

JIM THORPE BOROUGH COUNCIL
WORKSHOP MEETING
AUGUST 2, 2018
MINUTES

Meeting called to order at 6:30 in the Memorial Park Hall, 101 East Tenth Street, Jim Thorpe by President Strubinger with the pledge of allegiance and moment of silence for the men and women serving our country.

Roll Call of Members & Officials

Gregory Strubinger	Kyle Sheckler (A)	Joanne Klitsch
Thomas Highland (L)	John McGuire (A)	Edith Lukasevich
Jay Miller	Manager Maureen Sterner	PSM Vince Yaich
Police Chief Joe Schatz (A)	Matthew Boggs, Entech	
Mayor Michael Sofranko (A)	Secy. Louise McClafferty	

Public Comment

President Strubinger informed the public there is 1 vacancy for the Police Pension Board

Borough Manager Sterner informed everyone that the Carbon Builders Association will be Re-implementing their Scholarship Program. They are doing a Designer Purse Bingo fund raiser on September 29, 2018 and 2 scholarships will be awarded to graduating seniors from Carbon County Technical Institute.

Lauren Golden, Manager of the D & L Trail project. Bids were short on the funding for the project. We have secured the funds for the project to award the project to the low bidder. The engineer has reviewed the bids. She asked that Council award the bid project at next week's meeting.

Mrs. Klitsch asked if the County came up with some funding for the project?

Lauren Golden said the County Commissioners asked the Pocono Mountain Vacation Bureau to secure funds for the project amount of \$65,286.00. We have submitted the grant amendment to DCNR amount of \$500,000.00 and they have amended the grant.

Borough Manager Sterner said all of the funds have now been committed.

President Strubinger asked in any of the grants if there is any allotment for administration of the grant?

Elissa Garofalo said no, their time they use other funding. It is the Borough's grant for the project, that is the Borough's responsibility.

President Strubinger said back when this was discussed with the Borough, it was Council's impression it was going to be no cost to the Borough.

Elissa Garofalo said the only cost to the Borough is the administration costs. They have done their best to bring in minimal local funds. The hotel tax funds, there is a new clause in there that allows them to use the funds for this project.

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Elissa Garofalo said at this point of the project, DCNR funds will expire on December 31, 2018. The funds will go away if the project is not done. The sooner they start the lower the expenses it will be, the longer we wait the higher the expenses will be, it will cost more money. This is a project that is substantial not just to Jim Thorpe but surrounding communities.

Mr. Miller said he was not going to approve anything until the money is there, we have the money he is fine, we have guaranteed funds.

Mike Ragozzino, Runegades, Inc., they are requesting permission to hold the half marathon on April 14, 2019. This is from Owl Creek to the County parking lot.

Borough Manager Sterner said last month approved the Jim Thorpe half marathon in June 2019. This request was from the Schuylkill River Runners and it was approved. There was a split with the organization now there is a second group that wants to do the half marathon. If you want to approve this you should rescind the other one. They both want to run this event. The event date is April 14, 2019, this is the same event.

Mike Ragozzino said they worked with the other group last year and they found that they had them doing all of the logistical planning, all of the executions, etc. He failed to inform the Borough the run was happening, he had to work things out with the Borough and Chief of Police. They both are submitting a proposal and whoever the County Commissioners and the Borough approves, that will be the one that will take the race. They meet with the County Commissioner's on August 23, 2018. The Commissioner's are going to decide which group they want to go with. This run supports the "Turn to Us" organization. They are meeting with Tamaqua Borough on August 7, 2018.

Borough Manager Sterner said you may want to have this on the agenda to rescind your previous motion until such time the Commissioners make their decision or the other group submit a proposal.

President Strubinger said they are using County land, they are going to allow one group or the other. Table until they meet with the Commissioners.

Borough Manager Sterner said she will let the other group know Council is going to reconsider their request and if they want to come and speak with Council they can.

Donna Donati, 21 West 5th Street, spoke about 5th Street water runoff, and their basement flooding. She said there is no drainage, no curbs, and the road is crowned towards their property.

President Strubinger said the rain storm was a 50-100-year storm, we had 4 ½ inches of rain in an hour. He thinks some of the trouble spots are going to continue to be that way because we are getting this kind of major storm on a frequent basis.

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Ed McArdle said when they paved School Street from 6th to 7th there is no lip on the side of the road. The water came down 4 different yards and flooded both places. A week later it happened again. He spoke about the water runoff on West 10th Street and how his brother's garage and recreation room were flooded. When the roads are redone they use to put a lip on the road and there is no lip on the end of the road, you need to put curbing in.

President Strubinger said curbing would prevent some of the issues. He had water in his house and the water is coming from the street up above his home.

Mr. Miller said people have to put in curbing, then we will meet the curbing with the street, until that time we will still have that issue.

President Strubinger said if we have an issue where there is something severe can we require, instead of it being across the board that makes no sense that everybody has to have curbing. If someone wants to sure, the ordinance is in place for a reason, for when it is needed it should have to be installed to alleviate some of the problems. He thanked the fire department for helping him pump his basement out.

