

JIM THORPE BOROUGH
NOVEMBER 2, 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
Gregory Strubinger	Mayor Michael Sofranko	Police Chief Schatz
Matt Boggs, Entech	Manager Maureen Sterner	PSM Yaich
Boro Secy McClafferty		

Mayor's Report

Mayor Sofranko spoke about Trick or Treat night and the Halloween parade, changing the date of the parade.

Public Hearing

Zoning Ordinance Amendment - Farming/Agritourism

Public Comment

Discussed the Waterborne Vets Monument Dedication November 4, 2017 at 1:00 pm here at the Memorial Park.

Discussed Leaf Pick-up October 30 through November 9, 2017.

PSM Yaich said they picked up a rock and sheard a pin on the machine, will probably go another week as long as the weather holds out.

Discussed Shade Tree Commission Vacancy (1)

Discuss Police Pension Board Vacancy (1)

Discuss Emergency Management Coordinator Vacancy (1).

Borough Manager Sterner said we have two letters of interest for the EMA Coordinator. The Emergency Service Committee reviewed the letters of interest and their recommendation is under the Emergency Service Committee report.

Executive Sessions held Oct. 5 and Oct. 26 for personnel

Michael Rivkin said JTТА thanked the Borough and the Police Department for the cooperative effort during Fall Foliage weekends.

Police Chief Schatz said they had a great working relation with the JTТА, they met a few times prior to the event and they had volunteers out to help out also.

Action

Discussed Work Session Meeting Minutes from October 5, 2017.

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Discussed Council Meeting Minutes from October 12, 2017

Discussed Budget Workshop Minutes from October 19 & October 26, 2017

Secretary McClafferty said there was a correction on the minutes from October 26, the taxes should not have been on them.

Discussed Expenditures from all Funds as presented.

Borough Manager Sterner said she does have on the invoices the clean up for 204 Center Avenue, this has not been done yet and it will not be paid until it is done.

Mr. Miller on page 2, in the Sewer, the sludge bills, put on line or taken off line, do we have any idea how much more of that we are going to have?

Matt Boggs said the problem is we are no longer taking pressed sludge. So, we removed the press because we are getting a new sludge press for a different type of process. This is not going to happen for maybe 4 to 6 months.

Borough Manager Sterner said we budgeted additional for sludge hauling because we are not sure if it will be needed.

Discuss Treasurer Report as presented.

Discuss Kuhn Subdivision Waiver Request

Borough Manager Sterner said it is a waiver on the plan, per the ordinance they are required to include contours and vertical data on the plan. This is lot consolidation so they are asking for a waiver from this requirement. This will need to be granted prior to Council taking action on the major subdivision plans.

Mr. McGuire said the Planning Commission approved the plans and are making recommendations to Council to approve the plans.

Council reviewed the Kuhn Major Subdivision plans.

Discuss Kalavoda Minor Subdivision

Borough Manager Sterner said this is a lot consolidation and the only items they need to do is signature and get the plans notarized.

Mr. McGuire said the Planning Commission approved the plans and are making recommendations to Council to approve the plans also.

Discuss Ordinance 2017-11 Auditor Appointment

Borough Manager Sterner said this has been advertised and it is ready for Council to take action on.

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Discuss Ordinance 2017-12 Stormwater Management Amendment

Borough Manager Sterner said this is just the section for violations and penalties. We had it as a misdemeanor offense, and per the law we have to have it a summary offense. This is the only change in the ordinance.

Discuss Ordinance – UCC Appeals Board Amendment (advertise)

Borough Manager Sterner said this adding Parryville to the board, this is to advertise the ordinance.

Discuss Ordinance – Act 172 Tax Incentives Volunteers (advertise public hearing & action)

Mr. Sheckler said this is for either fire fighter or EMS. This is for the choice of the fire fighter to chose whether it is the earned income tax or the real estate one. This is their option one or the other. If there are two or three fire fighters in the same household the primary resident that pays the taxes is the one that would have a selection of earned income tax or real estate taxes. The taxes have to be paid in full and they will have to have proof that they paid the taxes, and have the application for a refund for the incentive, that will come to the Borough Office, the tax collector will not be involved.

