

JIM THORPE BOROUGH
WORKSHOP MEETING
OCTOBER 6, 2016
MINUTES

Meeting called to order by President Gregory Strubinger at 6:30 p.m. in the Borough office conference room, 101 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 (A)	Jay Miller	Kyle Sheckler
Gregory Strubinger	Mayor Michael Sofranko	Police Chief Schatz
Manager Maureen Sterner	Vince Yaich, PS Manager	Boro. Secy. McClafferty

Public Comment

Andrew Roberts would like to know if it would be possible to add Keystone Consultants to the list for UCC inspectors. The other topic is the Shade Tree ordinance. Who is the enforcement officer for the Shade Tree commission?

Borough Manager Sterner said she believes the Shade Tree Commission is in charge of that ordinance.

Mr. Jackson said the inspectors; is that for residential & commercial inspections?

Borough Manager Sterner said we don't differentiate residential or commercial because they are certified and are able to do the inspections. Anybody that wants to be put on the list they should send a letter and send us the required paperwork.

Matthew Schutter, 116 Stoney Creek Road, Jim Thorpe. He spoke about an incident at the Court House and it was filmed on his phone. He is trying to get paperwork withdrawn on him for charges and his gun being taken. He spoke about this for several minutes.

President Strubinger said if this is some type of pending police matter, this is not appropriate for council to discuss.

Police Chief Schatz informed Matthew Schutter, if he has an issue he needs to take this up with him at the office.

Mr. Jackson said this is a Borough Council meeting, Borough Council is not responsible for the Police Dept. or the litigation or any other issues you may be involved with. The Mayor is in charge of the Police and the Police Chief is in charge of the Police officers. If you have an issue with them you need to consider taking it to them.

Mr. McGuire informed everyone that he is going to the Fire Dept. meeting, he left at 6:50

President Strubinger asked council if there is anything that they would like to address on the action items on the agenda.

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Action

Work Session Meeting Minutes from September 1, 2016

Council Meeting Minutes from September 8, 2016

Expenditures from all Funds September, 2016, as presented

Treasurer Report as presented

Mr. Rehab – Payment Applications #1 and #2

WWTP Upgrade Project

- a. Entech Letter of Recommendation
- b. Notice of Intent to Award General Contractor Contract
- c. Notice of Intent to Award Electrical Contractor Contract
- d. Contingent Notice to Award General Contractor Contract
- e. Contingent Notice to Award Electrical Contractor Contract

Lehigh Engineering – 3rd Part Inspection Agency

County Natural Subdivision Determination Request

PPL Distribution Lines – Flagstaff Road

2016 CDBG Cooperation Agreement with Carbon County

DCED 2016 CDBG Application

Close Borough Security Checking – transfer to general fund

Schedule and Advertise Budget Meetings

President Strubinger asked council when they would like to meet to discuss the 2017 budget.

Mr. Jackson said they need to sit with the Police and he would like to sit with the Building Committee.

General consent of council is to set the Budget workshop meetings for Thursday, October 20, Thursday, October 27 and Thursday, November 17 at 6:30 in the Borough office.

Foreign Fire Insurance Distribution

PA DGS – Federal Surplus Program Representatives

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Shade Tree Commission Recommendations

Mr. Jackson asked what are the Shade Tree Committees recommendations.

Borough Manager said there are 4 different requests, 3 they are approving, and 1 recommending denial. They are going to try to raise some funds so they are able to provide new trees for the ones that are being removed. We are still short a member. There are 2 people that are not on the commission but are active with the committee.

Utility Action

Utility Accounts Lien Reports

- a. Active Utility Accounts Garbage & Others Lien Report
- b. Active Utility Account Garbage Only Lien Report
- 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

Borough Manager said we found a couple people that are not in our billing system. So they will be added.

Utility Account #6575 Payment Plan
Utility Account #2456 Payment Plan
Utility Account #6577 Payment Plan
Utility Account #5450 Correct Billing Service Type
Uncollectible Accounts Report

St. Joseph's – Request to Pardon Bill

President Strubinger said this was a case that they had a plumbing issue.

Mr. Miller said he is going to take the same stance, like he does with all the other account issues, others have a leak and they have to pay it. If we do this we will lose money. He won't vote for this.

Tax Exoneration Action

Jane Culver

Administration

Borough Manager Sterner asked Buckno, Lisicky & Company to send the Borough a proposal for preparing the 2016 audit report amount of \$16,500.00

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Public Service (Sewer/Sanitation/Water/Streets)

Borough Manager Sterner said Glenn Onoko Estates sent a letter to council concerning the 380 foot section of Onoko Lane from Chapman St to Woodside Drive.

General consent of council is to sign the paperwork approving the borough to continue maintain this portion of the road.

Borough Manager Sterner said about the dumpster at Tommy's, we are not sure how this came about that this is on borough road. This needs to be addressed. Greg Kurtz has had complaints on this and will be stopping to talk to them about this.

Mr. Miller said the only thing he is concerned about under Water is the engineer fees, we need to tighten up on the budget for this line item.

PSM Yaich said he has concerns about a section of High Street by 189 High Street, there is a big bow. The water main is 6 ft. from the wall.

Mr. Jackson said he can't understand why they are allowing people to park along that portion of the wall.

Mr. Miller said we should contact State Representative Cartwright to see if they can help us.

Police

Trick or Treat – Wednesday, October 26, 2016, 6:00 pm to 8:00 pm

Borough Manager Sterner said we received another letter from Mr. Weatherford, about parking spot in the downtown area.

Police Chief Schatz said he spoke to him a couple months ago. He wants a parking spot by the Bike Shop. He told him that is a public parking spot.

Borough Manager Sterner said he sent letters to the County, Council and Mayor.

Police Chief Schatz said there 5 candidates that they will be doing the background check on for the Civil Service Commission.

Mayor Sofranko said what they would like to do is when this is completed, that we offer part time positions.

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Buildings/Parks

Mr. Jackson said they met about moving forward on the building issues that we have. They are looking to address the following. The Administration and Police is exceeding its capacity. Mr. Jackson said the thought is to move the Police Dept. over to Memorial park in the downstairs. Administration would take over the other side of the building. To create some storage and possibly and additional offices. Public Service building is falling apart. There is a designer to rehab the block building in the park and the deficiency in the Fire Dept. Council needs to think about prioritizing which they would like first. He would like an inventory and look at estimates and how to finance this.

Emergency Services

Old Business

- A. Property Maintenance Board of Appeals Three (3) Vacancies
- B. Shade Tree Commission one (1) Vacancy
- C. Planning Commission – Nuisance Ordinance
- D. Planning Commission – Zoning Ordinance Amendment
- E. Planning Commission – Park Planning
- F. Packer Hill Road proposed one way Ordinance
- G. Collection Agency for delinquent utility fees
- H. Cuoco
- I. Petition to Vacate Portion of 2nd Street
- J. Municipal Fire Department
- K. Civil Service Commission

Executive Session

- A. Real Estate

MOTION: Gregory Strubinger second Jay Miller to go into executive session to discuss Real Estate.

YES 6

ABSENT 1 Joanne Klitsch

Adjourned at 7:30

Respectfully submitted



Louise McClafferty
Borough Secretary