

JIM THORPE BOROUGH COUNCIL WORKSHOP
MARCH 7, 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
Jay Miller	Manager Maureen Sterner	PSM Vince Yaich
Police Chief Schatz	Secy. McClafferty	
Mayor Michael Sofranko		

Public Hearing

President Strubinger said next week there will be a public hearing for the Lin, etc. Liquor License Intermunicipal Transfer, then the adoption of the Resolution 2019-10 JMLS, Inc. Intermunicipal Transfer Liquor License.

Mayor's Report

Mayor Sofranko said they are trying to get some meeting dates together to discuss the K-9.

Mayor Sofranko said on the Community Watch we have a notice for Auxiliary Police. They received 4 applications. They will help with traffic control, crowd control, fire and car accidents. They will be volunteers.

Mayor Sofranko congratulated the Police department on a job well done, they had a drug bust today, everyone got in and out safe.

Police Chief Schatz commends the Officers. Officer Pruitte was a big help, because of Officer Schwarz's schedule. Good investigation pulled over 700 bags of fentanyl off the street, guns and money. The Task Force, Attorney General's Office along with the Carbon County Task Force. A lot of this is Task Force money, wasn't even Borough money used. The Task Force provided \$45,000.00 to use in the county. Our borough, along with other boroughs are very active with the Task Force, ¾ of the time spent was all through the Task Force of Commonwealth, took a major drug dealer off the streets.

SALDO

Borough Manager Sterner said nothing to report.

Public Comment

Dimmick Library

Kara Edmund from the Dimmick Memorial Library was present and discussed the "Little Libraries" that are built by the students at the CCTI. She would like a place for this, she is thinking it could be placed in the Memorial park by the gazebo. This would make it available for all the kids playing in the playground and would be near the Police station.

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Kara Edmund said there is one located downtown and one on the Switchback trail.

President Strubinger asked who is responsible for the small libraries?

Kara Edmund said there is a Steward and you will need to appoint an individual. This is the first one that the Library is being a part of, they would be happy for them to be the official Steward.

President Strubinger said this is basically a book exchange, are they privately owned books or are some from the library?

Kara Edmund said they are all books that have been donated, this is an exchange. If they want to return the book, they can return it to that library or replace with another book.

Mr. McGuire said how they are installed is a 4" x 4" put in the ground, a little support to hold them off the ground. CCTI would like to see it stay in Jim Thorpe. We support the Dimmick, we will be moving our offices so this will take the Police line of sight off of it. He asked Council if they are agreeable to placing one in the park, if so where would we put it? He volunteered to take care of it.

President Strubinger said put it on the agenda, the committee will decide where to have it located.

Betty Lou McBride thanked the Street Dept for the work they are doing. She appreciates it. She asked if anybody from our Streets dept. talked to Penn Dot about the paving project that will be done on Broadway & West Broadway. She spoke about there not being any drains from the Opera House down to the Courthouse. There used to be one by the Treasurer Shop. When they paved the State paid no attention to anyone.

Mr. Miller said the Borough approached them when we paved it, when we did the waterline project. We did at that time ask them to look at it, they ignored it.

Betty Lou McBride said when it rains, you can't get across the street from the Treasurer shop to the pizza shop, it floods. The water splashes 6 ft high, that is up the show case window. When you're on Broadway, look at the bottom of the buildings they are all deteriorating because of the water. She asked how do they get anything done?

Borough Manger Sterner said she can email the contacts for the Penn Dot project and make them aware of this.

Betty Lou McBride asked why are there not gutters running down the street or a swale, that would run the water down the Courthouse where the drain is located.

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PSM Yaich, Borough Manager Sterner, Doyle Heffley, and some of the Forman from Penn Dot, they had a meeting down there. They got the answer drains, catch basins are all the responsibility of the borough, but in Mahoning Townships they spent over \$100,000.00 to put new catch basins and 15" cement pipe in going up the Mansion House. He questioned them about that, he was told Townships are different. The catch basin at the Courthouse is a metal frame, catch basin grate on top of it, and it's a dirt hole, they expect the Borough to maintain a dirt hole, there is no piping. PSM Yaich said the entire time the borough did the water main project coming down Broadway, every 2 weeks, we begged Penn Dot to put catch basins in, we had the road torn up, we were going to restore the road, the only answer he got was this is the borough's responsibility. Some of the stuff he is reading there is a little bit of controversy over catch basins. Right in Penn Dot's own wording you need a permit if you want to look into the department's storm drains system. As soon as there is a problem with the storm drain system it's not the department's, that is what we are fighting with.