Borough Manager Sterner said we did receive a letter from the solicitor on this, he does not think the Borough office should be involved with this, he is thinking a tax collecting agency. Council needs to discuss an amount for these items. She informed Council that East Penn has \$150.00 on their ordinance.

Mr. McGuire said this was discussed by the Emergency Service Committee, they are thinking part of a percentage of calls they go to.

Mr. Sheckler said this will not affect the fire budget, this is an additional amount added to the General Funds budget.

Borough Manager Sterner asked Council what are their thoughts on a dollar amount so it can be put in the ordinance.

General consent of Council is the maximum is \$200.00 and it cannot exceed 20% of the actual tax bill.

Borough Manager Sterner said solicitor Nanovic wants to clarify that this is for unpaid volunteers. This needs a public hearing, 30 days prior to adoption.

Discuss Ordinance – Parking Zones (advertise)

Borough Manager Sterner said she thinks this is going to be tabled, we have to time this with the kiosk and they won't be arriving until January.

Mr. Miller asked how will we handle if a kiosk goes down?

Borough Manager Sterner said they do have a service department.

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Police Chief Schatz said they will be hooked up to their phones. They do have a service department there if something should happen. He spoke with Perkiomen and the only problem they ran into was paper jams or currency jam. They never had any other problems. We are trying to get everything resolved to get the kiosk up and running.

Council discussed the kiosk for several minutes.

Discuss Resolution 2017-20 Police Pension 2018 Contribution.

Borough Manager Sterner said this eliminates the contributions.

Discuss Resolution 2017-21 Fee Schedule 2017.

Borough Manager Sterner said the only change to this ordinance is the State has increased the Uniform Contraction Code permit fees from \$4.00 to \$4.50.

Discuss 2018 Budget Public Meeting Nov. 16, 6:30 pm (approve & advertise)

Borough Manager Sterner said the only Council member that won't be there is Curtis Jackson.

Discuss 2018 Budget Approval.

Borough Manager Sterner said Sal will be here, this will be a public hearing. We will approve the budget for advertising and take action to adopt the budget at the December regular council meeting.

Discuss High Street Wall Project

- a. Axis Stabilization payment application #1 - \$9,990.00

Borough Manager Sterner said this is for bonding and insurance prior to submittal, they are scheduled to start next week, November 6, 2017, estimated 3 to 4 weeks until the project is completed.

Discuss the WWTP Upgrade Project

- b. Mr. Rehab payment application (0)
- c. Eastern Environmental payment application #11 - \$487,138.39
- d. Howard Company payment application #8 - \$132,258.43
- e. Requisition #14 - \$748,597.44
- f. Entech Amendment #3 - \$95,500.00
- g. Eastern Change Order #6 - \$4,134.74

Borough Manager Sterner said these have all been approved in the project and all of the amounts have been checked by Matt Boggs and herself.

Utility Action

- A. Discuss Utility Accounts Lien Reports
 - a. Active Utility Accounts Garbage & Others Lien Report (0)
 - b. Active Utility Account Garbage Only Lien Report (6)
 - c. Active Utility Accounts Sewer/Garbage Lien Report (2)

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- d. Active Utility Accounts Water/Garbage Lien Report (0)
- e. Active Utility Accounts Water/Sewer/Garbage Lien Report (11)
- f. Temporary Off Lien Report (4)
- B. Discuss Uncollectible Accounts Report – (34)
- C. Discuss Utility Accounts Proposed Updates (0)
- D. Discuss #4835 Payment Plan
- E. Discuss #1365 Payment Plan

Borough Manager Sterner said we will review all of this with the collection agency.

President Strubinger asked how are we doing with the accounts that are delinquent.

