

JIM THORPE COUNCIL WORKSHOP

February 4, 2016

MINUTES

Meeting called to order at 6:30 in the Borough office conference room, 101 East Tenth St, Jim Thorpe.

Meeting called to order by President Gregory Strubinger at 6:30 p.m. with the Pledge of Allegiance and a moment of silence for the men and women serving our country.

ROLL CALL OF MEMBERS

Paulette Haupt	John McGuire	Thomas Highland (a)
Joanne Klitsch	Jay Miller	Kyle Sheckler
Gregory Strubinger	Mayor Michael Sofranko	Boro. Secy. McClafferty
Manager Maureen Sterner	Vince Yaich, PS Manager	

Council went over the agenda that was presented to them for the February 11, 2016 council meeting.

PROPOSED MOTIONS FOR THE REGULAR COUNCIL MEETING ON FEBRUARY 11, 2016:

Approving the council meeting minutes from January 14, 2016.

Approving the expenditures from all funds for January 2016, as presented.

Manager Sterner explained to council the office staff will be simplifying the bills and we will be doing interim bills, which will be paid 2 weeks after the regular monthly bills. Council will be presented this list also to approve at the regular monthly meeting.

Approving the treasurer report as presented.

Mr. Miller asked that we look at the USA Blue book invoices because they aren't adding up correctly. He also asked that the office look at the PPL bills

Mr. McGuire asked where we sit with Leader Business replacing the servers in the office and the police dept.

Manager Sterner informed everyone Leader will be coming in on 2/8/16 to start, right now they are working on the software part.

President Strubinger asked where we sit with the website for the borough.

Manager Sterner said they are looking for someone that does not do custom system. She spoke to Kurt Jackson about this today. They are going to look into LCCC to see if they would to this, we want to keep the domain of the website and be able to update it as needed.

Mrs. Klitsch asked under Memorial Park what is the County fee?

WORKSHOP MEETING MINUTES

2/4/16

Manager Sterner said she will check with out and find out why the bills aren't adding up correctly.

Approving the organizational chart.

Approving the Ancient Order of Hibernians to hold their annual St. Patrick's Day parade on Sunday, March 13, 2016.

Approving the annual Earth Day festival to be held Saturday, April 23 with rain date Sunday April 24, 2016.

Council asked that the Public Service contract and the police service contract be forwarded to the A.O.H., Earth Day festival and all the other businesses that are going to hold a festival in town.

Approving the handi-cap parking sign for Janette Bruzgulis, 259 West Broadway.

Approving the Manager to direct the adjustment to the line items from various budgets to cover the Public Service Managers position.

Approving the Policy on requests for utility fees, including late fees.

Approving the Utility payment plan for Thomas Marsden Acct #5261, 36 Susquehanna St, Apt #2

Approving the Utility payment plan for Thomas Marsden Acct #5263, 36 Susquehanna St, Apt #4

Manger Sterner informed everyone that Mr. Marsden spoke to her he said he was not receiving the utility bills for these accounts. She made sure of the mailing address for the utility bills to be mailed to.

Approving the County Commissioner's letter requesting late fees be removed from their accounts.

Council will vote on this at the regular council meeting.

Cuocco property at 56 West Broadway.

Manger Sterner said a lien was filed against the property owner at 56 W Broadway, \$4200.00 is owed on utilities. Ask Solicitor Nanovic to give an update on this property.

Approving the lease purchase for a Case 500 SN Loader Backhoe amount of \$93,080.00 from the Water Budget and approving the lease purchase for a 10 ton dump truck with snow removal equipment from the Liquid Fuels budget.

Manager Sterner said solicitor Nanovic is working on the wording for these, he will have this ready for the council meeting.

Approving the advertising of chemicals for Water & Sewer plants.

Jake Arner said he want to sit with the borough manager to discuss his Canyon Rims Estate development agreement with the borough.

Jake Arner spoke to council for several minutes about his agreement for the road improvements. He explained how he would like to have the borough hold mortgage and as payment came in the borough would be the first to receive payment.

