

BOROUGH OF JIM THORPE  
REGULAR COUNCIL MEETING  
FEBRUARY 9, 2017  
MINUTES

Meeting called to order by President Gregory Strubinger at 6:30 p.m. in the Borough office conference room, 101 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
Manager Maureen Sterner	PS Manager Vince Yaich	Boro. Secy. McClafferty
Kim Mazur, Entech	Solicitor James Nanovic	

**Mayor's Report**

Police Chief Schatz thanked PSM Yaich and the PS Dept. for doing a good job plowing. They had no accidents.

Mayor Sofranko said the Police only wrote 15 tickets this past snow storm.

Police Chief Schatz informed council that he spoke with Officer Oliver concerning the truck training class. They checked this out and the classes are all filled up this year.

**Public Comment**

Bill Malatak said at last month's meeting a gentleman asked a question and he was told public comment was over. There are things that are on the agenda that we don't have a clue what they are. He asked council when they go through the agenda if they could give an explanation of what the items are on the agenda.

Bill Malatak asked council if we are living pay check to pay check or do we have money in a rainy day fund?

Mr. Miller said until this year we didn't have anything in any funds. He is concerned with the future and the manager is putting money away into funds for the future. This year 2017 we used balances to balance the budgets and to prevent rises in Water and taxes. We try to keep things down. We are concerned with Sewer because of the 10% increase in sewer rates which will be \$15.00 a month. Some of the trends he is seeing there will be increases. The best thing is to try to keep the expenses to them at a minimum. He looks at this all the time. Right now in the winter months we are living pay check to pay check until we get the taxes, this is usual.

Bill Malatak said the borough received less money in hotel tax money this past year from the County.

Mayor Sofranko said the County looked at the agreement, they are currently giving out less money than in the past because they are receiving less money.

BOROUGH OF JIM THORPE  
REGULAR COUNCIL MEETING  
FEBRUARY 9, 2017  
MINUTES

Mr. Miller said in regards to the question about public comments, the borough follows Roberts Rules of order. Public comment is here to ask questions, we have to answer the questions. However, during the course of the meeting the public will intercede on procedural questions and that relies on this body and only this body not the public. After public comment we are here for public order and to get the business for the borough.

President Strubinger said in the past if there was something specifically on the agenda that somebody had a comment on they would ask if they could comments on something on the agenda. Procedural when he asked for questions this was for the board, there may have been a misunderstanding. Council has been lenient. The concerns from the depts. we are responsible for watching the budgets and the spending. We have been doing a good job.

Jerry Strubinger asked council whose terms end this year?

Council members: Curtis Jackson, Joanne Klitsch, Gregory Strubinger and Thomas Highland terms end this year.

Jerry Strubinger said he hopes they all run again, it is hard to get people to run for the positions. He spoke about the JT Area School District taxes. Regional State Police are looking to charge any municipality that don't have a police department \$25.00 per person. We need to have regional police dept. What are we doing with 500 superintendent at \$200,000.00 a piece, we can consolidate everything. There should be one superintendent for one school, we need to have a County school.

Jerry Strubinger said he sees Andy Mueller wants the borough to do a railroad traffic crossing guard for the pedestrian bridge. He should be paying the borough and the school the amusement tax. Someone asked what the lease amount would be for the Memorial hall or is it up for sale.

President Strubinger said we are looking at all options for the hall right now.

**Action**

**MOTION:** Thomas Highland second Kyle Sheckler to approve the work session Meeting Minutes from January 5, 2017.

YES 7            NO 0

**MOTION:** John McGuire second Thomas Highland to approve the Council Meeting Minutes from January 12, 2017.

YES 7            NO 0

**MOTION:** Jay Miller second Joanne Klitsch to approve the Expenditures from all Funds as presented, with the exception of the invoice for the workers comp coverage for the ambulance.

QUESTION:

BOROUGH OF JIM THORPE  
REGULAR COUNCIL MEETING  
FEBRUARY 9, 2017  
MINUTES

Mr. Miller said under General Fund 415.351, volunteer ambulance workers comp \$1,513.00. We don't have an Ambulance Association in this town for years and the volunteers they volunteer for Lehighon Ambulance Association not for the town, why are we paying this workers compensation?

Council suggested this bill be held until this is looked into.

Borough Manager Sterner said she will look into this tomorrow.