Donna Donati asked how does Council determine what streets get paved?

PSM Yaich said he checks to see what utilities have been replaced on the roads. Then they see what roads are alligatored the worst and down to bare dirt, we pick the worst roads for the contractor to do because we don't have the equipment. The smaller ones the Borough can do with the machine, we will do some mill and overlay. We only have so much money and out of that money we have to repair storm basins, the pipes are collapsing, we have to do black topping with that money. We have to save a certain percentage of Liquid Fuels money for the road salt and anti-skid materials. We try to spread it around the best we can.

Action

Council Workshop Meeting Minutes from July 5, 2018

Council Meeting Minutes from July 12, 2018

President Strubinger said if they have any corrections they should contact Louise.

Expenditures from all Funds as presented

Borough Manager Sterner said we have some transfers into the General Capital Reserve fund, annual donations, the ladder truck tax millage is on there that is why General Funds is higher than normal, and we have another flagger payment that is out of Sewer funds.

Treasurer Report July, 2018 as presented

Mr. Miller said on the Treasurer report, the real estate taxes look shy on the income side.

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Borough Manager Sterner said we just received a payment from Terry McElmoyle.

Jake Arner Farms SALDO Section 390-21.B.1 Waiver Request

Borough Manager Sterner said Jake Arner requested a waiver on the plans. The ordinance calls for 1 inch to equal 50 feet, his plans show 1-inch equals 100 feet. The engineer did not have a problem with that, the Planning Commission granted the waiver because the parcel is so large.

Jake Arner Farms Land Development Plan 5/2/18; revision 6/28/18

Borough Manager Sterner said the Planning Commission did review this and they are making recommendation for conditional approval. We need the County Planning Commission review, this has not been received yet. The comments from the engineer's letter need to be addressed on the plans, the waiver needs to be granted, the plans need to be signed and notarized.

Sgt. Bokeko Longevity Pay

Borough Manager Sterner said he is due for his 2018 payment, 9/11/18 is his anniversary date amount of \$500.00, which is the cap.

Resolution 2018-21 LSA Grant Facilities Upgrade Project

Borough Manager Sterner said this is the one that we talked about applying with Lansford, they are not ready so they declined. We will submit this just for the Borough itself.

Maser Consulting – Environmental Report Facilities Upgrade

Borough Manager Sterner said this is the engineering firm that is working with Spillman Farmer on the project, this is not part of the Spillman agreement. Maser proposed a price of \$7,300.00 for one site and \$12,700.00 for both sites. We are recommending both sites to be approved, both the solicitor and Sal have reviewed the proposal.

President Strubinger asked if they feel the proposal is in line?

Borough Manager Sterner said yes, that is a very good price.

Resolution 2018-22 LSA Grant License Plate Readers

Borough Manager Sterner said the Police Chief is working on this, this will also be submitted.

PLGIT Term Renewals

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Borough Manager Sterner said the rates change every day, she will have the rates for next week's meeting, she will contact MCTC and JTNB for their rates. Sanitation & Sewer we are rolling over what we have, the ladder truck will be increased to include the tax millage that we are transferring. The CD's were a 120 day (4 month).

7/27/18 Line Item Transfers

Borough Manager Sterner said the only thing that has been added is the Police MMO. They are recommending the higher amount because of the back-pay issue that wasn't included with the pension stuff. She did a line item transfer, she took money out of insurances to pay for the additional money needed for the MMO.

Police Minimum Municipal Obligation

Waselus Street Light Request

Borough Manager Sterner said this is a new request. This is on Pine Street between 7th and 8th streets. She is still waiting for the technician to look at both sites to make sure there are no costs. Does Council want her to contact the neighbors like she did with the last request?

Jim Thorpe Lion's 24th Annual Halloween Parade 10/27/08 at 2:00 rain date 10/28/18

Borough Manager Sterner said along with Council approval, you would have to approve writing a letter to Penn Do on behalf of the Lion's Club.

D & L Trail

Grant Funds

Wilson Consulting Invoice - None

Entech Invoice #60137 - \$181.25

D&L Trail Project bid Specs

Borough Manager said you have the 2 grant letters. One is from DCNR and the second is from Pocono Mountain Vacation Bureau. There is 1 invoice for Entech and the bids Council will have to act on. Council will just have to accept the grant commitment letters from Pocono Mountain Vacation Bureau and DCNR.

High Street Wall Project

Requisition #6 - \$3,226.28

Borough Manager Sterner said this is the final bill.

10th Street Stormwater Project

Kobalt Payment #3 - \$68,400.00

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Borough Manager Sterner said this is payment application #3 and it has been reviewed by the engineer. This is almost done.

WWTP Upgrade Project

Eastern Environmental payment application #20 - \$127,667.86

Howard Company payment application #16 - \$8,645.00

Howard Company Change Order #2 - \$18,963.55

Requisition #23 – \$210,160.76

Borough Manager Sterner said we have the payment application and a change order for Howard.

