

Jim Thorpe Borough  
Council Meeting  
November 10, 2016  
MINUTES

Meeting called to order by President Gregory Strubinger at 6:30 p.m. in the Memorial Park Skating Rink, 103 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	Vince Yaich, PS Manager	Solicitor James Nanovic
Kim Mazur, Entech	Boro. Secy. McClafferty	

**Mayor's Report**

Mayor Sofranko informed council that Lib Mulligan has contacted him about bagging the parking meters on 11/14/16 in front of the 5 & 10 up to Nanovic Law Offices, for them to decorate the trees. He asked council to bag & waive the fees for the parking meters.

Mayor Sofranko said the Police Chief has completed background checks for two men for part time officer positions they are John Orsulak and Anthony Campenell.

Mayor Sofranko said Sue Mulderig, parking meter attendant/secretary has completed her 90 day probation period. He presented council with a comparison from last year to this year.

Mayor Sofranko said there is a letter from a resident on Silk Street about a sign being moved, he will have the chief check on this.

Mayor Sofranko thanked the Judges for the Central Court hearings that were held this past week.

Police Chief Schatz said it worked out really well. He told them they should get some procedures in place.

Mayor Sofranko said they did move the one digital sign off of North St, it was moved to the Heights area.

President Strubinger said he would like to request a minor change with the agenda that the Public hearing for 2016 CDBG be moved up, then the Public hearing will be heard.

**CDBG Hearing**

David Bodnar was present to discuss the 2016 CDBG Funds for the borough. He explained the borough will be receiving \$73,253.00 in project costs, Administration costs amount of \$16,079.00 total CDBG grant \$89,332.00. The projects that borough has selected for 2016 CDBG funds are Water/Sewer Improvements, replace water main pipes on School Street \$18,146.56 and replace water main pipes on 3<sup>rd</sup> St and 8<sup>th</sup> St from North St to Center St - \$55,106.44. The projects that have been selected will benefit the Low to Moderate Income.

Jim Thorpe Borough  
Council Meeting  
November 10, 2016  
MINUTES

David Bodnar said the next three years the borough would like to use the CDBG funds to replace storm drains and reconstruct streets. The 2016 CDBG is due Dec 15, 2016.

**PUBLIC COMMENTS**

Bill Malatak said now that the bridge project is completed, the sidewalks from the old bridge towards Subway are they being repaired? Does this mean this is forgotten?

Borough Manager Sterner said she has called Penn Dot, they are to pull the drawing from achieves to review them to see if the sidewalks and the fence are included in this bid for the new bridge.

Bill Malatak asked if the County comes to talk to the borough when they are planning on tearing down a structure to let the borough know what they are doing.

President Strubinger said that would need some type of approval from the borough.

Borough Manager Sterner does not believe any plans have been submitted yet. They would have to submit plans if they are going to demolish a building, they will need permits.

Jerry Strubinger said Council should get involved with the County with the demolishing of the building on Susquehanna St. Tell them what you want in there, have them put a parking deck in there. He asked who is going to be shoveling the sidewalks on the new bridge down to Subway.

President Strubinger said the Borough is going to shovel the sidewalks.

Solicitor Nanovic said the State informed the Borough about 2 years ago that we were supposed to be taking care of the sidewalk on the old bridge.

Jerry Strubinger said Council should put the two way traffic back on Front Street.

Mayor Sofranko said people use to park on the sidewalk when that traffic was two ways. Residents complained about residents parking on their sidewalks.

**Action**

**MOTION:** Joanne Klitsch second Thomas Highland to approve the Work Session Meeting Minutes from October 6, 2016

YES 7

NO 0

**MOTION:** Curtis Jackson second Thomas Highland to approve the Council Meeting Minutes from October 13, 2016



Jim Thorpe Borough  
Council Meeting  
November 10, 2016  
MINUTES

YES 7 NO 0

**MOTION:** John McGuire second Kyle Sheckler to approve the Budget Work Session Meeting Minutes from October 20, 2016.

YES 7 NO 0

**MOTION:** Kyle Sheckler second John McGuire to approve the Budget Work Session Meeting Minutes from October 27, 2016.

YES 7 NO 0

**MOTION:** Jay Miller second Joanne Klitsch to approve the Expenditures from all Funds for October 2016, as presented.

YES 7 NO 0

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

YES 7 NO 0

**MOTION:** Curtis Jackson second Jay Miller to approve the Teamster's Agreement 1/1/2017 to 12/31/2020.

YES 7 NO 0

**MOTION:** Kyle Sheckler second Thomas Highland to approve the Foreign Fire Insurance Disbursements in the same manner as it has been in the past.

