

JIM THORPE BOROUGH WORKSHOP  
JUNE 6, 2019  
MINUTES

Meeting called to order at 6:30 pm in the Memorial Park Hall, 115 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	Joanne Klitsch
Thomas Highland	John McGuire	Edith Lukasevich (a)
Jay Miller	Manager Maureen Sterner	PSM Vince Yaich
Connor Rodgers, JCP	Police Chief Schatz	Matt Boggs, Entech
Mayor Michael Sofranko	Secy. McClafferty	

**Mayor's Report**

Mayor Sofranko said you will see on the agenda wage increases for 2 part time police officers. About a year and a half ago, Chief and he came to Council and mentioned when an officer works 500 hours that we would give them an interview on job performance and come back to Council with the recommendation. This is on the agenda for next week.

Mayor Sofranko said the part time police officers have begun to enforce the nuisance ordinance. He did meet with Chief and Manager Sterner. A copy of this is online.

Mayor Sofranko asked the people to slow down and keep it safe.

Mayor Sofranko said the Police Chief and Fire Chief met with the 4<sup>th</sup> of July committee. This will be held at the Sam Miller field on July 6, 2019. There will be 4 police officer's assigned that day, they will be out from 9:00 pm to 1:00 am. Chief has contacted Penn Forest Fire Police. They will have additional patrols out throughout the day leading up to the event.

Mayor Sofranko said Council received a letter of resignation from Officer Schwarz, he has accepted a position as of June 16, 2019 in Florida.

President Strubinger said he hopes the nuisance ordinance will alleviate some of the issues throughout the borough.

**SALDO**

Canyon Rim RV, Cabins & Campers Plan Time Extension

Borough Manager Sterner said Jake Arner, the plans are still before the Planning Commission; they were tabled last month. The Planning Commission will be meeting on June 25, 2019 at 6:30. The meeting was pushed back a week at the request of Canyon Rims. She is not sure if we need this time extension. They submitted so we don't run into any issues. This will be on the agenda for Council to accept and approve the time extension. It will go until July 12, 2019, which is the day after our July meeting.

President Strubinger asked Mr. McGuire and Mrs. Klitsch if there is any reason Council should not grant that extension.

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Mrs. Klitsch said she would like to talk to the Manager about this.

**Public Comment**

President Strubinger said the July Workshop has been cancelled, it is falling on the 4<sup>th</sup> of July.

President Strubinger said the Borough has received the CC Community Foundation Grant amount of \$500.00. There is going to be a check presentation on June 19, 2019 at the Galen Glen Vineyards. This grant is going toward the Eagle Scout project for the kitchen.

Borough Manager Sterner said the Eagle Scout did write the description for the grant application. She said 2 people are permitted to go to the presentation, please let us know who from Council will be attending. Do you want her to extend the invitation to the Eagle Scout? We need to know to RSVP.

President Strubinger spoke about the Commingled Trash & Recyclables.

Dennis DeMarra spoke about the Working Woodlands. The borough owns 1,021 acres on the East Side of town and 551 acres on the West Side of town. There has been a lot of study done in the upper Lehigh Water Shed. Their goal is to protect the lands and do it in a way to provide some benefit in revenue to the borough.

Ellen Lot from the Nature Conservancy works with municipalities, water authorities, hunting & fishing clubs and private landowners, to protect their forested lands while generating revenue for them through improved forest management and from the voluntary carbon market. The working Woodlands program is designed for forested tracts of land of 2,000 acres or more.

People who have large tracts of land and they want to see it protected, have no plans to develop the land. If you want to keep the land protected and undeveloped you can monetize this asset and gain funds from the carbon market for keeping it pristine and undeveloped.

Ellen Lot said there are 3 components: 1 – Forest Stewardship Council Certification. They would come out and do a forest management plan for you. They can get this plan certified. They would develop a plan, if you do harvest timber, the timber can get money from the market.

