

JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
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, first responders and their families.

President Strubinger said today is National Police day and thanked the Police officers for all they do.

**Roll Call of Members & Officials**

|                        |                         |                     |
|------------------------|-------------------------|---------------------|
| Gregory Strubinger     | Kyle Sheckler           | Joanne Klitsch      |
| Thomas Highland        | Robert Schaninger       | Edith Lukasevich    |
| Michael Yeastedt       | Borough Manager Sterner | PSM Yaich           |
| Connor Rodgers, JCP    | Police Chief Schatz     | Matt Boggs - Entech |
| Mayor Michael Sofranko | Secy. McClafferty       |                     |

**Public Hearing**

**Mayor's Report**

Mayor Sofranko asked council if they had any questions on the Police report?

Mayor Sofranko was informed last month that Police Chief Schatz was one of 40 candidates that will attend the FBI National Command course on May 3, 2020 in Virginia. This is at no cost to the borough.

Police Chief Schatz said what the course is designed for is small municipalities, to see what goes on in small towns and how they command the police departments. This is a great opportunity to work with other Police Chiefs throughout the country and bring them back to the borough, that we meet our needs to make our community be a safe place to live and work.

Mayor Sofranko said Officer Pruitte will be here for over a year and recommend that he be taken off of probation, state him as a full-time officer.

Mayor Sofranko said the SRO for the JTASD, pay scale, and all that will be entailed there. The Chief of Police has been meeting with the Superintendent along with Lori Lienhard, school security about how the pay scale works. They did work with the Borough Manager and she gave them how FEMA has you reimbursed for the borough's cost, whether it be a full-time or part-time police officer over there. The numbers you see are correct. The officer that will be going over to the school will be a part-time officer. We will have two that will be trained and skilled in that field, and they will be at the school at the part-time rate of \$22.00. The other concerns are the after-school activities. The way they are assigned there, you have a board that is put up, because of contracts, it is offered to the full-time officer's first, if no full-time officer puts in for it, it goes to the part-time. The JTASD asks that we continue that, when a part-time officer is there it will be \$22.00 an hour. The JTASD leaves us know how many officers they need for an event. This would be a new addendum to the police service contract.

JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

**SALDO**

**Public Comment**

Executive Session Feb 3, 2020 for litigation & personnel  
JT Earth Day

Shelli Holland, President of the Jim Thorpe Earth day festival, they are questioning the \$84.29 for an officer at their event, they are a non-profit organization. They do not take in any donations monthly; they take in donations yearly and not from huge corporations, it's from the local shops in town. This event does not only bring the local community together, we provide the borough with the river cleanup, which is very important. They are part of Keep Pennsylvania Beautiful program; the event is run by donations.

Josh Jones, would like to know how the borough came up with the \$84.29 an hour came for the officer. He said in the newspaper it said the part-time officer's will be going up to \$18.00 an hour, would it be possible to have a part-time officer or do they have to go with the full-time officer? If that is not possible, is there any way that they can get a non-profit rate? They have very little money and their budget is super tight, and they all volunteer their time. They volunteer and they would just like to have the community help them back.

Police Chief Schatz said he spoke with Shelli Holland and they have not come to any terms as to how many officers will be needed.

President Strubinger asked in the past for this event, have we required additional police for this event or was it covered by the officer that is on duty?

Police Chief Schatz said it used to be just covered by the officers. This is a trial and error year to see what kind of crowds are drawn to the event, it could be nothing or it could be a lot. He would rather go with it being a lot, than nothing. Like what happened at Fall Foliage, when he had to call out officers. It would be a good idea to have at least one officer down there for a couple of hours, in addition to the officer on duty.

President Strubinger said what we are not really sure what the cost is going to be, we have to ascertain what the cost might be.

Police Chief Schatz said he talked with Shelli Holland, he got the peak times, when the bands will be playing, they came up with 3-4 hours.

