

JIM THORPE BOROUGH COUNCIL MEETING
SEPTEMBER 13, 2018
MINUTES

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

Roll Call of Members & Officials

Gregory Strubinger (a)	Kyle Sheckler	Joanne Klitsch
Thomas Highland	John McGuire	Edith Lukasevich
Jay Miller	Manager Maureen Sterner	PSM Vince Yaich
Police Chief Joe Schatz	Solicitor James Nanovic	
Mayor Michael Sofranko	Secy. Louise McClafferty	

Public Hearing

Kathy Reigel was present to discuss the 2018 CDBG money. She informed the public the purpose of the public hearing is to receive input and comments from the citizens for the use of the 2018 CDBG funds. She informed everyone the anticipated amount for the borough is \$78,711.00 in projects costs and \$17,278.00 in Administration fees, total amount of the grant is \$95,989.00. She said over the next 3 years the borough would like to use CDBG funds to replace storm drains and reconstruction of streets.

Mayor's Report

Mayor Sofranko said at the workshop it was discussed about sending a letter to the County Commissioners about the proper signage, disregards sending the letter to the County.

Mayor Sofranko spoke about the parking and School Street no parking ordinance and hiring a part-time officer.

Mrs. Lukasevich asked if the old parking meter posts will be removed?

Police chief Schatz said the posts are there for people to reference where to park.

Mayor Sofranko said they are planning on using the posts to place advertisements, flags, etc. on them.

Mr. Miller asked if the Police could start looking for expired vehicles.

Public Comment

Police Pension Board Vacancy (1)
Carbon Builders Assoc. Scholarship Fundraiser
Fall Tire & Electronic Recycling Oct. 13, 2018 7:00 to 11:30 am.
Trick or Treat Night Wed. Oct. 31, 2018 6:00 to 8:00 pm
2018 Summer Camp

Arlene Dombrowsky, submitted the petition for the paving of 6th Street, she said everyone on her side of the road gets water in their basements. She asked if something could be done like putting a grate in coming down from 7th St to 6th St. or black top. She said 6th St is the first street coming down from Fishers Hill. She asked Council to do something to help the residents out.

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Mr. Miller said he does not think repaving the street is going to help, it is going to make it worse. There is no curbing there.

Arlene Dombrowsky said they did have a 4-inch black top lip in front of her house before, it has all been washed away. She would like something to be done.

Mr. Miller said curbing is the property owner's responsibility.

Borough Manager Sterner said the public is having a hard time hearing Council. She asked Council and the public to use the microphones to speak so everyone can hear what is being said. She told the public if they cannot hear Council let them know immediately.

Louis Hall, 1490 Broadview Drive, JT Planning Commission Chairman, he updated everyone on what they have been working on:

- VRBO's and ordinance for vacation rental by owners
- Marijuana dispensaries ordinance
- Readdressing
- Sign ordinance – a committee has just been set up to do this.
- County project they are working with the Commissioner's
- Permit parking they would like to move forward with this

As far as the parking study there is no progress report, time frame, if the ordinance needs to be amended it can be done. There were a few comments on the ordinance. They would like to move forward with this.

Mr. McGuire said he received an update on the study. There is nothing concerning the parking permit ordinance. He will send this report to Council and the Planning Commission to review.

Louis Hall said the parking permit kind of goes hand and hand with the VRBO's

Ed Hughes, Carbon County Commissioners representative for the Susquehanna Street project. They have recommendation of approval from the County Planning & Jim Thorpe Planning Commission.

Kevin Ember from McCarthy Engineering they are the site engineer for the project. They did receive conditional preliminary approval there are some issues they are still addressing. He presented the drawing of the plans for the project to Council. What the County is proposing is demolishing the existing 2 story building on Susquehanna Street and the maintenance building. The County will be cutting into the hillside for the new building. The new structure will be a three-story building. The 1st & 2nd floor of the building will be used for parking garage, common entrance on the first floor and one door at the main lobby and security area that will split into the proposed building and the 3rd floor will be for offices, court rooms etc. for the County. They received the Carbon County Conservation Districts E & S approval, this is under an acre so there is no NPDES permit required, working with Penn Dot for the driveway connection. They did submit the traffic impact assessment, with minor comments.

Mr. McGuire said the driveway connection, what do you mean by that?

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Kevin Ember said there is an existing driveway there, for the existing parking lot, because of new driveway connection Penn Dot is requiring a new highway occupancy permit for this driveway. He is not sure if the existing one was ever permitted.

Mrs. Lukasevich asked if the parking is for the employees.

Kevin Ember said employee parking only.

Mr. Miller said the only concern he has is coming in and out of that place.

