regular monthly meeting. He asked the public to limit their comments and to keep this in mind.

**Public Comment**

Albert Lasky spoke about the large boulders that were placed along Main Street for several minutes. He is requesting the boulders be removed.

Mr. Jackson suggested the solicitor review and give council his opinion for next week's meeting.

Amanda Hydro said the boulders are placed on her property line.

Frank Sebelin the 4<sup>th</sup> of July the American Legion Stay at Home Festival, he is requesting that the fees be waived for using the Memorial Park grounds. They hold the annual fishing derby for the handicapped children at the Germantown Grove. The proceeds are used for charity and go to the Veterans and the community.

President Strubinger said council will look into this.

Louis Hall said the JT Planning Commission are looking into an ordinance for marijuana.

Jake Arner requested a copy of the proposed Agricultural ordinance.

Borough Manager Sterner said the JT Planning Commission is working on this. We will contact you when we have a draft.

Amanda Hydro said the area in question where the boulders are in question, these are not boulders these are rocks, and they are not in the borough right of way they are on her property line.

Greg Doolittle said they used a commercial laser to do the survey of the Hydro property.

Borough Manager said the American Legion is doing a Hometown Heroes banner program, cost is \$210.00, the paperwork is in the office.

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**Action**

Discussed Work Session Meeting Minutes from April 6, 2017

Discussed Council Meeting Minutes from April 13, 2017

Discussed Expenditures from all Funds as presented.

Borough Manager Sterner said the 2 lawn mowers that were budgeted did come in, they are on the bill list and the Sewer budget is high because of the project.

Mr. Miller said the General Funds the tax money.

Borough Manager Sterner said we have not gotten any tax money, this will be coming in soon.

Mr. Miller said the expenditures in the General Funds are high.

Borough Manager Sterner said the first quarter is high when you have quarterly stuff. The Navigation inspection fees will throw the whole budget off the whole year, that should have been paid to Barry Isett directly, they paid this to the borough.

Treasurer Report as presented.

Reappointing George Stoffa to the Zoning Hearing Board term to expire December 31, 2021

Reappointing Clem McGinley to the Planning Commission term to expire December 31, 2020

Handicap sign application 23 E 4<sup>th</sup> St

Police Chief Schatz said there are 3 handicap signs in this area, this is all in order according to the ordinance.

Resolution 2017-11 Fee Schedule

Borough Manager Sterner said the change is the Storm Water Management is being reduced, Barry Isett is taking this over. It was \$190.00 residential, \$375.00 commercial. Now it is \$125.00 for the application fee and both were charged on an hourly basis. Well permit renewal fee is the same price as the well permit but we didn't have it on this, there is no change in price. The Water and Sewer size of meter was listed as size of service and it was confusing, this will be switched to say the size of the meter.

Sludge Removal bids

Borough Manager Sterner said they are not due until May 11, we will have a tally for council.

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Public Service Material bids

Borough Manager Sterner said we have 4 different companies, there are a couple that have an hourly delivery price she will calculate out the tonnage and the hourly rate. We will have this tally for council to review for next week's meeting also.

Proposed Utility Billing Ordinance

Borough Manager Sterner said this is in conjunction with the resolution. The change to the ordinance is as requested. This is to schedule to advertise.

High Street Wall Bids Specs

Borough Manager Sterner said this is for council to approve the advertising the bid specs for High Street Wall project. Entech is working on the specs.

Mrs. Klitsch asked if there is any grant money coming in for this project?

Borough Manager Sterner said no. She has been trying for some multimodal chances are the project is going to be started if not completed before we hear anything.

High Street Wall Financing RFP's

Borough Manager Sterner said this is to approve sending out the Request for Proposals this is for \$700,000.00.

Office Copy Machine

Borough Manager Sterner said we budgeted for a new copy machine we did receive a Costar price for one year of \$8,872.00, the machine itself is \$7,672.00 the estimate for the maintenance agreement is based on the number of copies. We are figuring \$1,200.00 for copies, (Kyocera style).

Mr. Sheckler said we should make sure we take the mother board out of the copier before we sell it.

