

JIM THORPE BOROUGH COUNCIL
REORGANIZATION MEETING
JANUARY 2, 2024
MINUTES

Meeting called to order at 6:30 p.m. by Gregory Strubinger with the pledge of allegiance and a moment of silence for the armed forces, first responders, and their families, as well as the service members who lost their lives while serving our country.

Newly Elected Council Members

Connor Rodgers
Sydney Wernett

Roll Call of Members & Officials

Police Chief Schatz	Joanne Klitsch	Sydney Wernett
Borough Manager Sterner	Mike Yeastedt	Connor Rodgers
Borough Secretary Klotz-absent	Tom Chapman	Gregory Strubinger
Borough Administrative Asst Herman	Solicitor Nanovic-absent	

Announcements

Greg Strubinger explained Borough Council reorganizes every two years. Normally, the mayor would take over to run the meeting until new officers of Council are appointed. Currently that position is open due to Mike Sofranko resigning since he was elected County Commissioner. The mayor normally starts the reorganization meetings by asking for nominations for Council President and Vice President. The start of every reorganization meeting, there is no Council President or Vice President. Greg Strubinger explained that because of this, whoever is voted in as Borough Council President, would temporarily assume the Mayor's seat until a new one is appointed. Whoever is voted in as Borough Council Vice President, would assume the President's role until a new Mayor is appointed.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **temporarily appoint Greg Strubinger as temporary Borough Council President**. This would get the meeting officially started placing him as temporary Mayor. Motion carries 6-0.

Public Comment

NONE

Nominations

MOTION by Conner Rodger, second by Mike Yeastedt to **open the floor for nominations**. There were no comments. Motion carries 6-0.

Mike Yeastedt nominated Greg Strubinger for Borough Council President. There were no other nominations.

MOTION by Tom Chapman, second by Sydney Wernett to **close the floor for nominations**. There were no comments. Motion carries 6-0.

There was a roll call vote for Greg Strubinger's Council President nomination:

Sydney Wernett – Yes
Joanne Klitsch – Yes
Mike Yeastedt – Yes
Tom Chapman – Yes

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Connor Rodgers – Yes
Greg Strubinger -- Yes
Motion carries 6-0.

MOTION by Joanne Klitsch, second by Tom Chapman to **open the floor for nominations for Borough Council Vice President**. There were no comments. Motion carries 6-0.

Joanne Klitsch nominated Mike Yeastedt for Borough Council Vice President. There was no other nomination.

MOTION by Connor Rodgers, second by Joanne Klitsch to **close the floor for nominations**. There were no comments. Motion carries 6-0.

There was a roll call vote for Mike Yeastedt's Council Vice President nomination:

Sydney Wernett – Yes
Joanne Klitsch – Yes
Mike Yeastedt – Yes
Tom Chapman – Yes
Connor Rodgers – Yes
Greg Strubinger -- Yes
Motion carries 6-0.

Greg Strubinger said he was looking forward to working with this group on Borough Council. He thanked Connor and Sydney for stepping up to the plate and serving on Borough Council. He spoke about Connor's prior time on Council as a Junior Councilmember. He announced the vacancy of the late Tom Highland's last two years of his seat. Sydney Wernett won both a two-year and four-year seat and chose the four-year seat. He announced there is also a vacancy for Mike Sofranko's remaining two-years of his Mayor term. Because of this, he would be assuming the role as Mayor and would not have voting rights the remainder of this meeting and any future meetings until a new Mayor is appointed. Mike Yeastedt assumed duties of President.

Monthly Meetings

MOTION by Joanne Klitsch, second by Connor Rodgers to **advertise the following monthly meetings**:

Council Work Session meetings – 1st Thursday of the month at 6:30 p.m. in Memorial Hall

Regular Council meetings – 2nd Thursday of the month at 6:30 p.m. in Memorial Hall

Jim Thorpe Planning Commission meetings – 3rd Tuesday of the month at 6:30 p.m. in Memorial Hall

Jim Thorpe Zoning Hearing Board – 4th Thursday of the month at 6:00 p.m. in Memorial Hall as needed.

There were no comments. Motion carries 5-0.

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Bill List

MOTION by Joanne Klitsch, second by Tom Chapman to **approve Expenditures from all Funds as presented.** There were no comments. Motion carries 5-0.

Appointments

MOTION by Joanne Klitsch, second by Tom Chapman to **name Mauch Chunk Trust Company, Jim Thorpe Neighborhood Bank, and PA Local Government Investment Trust as depositories for Borough Funds.** There were no comments. Motion carries 4-0-1, with Connor Rodgers abstaining due to being employed at Mauch Chunk Trust Company.

MOTION by Connor Rodgers, second by Sydney Wernett to **appoint Joanne Klitsch as a Jim Thorpe Planning Commission member for a 4-year term expiring on December 31, 2027.** There were no comments. Motion carries 4-0-1, with Joanne Klitsch abstaining.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **appoint Bob Schaninger as a Jim Thorpe Planning Commission member for a 4-year term expiring on December 31, 2027.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **appoint Roxanne Long as a Jim Thorpe Zoning Hearing Board member for a 5-year term expiring on December 31, 2028.** There were no comments. Motion carries 5-0.