Eric Bounce said the traffic planning design, the application was submitted in May 2018 to Penn Dot to review the application to take a look at what needs to be done with traffic study. They are happy with the notion that we are taking 2 access points there, one entrance to the north and the exit to the south, they are being removed and only 1 new driveway coming from the parking garage on Susquehanna Street. They like the fact its being reduced to 1 location. The point of traffic the bulk will be entering in the morning and exiting in the afternoon. The biggest concern we heard is everyone leaving in the afternoon. Penn Dot had them do a traffic study. The left-hand turn being the most difficult we had to provide them data to them and they looked at it and they feel it is acceptable to allow that. One point they did discuss was the County staggering some of the end times, so you don't have all of the employees leaving at the same time.

Louise Hall asked if there is going to be a right turn lane?

Eric Bounce said it is not going to be striped as a separate right-hand turn lane. They discussed with Penn Dot, their concern is people being able to see getting in and out of the driveway and they are concerned about some of the off-street parking. They have to eliminate a few of those parking spaces in order to provide the sight distance. It will be painted striping on the roadway so people do not park there.

Bill Malatak asked if the Borough is going to lose any parking spaces over there and how is the Borough going to be compensated for this?

Wayne Nothstein, Carbon County Commissioner, he is requesting a meeting with the manager, 2 or 3 Council members to talk about this issue. This will help with getting more parking in the county parking lot, and this will be more security for them.

Bill Malatak asked County Commissioner Nothstein about the sidewalks and the fence.

Mayor Sofranko said the Borough Manager and himself had a conversation with Commissioner Gerhard, this is being resolved.

Commissioner Nothstein said they are in the process of getting quotes for the lower end of the fence.

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MOTION: Joanne Klitsch second Edith Lukasevich to grant conditional preliminary plan approval to the Carbon County Commissioners for the Susquehanna Street project. The conditions that are in the County Planning Commission letter and Entech engineering letter dated 8/17/18.

YES 6

NO 0

ABSENT 1 Greg Strubinger

Ed McArdle, 622 Center Street asked if the Borough Manager contacted Penn Dot about the bridge.

Borough Manager Sterner said yes, they did inspect it, the surface cracking is the result of temperature change, they are surface cracks only. The reinforcement cage 2 inches under the surface that is designed to combat weather changes. The department assures there is nothing to be concerned about.

Bill Malatak said Maureen Sterner goes through great lengths to make the agenda, why isn't it followed in order?

Mr. Miller said it is public comment, that is when they talk.

Bill Malatak asked what is happening with the Mansion House project and how it is going to affect the traffic and when are they going to start with the mountain side.

Borough Manager Sterner said they won't be starting on the mountain side until next year.

Jerry Strubinger said in regards to the Susquehanna Street project, Council should have more input on this project, this should have 2 more stories of parking there. Fall Foliage festival is it possible to make a left-hand turn lane where the County parking spaces are on Lehigh Ave.

Police Chief Schatz said there is no parking there, you cannot make a left-hand turn, you have to go down and around the square to get into the parking lot. This doesn't tie up traffic.

Jerry Strubinger said the answer to this is a by-pass.

Mayor Sofranko said he will always stand he won't by-pass the business district.

Action

MOTION: Joanne Klitsch second Thomas Highland to approve council Workshop Meeting Minutes from August 2, 2018.

YES 6

NO 0

ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Edith Lukasevich to approve Council Meeting Minutes from August 9, 2018.

YES 6

NO 0

ABSENT 1 Greg Strubinger

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MOTION: Kyle Sheckler second John McGuire to approve the Expenditures from all Funds as presented.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Edith Lukasevich second John McGuire to approve the Treasurer Report August, 2018 as presented.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Edith Lukasevich to adopt Ordinance 2018-05 WWTP USDA Financing.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Edith Lukasevich to adopt Resolution 2018-23 Rural Utilities Service 2018 Sewer Loan Covenants.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Edith Lukasevich to adopt Resolution 2018-24 Rural Utilities Service 2018 Sewer Loan.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Kyle Sheckler second Thomas Highland to adopt Resolution 2018-25 Sale of Municipal Vehicles.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Edith Lukasevich second Thomas Highland to approve Officer Carelli Longevity Pay amount of \$500.00 for 2018 year will be included in the pay period of October 3, 2018.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Edith Lukasevich second Thomas Highland to approve Officer Kohler Heart & Lung Request.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: John McGuire second Thomas Highland to approve the Police Weapons Policy Update.