Mayor Sofranko said what people have to understand, the police service contract, for many years we had people ask what does this cost you? We came up with the formula.

President Strubinger said a lot of these events are put on by non-profit organizations and they are great events. The Borough is not making any money, they are trying to control costs.

Josh Jones asked if there is any way they can find out how this is broken down.

JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

Borough Manager Sterner said you can put in a Right to Know action. The way that FEMA does it is, it's the entire rate for the officer; which includes their salary, vacation, their sick, their personal, workers compensation, payroll taxes, pension, everything is included in that, that is how that it is calculated out. Council may want to consider, events such as the Christmas Tree lighting, you considered this a borough event, you looked at that a little different than an event that is held by JTTA. This one is a little bit different than that, because they do have the vendors, their primary focus on the event is Earth Day, keep Pennsylvania beautiful and they do this in order to bring people in to the borough to clean it up, the majority of the people are local residents.

Ammon Murray, volunteer/musician for the Earth day festival, they are looking at possibly hiring a private security firm for \$20.00 an hour to save on their costs.

Borough Manager Sterner said she does not think council would consider that; they did try this at another event and it was a disaster. They were not prepared and could not do the job properly, on top of paying them, the event organizer had to pay us to have the police take over and the public service to clean up.

Brad Constance said he has been involved with all of the events in town. He could see Fall Foliage festival you have over 10,000 people here for one day compared to Earth day festival there is only 800 to 1,000 people. They never needed traffic control, they see the officers walk through the park, they are just getting by with this event. Has there ever been any reports of fights or anything? Has there ever been a report that police services were needed at the small weekend? Where does the money go for the vendor permits?

Borough Manager Sterner said it goes for health inspection, the administration making sure they have all the appropriate forms in order to operate and issue the permit. The police they make sure they have the permits that are required. They clean up everything, he could see during Fall Foliage that you need other officers, this event is pretty peaceful.

President Strubinger said we look at the expert to handle this, the Police Chief because he handles these things, the borough is responsible to make sure of the safety of the people when these events are happening here.

Trisha Spillman, 92 W Broadway, asked Shelli Holland if the vendors could handle paying another \$5.00?

Shelli Holland said she already upped it \$5.00 to cover the parking. She has a donation jar on her counter to help cover the fees. She thanked everyone for talking with them.

#### 457 Plan

Mr. Schaninger said he was approached by many employees of the borough about the 457 plans. This would include everyone that works for the borough. He asked Mr. Zinc to prepare a package for everyone and had him put on the agenda tonight.

JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

President Strubinger asked all of Council if there is anything that goes through committees that it goes through the committee chair to address this.

Lee Zinc, MCTC, the 457 plan, 401 K plan is for government/municipal employees, you can or not contribute to this, it is a supplemental retirement plan, the borough does not put any funds in there is no match, this is tax deferred. You have an age that you can not take the money out until you are 59 and a half without paying the extra federal tax. The 457 plans once separated from services there is no tax penalty. The thing about this is each individual makes their own choices. There is a vendor fee, what they would do is go out and get proposals, and give you the results, there is a fee structure involved with this. There is no minimum employee participants required. They will get proposals from different companies, some companies that provide these may have a minimal participation.

Borough Manager Sterner asked if this is the same one that Mr. McGuire worked on?

Lee Zinc said someone talks to him about this every year.

Borough Manager Sterner said what council decided at that time was if you did want to consider this it would be a collective bargaining item.

Mr. Schaninger asked why would that be, when we would all be entitled to this? Council, office staff, why would that be?

Borough Manager Sterner said she believes this is what the solicitor advised at the time. She asked if council can be a part of this too?

Lee Zinc said yes, all officials, and employees.

President Strubinger asked that this be turned over to the committees; Police, Administration, Public Service to address with all the employees and see how we would like to move forward with this.

