

**Jim Thorpe Borough
Workshop Meeting
March 2, 2017
MINUTES**

Meeting called to order by President Gregory Strubinger at 6:30 p.m. in the Memorial Park Hall, 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 Joseph Schatz
Manager Maureen Sterner (a)	Vince Yaich, PS Manager	Boro. Secy. McClafferty

Mayor's Report

Mayor Sofranko said he will give a more detailed report at the monthly meeting.

Public Comment

Katherine Kissinger was present to discuss her concerns of reducing the length of yellow lines at the intersection of Center Avenue and Cherry Avenue. She spoke about this for several minutes.

Mayor Sofranko said the distance for parking from the radius of the curb back to where there is no stop sign, which is Center Avenue that is State highway is 30 feet. The 37 feet going the other way, that is 30 feet back from the stop sign. The yellow zone in front of the churches, years ago were put there for dropping and picking up the elderly people from church.

Police Chief Schatz said Center Ave and Cherry Ave is a bad intersection to pull out.

Mayor Sofranko said the Ebenezer & St. John's parking lots are used by the residents during snow storms for the roads to be plowed.

Bob Dages owner of 449 Center Ave, he thought the yellow zones were for the fire equipment and emergency service vehicles. At the corner of Center Ave & Cherry Ave there was adequate parking. He said this is a long term hardship for him as an owner. There used to be parking for six vehicles and now there is parking for two. If you can't park by your building you're not going to rent from him. This will put him under in terms of him marketing his place for rent. He is making a complaint. The reference to the code he thinks this is appropriate on one note, but thinks this should be grandfathered in. This is not a planned community, this is a unique town.

He would appreciate if the borough would reduce the parking line to the old standards.

President Strubinger asked Police Chief Schatz to look at this.

Police Chief Schatz said they measured 34 feet from the radius on Center Avenue. He said over the past few years we have been in compliant by painting of the yellow zone.

PSM Yaich said this intersection is one that the borough has received several complaints that they cannot see pulling out on the side street. The only one in the Heights that has been painted longer is at the top of the Liberty's so the fire equipment can make it through. All of the radius have been painted what was existed, nothing was painted any longer or shorter without the Police Chief's permission.

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Kim Mazur said he would like to keep an open dialog, question and answers with council with the construction at the Waste Water Plant.

Matt Boggs the statuses of the three projects is the General, Mechanical and the Electrical, the other is the cleaning & televising repairs of the sewers. The cleaning & televising started July 2016. It was planned for a 6 month time period. It was set up based on the manhole study that was done. We knew what the manholes looked like and we knew the issues of the manholes. We cleaned and televised the sewers and now they will take care of the manholes. We gave Mr. Rehab a contract for more than \$400,000.00, and the cleaning & televising was for \$200,000.00. We have some real issues with the sewers more than issues with the manholes. It may be better for the borough to focus on some of the sewer repairs. Take care of the serious manhole and take care of the sewer problems too. They have been lining sewers from manhole to manhole and taking care of grouting the manholes that have the most infiltration. This is about 98% completed.

Matt Boggs informed council that the change order for Mr. Rehab basically extended the time. This is still some contingency money for this project. He explained the bids for the sewer plant came in low, to the engineer's estimate. Whatever additional funds you have should go into the sewers. They are taking care of the worst sewers and they will hold the prices.

Matt Boggs said there is a manhole #4 on the west side of the river by the train tracks. When it got to repairing the manhole they discussed getting flaggers. They spoke with Borough Manager Sterner, and solicitor Nanovic and told them they need to get paperwork filled out and get insurance by Mr. Rehab to do this work. He is waiting to get the numbers back from Mr. Rehab to do this work in April. Mr. Rehab will be on hold after this work is done.

Matt Boggs said the electrical contract Howard Organization changed their name to Howard Company. We are making sure all the paperwork is taken care of and is correct. Eastern Environment want to be done in Feb. 2018. They have the E & S plans that need to be done.

Matt Boggs said the railroad, Reading Northern & Norfolk Southern, Kim met with the railroad back in November 2016. He alerted them to this project coming up at the sewer plant. On Feb. 21, 2017 was when Reading Northern locked the gate by the Jim Thorpe Market and told them no they need the paperwork and they would not be allowed to work until they have the paperwork, the application, insurance, \$10,000.00 in case of any damage fees and \$1,000.00 a day for a flagger.