Matt Boggs said the change order is for the headworks. There are two major items: they re-routed the water around the headworks because it was coming into the concrete walls. It needs to have heat insulation and the other one is the equipment within the headworks, it was favorable to have the local disconnect switches next to the equipment. Beyond change order #2, the biggest issue they have been running into is the heavy rain. The existing treatment plant is compromised instead of 4 tanks they are down to 2 tanks for the treatment. It has been a challenge and they have been working with DEP.

Mr. Miller said we still have a lot of inflow into the sewer, there are still illegal hook-ups.

Mrs. Lukasevich asked how do you know what properties are illegal?

PSM Yaich said we would do a smoke test. We take a block and you block the main off and you put smoke in it, if you see it coming out of the roof (gutter vents) you know the gutters are tied into the sewer system. He said once most of the work is done at the WWTP, they have all the smoke testing equipment and they will start going out and do the smoke testing. We will get the properties for Council.

Matt Boggs said they did submit the Multimodal grant that was due on July 31, 2018. The 7th Street paving with CDBG money is out to bid this month.

President Strubinger asked where does the WWTP stand for completion?

Matt Boggs said October 2018. What will happen is the testing that needs to be done to the IFAS units needs to be done in the summer. We will need to hold back some money for that testing. The IFAS is the treatment process.

Utility Action

Utility Accounts Lien Reports

Active Utility Accounts Garbage & Others Lien Report (0)

Active Utility Account Garbage Only Lien Report (3)

Active Utility Accounts Sewer/Garbage Lien Report (0)

Active Utility Accounts Water/Garbage Lien Report (0)

Active Utility Accounts Water/Sewer/Garbage Lien Report (2)

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Temporary Off Lien Report (4)
Inactive (0)

Mr. Miller said just a note, in the Borough news magazine about the reporting of liens. We will have to ask our attorney what he knows about this.

Uncollectible Accounts Report – (0)
Utility Accounts Proposed Updates (0)
6437 Payment Plan

Tax Exoneration Action

- Nancy McArdle
- Edward McArdle

Committees

Administration

Jim Thorpe Half Marathon
NEPA Parking Study

Borough Manager Sterner said we did receive an update on the parking study with NEPA. They are reviewing the data that was collected from the Jim Thorpe Birthday weekend. ALTA who is a subcontractor to Chance Management collected two weeks' worth of video data. The information will be shared with the Steering Committee later this month. The County office expansion engineer is in touch with Chance Management for this too.

Public Service (Sewer/Sanitation/Water/Streets)

High Street Wall Loan

Borough Manager Sterner said it will be for Council to do decide what they would like to do with the remaining funds. The 5th Street washout permanent fix, advice would be to hold off on this for now, that project could be \$100,000.00. She was able to identify over \$61,000.00 that could be dedicated to this project, \$8,800.00 has been spent on temporary repairs. High Street right now can wait for another month until we figure out what we have with the street.

5th Street Washout

Mrs. Lukasevich left the meeting.

Stormwater & Curbing

President Strubinger said he has some information on his situation. He asked the Manager and PSM to look at the ordinance. He sent pictures of the water damages by his house.

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Borough Manager Sterner said Council has the right to require residents to install curbing. Council or the engineer needs to make that decision. It is up to Council if you want the engineer to go out and look at something, that is something you will have to look at for next year because the Borough doesn't have anything budgeted or any money to pay the engineer to do that. If you don't want to have everyone do it you will have to set up some kind of standards.

Fall Tire & Electronic Recycling

Borough Manager Sterner said Tamaqua Transfer gave us a date of October 13, 2018 starting 7:00 to 11:30 am for the recycling event. There are a couple of requirements for tires: they will not accept racing tires, tires must be whole, and no rims.

Mr. Miller thinks there should be a limit of tires to be dropped off.

Police

Buildings/Parks

Mason Sign Inquiry

Borough Manager Sterner said we do not have any signed agreements for the lots.

Mr. Miller said if we ever put an electronic sign on the lots that would be for non-profits Boy Scouts, Public Service announcements, stuff that is happening.

Emergency Services

Phoenix/Fairview Merger

Mr. Miller said they are going to merge, they have a consultant that they hired.

Borough Manager Sterner said they are letting the Borough know that they signed the engagement letter with the consultant.

Old Business

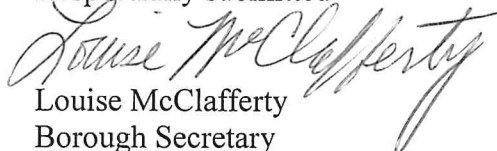
- A. Permit Parking
- B. Burning Ordinance

MOTION: Jay Miller second Thomas Highland to adjourn.

YES 4 NO 0 ABSENT 3 Edith Lukasevich, John McGuire & Kyle Sheckler

Adjourned at 8:06

Respectfully submitted


Louise McClafferty
Borough Secretary