JTASD Principal Lesisko

President Strubinger said Mr. Lesisko from the JTASD is present to discuss the agreement that the borough entered with the School District in 1998 regarding parking on the school grounds. The committee did meet with members of the School District last night.

Mr. Yeastedt said the Administration Committee met with representatives from the School district. In general, discussing altering the agreement for parking spots. We brought up several issues that we have questions on that we would like answers on. The Superintendent was going to take them back and work on getting answers for us.

JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

Mr. Lesisko said they have 464 parking spaces available and the agreement was for 500 parking spaces. In a typical school day, they use about 40% of those parking spaces, but there are 7 events that exceed that number and the parking over flows into the community.

Mr. Sheckler asked how many parking spaces would be used up if all the faculty, LCCC and students from the school used the parking lot instead of parking on Center St and the side streets.

Mr. Lesisko said they generally do park in the parking lots.

Mr. Sheckler said we have had residents complain about faculty and students parking on the street.

Mr. Lesisko said that was in the past when LCCC moved into the school, this does not seem to be a problem any more. There are a few people that do park on the street but most of them park in the lots. They have 5 designated parking for LCCC faculty parking lot, those teachers are in and out throughout the day. They do shuttles too, to the surrounding towns.

Mr. Lesisko said they currently have 15 buses parked there, when there is a large event, they move the buses because they know they need the parking spaces. The buses do take up 21 parking spaces.

Borough Manager Sterner said in that 21 spaces, she found out from the Superintendent, that does include the turning radius.

Mr. Yeastedt said the committee did have some questions on some of the stuff. One of the questions was the fire zone is not marked. There are 3 signs there but no markings on the pavements to prevent people from parking there, it is required to be an 18 ft. wide fire zone, which is basically the whole road that goes around the side of the building. He said the retention pond was discussed; you need to make sure that is in good shape, diesel idling.

Mr. Lesisko said the only time the buses will be idling will be when they arrive at the school and waiting to pick up students, they shut the buses down.

Mr. Yeastedt said there are no compact car signs, relocation of the bleachers for the tennis courts, they are in the handicapped parking spots.

Mr. Lesisko said they will correct that situation.

Mr. Yeastedt said they are requesting that the number be reduced from 500 to 464.

Borough Manager Sterner said the Superintendent will work on that and the answers to the rest of the questions.

Mr. Yeastedt said there is a fire hydrant that they will need to have access.

JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

Borough Manager Sterner said we are waiting for the answers, maybe we will have them for next month's meeting.

Mr. Lesisko said they will tell council how they will address some of the situations that you brought up tonight.

Pat Flyte asked for an update on 11<sup>th</sup> Street?

Mr. Yeastedt said they had a meeting with Penn Dot, they changed the inlet coming down Kattner's mountain so the water flow is better collected into the drains above 13<sup>th</sup> Street. That was their offer. The Borough had JL Hartley in, they cleaned out the drains along 11<sup>th</sup> St. They vacuumed out the underground piping and took out a lot of obstructions. We thought we had this cleaned out, that this would lead to improved drainage. Then we had an issue 2 weeks ago, when we had the runoff and some rain that day and we found that the drains were over flowing. We believe we have an issue with a stormwater pipe, that we are going to address later in the meeting. Currently this is our next step to address this issue, to make sure we syphon off all the water possible.

Pat Flyte asked if there is someone that can watch this tonight because of the heavy rain that is to be coming through.

Mr. Yeastedt asked PSM Yaich if we have someone available if we have to do the sandbags again?

Mr. Yeastedt said PSM Yaich said he will make arrangements to bring the sandbags out for the entrance for their driveway.

James Dougher, 169 W Broadway, President of JTТА, he thanked the Borough, the County and Reading Blue Mountain Railroad for continuing to work with the borough to have train excursion here in town again. The trains have been a driving force in the marketing and economic development of the borough. The loss of the trains would have had a significant and negative long-term impact on all of the local businesses in the borough. He spoke about the Short-Term Rentals ordinance that the Planning Commission has been working on. The proposal has been submitted to Council to review, and public meetings were held to discuss this and council reviewed it and requested that the JTPC review and re-work the proposal.