Borough Manager Sterner said we are making progress, the ones that we are making the most success with are the garbage. When we send the lien letters, that is what the biggest response it to.

Tax Exoneration Action

Committees

Administration

Public Service(Sewer/Sanitation/Water/Streets)

Discuss the HB 798

Mr. Miller said the HB 798 will take control away from the Borough, and the municipality over sewer and water and put it under the PUC who controls the rates. They are asking people to contact their legislators and oppose this. The Borough Association is opposed to this. He asked the Manager to put this on the agenda and that we send letters to our State & House representatives to oppose this.

Police

Borough Manager Sterner asked Council to discuss Quarry Street. PSM Yaich was there with Jim Trainer, there are concerns with where to paint the lines.

Mayor Sofranko said he will meet him at the location next week to show him.

Buildings/Parks

Discuss High Street Steps

Borough Manager Sterner said we received the survey, we do not own the steps. What does Council want her to do? Does Council want her to notify the property owners that they are the owners of High Street Steps?

President Strubinger said the Borough owns the landing on the top of the steps according to the survey.

Michael Rivkin stated if he is owner of them, he will be closing them.

Council requested that the owners be notified that they are the owners of High Street Steps.

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Council asked if Matt Boggs was contacted to discuss Handwerk Retaining Wall.

Mr. McGuire said he spoke with Matt Boggs and he would like to have the company that is repairing High Street Wall take a look at this. If the water fills the whole drain that could affect the wall maybe.

Borough Manager Sterner said you have to pay the engineer to look it.

Mr. McGuire said BIA gave Bob Handwerk so many days to repair the wall, but before we can do that we have determine what the situation is there. The resolution is it has to be fixed, it's a safety issue for the borough employees that have to go in there to clean it out. This will be brought back to council.

Matt Boggs met with DEP last week about the tank that was taken off line. They showed him the document that they are looking for and he will give them the revision of the schedule.

Matt Boggs said the section of sewer cleaning High Street and Broadway, he is looking for Mr. Rehab to give him a change order for repairing the sewer and the manholes between those two trees. There is a contingency amount, the sewer project is going well, the change order total has been less than \$40,000.00. If we continue with no major change orders we are going to have change left over and we will figure out what to do with it. He asked RUS if we could do this as a change order to Mr. Rehab or to Eastern, that this falls under the umbrella of this project. We could repair the sewers, we could replace a section of sewer without having to go through the bidding process, because it falls under the project.

Mr. McGuire said he contacted BIA about the County project they are doing. BIA sat down with the County to explain everything to them. The County has to go through a hearing to change the building.

Emergency Services

Discuss Fire Department Appointments

Mr. Sheckler said the applications are still coming in, we will have a list for next week's meeting.

Discuss Fire Tower

Borough Manager Sterner said we received a letter from DCNR. They want to put the new tower 50 feet away from the existing tower. Their reasoning is there is too much rock where the existing tower sits. Where they want to put the new tower, there are rocks and brush and everything that will have to be cleared out.

Council made the recommendation that this be placed on the action items to keep the tower in the same location.

Discuss Emergency Management Coordinator.

Borough Manager Sterner said we received two applications for the EMA coordinator. They are Doug Jugan and Darrin Arndt.

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Old Business

- A. W. Front St & River St Dedication Ordinance
- B. Collection Agency for delinquent utility fees
- C. Police Contract
- D. Disorderly Conduct
- E. Nuisance Ordinance
- F. Memorial Hall Stormwater Project

Executive Session

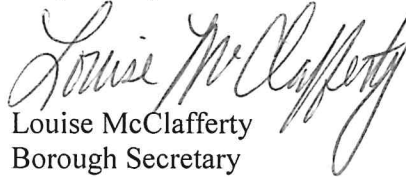
MOTION: Curtis Jackson second Gregory Strubinger to adjourn.

YES 7

NO 0

Adjourned at 8:23 pm

Respectfully submitted


Louise McClafferty
Borough Secretary