YES 7            NO 0

**MOTION:** Jay Miller second Joanne Klitsch to approve the Treasurer Report as presented.

YES 7            NO 0

**MOTION:** Joanne Klitsch second Jay Miller to approve Entech Work Order – 2016 Chapter 94 Report amount of \$2,800.00.

YES 7            NO 0

**MOTION:** Jay Miller second Thomas Highland to approve Entech Work Order – 2016 AWWA Water Audit report to DRBC amount of \$700.00.

YES 7            NO 0

**MOTION:** Joanne Klitsch second John McGuire to approve Eastern Environmental Payment application #1 amount \$114,000.00.

YES 7            NO 0

**MOTION:** Joanne Klitsch second Jay Miller to approve Eastern Environmental Payment application #2 amount \$12,350.00

YES 7            NO 0

**MOTION:** Joanne Klitsch second Jay Miller to approve the Interim Financing Requisition #5 amount \$185,343.25, does include Eastern Environmental applications #1 and #2

COMMENTS:

Borough Manager Sterner said the balance is engineering fees that are reimbursed to the borough.

Mr. Miller asked what has been paid to the engineers to date for this project.

YES 7            NO 0

**MOTION:** Jay Miller second Thomas Highland to Advertise Chemicals for the Water & Sewer Plants

YES 7            NO 0



BOROUGH OF JIM THORPE  
REGULAR COUNCIL MEETING  
FEBRUARY 9, 2017  
MINUTES

**MOTION:** Joanne Klitsch second Thomas Highland to Advertisement in the AOH booklet amount \$150.00.

YES 7            NO 0

**MOTION:** John McGuire second Thomas Highland to approve the AOH Police Services Contract 2017.

YES 7            NO 0

**MOTION:** John McGuire second Thomas Highland to approve the AOH Public Services Contract 2017.

YES 7            NO 0

**MOTION:** Joanne Klitsch second Thomas Highland to approve JT Earth Day Festival April 22, 2017 (rain date April 23).

YES 7            NO 0

**MOTION:** Thomas Highland second Joanne Klitsch to approve JT Birthday Weekend May 20-21, 2017

YES 7            NO 0

**MOTION:** Thomas Highland second John McGuire to approve the JTTA Birthday Weekend Police Services Contract.

YES 7            NO 0

**MOTION:** Joanne Klitsch second Jay Miller to approve the purchase of 2017 F350 Sewer Department Truck cost \$56,296.71

YES 7            NO 0

**MOTION:** Jay Miller second Kyle Sheckler to approve Lehighon Water Authority Easement Agreement placement of a utility pole on borough property.

YES 7            NO 0

**MOTION:** Kyle Sheckler second John McGuire to approve Resolution 2017-01 Fee Schedule.

YES 7            NO 0

**MOTION:** Joanne Klitsch second Kyle Sheckler to approve Resolution 2017-02 Tax Collector Compensation 2.10% base rate, \$10.00 per tax certificate, \$10.00 per duplicate, \$2.00 per interim bill.

YES 7            NO 0

BOROUGH OF JIM THORPE  
REGULAR COUNCIL MEETING  
FEBRUARY 9, 2017  
MINUTES

**MOTION:** John McGuire second Kyle Sheckler to approve Resolution 2017-03 Bituminous Materials Price Adjustment

YES 7            NO 0

**MOTION:** Joanne Klitsch second Jay Miller to approve the Storm Sewer Cleaning.

YES 7            NO 0

**MOTION:** Jay Miller second Thomas Highland to approve the PSAB Conference Manager Attendance.

YES 7            NO 0

**MOTION:** Kyle Sheckler second John McGuire to approve Access Office Technology Service Contract COSTARS

COMMENTS:

Mayor Sofranko said the Police department will still use Leader Business.

YES 7            NO 0

**MOTION:** Curtis Jackson second Thomas Highland to approve Access Office Technologies Computer Equipment COSTARS.

COMMENTS:

Borough Manager Sterner said this will be the replacement plan based on the budgeted funds for this year.

YES 7            NO 0

**MOTION:** John McGuire second Thomas Highland to obtain a commercial appraisal for the Phoenix Firehouse

YES 7            NO 0

Mr. Jackson said we should hold on the Outside Security Measures, they are waiting for another bid.

**MOTION:** Joanne Klitsch Thomas Highland to approve the Policeman's Ball Donation to JT Little League amount of \$250.00.