President Strubinger said these matters are being taken seriously by everyone here. We realize the impact and are working towards a solution, in a responsible way and as quickly as possible.

**Action**

Discuss Council Reorganization Meeting Minutes from January 6, 2020

Discuss Council Workshop Meeting Minutes from January 6, 2020

JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

Discuss Council Meeting Minutes from January 9, 2020

Discuss Expenditures from all Funds as presented

Borough Manager Sterner said you were provided with an updated bill list except for the Interim list.

Discuss Treasurer Report January, 2020 as presented

Discuss Organizational Chart

Borough Manager Sterner said this is just updated because we now have a Water Dept. Supervisor.

Discuss PSAB Conference Voting Delegate

President Strubinger said Councilmen Bob Schaninger and Mike Yeastedt will be attending this, we need to choose one voting delegate.

Discuss PSAB Conference Manager Attendance

Mr. Yeastedt said he and Councilman Schaninger attended a workshop for new council people, and the 2-day conference, we think having the Manager with would be a good thing, she can introduce us to people.

Discuss Tax Collector

President Strubinger said we received 3 letters of interest for the Tax Collector position. He asked council to look through the letters of interest.

Discuss Appointments:

Jim Thorpe Planning Commission 4-yr term, term expires 12/31/23 (2 seats)

Jim Thorpe Planning Commission 4-yr term, term expires 12/31/23

President Strubinger asked if the JTPC has given any recommendation?

Borough Manager Sterner said yes, the JTPC is recommending Joanne Klitsch, and Bob Schaninger to take the seats.

Zoning Official

Property Maintenance Code Official

Nuisance Official



JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

Building Code Official  
Stormwater Management Official  
Plumbing Inspector

President Strubinger said the Health officer, Tony Augustine is interested in taking over the Property Maintenance Code official and Nuisance Official positions.

President Strubinger asked that we check Tony's availability for an interview.

Borough Manager Sterner said this is an employment position, it would not have to be a public interview.

President Strubinger said we had an interview with Barry Isett & Associates, Lehigh Valley Inspection Services & Bureau Veritas. If council chooses to go with another provider, Barry Isett is the only provider that provides Stormwater Management services. We would have to consider if we are retaining them. The other firms do provide zoning, building code, and plumbing inspections. He would like to see the borough make a change and keep BIA for the Stormwater management. The 3 companies were comparable in prices. Veritas provides the ability to do things online.

Mr. Yeastedt said Bureau Veritas seems to have the most qualified individuals available. They do have the ability to apply online, and a program that the inspector comes out to see you onsite. If there is a question onsite about this software, he is able to go out and know what exactly is going on.

President Strubinger said we will have to talk to them about office hours, or not.

Borough Manager Sterner said your decision on the Property Maintenance and Nuisance is going to be involved with the new company. If not, you may want to do it by appointments only for building & zoning codes. Most of the time that is spent in the office is property maintenance and nuisance. There are some people that come in asking questions on building and zoning, as long as they are available to take phone calls and answer questions. This is council's decision if you want their presence here for some hours during the week.

Mr. Sheckler asked how they handle this in other communities?

Borough Manager Sterner said what she is familiar with is, they only do Building Code they don't do the zoning. The municipality had their own Zoning officer. With the Building code they would have their own office, so people can go directly to their office or on the phone.

Police Pension Council Representative

Mr. Schaninger said he would be interested in the Police Pension board.

UCC Joint Board of Appeals



JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

Borough Manager Sterner said we do not have anyone, if you are interested send a letter of interest in.

Discuss Advertise JT Planning Commission meeting to be held on the third Tuesday

Discuss Jay McElmoyle Medical Leave

Discuss Jay McElmoyle retirement

Discuss Police 2005 F150 Municibid Sale

President Strubinger said this will be posted for sale on Municibid.