Mr. Miller asked about the requisition #5, this could be darker and clearer in order for council to make a decision.

Jim Thorpe Market Retail expansion Land Development plan.

Borough Manager Sterner said there is a zoning issue on this, we will table this.

Mr. McGuire said he has a question on this. The JTPC did review this and they voted on conditional preliminary approval. Did they actually give them approval?

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Borough Manager Sterner said no, you gave them conditional preliminary approval. They said they were looking for preliminary and final. They did tell her that the JTPC did only do the preliminary only because they were not comfortable doing both. They did ask if council could do both. There was a review done, they have not submitted zoning permits. As part of that review they noticed they will need a variance for the lot coverage. This will have to go back to planning commission. They are doing a separate building for liquor store/beer store. They are planning on going back to JTPC for preliminary & final approval and then going to council for preliminary & final approval.

UCC Joint Appeals Board Intermunicipal Agreement Proposed Amendment.

Borough Manager Sterner said the borough of Parryville would like to be included. The solicitor is looking in to this to see if we would have to do an ordinance amendment.

**WWTP Upgrade Project**

- a. Mr. Rehab payment application N/A
- b. Eastern Environmental payment application #5 - \$273,837.50
- c. Howard Company payment application #2 - \$41,110.06
- d. Requisition #8 - \$450,144.22

Borough Manager Sterner said we will have clearer copies for council to take action next week.

Borough Manager Sterner said on the flagger sharing, she is hoping to have something for council for next week.

**D&L Trail**

- a. Wilson Consulting Group Invoice #1 - \$15,664.50
- b. Wilson Consulting Group Invoice #5 - \$7335.50
- c. Wilson Consulting Group Invoice #6 - \$5,319.00

Borough Manager Sterner said these are engineering bills for grant work.

President Strubinger asked what is the expected completion date for the pedestrian bridge.

Borough Manager Sterner said the end of 2017 beginning of 2018 for the bridge portion. Then they will start the T-wall when that ends. The entire project needs to be done by June of 2018.

**Utility Action**

**Utility Accounts Lien Reports**

- a. Active Utility Accounts Garbage & Others Lien Report (0)
- 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 (3)
- f. Temporary Off Lien Report (0)

Uncollectible Accounts Report – none

Utility Accounts Proposed Updates – none

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Diane Schmidt Account #7705 utility rate request

Borough Manager Sterner said Dianne Schmidt has a business but she is not open all of the time so she would like different rights. It is a yarn shop it's open 2 days a week but there is an apartment upstairs.

Council will discuss and make a decision for next week's meeting.

Account #0305 payment plan

Borough Manager Sterner said they have made half of the payment for next month.

**Tax Exoneration Action**

Jeffrey Herman, retired  
Joseph Micko, retired  
Clifford A. Gledhill, retired  
Daniel Gasker, retired  
Joseph Blisko, retired  
Frank Tessitore - retired

Charlie Scherer - retired  
Robert Herman - retired  
Catherine DeMarco - housewife  
Lynn McGavin - retired  
Deborah Scherer – retired

**Committees**

**Administration**

CDBG Funding Preservation 2017-10

Borough Manager Sterner said the Borough Association sent this to us. The president has talked about eliminating the CDBG program funds. The Borough Association is requesting the resolution be passed supporting the preservation of the funds.

BIA- Increase to 24 Hours per week

Borough Manager Sterner said he is only doing 12 hours a week. The revenue is up 39.4%, expenses are at 33.84% year to date we should be 33.32% the income is up a little bit. Zoning permits we are charging the cost plus the administrative fees. We will no longer be losing money on that. We will cover the cost of the zoning not the cover of the property maintenance because that is separate. She will keep an eye on the time.

Vacancy on the Civil Service Commission

Borough Manager Sterner said Francis Hartnett has decided he does not want to take another term on the Civil Service Commission. This vacancy will go until December 31, 2022

Zoning ordinance amendment – proposed downtown parking

Borough Manager Sterner said the draft has been drafted with the changes, this is for council to vote to advertise.