YES 7 NO 0

**MOTION:** Joanne Klitsch second Thomas Highland to approve the Every Body Walk Micro Grant.

YES 7 NO 0

**MOTION:** Curtis Jackson second Joanne Klitsch to approve the DCNR Pedestrian Bridge Grant Amendment.

YES 7 NO 0

**MOTION:** Jay Miller second Joanne Klitsch to post in the department the position for the Public Services for Truck Driver/Laborer and to offer employment to the individual council discussed, start date will be December 1, 2016.

Jim Thorpe Borough  
Council Meeting  
November 10, 2016  
MINUTES

ROLL CALL VOTE

Curtis Jackson  
Joanne Klitsch  
Jay Miller  
Gregory Strubinger  
John McGuire  
Kyle Sheckler  
Thomas Highland

YES 7

NO 0

**MOTION:** Jay Miller second Joanne Klitsch to accept the Accounting Policies as recommended by the Auditor:

- a. Internal Control Functions
- b. Policy on Accounting Procedures
- c. Utility Billing Procedures

YES 7

NO 0

**MOTION:** Joanne Klitsch second Jay Miller to approve Mr. Rehab Payment Application #3 amount \$23,258.99

YES 7

NO 0

**MOTION:** Joanne Klitsch second Jay Miller to approve the Notice of Intent to Award for Eastern Environmental \$6,478,600.00.

YES 7

NO 0

**MOTION:** Joanne Klitsch second Jay Miller to approve the Notice of Award for Eastern Environmental \$6,478,600.00.

YES 7

NO 0

**MOTION:** Joanne Klitsch second Jay Miller to approve Eastern Environmental Agreement – General Contractor.

Mr. Miller asked what the difference is with Eastern Environmental.

Borough Manager Sterner said council is going to sign the agreement now with Eastern Environmental.

YES 7

NO 0

Jim Thorpe Borough  
Council Meeting  
November 10, 2016  
MINUTES

**MOTION:** Joanne Klitsch second Jay Miller to approve Howard Organization Agreement electrical contractor \$827,700.00

YES 7

NO 0

**MOTION:** Joanne Klitsch second Jay Miller to approve the Engineering Agreement Amendment for SCADA Integration & Programming amount \$50,500.00.

**COMMENTS:**

Borough Manager Sterner said this was included in the total project, it has just been moved from the general bid specs to the total fund project.

YES 7

NO 0

**Utility Action**

**MOTION:** Curtis Jackson 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:** Jay Miller second Joanne Klitsch to approve the Utility Account #4323 Payment Plan.

YES 7

NO 0

President Strubinger said we have no Uncollectible Accounts Report.

**Tax Exoneration Action**

**Committees**

**Administration**

President Strubinger said the Proposed Zoning Ordinance Amendment – Public Hearing December 8, 2016.

Jim Thorpe Borough  
Council Meeting  
November 10, 2016  
MINUTES

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

Mrs. Klitsch said the 2014 Recycling Grant was approved for \$2,933.00.

Mr. Miller said the Water Dept. is fine. He asked the public to volunteer to conserve water.

**Police**

**MOTION:** Thomas Highland second Jay Miller to hire John Orsulak and Anthony Campanell as part time officers rate of pay \$16.00 an hour.

YES 7

NO 0

**MOTION:** Thomas Highland second Jay Miller to approve the meters to be bagged on Nov. 14, 2016 for decorating the trees and there will be no cost.

YES 7

NO 0

**MOTION:** Thomas Highland second Jay Miller to take Susan Mulderig and Tammy Stong off of probation period.

YES 7

NO 0

**Buildings/Parks**

Mr. Jackson said he will set up a meeting with Ron Sheehan to discuss the Asa Packer Caretakers house study with the Building committee.

**Emergency Services**

Mr. Sheckler said attorney Nanovic has provided a draft Fire Dept. ordinance for the committee to review. They will address their concerns to the manager and solicitor Nanovic.

**Old Business**

- A. Property Maintenance Board of Appeals Three (3) Vacancies
- B. Shade Tree Commission One (1) Vacancy
- C. Planning Commission – Nuisance Ordinance
- D. Planning Commission – Park Planning
- E. Packer Hill Road proposed one way Ordinance
- F. Collection Agency for delinquent utility fees
- G. Cuoco
- H. Petition to Vacating Portion of 2<sup>nd</sup> Street



Jim Thorpe Borough  
Council Meeting  
November 10, 2016  
MINUTES

- I. Municipal Fire Department
- J. Civil Service Commission
- K. Onoko Lane

**MOTION:** Kyle Sheckler second Thomas Highland to adjourn.

YES 7

NO 0

Adjourned at 7:20 pm

Respectfully submitted

Louise McClafferty  
Borough Secretary