

JIM THORPE BOROUGH COUNCIL WORK SESSION
January 4, 2024
MINUTES

Meeting called to order at 6:30 p.m. by Vice President Mike Yeastedt with the pledge of allegiance and a moment of silence for the armed forces, first responders, and their families.

Roll Call of Members

Police Chief Schatz
Borough Manager Sterner
Borough Secretary Klotz
Solicitor Nanovic-absent
Engineer Matt Boggs

Joanne Klitsch
Mike Yeastedt
Tom Chapman
Sewer Sup. Gula

Sydney Wernett
Connor Rodgers
Gregory Strubinger
Water Sup. Sterner

Announcements

There is a vacancy on the International Property Maintenance Board expiring December 31, 2027. Anyone who is interested is asked to submit a letter of interest.

There is a vacancy on the Shade Tree Committee expiring December 31, 2028. Anyone who is interested is asked to submit a letter of interest.

Public Comment

John McGuire- He wished Borough Council a happy New Year and congratulated new Borough Council members Connor Rodgers and Sydney Wernett.

Public Hearing

NONE

SALDO-Subdivision and Land Development Ordinance

NONE

Appointments

Council 2-year seat ending January 5, 2026 – Sydney Wernett won the remaining 2 years of Tom Highland's original 4-year seat that was vacated after his passing and appointed to Michael Rivkin for the first half of the 4-year term. Sydney also won one of the 4-year seat, which she chose over the 2-year seat. So far there have been 4 letters of interest submitted for this seat: Michael Rivkin, Ted LaRizzio, Alex Lorkowski, and John McGuire. Anyone else who would be interested in this seat should submit a letter of interest should do so as soon as possible.

Mayor term ending January 5, 2026 – Mike Sofranko was elected as a Carbon County Commissioner, therefore he had to resign from being mayor. So far there have been 3 letters of interest submitted: Eric Cinicola, John McGuire, and Ronald Confer. Anyone else who would be interested in this seat should submit a letter of interest as soon as possible.

Utility Service Studies

Water Tapping Fee Study & Sewer Tapping Fee Study – Mike Yeastedt introduced Matt Boggs from Entech Engineering, Dwayne Sterner, Water Supervisor, and Ed Gula, Sewer Supervisor to discuss the Water Tapping Fee Study and Sewer Tapping Fee Study. Currently, the water tap on fee is \$1,000.00 per EDU, and according to the study, the fee being recommended to charge is \$23,496.96. Currently, the sewer tap on fee is \$3,500.00 per EDU, and according to the study, the fee being recommended to charge is \$11,719.03. Greg Strubinger asked if anyone knew if the Borough's recommended fees were in line with other municipalities. Manager Sterner explained that Kim, the Utilities Secretary tried reaching out to multiple municipalities, but only heard back from one of those municipalities. The last time the study for waster was done was over 25 years ago. The tap on fee is just a charge to hook up to the

system, this does not cover the costs and charge for time and materials. Matt Boggs explained the studies takes the value of the entire water and sewer systems and divides it with the number of residents currently utilizing each system to get the amount the Borough should be charging to tap into the Water and Sewer Plants. Mike Yeastedt explained that the Borough is not required to utilize the recommended fee, it can be a fee implemented up to that amount. The State requires these studies to be done in order to charge the proper fee. The fees cannot be raised without these studies. Matt Boggs was asked if there were any other municipalities that recently had their studies done and raised their fees. He explained there was one in Lancaster County that raised theirs from \$4,000.00 to \$16,000.00 based on the studies recommended fee. Council will have to determine next week if they want to implement the recommended tap in fee from the study or wait and review the study some more. The tap on fees are for new connections only, not a resident whose line breaks and has to be repaired.

Action

The following items were reviewed:

Council Meeting Minutes from December 7, 2023

Council Meeting Minutes from December 14, 2023

Council Meeting Minutes from December 27, 2023

Expenditures from all Funds as presented

Treasurer's Report – Manager Sterner included with this report the annual P&L. The Sewer Income discrepancy was due to buying new trucks.

Resolution 2024-01 Price Adjustment of Bituminous Materials for Small Quantities – This is an annual Resolution that will allow an escalator clause for Bituminous material to be included as part of Proposals.