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Electricity Contract

Borough Manager Sterner said we got a quote from Integrity Energy and from APPI Energy. We could go with Integrity Energy .04980 kwh for 3 year contract, savings of \$77,140.00.

JT Hall of Fame – Public Hearing May 11 for Keystone Community Grant; Letter of Support

Borough Manager Sterner said they received a Keystone Community grant, they need to hold a public hearing. They will tell the community what they are planning to do and they need a letter of support.

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

Carbon County Planning & Development - Public Hearing May 11 for 2017 CDBG

Borough Manager Sterner said the Carbon County Planning & Development will be holding a public hearing for 2017 CDBG funds.

Utility Billing Resolution

Borough Manager Sterner said this goes along with the ordinance, this is the procedure.

Tire & Electronic Recycling – May 20; 7am to 11:30 am – Volunteers Needed?

Flagger Sharing with County

**Police**

Central Court parking

Police Chief Schatz said they want the 10 meter spaces for the transport of the prisoners to keep them closer to the courthouse. He explained to them they need to put this in writing to the borough. Police Chief Schatz said if we give them 10 meters they would block off the corral during fall foliage. Our county is the only county that the sheriffs do not transport the county prisoners, the local police do.

General consent of council is they will need to pay for the meters to be bagged.

Marijuana Growing/Processing and selling ordinance.

Borough Manager Sterner said there are some municipalities that have adopted an ordinance and that we can get a copy of their ordinance.

Speed Limit Posting

Police Chief Schatz said he has been looking at some streets that are not posted. He spoke to Penn Dot and they said we should look at posting speed limits on some streets that are not posted.

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**Buildings/Parks**

JT Summer League request to use Memorial Park basketball court on Sunday, Monday & Thursday's  
JT Summer League request to consider installing daylight sensors on the light poles  
JT Summer League extra trash/recycling bins place around basketball court

Borough Manager Sterner said the cost for the timer to be installed on the lights is \$250.00 per Shawn Kresge. Council needs to decide if they would like to do this. She thinks the nights that they are there we can set it that they go on and the nights they are not there they will be off.

Mrs. Klitsch said there are keys out there for the building. They will be responsible for emptying the trash cans the nights they are there.

Borough Manager Sterner said she can ask the status of the keys.

**Future Work Session Meetings**

Borough Manager Sterner asked council where they would like to hold the workshop sessions.

General consent of council is to hold the workshop meetings at the Memorial Park hall.

**Twining Park Act 13 Grant Application**

Borough Manager Sterner said Joe Micko and Jolene Evans from the Planning Commission met with BIA they are going to write a grant for Twining Park. The grant application is due by May 31, 2017 it is 15% cash match. She instructed them this application we want to concentrate on a fence along the wall, some picnic tables and benches. The grant will not exceed \$53,000.00 the match would be \$7,900.00. That will be put into DCNR for Small Communities grant and see if we can get the fees for the match. If not the borough will be putting in the \$7,900.00. Then next year we will look at the storm water issue by the steps. That is a larger project, we could do in-kind match for that project. BIA is not charging us for writing the grant.

**Emergency Services**

**Old Business**

- A. Property Maintenance Board of Appeals Three (3) Vacancies
- B. Planning Commission – Nuisance Ordinance
- C. Collection Agency for delinquent utility fees
- D. Cuoco
- E. Petition to Vacating Portion of 2<sup>nd</sup> Street
- F. W. Front St & River St Dedication Ordinance
- G. Bituminous Seal Coat bids
- H. Act 172 of 2016 – Incentives for Emergency Services Volunteers
- I. Police Contract
- J. 204 Center Ave – June 19 is a hearing
- K. Municipal Fire Department

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L. Shared Utility Lines – Enforcement Protocol

**Executive Session**

A. Real Estate

**MOTION:** Joanne Klitsch second Curtis Jackson to adjourn.

YES 7

NO 0

Adjourned at 8:08 pm

Respectfully submitted

A handwritten signature in cursive script, reading "Louise McClafferty". The signature is written in black ink and is positioned above the printed name and title.

Louise McClafferty  
Borough Secretary