YES 7            NO 0

**MOTION:** Joanne Klitsch second Thomas Highland to approve Officer Kyle Oliver to attend Truck Training Class.

YES 7            NO 0

BOROUGH OF JIM THORPE  
REGULAR COUNCIL MEETING  
FEBRUARY 9, 2017  
MINUTES

**Utility Action**

**MOTION:** Joanne Klitsch second Thomas Highland to approve the Utility Accounts Lien Reports

- a. Active Utility Accounts Garbage & Others Lien Report
- b. Active Utility Account Garbage Only Lien Report
- c. Active Utility Accounts Sewer/Garbage Lien Report
- d. Active Utility Accounts Water/Garbage Lien Report
- e. Active Utility Accounts Water/Sewer/Garbage Lien Report
- f. Temporary Off Lien Report

YES 7

NO 0

**MOTION:** Kyle Sheckler second Thomas Highland to approve the uncollectible Accounts Report.

YES 7

NO 0

**MOTION:** Kyle Sheckler second John McGuire to approve the Utility Agreement Payment Plan Account #4640.

YES 7

NO 0

**MOTION:** Kyle Sheckler second Thomas Highland to approve the Utility Agreement Payment Plan Account #6320.

YES 7

NO 0

There are none Utility Accounts Proposed Updates.

**Tax Exoneration Action**

**Administration**

President Strubinger said NEPA Metropolitan Planning Organization has applied to Penn DOT for a grant for a study on the parking issues downtown.

President Strubinger said we held an Executive Session on January 16, 2017 at 6:30 pm for personnel and we did discuss the functions for 2017 in the Memorial hall will be handled by 14 Acre Farms.

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

Borough Manager Sterner said we did an Updated Billing Software, there are more options for paying the bills. You can go on line and look at your bill, look at your consumption, we take 4 credit cards, you can sign up for ACH payments.

Mr. Miller asked where are we at with the PPL power situation at the Sewer Plant and an update on the sewer project. The engineer brought it to the borough's attention we may have a \$400,000.00 bill out there for a flagman.



BOROUGH OF JIM THORPE  
REGULAR COUNCIL MEETING  
FEBRUARY 9, 2017  
MINUTES

Borough Manager Sterner said PPL they are waiting for a permit yet.

**Police**

**Buildings/Parks**

Mr. Jackson said the Building committee will be meeting on Feb. 13, 2017 at 6:30 in the Borough office. They will be discussing the Asa Packer care taker house, Andrew will be attending, Memorial Hall and Spillman Farmer will be there.

**Emergency Services**

Mr. Sheckler said he has nothing to report.

Mr. McGuire said Planning is still working on the re-addressing update.

Mr. Jackson said this is getting close.

Mr. McGuire said the JTPC is working on the parking issue on West Broadway, and they want to revisit the nuisance ordinance.

Mr. Highland said with all the heavy truck traffic for the pedestrian bridge, who is watching if something would happen to the railroad crossing.

Borough Manager Sterner said the engineer is supposed to be coordinating all of that. Our project we'll have someone attend the D & L project meetings and they will have someone attend the Sewer Plant project meetings. Reading said we both won't be paying for the flagger

**Old Business**

- A. Property Maintenance Board of Appeals Three (3) Vacancies
- B. Planning Commission – Nuisance Ordinance
- C. Planning Commission – Zoning Ordinance Amendment
- D. Planning Commission – Park Planning
- E. Collection Agency for delinquent utility fees
- F. Cuoco
- G. Petition to Vacating Portion of 2<sup>nd</sup> Street
- H. Municipal Fire Department
- I. Act 172 of 2016 – Incentives for Emergency Services Volunteers
- J. Shared Water & Sewer Lines
- K. Police Contract
- L. W. Front St & River St Dedication Ordinance
- M. 204 Center Ave
- N. Utility Billing Ordinance update
- O. Fern Street No Parking Ordinance
- P. Packer Hill Road proposed one way Ordinance

BOROUGH OF JIM THORPE  
REGULAR COUNCIL MEETING  
FEBRUARY 9, 2017  
MINUTES

**Executive Session**

**MOTION:** Jay Miller second Joanne Klitsch to go into executive session to discuss litigation.

YES 7            NO 0

Into executive session at 7:25 p.m.

Back at 7:45 p.m.

**MOTION:** Joanne Klitsch                      to instruct solicitor Nanovic to contact an attorney that is familiar with Railroad law.

MOTION DIES DUE TO A LACK OF A SECOND

**MOTION:** Curtis Jackson second John McGuire to adjourn.

YES 7            NO 0

Adjourned at 7:47

Respectfully submitted



Louise McClafferty  
Borough Secretary