Discuss Entech WO 10338 AWWA Water Audit

Discuss Flizack Request

Borough Manager Sterner said Louise did get in touch with Mr. Flizack and he has no problem with covering the cost for a Quit Claim, we have contacted his attorney.

Discuss JT Birthday event

President Strubinger said this will take place May 16 & 17, 2020. He asked Police Chief Schatz if he is working with this group?

Police Chief Schatz said yes. He spoke to Ray about the Police Service contract, he believes this has been forwarded to them, he will check.

Discuss Earth Day Festival – 4/18/20 rain date 4/19/20

Discuss Borough Facilities Projects

Spillman Farmer Administration Invoice

Spillman Farmer Garage Invoice - \$3,650.00

Spillman Farmer Garage Amendment #1 - \$6,050.00

Administration Bid Specs

Garage Bid Specs

Borough Manager Sterner said after the meeting with Penn Dot and the Conservation District, we had to shift the driveway down, this required doing additional tests, the highway occupancy permit had to be redone and the NPDES permit had to be redone and that is what the amendment to the contract was for, to cover all that.

Mr. Sheckler asked do we have the money to cover all of this?

JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

Borough Manager Sterner said this will all be part of the loans.  
Borough Manager Sterner said we are looking for council's permission to advertise the Administration and Garage bids. We still need to get the National Park service to sign off on the environmental stuff on the grant and the department study. If we have them approved, then USDA's approval and then when the final items come in, we will be ready to advertise.

Discuss Park Master Site Plan

Barry Isett Invoice 139034 - \$1,354.20  
Maser Consulting Invoice 560449 - \$37.50

President Strubinger said these invoices will be paid for with the grant.

Discuss WWTP Upgrade Project

Eastern Environmental Change Order #15  
Eastern Environmental payment application #34 – 34,779.87  
Howard Change Order #5  
Howard Company payment application #27 – None  
Requisition #41 – 35,999.87

Matt Boggs said you have 2 changes order; we are trying to get the amount down to zero for this project. We are getting some money back from Eastern & Howard. Howard it was \$10,396.34 and Eastern is \$23,591.23. Howard was out there to complete most of their punch list except for replacing 2 exterior bulbs, overhead lights. Howard, he needs the lights done, there are a couple of paperwork items and documents, the last 2 closeout documents.  
Eastern they are shifting the switch next week and we need their documents on a USB drive.

Borough Manager Sterner said she did send an email to council if you do approve them, that it is on condition that the payment not be issued until all of the outstanding work is completed.

Matt Boggs said he presented a photo to council, on the WWTP project upgrades and the new pedestrian bridge.

Matt Boggs said he is getting ready to put the Church Alley water line replacement project out to bid. He will make sure with the County that they have the money for this to go out for bids.

Matt Boggs said Bob Kerns came with him to a meeting, he will be coming to the meetings because he is closer.

**Utility Action**

Discuss Utility Accounts Lien Reports

Active Utility Accounts Garbage & Others Lien Report (0)  
Active Utility Account Garbage Only Lien Report (2)  
Active Utility Accounts Sewer/Garbage Lien Report (0)  
Active Utility Accounts Water/Garbage Lien Report (0)  
Active Utility Accounts Water/Sewer/Garbage Lien Report (0)  
Temporary Off Lien Report (0)

JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

Inactive (0)

Uncollectible Accounts Report – (0)

Utility Accounts Proposed Updates (1)

Account #4569 Request

President Strubinger said the request is for the sewer portion of the bill, they had a leak in the yard.

**Tax Exoneration Action**

**Committees**

**Administration**

Francis E. Walter Dam response letter

President Strubinger said we received a letter from the Governor in response to our letter to him on the study that is being planned for the Francis W. Walter dam. He is taking the borough's concerns under advisement.