2 – Carbon Credit Revenue. The Nature Conservancy is connected and has the ability to deal with the carbon market.

3 -Working Forest Conservation Easement. It would be a legal agreement with the Wildlands, because they are the local land trust. What it does is: you say you will never develop the property. You keep what ever land you want to develop, and you put an easement on the property, and extinguish your development rights. What happens with that is the easement is monitored every year. This is not a cost to the municipality. The costs are paid by the Nature Conservancy, they will provide a free assessment of the lands. They would like to do the first step to look at your forest. They will come back to you and tell you the state of your forest and this is how much money they think you may make.

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Kevin Yoder said the first step is forest carbon inventory. Where they look at the density of the trees and size of the trees. To make the program feasible, there needs to be a certain amount of wood out there that counts as the carbon credits. The inventory would be a 2- or 3-day inventory. The measure trees, then classify the amount that is there and see if it is feasible. If they say there is enough carbon and its feasible, they will then talk to you about the next step. If they say there is not enough wood out there, they will talk about other opportunities. They are just asking for permission to access the property and conduct the inventory, there are no costs to the borough.

Mr. Miller asked if the focus area is just on the East side?

Dennis Demarra said the focus area is on the East side. They would aggregate both sides. The first step is to evaluate the forest to see if it's worth going to the next step.

Mr. Miller said the only area that would be cut out is where we are placing the new garage, which may be 3 to 5 acres. We want to protect those areas; this is our water supply on both sides of town. We don't have any future on developing, we are not doing anything but leaving it pristine.

Mr. McGuire said years ago we had a forester in to look at those areas. They were looking at taking the small trees out, they told us there was no benefit to do either side to do this.

Dennis Demarra said they have copies of that report. He said he knows this is a strong hunting & fishing community anything that is done here does not preclude hunting, they want hunting to occur.

President Strubinger asked if we went through with this program, the easement is that a perpetual easement on the land?

Dennis Demarra said yes. You may want to form a committee to look at all those tracks of land and say is there any possibility in the future the flatter areas that could be used in the future. That will have to be done up front, because once you lock in the conservation easement it is then in perpetuity.

President Strubinger asked if we completed the transfer of all the properties that were in the Authority's name to the borough?

Borough Manager Sterner said yes.

Scout Robbie Renode, Eagle Scout Project – Regular Council Meeting

Bob Handwerk – Wall, he has been trying to get in contact with contractors to repair the wall, then the rains came, now he was served a summons at the Magistrate's Office to file charges against him. He spoke about the Code Enforcement Officer charging him for riding past his house, amount of \$86.00.

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Bob Handwerk said the problem is he would like Council to take this back. The culvert is constantly full of dirt he has to clean it out to repair the wall. The culvert has to be fixed, it's not just the wall that needs to be fixed. He has to go to the Magistrate within 10 days.

Borough Manager Sterner asked Bob if he is including in the letter what you are asking the borough?

Bob Handwerk said he wants Council to review this, because a lot of this has to do with what is happening on the hill that has to be addressed. He wants them to review this, he wants to know what they are going to do about the citation and the BIA bill. Does he have to pay for this? Shouldn't he be made aware that the Code Officer is coming so he can see he is out there.

Borough Manager Sterner asked Bob what are you asking the Borough to do about the citation.

Bob Handwerk said withdraw it.

President Strubinger asked if we consulted the solicitor on this issue?

Borough Manager Sterner said we will have to do that.

Bob Handwerk said a lot of these conditions are really getting bad. He doesn't want the borough come back to him for issues at the bottom of the hill by the County property. He said that is getting deep. He is afraid if he does something, he will be liable for this, he has concerns about this. He said the culvert needs to be repaired.

Michael Rivkin, 61 W Broadway asked if the standards for recycling and trash segregation are on the Borough website?

Borough Manager Sterner said that is posted on the website.