International Property Maintenance Board 5-year term expiring December 31, 2027—There were no letters of interest submitted, therefore this seat remains vacant.

MOTION by Joanne Klitsch, second by Tom Chapman to **appoint Joe Lawrence as a Civil Service Commission member for a 6-year term expiring on December 31, 2029.** There were no comments. Motion carries 5-0.

Shade Tree Commission 5-year term expiring on December 31, 2028 – There were no letters of interest. Manager Sterner said Secretary Klotz had spoken with Dee Reitz about filling this seat if no one else submitted a letter of interest, as this was her seat prior, but would have to follow up and report back at the next Borough Council meeting.

MOTION by Sydney Wernett, second by Joanne Klitsch to **appoint John McGuire to the Vacancy Board for a 1-year term.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Tom Chapman to **appoint Bob Schaninger as the Dimmick Memorial Library Board representative for a 1-year term.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **appoint Jack Sterling as the Lehigh Canal Recreation Commission representative for a 1-year term.** There were no comments. Motion carries 5-0.

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MOTION by Joanne Klitsch, second by Connor Rodgers to **appoint William Diehm as the Carbon County Communications representative for a 1-year term.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Sydney Wernett to **appoint Maria Seblin as the Carbon County Tax Collection Committee delegate.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Tom Chapman to **appoint Brooke Klotz as the Carbon County Tax Collection Committee alternate delegate.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Sydney Wernett to **appoint Brooke Klotz as the Open Records Officer.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **appoint Vincent Yaich as the Jim Thorpe Municipal Fire Department Fire Chief.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **appoint William Diehm as the Jim Thorpe Municipal Fire Department Deputy Chief.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **appoint Bill Brior of Brior Environmental as the Borough's Sewage & Well Enforcement Officer.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **appoint Rob Fugate of Brior Environmental as the Borough's Alternate Sewage & Well Enforcement Officer.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Tom Chapman to **appoint James Nanovic as the Borough's Solicitor at a retainer salary of \$15,657.90 plus rate as per proposal.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **appoint Matthew Schnell as the Borough's Zoning Hearing Board Solicitor as per proposal.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Sydney Wernett to **appoint Entech Engineering as the Borough's engineer for Water, Sewer, Streets, and other departments on an as needed basis as per proposal.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Tom Chapman to **appoint Barry Isett & Associates as the Borough's Stormwater Management, Sidewalks, Recreation Official and Blight Engineer as per proposal.** There were no comments. Motion carries 5-0.

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MOTION by Joanne Klitsch, second by Sydney Wernett to **appoint Traffic Planning & Design as the Borough's Vehicle and Pedestrian Traffic Engineer as per proposal.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Tom Chapman to **appoint Bureau Veritas as the Borough's Zoning and Building Codes Official, Property Maintenance/Nuisance Official, and Plumbing Inspector as per proposal.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **appoint Maureen Sterner as the Borough's Manager as per contract.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Tom Chapman to **appoint Joseph Schatz as the Borough's Chief of Police as per contract.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Sydney Wernett to **appoint Brooke Klotz as the Borough's Secretary at a rate of \$21.81.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **appoint Maria Seblin as the Borough's Treasurer at a rate of \$23.59.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Tom Chapman to **appoint Lyle Augustine as the Borough's Health Inspector part-time at a rate of \$22.52.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **set the Police Clerk/Meter Attendant hourly rate at \$15.85.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Tom Chapman to **set the part-time Police Clerk/Meter Attendant hourly rate at \$15.00.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Sydney Wernett to **set the part-time Police Officers hourly rate at \$21.00.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Tom Chapman to **set the Utility Billing Secretary hourly rate at \$18.00.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **set the Administrative Assistant hourly rate at \$17.50 currently and \$18.00 effective January 31, 2024.** Motion carries 5-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **set the Water Department Supervisor hourly rate at \$35.52.** Motion carries 5-0.

MOTION by Joanne Klitsch, second by Sydney Wernett to **set the Sewer Department Supervisor #1 hourly rate at \$33.01 and Sewer Department Supervisor #2 hourly rate at \$31.74.** There were no comments. Motion carries 5-0.

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MOTION by Joanne Klitsch, second by Tom Chapman to **set the Streets Supervisor hourly rate at \$32.41**. There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **set the part-time Buildings/Groundkeeper hourly rate at \$17.41**. There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Tom Chapman to **set the part-time Maintenance hourly rate at \$14.22**. There were no comments. Motion carries 5-0.

Action

MOTION by Joanne Klitsch, second by Connor Rodgers to **accept Sydney Wernett's resignation from the 2-year Borough Council seat**. Sydney Wernett won both a 4-year seat and 2-year seat that were on the November 2023 ballot. Motion carries 5-0.

Adjourn

MOTION by Joanne Klitsch, second by Tom Chapman to **adjourn the meeting**. There were no comments. Motion carries 5-0. The meeting ended at 7:08 p.m.

Respectfully submitted,

Brooke Klotz
Borough Secretary