

JIM THORPE BOROUGH COUNCIL MEETING  
February 8, 2024  
MINUTES

Meeting called to order at 6:30 p.m. by President Strubinger with the pledge of allegiance and a moment of silence for the armed forces, first responders, and their families, as well as the service members who lost their lives while serving our country.

**Roll Call of Members**

Police Chief Schatz	Mayor Cinicola	Sydney Wernett
Borough Manager Sterner	Mike Yeastedt	Connor Rodgers
Borough Secretary Klotz	Tom Chapman	Ted LaRizzio
Solicitor Nanovic	Joanne Klitsch	Greg Strubinger

**Mayor's Report**

Anyone with event and parking suggestions should email Police Chief Schatz.

Reminder that all pertinent information can be found under the news tab of the Borough's website and Facebook page.

**Announcements**

The Borough is accepting letters of interest for the International Property Maintenance Board, term ending December 31, 2027.

The Borough is accepting letters of interest for two (2) vacancies on the Shade Tree Committee, terms ending December 31, 2028 and December 31, 2025.

The Borough is accepting letters of interest for the Planning Commission, term ending December 31, 2027.

The Pick Up the Poconos Spring Event is taking place on Saturday, April 20<sup>th</sup> from 9:00 am to 12:30 p.m.

Just as a friendly reminder to residents, pertinent information can be found and/or received through the Borough's All Call, Website, and Facebook page.

The Borough was awarded the DCED Greenways, Trails, and Recreation Grant for the Memorial Park Phase III Project for \$250,000.00

The Borough has moved on to the next round of the America 250 PA Infrastructure Grant for the Downtown Vehicular and Pedestrian Project. The Lion's Club has also moved on to the next round of the America 250 PA Infrastructure Grant for the Asa Packer Mansion Electrical Upgrades Project.

There will be an informational meeting on Electric Vehicle Charging Station Opportunities on February 29<sup>th</sup> at 6:30 p.m. This meeting will be held in the L.G.I. Room at the Jim Thorpe High School. This meeting is open to the public.

Meeting locations will be changing due to the upcoming renovations to Memorial Hall. The Borough Council Work Session meetings and regular meetings will be held the first two Thursdays of the month at 6:30 p.m. in the L.G.I. Room at the Jim Thorpe High School.

Planning Commission meetings will be held the third Tuesday of the month at 6:30 p.m. in the Conference Room at the Borough office. Zoning Hearing Board meetings will be held as needed at 6:00 p.m. in the Conference Room at the Borough office.

### **Public Comment**

Ciro Pinto – He asked if the Borough had any plans to prevent what happened on October 28, 2023 during the Fall Foliage Festival. He said traffic was impossible to get through and more so in the Heights due to how narrow the roads are. Greg Strubinger explained this was discussed during the Work Session meeting. The discussion was to make Center Avenue and South Avenue one-way, as well as other ideas to help with the flow of traffic.

Sharon Pinto -- She shared that while she was hiking this past Fall on a trail past Sam Miller Field heading towards Nesquehoning, she saw a tent and other camping items. She had gone on another hike during the Winter in the same area, but on a different trail and saw another tent and gear. She expressed her concerns over the possibility of a fire quickly spreading and asked if anyone on Borough Council was aware that this is happening. Chief Schatz explained he is aware of this, the area in question is currently inactive, it's on private property, and the Police cannot stop this from happening. The Police Department currently does give out resource information for anyone needing help during unfortunate situations.

Natalie Rodgers – She was there to discuss the On-Lot Septic Management Program. The Ordinance requires cleanout every three years, but her cleanout company recommends every five years for her system. Greg Strubinger said the reason it's every three years in the Ordinance is because that is what DEP recommends. Manager Sterner explained there are provisions in the Ordinance for larger tanks.

Jake Arner – He asked if the Borough has been discussing parking and traffic resolutions for the upcoming tourist season. Police Chief Schatz explained the Borough has been meeting with EMS, County and State Representatives to come up with solutions. There will be a meeting with Borough residents in the near future.

Steve Ambrose – He welcomed the new Borough Council members. He was there to discuss the parking and traffic issues from the past Fall Foliage Festival. He recommended getting the Sheriff's office, Park Rangers, and State Police involved, set up a mobile command post, get the Railroad Police to assist, have citizen volunteers trained by the Police, and reach out to state representatives. Police Chief Schatz explained the Borough is already in contact with state representatives and there is an upcoming meeting that he will be having with Representative Heffley.