Michael Rivkin, update on the Hometown Celebration, representatives from the Sam Miller field and himself met with Police Chief Schatz and Fire Chief Yaich. They have traffic control and police protection, fire contingencies planned. They are working with the insurance company. They are requesting permission to launch the fireworks from the Commissioner's. They are not sure what the Police protection expenses are going to come in, they are looking at fire police protection from Penn Forest. This is a Sam Miller non-profit organizations community event; this is not a tourism event. They are fund raising for all of the monies, JTNB gave a donation of \$2,500.00. He said being there is no funding for this they are going to be asking Council for forgiveness for the Police services.

Michael Rivkin said they have the ball rolling for Fall Festival. They are talking about police presence, crossing guards, and some alternatives to reduce the traffic coming down Center Avenue. They are looking to consolidate the shuttle with the east side and Sam Miller field. He will have more information on this.

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Mike Yeastedt, representing Fairview Hose Co. He is here to discuss item E on the agenda, the Fire Company merger. He met with the consultant; they are finalizing the by-laws for the new organization. The next step is we have to apply to the Attorney General's office to get someone to hear our request to consolidate. What they would like is the Borough to pass a resolution merging endorsing the merger of the 3 fire companies. This would be the Phoenix, Fairview and the Marion Hose Companies.

Mr. Miller said what we are agreeing to is, that we agree with the merger of the three fire companies into one fire company under the realm of the Jim Thorpe Municipal Fire Department.

**Action**

Discuss Council Workshop Meeting Minutes from May 2, 2019

Discuss Council Meeting Minutes from May 9, 2019

President Strubinger asked Council if there are any corrections to contact Louise.

Discuss Expenditures from all Funds as presented

Mr. Miller said Barry Isett bills are over a page, he is keeping an eye on this.

Mayor Sofranko said looking at the invoices, the Fairview Fire Co., are they paying for permits?

Borough Manager Sterner said last month Council waived the permit fees for them.

Discuss Treasurer Report May, 2019 as presented

Mr. Miller said just an observation Water is just over a point less than Sewer on the income side.

Discuss Resolution 2019-16 Fire Cos. Merger Endorsement

Discuss Twining Park PPL Electrical Services

Borough Manager Sterner said we are currently paying a minimum bill for Twining Park \$27.70 a month. She said we really don't have anything down there; do you want to keep paying that each month?

General consent of Council is to shut it off.

Discuss JT Hall of Fame Mausoleum Project Donation

President Strubinger said we received a letter from the JT Hall of Fame, we budgeted \$1,000.00

Mr. Miller asked if we are at rest with the people that have damaged the things at the Mausoleum?

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Borough Manager Sterner said we have the cement barriers there that are remaining so no buses or trucks, pick up trucks have been a problem too. We are going to expand on the driveway and make it a bit wider. We received so many phone calls on the chains, we removed the chains. It's not just the matter of damage, it is someone's grave site, have some respect.

Discuss JT Summer League Request for use of Basketball Court

Borough Manager Sterner said this is a request to use the basketball courts.

Discuss Spillman Amendment

Borough Manager Sterner said this is for the additional work at the hall, you have already approved the dollar amount, this is sending the amendment to USDA, this is an additional \$12,000.00 on Spillman's contract.

Discuss Troop 555 Request

President Strubinger said the troop is looking to replace their trailer that is in need of repairs. They wish to purchase a new trailer and donate the other one to the cub pack 138. They are looking for a donation. We have budgeted funds for miscellaneous amount of \$2,000.00.

Mr. McGuire said if the one troop thought it was unrepairable, why donate it and stick it on the cub scouts to repair it. He thinks if we are going to make a donation, we should give a donation to both, so they both can buy trailers.

Discuss RUNegades Run Update 5/16/2020

Police Chief Schatz said there were no issues, minor issue with cones on Flagstaff Road. No issues not to allow them to do the race next year.