YES 6 NO 0 ABSENT 1 Greg Strubinger

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MOTION: Kyle Sheckler second Thomas Highland to approve the Non-Uniform 2019 MMO amount of \$106,620.00.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Kyle Sheckler second John McGuire to approve the 2019 Freightliner Financing with Community Leasing lowest rate 3.98% interest rate, no lease preparation fee, there is a pre-payment penalty of 2% to 2.5% due at the time of early pay off.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Thomas Highland to approve CDBG 7th Street Paving Project and to move \$42,430.00 from the 10th Street Stormwater project to the 7th Street paving project.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Edith Lukasevich to approve Waselus Street Light Request, neighbors are in favor of the light and it will not cost the borough anything for installation.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Kyle Sheckler second Thomas Highland to authorize the manager to contact the neighbors to see if they are in favor of the Dunbar Street Light Request.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Edith Lukasevich to approve RUNegades, Inc. – JT Half Marathon on May 11, 2019 it benefits “Turn to Us” in Jim Thorpe and the County Commissioners have approved this and the paperwork has been submitted to Penn Dot.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Edith Lukasevich to authorize the solicitor to draft an ordinance for School Street – No Parking.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: John McGuire second Kyle Sheckler to authorize the Borough Manager, Secretary and Solicitor to review the Borough Owned Properties and take steps necessary to place all the deeds into the Borough of Jim Thorpe’s name.

YES 6 NO 0 ABSENT 1 Greg Strubinger

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MOTION: Jay Miller second Joanne Klitsch to approve Wayne Smith Refund on Taxes amount of \$384.11.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Kyle Sheckler to advertise the Budget workshop meeting October 10, 17. 24 at 6:30 and Nov 1, 2018 at 5:30, Budget approval Nov 8, 2018 at 6:30 Budget Adoption December 13, 2018 at 6:30 & End of Year Meeting Dec. 27, 2018.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Kyle Sheckler second Edith Lukasevich to hire Part Time Police Officer Aaron Koehler.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Kyle Sheckler to allow JTASD DECA Competition to be held in the Memorial Hall on Dec. 6 with a snow date of Dec. 7, 2018.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Kyle Sheckler to approve the D & L Trail DCNR Grant Amendment – Time Extension, the grant period to January 2, 2015 ending date of December 31, 2019.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Jay Miller second Joanne Klitsch to draw down the High Street Wall remaining loan funds in the amount of \$59,760.35 to be held in a separate bank account until it can be utilized for 5th Street road failure permanent road repairs.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Kyle Sheckler second John McGuire to approve 10th Street Stormwater Project Kobalt Payment #4 - \$27,075.00.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Kyle Sheckler to approve Kobalt Change order #1 - \$7,875.00.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Edith Lukasevich to approve the WWTP Upgrade Project Eastern Environmental payment application #21 - \$98,068.97.

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YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Edith Lukasevich to approve Mr. Rehab application #6 – \$25,583.34.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Kyle Sheckler to approve Mr. Rehab Change Order #5 - \$28,245.00, this is for the work at Cedar Ave & Center Ave.

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Joanne Klitsch second Kyle Sheckler to approve Requisition #24 – \$139,897.10

YES 6 NO 0 ABSENT 1 Greg Strubinger

Utility Action

Utility Accounts Lien Reports

Active Utility Accounts Garbage & Others Lien Report (0)

MOTION: Joanne Klitsch second Thomas Highland to approve the Active Utility Account Garbage Only Lien Report (7).

YES 6 NO 0 ABSENT 1 Greg Strubinger

Active Utility Accounts Sewer/Garbage Lien Report (0)

Active Utility Accounts Water/Garbage Lien Report (0)

Active Utility Accounts Water/Sewer/Garbage Lien Report (0)

Temporary Off Lien Report (0)

Inactive (0)

Uncollectible Accounts Report – (0)

MOTION: Kyle Sheckler second Thomas Highland to approve the Utility Accounts Proposed Updates (6)

YES 6 NO 0 ABSENT 1 Greg Strubinger

MOTION: Kyle Sheckler second Thomas Highland to approve Account #1385 Payment Plan.

YES 6 NO 0 ABSENT 1 Greg Strubinger

Tax Exoneration Action

MOTION: Joanne Klitsch second Thomas Highland to approve the exoneration request for Thomas Huber and Cecelia Ahner.

YES 6 NO 0 ABSENT 1 Greg Strubinger

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Committees

Administration

Mr. McGuire said the NEPA parking study, they will be holding a meeting to review their findings with the committee soon. He will send the email that he received and will forward to the JT Planning Commission, Council and Commissioner Nothstein to review.

Public Service (Sewer/Sanitation/Water/Streets)

Police

Mayor Sofranko said he did talk about the meter car paint, Chief did go to KME to look for prices.

Buildings/Parks

Emergency Services

Louise Hall asked to move forward on the parking permit.

Solicitor Nanovic said he has some issues with that, he will circulate the ordinance to Council.

Old Business

- A. Permit Parking
- B. Burning Ordinance

Executive Session

MOTION: Edith Lukasevich second Joanne Klitsch to adjourn.

YES 6

NO 0

ABSENT 1 Greg Strubinger

Adjourned at 7:39 pm

Respectfully submitted



Louise McClafferty
Borough Secretary