Bob Schaninger – He asked about the status of the Movie Hill lot. Police Chief Schatz explained the area has been measured out, but right now half of the lot is being used to store equipment for the Water Department. The plan is to utilize it for monthly parking, not kiosk parking. He recommended leasing out the 2 open spaces on the Switchback that the property owners of 35 Packer Hill opted out of not using to someone else who would be interested in extra parking. He thinks raising the kiosk prices is an excellent idea. He suggested the Borough look into placing some sort of an amusement tax on privately owned parking lot who make money when the tourists visit. He said he would be willing to train the new Sewer Department employee for his CDL. He stated he would like to see the Borough continue it's agreement with the Lion's Club running the Asa Packer Mansion.

Louis Hall – He requested the Planning Commission seat vacancy be filled by someone on Borough Council.

Greg Strubinger explained that everyone on Borough Council is here to serve the Borough. Everyone on Council has different opinions and recommendations on what they feel is best for the Borough. He thanked Pam Moore for her hard work helping the food pantry. He said he hopes once the Memorial Hall renovations are completed that the food pantry will be able to utilize Memorial Hall again.

**Public Hearing**

NONE

**SALDO (Subdivision and Land Development Ordinance)**

NONE

**Action**

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Council Meeting Minutes from January 2, 2024.** There were no comments. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Council Meeting Minutes from January 4, 2024.** There were no comments. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Council Meeting Minutes from January 11, 2024.** There were no comments. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Expenditures from all Funds as presented.** There were no comments. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve the Treasurer's Report.** There were no comments. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Ordinance 2024-01 Vehicle and Traffic Amendment: No Parking on Portion of Reservoir Road.** There were no comments. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Connor Rodgers to **approve Resolution 2024-04 Records Disposition.** There are various records from the 1970's through 2016 that need to be destroyed or thrown out and must be approved by Resolution prior to doing this. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Connor Rodgers to **approve Resolution 2024-05 Municipal Emergency Operations Plan and Promulgation.** This needs to be updated every two years. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Connor Rodgers to **approve Resolution 2024-06 Readdressing.** The County parking lot will have the address of 1 County Lot Road. Motion carries 7-0.

**MOTION** by Tom Chapman, second by Connor Rodgers to **authorize the Solicitor to draft an amendment to change the hours the kiosk would be in use from 8:00 a.m. to 8:00 p.m. and to increase the rates to \$3.00 cash for weekends (Fridays, Saturdays, and Sundays)**

**and holidays, \$2.00 cash for weekdays (Monday through Thursday) and credit charges are \$0.50 extra and change the fees by Resolution going forward.** Council would like to see the fees be set by Resolution. Solicitor Nanovic explained the ordinance can be amended to set the fees by resolution. Louis Hall, who was in the audience, questioned the procedures for drafting and advertising. Solicitor Nanovic explained when Council advises him to make specific changes, then it can be advertised right away. Once PennDOT approves, traffic will be changed in the heights, one-way on Center Avenue and South Avenue. Then there will have to be another amendment made to the Ordinance to include this. Connor Rodgers expressed he would like to see the fees set higher than what's being proposed. Police Chief Schatz said currently the rates are \$1.00 an hour during the week and \$1.25 an hour if using credit card. Connor Rodgers asked about extending the time allowed to park in a space. Police Chief Schatz suggested moving it from 5 hours to 6 hours. Mike Yeastedt said there are residents who go in to town to run errands and can't always get the free bank spaces, so it would cost a resident \$2.00 for an hour. Connor Rodgers said it's \$8.00 to park on a weekday in the County lot, so no matter what, you'll have to pay. Bob Schaninger, who was in the audience, doesn't think there should be an extra charge when using a credit card. Motion carries 7-0. **MOTION** by Connor Rodgers, second by Sydney Wernett to **authorize the Solicitor to draft an amendment to the Vehicle and Parking Ordinance for Resident Parking throughout the Borough on weekends and holidays, with a date to be determined.** This is an effort to ensure the residents have parking during the busy tourist seasons. Ted LaRizzio asked how the Residential Parking work in regards to going to church or a local business. As long as one has the pass, you can park anywhere in town. Kiosk spots -- residents will still have to pay the fees. Mike Yeastedt asked how much would that cost a resident to purchase. There would be no charge for Residential Parking. Chief Schatz said he was hoping this could get put in to place from May through December. Motion carries 7-0. Amy Kubishin, who was in the audience, asked what if a resident has a friend or family come to visit. Chief Schatz explained the thought was to have those visitors park at Memorial Hall and get a ride back to the resident's house or to get a temporary guest pass.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve placing the High Street Wall Project out to bid.** There were no comments. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **authorize advertising the 2024 Chemical Bids.** The bid specs are for both the Water and Sewer Department. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Sydney Wernett to **authorize advertising for the 2024 Road Paving Bids.** The roads to be paved are West 5<sup>th</sup> Street (starting at Spring Alley), Maple Street, West 6<sup>th</sup> Street, Cypress Street, and Snyder Street (ending at West 10<sup>th</sup> Street). Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Affordable Sweepers to complete the street sweeping in the Borough.** There were no comments. Motion carries 7-0.

