

JIM THORPE BOROUGH COUNCIL WORK SESSION  
January 5, 2023  
AGENDA

**Roll Call of Members & Officials**

**Announcements**

**Public Comment** – limited to 2 minute per person – public is encouraged to submit public comments via regular mail, email or place in drop box at municipal office

**SALDO-Subdivision and Land Development Ordinance**

- Public Service Garage – Final Subdivision Plans

**Action**

1. Michelle Gallagher- JTTA Winterfest
2. Appointments
  - a) Jim Thorpe Zoning Hearing Board member 5-year term, term expires 12/31/2027
  - b) Jim Thorpe Zoning Hearing Board Alternate member 3-year term, term expires 12/31/2025
  - c) International Property Maintenance Board Member 5-year term, term expires 1/3/2028
  - d) Civil Service Commission member (chairman) 6-year term, term expires 1/1/2029
  - e) Vacancy Board, 1-year term
  - f) Carbon County Communications rep, 1-year term
  - g) Dimmick Memorial Library Board representative for the Borough, 1-year term
  - h) Carbon County Tax Collection Committee Delegate  
Alternate Delegate Carbon County Tax Collection Committee
  - i) Kemmerer Park Board, 3-year term
  - j) Open Records Officer (Right to Know)
  - k) Fire Department Officers: Chief, Deputy Chief, Special Fire Department Account Member
  - l) Property Maintenance & Health Official, at a rate of \$21.86/hr
  - m) Sewage Enforcement officer and Well Enforcement officer, as per proposal
  - n) Alternate Sewage Enforcement Officer and Well Enforcement officer, as per proposal
  - o) Solicitor at retainer salary of \$15,201.82 plus rate as per proposal.
  - p) Engineer
    - i. General
    - ii. Stormwater & Sidewalks
    - iii. Recreation
  - q) Building/Zoning/Other Codes Official, per proposal
  - r) Stormwater Management Official, per proposal
3. Approve Non-Union Wages
  - a) Police Clerk/Meter Attendant
  - b) Part Time Police Officers
  - c) Utility Billing Secretary
  - d) Borough Secretary
  - e) Treasurer
  - f) Water Department Supervisor
  - g) Sewer Department Supervisor
  - h) Streets Supervisor
  - i) Buildings/Groundskeeper, Part Time
  - j) Part-Time Grounds Maintenance
  - k) Property Maintenance & Health Inspector, Part Time
4. Advertise Monthly Meetings
  - a) Council Workshop Meetings – 1<sup>st</sup> Thursday of the month at 6:30 pm in Memorial Hall
  - b) Regular Council Meetings -- 2<sup>nd</sup> Thursday of the month at 6:30 pm in Memorial Hall
  - c) JT Planning Commission Meetings – 3<sup>rd</sup> Tuesday of the month at 6:30 pm in Memorial Hall
  - d) JT Zoning Hearing Board – 4<sup>th</sup> Thursday of the month at 6:30 pm in Memorial Hall (as needed)

- e) Ordinance Update Committee – 2<sup>nd</sup> & 4<sup>th</sup> Mondays at 6:00 p.m. in Memorial Hall
- 5. Council Meeting Minutes from December 1, 2022
- 6. Council Meeting Minutes from December 8, 2022
- 7. Expenditures from all Funds as presented
- 8. Treasurer's Report
- 9. Resolution 2023-01 – Bituminous Price Adjustment
- 10. Bare Roots Grant Application
- 11. New transformer needed for installation of light pole at 7<sup>th</sup> & Cypress -- \$715.00
- 12. Teamster's Contract Addendum – New Hire Progression
- 13. 2021 LSA grant -- Onoko Roof RFP's
- 14. Facilities Project
  - a) Spillman Farmer- Professional Services November 1-30, 2022 -- Public Service \$1,419.75-ratify
  - b) Spillman Farmer-Professional Services November 1-30, 2022 – Memorial Hall \$2,620.00-ratify
  - c) Buckno Lisicky & Company -- \$7,000.00 for financial statements
- 15. Entech Engineering EWO's
  - a) 2022 AWWA Water Audit -- \$1,500.00
  - b) 2022 Chapter 94 Report -- \$3,200.00
  - c) School Street Paving & Improvements Project-Services During Construction -- \$4,077.50

### **Utility Action**

- 1. Utility Accounts Lien Reports
  - Active Utility Accounts Garbage & Others Lien Report (0)
  - Active Utility Account Garbage Only Lien Report (0)
  - 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)
  - Inactive (0)
- 2. Uncollectible Accounts Report (0)
- 3. Utility Accounts Proposed Updates (0)
- 4. Account #4390 – Payment Plan
- 5. 10 East 2<sup>nd</sup> Street -- sewer connection fee waive request

### **Exoneration Request**

- 1. Monthly Report (0)

### **Committees**

#### Administration

- Permit Parking

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

- Well Ordinance
- JTPC On-Lot Sewage System Maintenance Program Ordinance review letter

#### Police

#### Buildings/Parks

- Memorial Hall Mold Remediation

#### Emergency Services

### **Old Business**

- 1. Readdressing Phase II
- 2. Blight Landbank
- 3. Movie Hill Parking Lot

4. W Broadway Lights
5. High Street Road Directional Signage
6. Zoning Ordinance Amendment – Special District Sewage
7. Contractor Licenses

**Executive Session**

1. Personnel

**Adjourn**

Agenda Subject to Change Without Notice

12/1/22    12/2/22    12/6/22    12/14/22    12/16/22    12/20/22    12/27/22    12/28/22    12/29/22    Revised:  
01/02/23