Borough Manager Sterner said you had given them conditional approval, on the condition that this year's race was held successfully. It will be on the agenda if you would like to change your status from conditional to final approval.

Mayor Sofranko asked the date for the event.

Borough Manager Sterner said May 16, 2020.

Mayor Sofranko said the reason he asked is because there is always something going on that day and it becomes challenging.

Borough Manager Sterner said they are coming and asking for permission, if people don't do that then it makes it difficult for us.

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Discuss Police Resignation

Discuss Employee #331 hourly wage increase

Discuss Employee #382 hourly wage increase

President Strubinger said we have the officer that is resigning, and we have the officers that have met the 500 hours.

Discuss Resignation from Civil Service Commission

President Strubinger said he is stepping down from the Civil Service Commission, we received one letter of interest for the Civil Service Commission. Mayor Sofranko had received an email from Eric Cinicola for the position also. He asked the office to look into it to see if we can have an alternate on this commission.

Discuss Civil Service Appointment

Discuss Memorial Park Master Site Plan Proposal

President Strubinger said they had a meeting to discuss this. We have received a grant in regards to this site plan. We have to do the site plan in order to open us up to other grant opportunities in the park. They did meet with BIA and gave them an insight of what goes into the plans. There are items that are required and are mandated items and that is how the grant was written with these items in mind. The committee's recommendation is to move forward with the plan.

Discuss D & L Trail Bower Time Extension Request

President Strubinger said we have a time extension request; this is due to the weather. This is extending it from June 30 to July 31, 2019. The grant closes the end of the year.

Borough manager Sterner said the wall is pretty much up, now they have to do some painting on it, that is a concern with the water level.

Mr. Sheckler asked with the time extension is there enough money there?

Borough Manager Sterner said there should not be any extra cost because we lost entire weeks of work.

Mr. Miller said there was \$500,000.00 that Elissa Garofalo found and the Commissioners kicked in \$65,000.00, is the first payment from that money?

Borough Manager Sterner said yes and half of this will be paid with the DCED grant funds which is \$223,000.00 and we still have \$595,000.00 in DCNR.



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Discuss Don Bower, Inc. - Invoice \$349,363.88

Mr. Miller asked if we have an inspector on this job or who is overseeing this job?

Borough Manager Sterner said the D&L person and Wilson Engineering have been out to the sight. Wilson Engineering is the firm that is handling this. He has looked over all of this and he did get verification from Matt Boggs on the sewer item they were working on. He signed off on this. A lot of this is the cost of the panels.

Discuss WWTP Upgrade Project  
Eastern Environmental payment application #30 - \$  
Howard Company - \$1,700.00  
Requisition #34 – \$  
Entech

Matt Boggs said at this point they are doing training and testing the IFAS. Ovivo who is the manufacturer for the IFAS system they are coming in next week to not only train but to do the testing too. The testing will be for 30 days. The training for the IFAS, Ed is going to be the only one there on Wednesday, and Chris will be there on Tuesday. Ed Gula asked Ovivo if he could video tape the training because Merf will get there on Thursday and Ovivo will be gone at that time. Ovivo does want an agreement signed by someone, to say that the video that they are taking for training purposes is not going to be going on YouTube. It is more of an agreement between Ovivo and the Borough.

Mr. Miller said this should be signed by the Manager.

Matt Boggs said they are pressing sludge, they got the ok to go to the landfill, he is filling up the dumpster now. They are fine tuning the palmer mix; you won't have to haul out liquid sludge now.

Matt Boggs working with Mr. Rehab Center Ave & Cedar Ave, he has a new person to do that work and they are working on the Penn Dot permit.

Eastern Environmental payment application #30 - \$  
Howard Company - \$1,700.00  
Requisition #34 – \$  
Entech

Borough Manager Sterner said she is waiting for Kim from RUS, to give the ok on the applications. We need RUS approval for amendment #6.