**MOTION** by Joanne Klitsch, second by Mike Yeastedt to **set the Sewer Supervisor #2 hourly rate to \$33.01 effective March 1, 2024.** There were no comments. Motion carries 7-0.

**MOTION** by Ted LaRizzio, second by Joanne Klitsch to **offer employment to Applicant #16 for the position of Sewer Division Full-Time Truck Driver/Laborer/Licensed Wastewater Treatment Plant Operator Trainee conditioned upon obtaining a Sewer Operator Class C**

**and E, Subclasses 1 and 4 License, within three (3) years of date of hire for the position.** There were no comments. Motion carries 7-0.

**MOTION** by Joanne Klitsch, second by Connor Rodgers to **accept the Police Department Secretary/Meter Attendant resignation.** There were no comments. Motion carries 7-0.

**MOTION** by Connor Rodgers, second by Joanne Klitsch to **appoint Greg Strubinger to the Police Pension Borough Council seat.** There were no comments. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **appoint Sydney Wernett to the Mauch Chunk Fireman's Relief Association Borough Council seat.** There were no comments. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **appoint Sydney Wernett to the Special Fire Department Account seat.** There were no comments. Motion carries 7-0.

**MOTION** by Joanne Klitsch, second by Tom Chapman to **authorize Manager Sterner, Solicitor Nanovic, and Mike Yeastedt as the Borough's negotiation team for the Teamster's Agreement.** The contract expires at the end of 2024. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Connor Rodgers to **approve the Municipal Waste Compliance Program.** There were no comments. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Connor Rodgers to **authorize the Wildland's Conservancy to apply for the Fish & Wildlife Grant and DEP Growing Greener Grant on behalf of the Borough for the Silk Mill Run Restoration Construction Project.** Wildland's expects the construction cost to be around \$315,000.00. If both grants are awarded, construction is expected to take place in 2025. No Resolution is needed for either grant, just a property owner agreement. Wildland's will continue to monitor the area after the project is completed. Motion carries 7-0.

**MOTION** by Sydney Wernett, second by Tom Chapman to **authorize applying for the PMVB Community Impact Grant to refurbish the Victorian Lights downtown.** There were no comments. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **authorize applying for the DCNR C2P2 Grant for Phase III of the Memorial Park Project.** The Borough's matching funds are \$250,000.00. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve the DCNR Greenways, Trails, and Recreation Grant extension letter for Phase I of the Memorial Park Project.** The letter requests extending the grant period until June 2025. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Tom Chapman to **approve the DCED Blight Grant extension letter.** This will be the Borough's second time extension request for this grant. The request would be until June of 2025. The request is being made to assist the other side of 204 Center Avenue's property owner to get the funds secured that are needed in order to put up a structurally safe wall once the blighted house is taken down. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Tom Chapman to **approve the Barry Isett Authorization for Services – 204 Center Avenue Structural Reassessment.** This reassessment would update the one that was completed in 2018. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve the purchase of an Administration Copy Machine.** The cost is \$8,029.81. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Tom Chapman to **approve Spillman Farmer Invoice 8121.22.1.01 Public Works Building USDA Submission Support.** This was for providing assistance and support for the submission requirements for the USDA loan for the New Public Works Garage Project. The cost is \$4,972.50. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Tom Chapman to **approve Spillman Farmer Invoice 8122.22.1.01 Memorial Hall Renovation USDA Submission Support.** This was for providing assistance and support for the submission requirements for the USDA loan for the Memorial Hall Renovation project. The cost is \$3,813.75. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Public Works Project – Bracy Change Order #1.** This is for the difference in cost for the skylights from the original bid for the new Public Works Building. The cost is \$55,525.00. This was incorrectly listed as Memorial Hall Renovation Project on the agenda. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Connor Rodgers to **approve the Allied SCADA Amendment.** Borough Council previously authorized a Water Plant upgrade to the computerized system. Allied was at the Water Plant last week and advised adjustments needed to be made to the original scope of work. The amendment would cost an additional \$5,375.00. Motion carries 7-0.