Mr. Miller said the Railroad was notified of the project on January 15, if they didn't have that then what did they get?

Matt Boggs said they were notified of the cleaning & televising project.

Bob Weir said the Railroad was notified in January 2015, and there were discussions with them for over 2 ½ years. We asked them what they want, their terms and conditions and their options to access any type of flagger fees. We asked them if there were ever any fees required for any other projects and consents was to move along with the project.

Kim Mazur said they spoke with the solicitor about this.

Mr. Miller said what he is asking about is the railroad \$400,000.00, when did you know it? There is a \$400,000.00 dollar issue here he wants to know what happened and when they knew about this.

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Mr. Jackson asked how was this left out of the initial scope of work.

Bob Weir said he did not think this was necessary.

Kim Mazur based on conversations with Jim Nanovic. He was given all of the information to review.

Matt Boggs said it was also based on work that has been done down there at the sewer plant. There was never any type of assessment placed on the borough for any of this. It is a signal crossing, flashing crossing.

Kim Mazur said if we were doing any work on the railroad or on their property or on their easement we would have to cross the open tracks that is totally different. This project is using a travel lane as you have always used.

Matt Boggs said this is the biggest project since 1973 when there were updates. The D & L project that is by the parking lot, it is by manhole #4. He said we are going to need to use flaggers.

Bob Weir said this was Reading Norfolk option to waive the fees. He does not know why they want to assess that kind of fee to the Borough. This is an existing crossing the borough has been in use since the plant was built in 1963. Reading Norfolk Southern has released the borough of these fees.

Kim Mazur said they met with both of the railroads back on Nov. 2016. They pointed out the project. Reading Norfolk Southern said there are no issues or requirement from them for this project.

Kim Mazur said liquidated damages is something that is levied by the borough in case the contractor does damage.

Mr. Miller said we are going to be requested to pay almost \$50,000.00 to Reading Northern. This will need to be approved for payment

Kim Mazur said this was paid.

Mr. Miller said who authorized this to be paid?

Kim Mazur said they had a meeting with them. Bob Weir, Don Cuff and he meet with Manager Sterner, Solicitor Nanovic, Greg Strubinger and Joanne Klitsch. They talked about tactics with the railroad. What they discussed was trying to work this out. The borough signed the forms and sent them a check for the next two months. Kim said the solicitor thought we should try to challenge that.

Bob Weir said there was never anything official sent to the borough from the railroad.

Mr. Miller said he works for the tax payers, when something like \$400,000.00 comes up he is concerned. He would love to sit with Mr. Mueller to talk to him. It is still a question when was this known. What do we do now?

Matt Boggs said the \$50,000.00 will cover \$1,000.00 a day. What is included in that fee is the \$10,000.00 which is the retainer, application fee about \$3,000.00.

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He said side note the E & S measures putting up silt fence, delivery job trailers, mobilization, pipe brought to the site. The next step they will be digging over the headworks that will include a lot of concrete work. The disruption at the site is minor.

Kim Mazur they are still in the process of submittals. Getting the railroad insurance and getting that to Chris Getz is the next step.

Matt Boggs said the change order #1 in the amount of \$19,893.00, is for the railroad insurance. The flagger fees will start on March 13, 2017 through mid-May.

PSM Yaich asked Kim if they checked on the insurance through Norfolk Southern?

Kim Mazur said he called Garry Lawrence and he is looking into it.

PSM Yaich said Jim Morris contacted him, he is the inspector that is doing the walking bridge. They were down there working. The subcontractor for Reading Northern they were told they do not need a flagman for the Reading Northern. However they need liability insurance because they are crossing their tracks. He asked Jim to see if we do or if we don't need insurance for crossing their tracks. He asked Kim to get it in writing to cover us and the same for liability insurance. We are dealing with two different railroad companies. If we do get a flagman that person is considered an employee of the borough.

Kim Mazur said the water tank mixer was operating strangely. He contacted Utility Services and they came out and pulled it and they found some damaged wires and circuit board. They are replacing all of it because it was under warranty.