**Utility Action**

Discuss Utility Accounts Lien Reports  
Discuss Active Utility Accounts Garbage & Others Lien Report (0)



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Discuss Active Utility Account Garbage Only Lien Report (2)  
Discuss Active Utility Accounts Sewer/Garbage Lien Report (0)  
Discuss Active Utility Accounts Water/Garbage Lien Report (0)  
Discuss Active Utility Accounts Water/Sewer/Garbage Lien Report (2)  
Discuss Temporary Off Lien Report (0)  
Discuss Inactive (0)  
Discuss Uncollectible Accounts Report – (2)  
Discuss Utility Accounts Proposed Updates (4)  
Discuss Acct #0796 Request – leak - requesting an adjustment on the sewer  
Discuss Acct #1240 Request – leak - requesting an adjustment on the sewer

Mr. McGuire said he is going to request on his house, every time the borough flushes the fire hydrants, he has black water for 4 days. He has to flush his system and this doubles his water bill, this all goes down in the street not in the sewer. He will be requesting this adjustment.

**Tax Exoneration Action**

Margaret O'Donnell  
Marian Henning  
Danielle O'Shura - Bollman

**Committees**

Administration  
Community Maps

Blight Landbank

Mr. McGuire said he has not talked to Representative Heffley about the landbanks, to see what other communities want to be involved with this.

1230 North St Tree Request

NEPA Parking Study

Mr. McGuire said he was asked to talk to Al about the parking study.

Borough Manager Sterner said he could not make it tonight, he is looking in July, he will want more than 10 minutes. Do you want him at the July regular meeting or have a special meeting?

Mr. McGuire said he never held a committee meeting; this is a 12-member committee.

Borough Manager Sterner asked Council if they had any dates in mind for a special meeting to discuss the parking study. Al's intent is to meet with the committee prior to the meeting.

Council requested July 18, 2019 be placed on the agenda to set up as a special council meeting to discuss the parking study.

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Mr. McGuire said the little library was dedicated in the Memorial Park last week. He spoke about purchasing benches for in the park. He will talk to CCTI in the fall about making benches.

Borough Manager Sterner said the Community Maps and JTTA is in a different direction. Does Council want to move forward with this or put it on hold.

Mr. Miller said you have enough on your plate now.

Michael Rivkin said JTTA just completed the production of the 2020 edition. They also did an abbreviated walking map. The thought was to keep it in house.

Borough Manager Sterner said we had another request from 1230 North Street, they want some trees cut because the trees are growing over the driveway. Mark Reitz had gone up and PSM Yaich, we did not see anything that would require trees to come down or be cut.

Public Service (Sewer/Sanitation/Water/Streets)  
Tire & Electronic Recycling

Borough Manager Sterner said there were 255 residents, 296 tires, 291 TV's and 258 other electronics.

President Strubinger asked if we received an invoice for these services?

Borough Manager Sterner said this is in our contract, we don't get a separate invoice any more.

Sewer I & I Test Results

Borough Manager Sterner said the Sewer Dept. has been going out doing smoke testing. So far they have 28 residents where there are issues. Eddie started working on a draft letter to send to those residents requiring that the items be fixed, we are giving them 90 days. We want to make sure Council to take action on this to move forward with the 90-day stipulation. We were told in the past, they started doing this and when people started complaining Council backed off and nothing was done.

Mr. Miller said how much did we just spend to improve the sewer plant, \$10 million.

209 & 211 North Street Sewer

Borough Manager Sterner said they investigated another property at 209 & 211 North Street. There was a report of sewer smell. The properties are not hooked onto the sewer system. The property owner was informed years ago, he was instructed he needed to hook onto the sewer system and never did.

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Borough Manager Sterner said we need Council to approve to notify the property owner of these two properties. Again, notify the owner that he needs to hook onto the sewer system and give him the 90-days.