Council discussed this with him for several minutes. They informed him they will give him a decision at the council meeting on 2/11/16.

Council spoke about account #9323 Charlie Mae Irvin – 14 West 6th St water account making payment arrangements.

Council feel this should be paid in full.

Vince Yaich said he would suggest she get a plumber in there to find the leaks and have them fixed.

Approving Entech to meet with Asa Packer Mansion board to discuss the restoration of the Care Takers home.

Council will recommend that this be brought up at the meeting.

Mr. McGuire spoke about all of the buildings that the borough owns and repairs that are needed.

Approving Spillman Farmer Architects to do a feasibility study for new borough offices

Approving a letter of support to United Neighborhood Community Development Corp. grant request for renovations at 1 Broadway.

This will be voted on at the council meeting.

Approving a letter confirming the utility will continue at One Broadway.

This will be voted on at the council meeting.

Administration

Council discussed the County COG program.

Manager Sterner will talk to Solicitor Nanovic about this. A Resolution and Ordinance will need to be approved if council would like to get involved.

Council spoke about the Teamster contract that will end on December 31, 2016.

Council asked the Manager, the Public Street Manger and Solicitor Nanovic to work on this.

Public Service

(Sewer/Sanitation/Water/Streets)

Front St and Second Street one way ordinance.

Packer Hill ordinance – one way going up

Front St and Second St and Hill Road becoming one way streets will be voted on at the council meeting.

Civil Infrastructure – Capital Improvement Plan

- a.) High Street wall from 143 to 218 cost \$906,750.00
- b.) Germantown stream crossing cost \$230,000.00
- c.) Hill Road and wall High St wall cost \$1,330,000.00

Vince Yaich said council needs to start budgeting yearly to start repointing the walls the borough owns. He also informed council they have made a section of High St temporarily no parking due to the wall leaning. This is a safety issue.

Vince Yaich informed council they also need to start looking at the heating units being serviced annually.

Vince Yaich informed council they should look at posting Trap Alley no winter maintenance. They have a hard time fitting the equipment up that road. He also spoke about private plowing that is done during snow storms how hazardous they make the roads.

Vince Yaich informed council when the new bridge is completed the borough is responsible for cleaning the sidewalks. He said a snow blower attachment should be purchased for the Bobcat. He also will be looking into getting price quotes to rent a street sweeper.

Council discussed the storm drain at 5th & South Street sinking.

Vince Yaich informed council that River St is owned by the borough and that the storm drains need to be cleaned out.

Look into using collection agencies for past due utility balances.

Police

FYI - The LCB will be holding a public hearing on February 18, 2016 at 11:00 am in the Memorial Park hall concerning the Noise ordinance.

Rich & Ellie Rowe request for No Parking signs by their garage at 929 Center St.

Approving the current Civil Service eligibility list to be absolved

Approving the Civil Service Commission to start the process to update the certified list

Buildings/Park

Kemmerer Park sign request is on the portion of the lease that is not the boroughs.

Summer Program is celebrating their 20th anniversary this year. The program will start June 20 to August 12. They would like to request to use Memorial Park skating rink on Sunday, July 3, 2016 from 1:00 pm to 3:00 pm.

American Legion - 4th of July event – they should contact Joanne Klitsch.

Emergency Services

Mr. Sheckler informed council the ladder truck will need to be replaced in 3-5 years.

Council spoke about the ½ mill that the borough has been putting into an account so there is money there when it comes time to purchasing another fire truck.

Joint FEMA Grant awarded for Fire Departments.

Mr. Miller looked at the Treasurer's report and for January they collected \$94,000.00, he is concerned about this because the bills are \$16,000.00 more than what we collected. He also asked that we look at the PPL bills.

He also asked if the \$60,000.00 has been transfer from the Sanitation account and where it shows the \$60,000.00 of the fund balance on the report.

Mrs. Klitsch asked that the utility ordinance for home businesses see if all of them are being charged for the utilities.

PRIORITY LIST

Adjourned at 9:45 p.m.

Respectfully submitted

Louise McClafferty
Borough Secretary