

JIM THORPE BOROUGH COUNCIL WORKSHOP MEETING
DECEMBER 5, 2019
MINUTES

Meeting called to order at 6:30 pm in the Memorial Park Hall, 115 East Tenth Street, Jim Thorpe by President Gregory 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	Borough Manager Sterner	PSM Yaich
Connor Rodgers, JCP	Police Chief Schatz	Solicitor James Nanovic
Mayor Michael Sofranko (L)	Matt Boggs, Entech	Secy. McClafferty

Mayor's Report

Mayor was absent – nothing to report.

SALDO

Canyon Rim RV, Cabin & Camping Lots SALDO Plan 3/27/19 as revised – time extension

President Strubinger said the time extension would be until March 31, 2020. The Planning Commission and Council can act on the revised plans.

Borough Manager Sterner said Council would have to take action to accept the time extension.

Public Comment

Memorial Park Master Site Plan Participant Recreation Survey

Borough Manager Sterner said there are surveys on the table, this has been posted on the website and has been posted on the Police Facebook page.

MAP Grant for Zoning & SALDO Ordinance updates with Summit Hill Borough - \$30,070.00

Borough Manager Sterner said we were notified that we were granted the award, we will start on the paperwork.

Pat Flyte asked council if there are any updates on the drainage issue?

PSM Yaich said there is a meeting scheduled with Penn Dot on Dec. 17, 2019. They did take debris out of that pipe. The drain on School St. they put a screen in front of that pipe to keep debris out.

Pat Flyte asked that they keep an eye on this every few months so it doesn't get blocked again.

PSM Yaich said after heavy rains he is going to have them pop that grate, and check that to make sure it's not blocked.

Action

Discuss Council Workshop Meeting Minutes from November 7, 2019

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Discuss Council Meeting Minutes from November 14, 2019

Discuss Expenditures from all Funds as presented

Mr. Miller asked, Treasurer report the Water income is not what it should be, he is worried about this. What we have projected and what is actually being received. He would like the Manager and Treasurer to look at this, it's 2 – 3% under what it should be. He is happy to see as of Dec. 1, 2019 that we have \$715,000.00 in in the water funds. He asked if there are any projections on the building/zoning income and expenses.

Borough Manager Sterner will send that report out to him.

Discuss Treasurer Report November, 2019 as presented.

Discuss Adoption of the 2020 Budgets

Discuss Reorganization Meeting - January 6, 2020, schedule and advertise

Discuss McElmoyle Medical Leave Request

Discuss Entech Work Order 4159—EWO-10170 Chapter 94 Report

Matt Boggs said this is the annual sewer report, same amount as the previous year. He introduced Bob Kern, he is the project manager for Entech, he is from the Pottsville office, they are trying to keep the costs down for the borough. There will be a transition period where they both will be coming to the meeting, once he gets comfortable, he will take the regains here in Jim Thorpe, he will still help out. Bob is another sewer guy, with a lot of experience.

Discuss Fire Equipment Reserve Term Maturity

Borough Manager Sterner said this is not due up until Dec. 17, 2019, they did send over some numbers. You may want to do what councilman Miller did last time, make a motion to invest it in the highest yield.

We want to watch the time on locking in because we have some projects for next year.

Discuss December 2019 Line Item Transfers

Discuss Municipal Insurances

Borough Manager Sterner said we sent this out to 5 different companies, 3 companies declined to submit a proposal, 1 submitted the proposal but they didn't have the updated property values for the sewer treatment plant, this was sent out today. Brown & Brown did come in and she is comparing them.

Discuss Borough Facilities Projects

- a. 701 W. Broadway Sewage Planning Module

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Borough Manager Sterner said this is done for any subdivision or land development or non-residential development, this will be on the public sewer system.

Discuss Park Master Site Plan – none

Discuss D & L Trail Project

- a. Bower Payment Application #5 - \$36,167.00

Discuss WWTP Upgrade Project

- a. Eastern Environmental payment application #33 - \$13,743.43
- b. Howard Company payment application #27 – None
- c. Requisition #36 REVISED – \$44,406.54
- d. Requisition #40 – \$17,103.43

Borough Manager Sterner said RUS has some questions on the engineering fees. In order to not hold up the payment to the other contractors, or the borough's reimbursement Entech has pulled their engineering bill out of that requisition. When all the questions are answered that will be put back into a future requisition. We have requisition 36, 37 & 38 that have not been approved yet.