Police  
Car #83

Police Chief Schatz said the police vehicle that Sue uses, the paint is coming off the trunk and off the side, fenders are rusted, this is embarrassing. He doesn't know if there is something that we can purchase that is clean. He is asking for approval for funds to replace this. There are some funds remaining in our budget from the purchase of the new vehicle, nothing new. He will call Kovatch's to see what they have; they want something smaller.

General consent is to look around for another vehicle for the meter person.

Police Chief Schatz said they would like to hold "Stop the Bleed" class. It is only an hour class; Lehigh Valley Health Network would come up and do the presentation. This would be good for first responders, public service, police. It is an hour-long class on pressure points, use of tunicates, and stuff like that. They are looking at the 3<sup>rd</sup> week of September. This would be opened up to the staff. He would like permission to use the hall.

Police Chief Schatz said he signed the agreement today for the License Plate Readers (LPR). The money was disbursed for the grant. Once we get that in place the LPR will be installed in the police vehicle for license plate recognition.

Police Chief Schatz said he met with the Mayor there are 2 trainings coming up September 16 and 17 Pennsylvania Police Records Management, that training is in Philadelphia. The other one is Events Policing, October 21 & 22, at Bucks County. The price for the training is \$295.00. He is looking for permission for himself for Records training. The events training, he is looking for permission for himself and Sgt. Bokeko to attend.

Police Chief Schatz said the police dog. There is a lot entitled with this, we are getting stuff together with this, they may find this is not feasible for the borough. They want to get into this program, he doesn't want to jump into. He wants to further investigate this.

Buildings/Parks  
USDA Full Time Resident Inspector

President Strubinger said we submitted a request to USDA for a waiver for full time resident inspector for the projects and they did grant that request. This is a savings of \$64,000.00.

Borough Manager Sterner said one for each site. The WWTP we had one and it was double from what the original estimate was. The time line for the projects, she has to get final stuff to USDA, Tanya she has not heard back from the other department for the environmental review.

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Borough Manager Sterner said she will put the paperwork in tomorrow as though we have the approval, it will be 30 days from there. She is not sure if we will make the September bidding or not. We are moving along with the project.

Emergency Services

Mr. Sheckler asked Fire Chief Yaich if 10-8 has wrapped everything up for the year with equipment maintenance?

PSM Yaich said they wrapped up the pump maintenance and stuff. He is working on getting the rest of the invoices to him. In about 2 or 3 weeks they will schedule the chassis maintenance. As soon as he gets the information he will get in contact with Kyle and go over it.

Mayor Sofranko spoke about Governor Wolf coming to Jim Thorpe and have no disregard for the safety of our firemen or the firemen of the county, that go up the Glen to rescue people on a monthly basis. He basically says, if you vote on a tax on shale he'll worry about everyone's life those visiting and those who are saving. He would like him to keep his politics in Harrisburg not in Jim Thorpe. Our Firemen, Police, First Responders in this County are far to important to lay their lives on a tax. It was proven when you closed the trail it didn't keep people out. They are still up there rescuing people. He is upset about this. This is not fair to the residents of this town or the firemen of this town. This is wrong!

Mr. Miller said, as a volunteer there, is nothing that compels you to respond to a call. It is more like a pledge that we will do this. We are increasing the risk factor up there. They had to use ropes, the whole area continues to erode and continues to be more dangerous. It is dangerous for a first responder. If they had one guy laid up for 5 months the firemen's relief policy would go up, the workers comp would go up for the borough. This is not a win situation for the fire department. There are some public attitudes are against us, that it is our job. He is here to say it is not our job to continually go to repetitive calls.

Old Business

Permit Parking

Readdressing Phase II

Susquehanna Street No Parking Ordinance

Zoning Ordinance Group Homes

Executive Session

Personnel

**MOTION:** Gregory Strubinger second John McGuire to go into executive session for personnel and adjourn.

YES 6

NO 0

ABSENT 1 Edith Lukasevich

Adjourned at 8:43 pm

Respectfully submitted

Louise McClafferty, Boro. Secy