PSAB Conference attendance – This is an annual conference. This year's conference is taking place on June 2nd through June 5th.

Employment: Sewer Division Promotion – Sewer Supervisor Ed Gula will be retiring and Council will need to vote at their next regular meeting promoting Chris Nahhas to Sewer Supervisor.

EWO P240013.00 2023 AWWA Water Audit – This is an annual report that get completed and the cost is \$1,500.00.

Silk Mill Restoration Plan Approval – The testing and planning has been completed as part pf Phase 1 of this project. Wildland's will be at the February Work Session meeting to discuss the next Phase, which will be construction and applying for grants to help offset the costs.

Main Street Leisure Lane Association – Joanne Klitsch requested that a portion of Main Street be taken over by the Borough from where the Association ownership starts to 1st Lane. The current state of the road has a sign and mailboxes (CBU's) in the middle of the road, as well as deterioration. Borough Council would have to determine if they would want to take that portion of the road as is or require they be brought up to PennDOT specs. John Davis from PennDOT will be contacted and asked to look over the road.

Pennsylvania Running Company request-2024 Jim Thorpe Area Running Festival 4/27 and 4/28 – The running festival will be as it was in the past with the ½ marathon being on Saturday and the 7-miler and full marathon being on Sunday. No Police services will be needed for this event.

USA Endurance Events request-2024 Jack & Jill Downhill Marathon – Their initial request was for April 27th, but due to the Running Festival normally taking place the same weekend, they were asked to

change days. They requested June 1st. The trail course is different from the JT Running Festival course and it ends in Weissport rather than the County parking lot. The main concerns are there will be construction happening along the D&L trail at that time and will the other municipalities be on board with this event.

Berger RFA-Memorial Bench in Memorial Park -- This request was to put a Memorial Bench in Memorial Park for Brooke Berger. Currently, the Borough does not have a program in place for memorial benches and something that should be considered.

Stianche RFA-Water & Sewer refund – The property owner is requesting a refund on their utility bill for water and sewer due to a leaking toilet in their master bathroom while he was away from the area.

Benyo RFA-Waiver of Garbage charges – The property owner is requesting not being charged for the other half of their duplex home that is currently only being used for storage. No one lives in that half of the house. The current Ordinance states that if a structure is a habitable building, then garbage services will be charged regardless if someone is living in the building or not.

Exoneration Request

The report was submitted for review.

Committees

Administration

Public Service (Sewer/Sanitation/Water/Streets)

PA Small Water & Sewer and H2O Grants – The grants for 3 projects (Front Street, South Street, and Silk Street) were not awarded to the Borough.

Police

Ordinance 2024-01 Vehicle & Traffic Amendment-No Parking Portion of Reservoir Road – Solicitor Nanovic revised the draft for no parking to be only on one side of Reservoir Road. It would need to be advertised for adoption at the February meeting.

Buildings/Parks

Memorial Park Phases I&II Plan Approval – The two phases will be combined. Phase I was to install a playground area for the 0–5-year age group. Phase II was to install a playground area for the 5–12-year-old age group. The Buildings committee will have to get together and sit down with Barry Isett to discuss electric to the lampposts, as well as cameras. The Borough plans to reuse any equipment it can in the park.

Asa Packer Mansion Roof Project – Alan Kunsman Roofing & Siding Inc. is waiting for a quote from one of the manufacturing companies. One is COSTARS approved, the other one is not. If the remaining quote is received in time for next week's meeting, this will be moved to the action agenda.

Facilities Project Manager – The Borough received a quote from NorthEast Construction Management Group. Michah Hessinger would be the project manager and oversee the contractors for the Borough Facilities Projects.

Emergency Services

Mike Yeastedt explained the new truck is still being outfitted and the Fire Department is hoping to sell the old truck sometime next week.

Old Business

NONE

Executive Session

NONE

Adjourn

MOTION by Joanne Klitsch, second by Tom Chapman to **adjourn the meeting**. There were no comments. Motion carries 5-0.

Respectfully Submitted,

Brooke Klotz
Borough Secretary