Matt Boggs said they have a spreadsheet with different categories for when we have amendments, and services for construction they have a different number, it is not matching up. She gave him her spreadsheet and they have to go through it and compare it to his to find out where the difference is.

Matt Boggs said on the Eastern Environmental payment application, there are just some punch list items, they are holding about \$30,000.00. The only items they have left to do on the project are: closeout items, waivers, performance documents. They installed a digester and it stopped working; they will be back to fix this.

Utility Action

- A. Utility Accounts Lien Reports
 - a. Active Utility Accounts Garbage & Others Lien Report (0)
 - b. Active Utility Account Garbage Only Lien Report (3)
 - c. Active Utility Accounts Sewer/Garbage Lien Report (0)
 - d. Active Utility Accounts Water/Garbage Lien Report (0)
 - e. Active Utility Accounts Water/Sewer/Garbage Lien Report (0)
 - f. Temporary Off Lien Report (0)
 - g. Inactive (0)
- B. Uncollectible Accounts Report – (0)
- C. Utility Accounts Proposed Updates (5)
- D. Account #1385 Payment Plan
- E. Account #8820 Request
- F. Account #3930 Request

Borough Manager Sterner said account #8820, they notified their bank on the 14th to issue a check, he felt the check should have arrived here by the 15th and it did not.

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Borough Manager Sterner said account #3930, this is a landlord that has 2 vacant apartments, he leaves the water dripping, he would like to be billed for water only, or have a standard base fee. She said if it's a vacant apartment and it is habitable it receives a bill. They can request to have the water turned off, then they are not billed for water or sewer. He does not want to pay the balance for leaving the water dripping.

Tax Exoneration Action

Carol Crowley, retired

Patrick Crowley, retired

Committees

Administration

End of Year meeting – Thurs, Dec. 26 or Mon, Dec. 30?

January Work Session and Regular meetings

JTTA 2020 Schedule of Events

Mr. McGuire said there are 2 ordinances that they have been working on the Short-Term Rental, there are changes to this. The other one is the Marijuana. The marijuana facilities are going by the State, where the facilities can be put because of the schools.

Mayor Sofranko came in to the meeting.

Borough Manager Sterner asked council if they would like to hold an end of the year meeting and when they would like to hold it, this would close out the year and pay the bills.

Borough Manager Sterner said the January work session and regular meetings, the reorganization meeting by law needs to be held on Monday, January 6, 2020, normally the work session is the first Thursday of the month this would recede the reorganization. Do you want to do this on a different day, we need direction, we need to advertise this.

President Strubinger said it would make sense to do the work session after the reorganization meeting.

Public Service (Sewer/Sanitation/Water/Streets)

Frank O. Flizack request

President Strubinger said Flizack request on vacating an unopened portion of 4th St, we will need to get some feedback from the PSM Yaich and the other departments.

Borough Manager Sterner said he has been on vacation; he will review when he returns.

WC Conservation Easement

WC Dam Removal

President Strubinger said the Wild Lands Conservancy Conservation Easement and Dam Removal, he would like everyone to take a closer look at this. He asked if we can do one project without the other?

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Borough Manager Sterner said she will ask, she knows you can do the conservation easement without the dam removal, she is not sure about the other way around.

Mr. Miller said someone ought to find out about breaching the dam. If you can get someone to pay for that altogether that would be a different story.

Police

Mayor Sofranko said they had a meeting with Alicia Kline about the Tree lighting tomorrow night it will start at 5:00 pm. Santa will arrive at 6:00 pm

Buildings/Parks

Emergency Services

Old Business

Permit Parking
Readdressing Phase II
Susquehanna Street No Parking Ordinance
Blight Landbank
Zoning Ordinance Group Homes

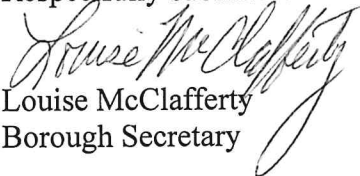
MOTION: Gregory Strubinger second John McGuire to adjourn.

YES 7

NO 0

Adjourned at 7:09

Respectfully submitted


Louise McClafferty
Borough Secretary