*Fell Township Letter – Experimental Reclamation Technique for Abandoned Mine Lands – No action was taken.*

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve the Lion's Club 29<sup>th</sup> Annual Halloween Parade on Saturday, October 26<sup>th</sup> (rain date Sunday, October 27<sup>th</sup>) at 2:00 p.m., a letter to PennDOT with parade route information, and use of Memorial Park after the end of the parade.** There were 3 different parade route ideas given. The route selected was start at the High School, go down Center Street, make a right onto 9<sup>th</sup> Street, cross over North Street, make a left onto Lehigh Street, follow Lehigh Street to 5<sup>th</sup> Street, make a left onto 5<sup>th</sup> Street, cross over North Street, make a right onto Center Street, and end on 3<sup>rd</sup> Street. Police Chief Schatz said he would reach out for other municipal Fire Police help for traffic control. Trick or Treat will be moved to a weeknight and will not be held on the same day as the parade. Motion carries 6-1, with Ted LaRizzio apposed.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve the Jim Thorpe Little League Parade on April 20<sup>th</sup>.** The Little League parade will use the same route as last year and only need police assistance crossing over North Street. Motion carries 7-0.

*Anastacia Susko Memorial Scholarship request-2024 Jim Thorpe B.A.R. – No action was taken.* Police Chief Schatz said the event details are still being discussed with Aki Susko, specifically with the first leg of the race.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Account #1590 Sewer Credit Request for a burst pipe.** While the property owner was away, a pipe burst inside of the house. The 52,000 gallons of water never went into the Sewer System. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Connor Rodgers to **approve 12 New Utility Liens to File.** There were no comments. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Connor Rodgers to **approve 5 Utility Account Rate Changes.** There were no comments. Motion carries 7-0.

**MOTION** by Mike Yeastedt, second by Connor Rodgers to **approve the Utility Uncollectables Report.** There were no comments. Motion carries 7-0.

### **Exonerations**

**MOTION** by Mike Yeastedt, second by Connor Rodgers to **approve the monthly Exoneration Report.** There were no comments. Motion carries 7-0.

### **Committees**

*Filming Requirements within the Borough* – The Borough of New Hope has requirements in place. Solicitor Nanovic is waiting to hear back from them for additional information.

### **Administration**

*Carbon County Council of Governments Representative* – Greg Strubinger said this was opened up to the appointed officials and no one was volunteering, so the thought was to open it up to the rest of the residents. Secretary Klotz suggested James Dougher as he comes to most Borough Council meetings and he is part of Planning Commission. Joanne Klitsch said she would consider being the Borough's representative.

### **Public Service**

*On-Lot Septic Management Program Inspection Checklist* – A preliminary draft was sent to the Borough's SEO for review. This draft is based on what current pumper/haulers and other municipalities use.

*Water & Sewer Tapping Fees* – There was a recommendation at the Work Session meeting to set the fees for both at \$7,500.00. Greg Strubinger asked Council if they would like to move forward with those amounts. Connor Rodgers said the Water Committee has been in contact since the Work Session meeting and would like to see the water fee be set for \$6,000.00. Mike Yeastedt asked if the Sewer fee would still be set to \$7,500.00. Greg Strubinger asked if Council would want to sit and think on it. Manager Sterner reminded Council that there is an applicant and the fees need to be decided soon.

### **Police**

*Events-New Traffic Patterns* – This was discussed earlier; changing Center Avenue and South Avenue to one-way.

### **Buildings/Parks**

*Memorial Bench Program* – Borough Council was sent a sample program. Connor Rodgers would like to see a liability option added, as well as the Building & Grounds Committee has the right to deny requests and gets to choose the placement.

Emergency Services  
NONE

Old Business  
NONE

Executive Session  
NONE

**Adjourn**

**MOTION** by Mike Yeastedt, second by Connor Rodgers to **adjourn the meeting**. There were no comments. Motion carries 7-0. The meeting ended at 8:34 p.m.

Respectfully Submitted,

Brooke Klotz  
Borough Secretary