Public Official & Employment Practices Liability Insurance

Borough Manager Sterner said we still have Brown & Brown Insurance, they changed companies themselves. They sent over proposals for extend the reporting periods for our insurance. We automatically have 90 days that is on our policy. This would extend after the 90 day period, it would be April 1, 2020 to March 31, 2021, if you choose 12 months, 24 months or 36 months. It would be for if there was an incident that would had occurred when we were with the old insurance company, but it has not been reported to us. If it is reported to us in January, February or March we have that automatic extended period. It would go to the old insurance company no questions. If it would come in in April, there is a chance that that insurance company would say you have to send that to your new insurance company. There have been a couple of instances that the broker has experienced this. That is why they are sending this recommendation. It is an added protection, for an additional 12 months the extra amount is \$1,834.00. If a claim would come in there would be no questions asked.

Council recommends this be place on the action agenda for next week's meeting.

**Public Service (Sewer/Sanitation/Water/Streets)**

WC Dam Removal

WC Conservation Easement

President Strubinger said we have had the Wildlands Conservancy here a few times to discuss the dam removal and the conservation easements. He is not in favor of the conservation easements. The perpetual easement, once we go down that road the lands are locked.

JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

Mr. Sheckler agrees with him on the conservation easements.

Mr. Yeastedt agrees.

President Strubinger said one of the questions we had is the cost if we are interested in this.

Borough Manager Sterner said they have presented this as no cost to the Borough.

PSM Yaich said we have 3 dams out there in Germantown.

Council reviewed the map drawings that were given to them from the Wildlands Conservancy.

President Strubinger asked PSM Yaich what his thoughts were on the dam removal.

PSM Yaich said this has been coming up on and off for years with DEP with them no longer being in use. One maintaining them you have to have all the vegetation off the breast, down the side of the breast, and so many feet of what they call the toe of the breast of the dam. If they are not in use, they recommend you breach them. Past councils were a little concerned about breaching them, because of how much are they impounding and helping the aquifer for the wells. That is generally the question that comes up and that is why nothing is done. He said we have no need for them he would take them down, it is a liability for the borough. There is no fencing around them. God forbid sooner or later the kids are out there swimming and someone drowns that will be put on us. If you have someone that is going to come in and do them to DEP's standards, he would get it done.

President Strubinger asked what is the guarantee they are willing to secure the funds.

Borough Manager Sterner said you have that. The next step is if we are interested what do we need to move to move forward.

PSM Yaich said you have to make sure they get all the permits that will be required for that, because that is considered a Class A stream, pristine stream.

Council recommends this be placed on the action agenda for next week.

#### Bus Road

President Strubinger said he knows there is questions as to ownership of the Bus Road. There are some residents that have access to the rear of their properties. There is a new owner in the area that is contemplating blocking the area.

Borough Manager Sterner said we have been receiving complaints that the new owner is telling other people that they weren't permitted on the road, and could not park there. We just need to know or need the solicitor's advice on this.

JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

Mrs. Klitsch said her question is when was this vacated?

Mrs. Lukasevich said if we own the Bus Road, why don't we do something about it. We should maintain this and have it as an emergency road.

Borough Manager Sterner said she does not know if we own the Bus Road, we can't find any deed, all we have is an old agreement with a bus company. How does council want to move forward on this? We need to talk to solicitor Nanovic on this as to how to move forward on this.

Borough Manager Sterner said she will move this to the action agenda and ask the solicitor how you should move forward with this. If he believes a title search is the way to go then council can approve it.

North & 11<sup>th</sup> Sts.