PSM Yaich said he spoke to Penn Dot they are getting ready to do paving on Broadway up to the duck pond. All of the parking lines, crosswalks are being paved over. He asked the contractor what is his responsibility? The yellow stripes, white stripes up the shoulder, and the crosswalk under the light. The Borough has to go in there after they are done and repaint every parking line all the way up. It will have to be relayed out, remeasured, it is going to cost this borough over \$10,000.00 in wages to have the men go over there and repaint that.

Betty Lou McBride asked if the borough is doing that, can they not put the cross line by the curb?

PSM Yaich said if it's not a requirement yes.

Mr. Miller explained when the borough did the water main project, they exposed an old channel 2 or 3 feet wide, by 2 feet high, it was on the 5 & 10's side. He would suspect the drains into that and drains into Mauch Chunk Creek. Penn Dot doesn't want to have anything to do with this. The channel was in decent shape, we don't know if this is from gutters from buildings or what.

PSM Yaich spoke about the emails concerning the snow/ice clearing and everything else downtown. One of the comments was made that it was never cleaned up for Winter Fest. He has the work orders, on Jan. 31, 2019 they went down and cleaned some of the bigger piles up. Feb. 4 & 5 they cleaned all the way up on Broadway to 371 West Broadway. The following week there was a snow storm and that week was Winter fest, no time to clean up. The following week another snow storm, a little more significant. He spoke about the individual posting pictures of snow piles and dirty snow that it wasn't cleaned up before Winter Fest. It was, it snowed in between, second in regards to dirty snow piles and cinders. We live in Northeastern Pa, the middle of February, if you don't want to see dirty snow and cinders you better get a condo in Florida, this is a fact of life around here.

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PSM Yaich said this one individual is just not happy. They expect us to clean cinders off the sidewalks, they expect us to remove all the snow from the downtown businesses and truck all the snow away.

PSM Yaich said when it was mentioned about Broadway being a State road, she threatened with a couple of things. She has connections with Penn Dot to contact them. He didn't need a connection from Penn Dot or to be contacted by them. Penn Dot maintains the cart way and that's it. The parking areas, it is up to the borough to remove the snow, if they so desire. You can enter into agreements with Penn Dot as far as reimbursement with snow plowing and everything else. When it comes to snow removal, they do not reimburse, they do not assist, or get involved with snow removal. He will stick up for Penn Dot for that because they would go broke. There is not a town in Pa. that doesn't have a State road going through it. It has been past practice, we watch the snow piles and if they impede in the roadway, or he gets a call from a bus driver that some of the buses are having trouble, they will go up there and attempt to clean snow piles all the way up the street. There was one individual clearing the snow off their property and putting it out into the piles into the street so the borough cleans it up. He has pictures of it and witnessed it. A Police Officer talked to one individual about this very thing, he cones off parking spots then throws all the snow off the sidewalks out into the parking spots. When they freeze, he gets emails like this, the parking spots are all frozen over, people slip and fall, they want to be treated like both sides of town. The entire town gets plowed curb to curb all but downtown because of the parking situation.

PSM Yaich said if they want to be treated like the whole town, he would be willing to figure out what we could do to get them off that street so we could plow curb to curb. He could clean up Broadway for one third of the money plowing it curb to curb, then it's costing us over there with the loaders and the trucks. He understands it's an inconvenience living down there with that situation and he understands with the parking. There are a very select few down there that want to chose this to be personal.

Betty Lou McBride said she is not speaking for them, not every business feels this way.

PSM Yaich said she made the comment how terrible the condition of the town looked. They did a lot of wood carving in Josiah White park. Did anyone go over there and take a look at the amount of saw dust and garbage and mess that was laying in that park? He hopes the County did not pay their work force to clean up, he hopes they got money from this organization to clean up.

Mr. McGuire said the JTPC talked about the parking.

President Strubinger said he agrees with Vince's sediments, the back and forth was inappropriate. With the social media, there is nothing solved.