Kim Mazur said the Memorial Park storm water runoff design is complete. He gave a set of plans to Vince to review and a copy to Vince Rodgers. Jim Nanovic has the agreement. This will go out to bid later this summer.

Kim Mazur said High Street wall. We had two contractors look at this and we agreed that the drilling is the way to go because of the wires that are there. There are things to consider doing this work it will need to be bid out, should be some site survey done that defines property lines, this will need to be presented to Jim Nanovic. We will need to notify the neighbors that we will need right-of-ways, contact PPL to protect their lines during the project and the funding.

Action

Discuss Work Session Meeting Minutes from February 2, 2017

Discuss Council Meeting Minutes from February 9, 2017

Discuss Expenditures from all Funds as presented

Discuss Treasurer Report as presented

Discuss Chemical Bids for the Water & Sewer Plants

Bids will be opened on March 6, 2017.

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Discuss Resolution 2017-04 JTNB GON Series 2009 Modification

Mr. Miller said this will reduce the rate on the existing loans with the JTNB

Discuss Resolution 2017-05 Fee Schedule

Secretary McClafferty said the only change is the wells were missed and now it has been added

Discuss Resolution 2017-06 DCNR Small Communities Grant Application

Discuss Ordinance 2017-2 Fern Street No Parking

Discuss Vincent Yaich, Jr. – Permanent Full Time Status

Discuss Proposed Zoning Ordinance Amendment

Discuss Jim Thorpe Summer Camp June 19 to Aug 11, 2017

Discuss Jim Thorpe Summer Camp donation \$600.00

WWTP Upgrade Project

- a. Mr. Rehab payment application #5 - \$155,647.53
- b. Requisition #6 - \$248,473.30
- c. Eastern Environmental payment application #3 – \$67,443.35
- d. Eastern Environmental change order #1 - \$19,893.00

D&L Trail

- a. Wilson Consulting Group Invoice #3 - \$4,913.50
- b. Wilson Consulting Group Invoice #4 - \$7,831.00

Utility Action

- A. Utility Accounts Lien Reports
 - a. Active Utility Accounts Garbage & Others Lien Report
 - b. Active Utility Account Garbage Only Lien Report (8)
 - 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
- B. Uncollectible Accounts Report - none
- C. Utility Accounts Proposed Updates (3)

Tax Exoneration Action

Committees

Administration

NEPA Parking Study Grant Awarded

Public Service (Sewer/Sanitation/Water/Streets)

Twining Park Wall

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PSM Yaich said he had a contractor down to look at Twining park wall to repoint it.

St. Joseph letter

President Strubinger said we received a letter from St. Joseph's about their process they have to go through to get bills paid. They are questioning the late charges.

Mrs. Klitsch told them council will need to discuss this.

Boro. Secy. McClafferty said they can always contact the office to get the bills emailed to them, they receive the bills as soon as the program is updated, they can go on line to pay the bills, they can have this withdrawn from their accounts, there are several ways they can pay the bill. The bill could be emailed directly to the accountant. They can contact the office to discuss this.

Mr. McGuire said the JT Planning commission is working on the Quality of Life ordinance this would take care of nuisances. We will have a draft for council to review soon.

Police

Nothing to report

Buildings/Parks

Phoenix Fire Co.

Emergency Services

Nothing to report

Old Business

- A. Property Maintenance Board of Appeals Three (3) Vacancies
- B. Planning Commission – Nuisance Ordinance
- C. Collection Agency for delinquent utility fees
- D. Cuoco
- E. Petition to Vacating Portion of 2nd Street
- F. W. Front St & River St Dedication Ordinance
- G. Packer Hill Road proposed one way Ordinance
- H. Municipal Fire Department
- I. Act 172 of 2016 – Incentives for Emergency Services Volunteers
- J. Shared Water & Sewer Lines
- K. Police Contract
- L. 204 Center Ave
- M. Utility Billing Ordinance update

Executive Session

Personnel

MOTION: Gregory Strubinger second John McGuire to adjourn.

YES 5

NO 0

ABSENT 2 Kyle Sheckler & Curtis Jackson

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Adjourned at 8:22 pm

Respectfully submitted



Louise McClafferty
Borough Secretary