Mr. Yeastedt said during the last rain event, we discovered that the output from the pipe that is on the former Leffler property, Yost's property, it seems to have reduced output. They cleaned all the pipe from North Street as far as they could in to the back of the property, they couldn't clean the piece that empties out into stormwater channel. We believe there may be an obstruction in the pipe, where it exits into that runoff there. Since we can't seem to determine the exact ownership, on how exactly the pipes were installed. We are proposing to have the PSM excavate the last section of pipe, 20 ft. We would excavate that; we believe there are bends in the pipe to take it one level down to the level into the creek. We would excavate that and cut the pipe and be able to look back to North Street to see if it is clear, if it is crushed it will need to be fixed. They spoke with Solicitor Nanovic and Yost and offered him that we would do the excavation, and repair the pipe and in return he would have to sign an agreement holding the borough harmless. We are not claiming ownership of the pipe, but in the interest of the public safety and to eliminate the ponding on North Street we need to get this work done. We can move forward to see what has been done with the stormwater runoff issue on North Street when this is done. We have an estimate \$3,700.00 to do the work including materials.

Borough Manager Sterner said remind the solicitor you will need a "hold harmless" agreement.

County Lot drains

Mr. Yeastedt said they are researching the other stormwater runoff issue which is at Hazard Square. They started at Subway and worked their way down towards Molly's, there are 4 drains by Molly's and the Annex building and they believe they are tied together and they seem to be working fine. Across the street by the entrance to the County parking lot, there are 2 drains that are filled with debris and basically are filled up to the grate. They talked to Penn Dot and they claim according to some rule of 1947 that they only take care of the top of the drains, they have no ownership of the bottom of the drains. We are not sure if this is correct for who owns the drains. Again, for the interest and the public safety and determining how the system works.

JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

Mr. Yeastedt said they would like to get permission to open those 2 drains and clean out the debris to reduce the stormwater runoff. Same thing, we are not claiming ownership of it, it is the public safety, they want to clean it out and make sure it is working correctly.

#### Utility Bills

Mr. Schaninger said he gets his bill every month, it takes 2 – 3 days to get the bill, or you can pay it online. If you don't pay it by the time it's due, it's a \$15.00 charge. He did a further study on the average wage for a family of 3 in Jim Thorpe is \$57,000.00, he did a further study and found out that 60% of the kids that go to JT school receive free lunches. He asked why can't we move our bills to 30 days, which would make 2 pay checks to pay that bill. He is thinking about someone that the \$15.00 could help their family out with buying milk, bread, cereal and maybe a frozen pizza. He said prior to this it was 10-days, then when Maureen came it went up to 15-days, he would like this to be up to 30-days. There are people that will not pay, if this will help someone to pay the bill that is his concern.

President Strubinger said does this make sense?

Borough Manager Sterner said they only get the bill every 30-days, you only pay once a month. Whether it is paid on the 15<sup>th</sup> of the month, or the 30<sup>th</sup> of the month it is still only paid once a month. They just need to do their 2 pay checks before the 15<sup>th</sup> of the month instead of the 30<sup>th</sup> of the month. We spent over a year bringing the bill current because it was 2 months behind. You do have certain people that will wait until the last minute to pay the bill, the more time you give them the deeper they get themselves in to not being able to pay their bills. We got everyone on the system that they must pay, it is actually helping to keep them current and to avoid penalties.

#### Police

##### Part Time Officer Hourly Wage

Mayor Sofranko said currently the wage for PT is \$16.00 an hour, when an officer hits 500 hours of service to the borough, the Chief & I sit down and review his performance and make recommendation to council for a pay increase. We do have an officer that is in that pay increase he is at \$17.00 an hour. We are asking that a starting rate now be changed from \$16.00 an hour to \$18.00 an hour. The officer that is currently in that step process, reflect the step process, which would take his pay to \$19.00 an hour and continue with what they have, it would top out at \$22.00 an hour. Every 500 hours they will sit down with them and make recommendation to council as to whether or not he should receive the raise after 500 hours. We are trying to maintain PT Police officers.

Borough Manager Sterner said officer Long will be placed on the action agenda for \$19.00 an hour.