Action

Discuss Council Workshop Meeting Minutes from February 7, 2019

Discuss Council Meeting Minutes from February 10, 2019

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President Strubinger said Mr. Miller had some requests for changes in the minutes. He asked everyone to contact Louise if there are any other changes before next week.

Mr. Miller said it was very important that you did not generalize the item of St. Mark's with the County. That was important to go word for word on that.

Discuss Expenditures from all Funds as presented

Discuss Treasurer Report February, 2019 as presented.

Mr. Miller asked Borough Manager Sterner if there is any money you can squeeze into higher investments for any other funds.

Borough Manager Sterner said not at this point. As they hit the renewal we do, we have to wait for the tax money to start coming.

Discuss Memorial Hall Sanitation Loans.

Discuss Memorial Hall General Loan

Borough Manager Sterner said this is from the Auditor, we have 2 loans that were made to Memorial Hall. One was from Sanitation amount of \$134,750.00 in 2013, 2014, & 2015 and the second one was from General Fund amount \$25, 876.16 in 2015. Because we have closed the Memorial Hall fund, Council will need to take action to relieve those funds.

Discuss Capital Projects Fund

Borough Manager Sterner said this is a recommendation from the Auditor, requesting that we open a Capital Projects Fund, to be instituted for general capital projects. This would be used for facilities projects and road improvements projects. It would make it easier for tracking and auditing purposes and we will need single audits for the facilities project.

Mr. Miller said that is a good idea, every expenditure will be through a check and you'll have a receipt.

Borough Manager Sterner said we won't have to look through all the other bills, and invoices for everything else.

Mr. Miller said that can be done soon, it will be funded with the SPF fund or whatever loan we are going to go with, that's a good idea.

Borough Manager Sterner said that will be one fund for general. If we have any water or sewer projects, those you can't comingle.

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Discuss Ordinance 2019-03 Susquehanna Street No Parking.

Borough Manager Sterner said we have a final draft on this, it was advertised so it is ready for adoption.

Discuss Carbon County Susquehanna St Project – Building Permits

Borough Manager Sterner said this is on the agenda because it is a carry over from last month. She did inquire about building and zoning codes. They are looking time wise for their permits because of the new building code that went into effect. The new codes were adopted on October 1, 2018. If the County's contract with their architect or whatever firm drew up the plans were signed before October 1, 2018, and they applied for their building permits before March 31, 2019 they will be able to stay with the old codes. There is no need for Council to take any action. It will be to have their permits issued, they only need to apply. They don't need any waivers from anything. She left them know this. No action needed, we just need to report on it because of last month's motion.

Discuss West Broadway Sidewalks

Borough Manager Sterner said these are the sidewalks that the borough owns in the 200 block of West Broadway. The estimate is \$7,650.00, this is in the budget.

Discuss Tree Vitalize Quotes

Borough Manager Sterner said this is for the crown raising project. We requested quotes from 3 different certified arborists and another company for the brushing, chipping and disposal of brush. We received one quote for the chipping and disposal. The second quote would include both the arborist and the chipping and disposal of the brush. Arborist #1 came in as the low quote for everything. It is Fred Kemmerer out of Lehighton. This is lower than expected, we can see if we can add more trees into this. We were able to reduce our cash match by \$1,000.00.

Discuss Carbon County Planning & Development Tax Cert Fee Waiver Request

Borough Manager Sterner said this is for the Home Rehabilitation program, this is another type of CDBG funding. This program provides funding to low to moderate income property owners to repair, rehabilitate owner-occupied housing. When they do this, they enter a contract with the property owners. They need to be sure the taxes are paid current for the last 2 years. In order to do that they request tax certification. They are requesting for this program that we waive the fees for that tax certification.

Mr. Miller asked is that up to us, because that goes directly to the tax collector?

Borough Manager Sterner said she believes it is because you set his pay through resolution.

Discuss Jim Thorpe Birthday May 18, 2019

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Discuss Police Service Contract for Jim Thorpe Birthday

Mayor Sofranko said Chief and he are going to speak with Ann Marie Fitzpatrick. The runners start at the monument, then go to the high school, come out to North Street, across the bridge and up the Liberty's. We did it with the Little League this past year, we are trying to get as many people off North Street because traffic is so heavy. They will speak with them to see if they can get them to run down Center Street, across 2nd St. and at the top of the Liberty's have them go straight out to South Ave. They will speak to them about changing that out this year. As far as Broadway shutting that down for 15 minutes, from the Opera House to the red light, it can not be done, they will take them down Race Street and go into the park that way.