##### Kiosk Accounting Internal Controls

JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

Borough Manager Sterner said this is accounting internal controls, we have done this for all of our accounting controls. The kiosks they sat with the Police Chief to get internal control. We would like council to look it over so it is part of our official internal control.

#### SRO Agreement

Police Chief Schatz said the SRO agreement is before council, it is completed. The School District approved it. They did change the hourly rate for the PT Officer, the other one was for the period. He is meeting with Mr. Rushefski to see what period the SRO would be needed from; it could be the school year. It is the same Police Service agreement that we use now for our events with a few minor changes. They have an officer that is interested, Officer Amonto. We are looking for additional applicants not only for that but to fill PT employment here for events coming up.

Borough Manager Sterner asked if the solicitor weighed in on the language, he wanted in it for the FOP contract?

Police Chief Schatz said he never said anything to him about language. He looked at the current contract.

Mr. Highland asked if he will be going to both schools?

Police Chief Schatz said the plan is eventually to go to both schools. The plan is to eventually put an officer in each of the schools, right now they have one that will alternate between the high school and the LB Morris and Kidder Township will do the Penn Kidder township school. There is a process. The officer has to be SRO trained. Looking at some training.

#### Buildings/Parks

Census Bureau use of Hall

CC Hall of Fame JT Birthday Committee

Immaculate Conception Easter Egg Hunt

President Strubinger said we have several requests for the use of the hall. Census is looking to use the hall for training from the end of February to mid-May. This would be for 15 to 20 people two days a week. We did mention a nominal fee.

Borough Manager Sterner said she did speak to them and they have no money. If you are going to ask them to pay something then we will deal with that at that time. He did bring up every person that is missed it is \$2,000.00 that is lost for the area. In her experience the visibility we have with them the better response we will get. Our CDBG money is based on this, our Liquid Fuels money is based on this, and most of the grant money is based on that. The Hall of Fame and Immaculate Conception want some tables set up. The Hall of Fame will be using the Vo-Tech kids using the kitchen. If you are going to charge any of them just leave us know the appropriate fee for each event so we can relate that.



JIM THORPE BOROUGH COUNCIL WORKSHOP  
FEBRUARY 6, 2020  
MINUTES

President Strubinger said the only thing he could see is if we have to have someone here to set things up and tear things down, a nominal fee to cover that.

Sensory Maze

Borough Manager Sterner said we have 2016 CDBG funds, since the 2016 round, the census area has changed. In 2016 it was this side of town, now it is across the river, we can't switch this very easily. The best thing to do without having to do surveys is to do something with ADA. She looked into different items for the parks. We don't want something that would be permanent, if we have to move it that would be ruined, we are working on the Park Master Site plan. She found the sensory panel maze; we would be able to get 5 panels with the 2016 CDBG funds. We need council's approval to use the funds on this. This can be added to, you can switch this around also.

Emergency Services

Pump Service Test

Mr. Sheckler said everyone received a copy of the 10-8 proposal. This company tests the pumps in the fire trucks. This is an outside company that comes to the fire house to work on the trucks. By having this serviced it will meet the NFTA 1911 code. It will ensure that all of the pumps are ready and in working order. Every other year there will be preventive maintenance done. The cost for the services is \$1,700.00.

PSM Yaich said the only other thing that will be done is the ladder truck will be tested.

Old Business

Permit Parking

Readdressing Phase II

Susquehanna Street No Parking Ordinance

Blight Landbank

Zoning Ordinance Group Homes

Executive Session

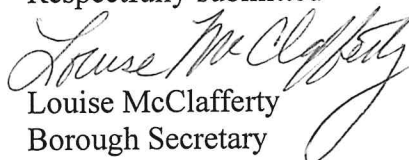
**MOTION:** Robert Schaninger second Kyle Sheckler to adjourn and go into executive session for litigation.

YES 7

NO 0

Adjourned at 9:08

Respectfully submitted

  
Louise McClafferty  
Borough Secretary