Borough Manager Sterner said the Police Service contract has been forwarded to them.

Discuss St. Mark's & St. John's Episcopal Church Race St Race July 6, 2019

Discuss Police Service Contract for Race Street Race

Borough Manager Sterner said the Police Service contract has been sent to them also. We have requested additional information, the letter we received had very little information in it.

Discuss Carbon County 4th Street Project Security Release

Borough Manager Sterner said this is the Archives Building, we don't have any money in place, the County had furnished a letter because Council waived them having to actually place the funds with us. It is 18 months and the property has been inspected, and they signed off on releasing their security.

Discuss Entech Work Order - 2018 AWWA Water Audit amount of \$800.00

Borough Manager Sterner said yes.

Discuss D & L Trail - Wilson Consulting Invoice – None

Discuss WWTP Upgrade Project, Eastern Environmental payment application #27 - \$218,098.03

Substantial Completion Certificate for Eastern

Howard Company payment application #22 - \$19,541.37

Substantial Completion Certificate for Howard

Requisition #31 – \$278,014.40

Borough Manager Sterner said the railroad access fees should only be \$8,685.00, that will reduce the total on requisition #31.

Mr. Miller asked about the punch list, what is the estimate to finish the punch list?

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Borough Manager Sterner said he does have some dates in the punch list items.

Mr. Miller said we are retaining a small amount, but how long does he anticipate the punch list to be finished.

Borough Manger Sterner said one of the tests, it was weather dependent, he will let us know.

Utility Action

Discuss Utility Accounts Lien Reports

Active Utility Accounts Garbage & Others Lien Report (0)

Active Utility Account Garbage Only Lien Report (3)

Active Utility Accounts Sewer/Garbage Lien Report (1)

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)

Utility Accounts Proposed Updates (2)

Utility Account #5870 Request

Borough Manager Sterner said this is a request for a sewer credit, this was due to a leak in his swimming pool. We do have receipts for the repairs and everything. The credit would be for sewer \$161.85.

Acct. #2610 Payment Plan

Borough Manager Sterner said this is broken pipe, he did get the sewer credit but the water was pretty high. He came in and made a payment about half of what is due, he is looking for 3 monthly installments plus his current.

Tax Exoneration Action

Thomas Solski

Committees

Administration

Flagstaff Tire Clean Up

Mr. McGuire said he had a conversation with PSM Yaich. They want to get a process together on how to use the equipment. They want to look at where they want to start working on this. He said with all the other work going on Broadway and the Mansion House, Flagstaff is going to become a highway. They want to coordinate it with the tire pick up. We will be cleaning only our property nobody else's property. He is concerned about the safety of the people that help.

Blight Meeting

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Borough Manager Sterner said the Blight meeting is tentative for April 18, 2019, they are still working out the time.

Public Service (Sewer/Sanitation/Water/Streets)
2019 Chemical Purchases

Borough Manager Sterner said with the Chemical purchase, we will be able to purchase everything on Costar, so it will not have to go out to bid.

Police
Parking Meter Posts

Police Chief Schatz spoke to New Hope. When they switched from parking meters to kiosks, he asked them what they did, and they took them down, they don't have angle parking. He spoke to Palmerton, they have angle parking, basically everybody moves off the road on their own for plowing. He spoke to PSM Yaich and they both think signage is what we will have to do.

Mr. McGuire asked Chief to look into people driving through the Pharmacy parking lot to go around the traffic.

Police Chief Schatz said that is private parking lot, they cannot enforce it.

Buildings/Parks
President Strubinger said they will be holding another Building Committee meeting to go over the building projects to get the layout of the buildings.

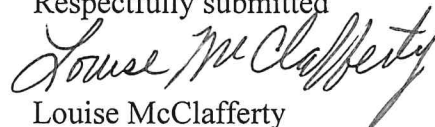
Emergency Services
Mr. Sheckler thanked PSM Yaich for working on the equipment maintenance program and the Fire Dept. for fighting the fire today.

Old Business
Permit Parking
Readdressing Phase II

Executive Session
MOTION: Gregory Strubinger second John McGuire to adjourn.

YES 7 NO 0

Adjourned at 8:08

Respectfully submitted

Louise McClafferty
Borough Secretary