

JIM THORPE BOROUGH COUNCIL MEETING
March 14, 2024
MINUTES

Meeting called to order at 6:30 p.m. by President Strubinger with the pledge of allegiance and a moment of silence for the armed forces, first responders, and their families, as well as the service members who lost their lives while serving our country.

Roll Call of Members

Police Chief Schatz	Mayor Cinicola	Sydney Wernett
Borough Manager Sterner	Mike Yeastedt	Connor Rodgers
Borough Secretary Klotz	Tom Chapman	Ted LaRizzio
Solicitor Nanovic	Joanne Klitsch	Greg Strubinger

Mayor's Report

NONE

Announcements

The Borough is accepting letters of interest for two (2) vacancies on the Shade Tree Committee, terms ending December 31, 2028 and December 31, 2025.

The Borough is accepting letters of interest for the Planning Commission, term ending December 31, 2027.

There will be a D&L Trail Tender Event being held on March 23rd from 9:00 a.m. to 12:00 p.m.

The Pick Up the Poconos Spring Event is taking place on Saturday, April 20th from 9:00 am to 12:30 p.m.

The Spring Tire and Electronics Recycling Event is being held on Saturday, May 18th from 7:00 a.m. to 11:30 a.m. Residents are asked to arrive prior to 11:30 a.m. as the truck will be leaving promptly at that time.

The Jim Thorpe Municipal Fire Department was awarded the Fire Company & Emergency Medical Services Grant. The Diligent Fire Company was awarded \$13,061.55 for a new hose for the pumper tanker to replace and outdated hose, thermal imaging camera for the pumper tanker, and a ventilation saw for the pumper tanker. Onoko Fire & Rescue was awarded \$39,450.59 for debt reduction associated with purchase of a 2020 F-350 and HMA Hydrus 20-200 ultra high-pressure fire suppression system, and the purchase of 2 thermal imaging cameras.

Reminder to residents that pertinent information can be found through the Borough's All Call, Website, and Facebook pages. Residents needing assistance signing up for the All Calls should contact the Borough office.

Public Comment

Nancy Dages – She reiterated from last week's meeting the importance of having places to park for both the business employees and residents.

Alex Lorkowski – He had concerns about the High Street Wall Project. He claims he asked for the specs of the projects and was denied because it is not a public document. He asked

Borough Council if they would authorize him to review the specs. He was advised to submit a Right to Know request.

Gerry Strubinger – He asked Borough Council if they had listened to Jake Arner’s idea for parking up on Flagstaff. He thinks through traffic should be eliminated through downtown. He believes there should be a pedestrian bridge from the County parking lot to the downtown businesses to alleviate pedestrian traffic. He is not happy with the current project moving the administrative office and Police Department to Memorial Hall; he said Borough Council should have taken the old Junior High Building when the school district offered it to the Borough.

Alex Lorkowski – He came back and asked Borough Council if they received the emails between Manager Sterner, Entech Engineering, and himself. He said he was sent a legal document about the easement needed for the High Street Wall Project and does not want to sign it until he has more information about the project. He requested Borough Council’s email addresses and phone numbers. He asked to have a meeting with Borough Council, Solicitor Nanovic, and Entech about the project.

Jim Pompa – He reiterated from last week’s meeting reviewing the potential time change for the parking kiosks to 8:00 a.m. to 8:00 p.m. He explained residents who live in along this section of Broadway will have to pay \$68.00 per week if paying by cash or \$82.00 per week if paying by credit card. This effects the residents who live in the area all year long, not just a few days.

Bob Schaninger – He believes changing the kiosk times to 8:00 a.m. to 8:00 p.m. is wrong. He thinks just extending the time to 6:00 p.m. is understandable. It effects the residents who live along Broadway. He said changing the pricing to \$3.50 an hour utilizing a credit card is a stretch, \$2.50 was more acceptable. He asked if St. Mark’s Church members could get some sort of permit to be able to park for free. He thinks there should be some sort of fee implemented on the parking lots in the Borough to go back to the Borough to help with Blight. He asked about the parade route and why it’s coming down Lehigh Street.

Public Hearing

NONE

SALDO (Subdivision and Land Development Ordinance)

NONE

Action

MOTION by Joanne Klitsch, second by Connor Rodgers to **authorize the Solicitor to draft and advertise an Amendment to the Vehicle and Parking Ordinance to change the hours the kiosk would be in use from 9:00 a.m. to 6:00 p.m. and to increase the rates to \$2.00 cash for weekends (Fridays, Saturdays, and Sundays) and holidays, \$1.50 cash for weekdays (Monday through Thursday) and credit charges are \$0.50 extra and change the fees by Resolution going forward.** The Police Committee discussed this topic again after the concerns that were brought up by residents, business owners, and their employees. The kiosk prices haven’t been raised in over five years. Since COVID, the cost for everything has gone up, including costs for the Borough. The Borough has a total of 77 metered spaces. Greg Strubinger reiterated the take aways from residents, business owners, and their employees from last week’s meeting. There was a roll call vote:

Joanne Klitsch – yes

Connor Rodgers – yes

Mike Yeastedt – no

Sydney Wernett – yes
Tom Chapman – no
Ted LaRizzio – no
Greg Strubinger – yes
Motion carries 4-3.

MOTION by Mike Yeastedt, second by Connor Rodgers to **move forward with the Memorial Park Phase I&II project as originally designed and authorize bidding/ordering from COSTARS conditioned upon DCNR approvals.** Bryan Smith from Barry Isett was at the meeting to discuss the project and potential changes in placement of the playground equipment. Mike Yeastedt commented on the new playground equipment, recycling the old playground equipment, the lights & sidewalks as an alternate, and the placement of the age grouped playground areas. Manager Sterner has not received any updated cost estimates. Bryan Smith discussed leaving the current older kids playground equipment where it is and shifting the younger kids' playground equipment further into the park. Manager Sterner explained the reason for having the original plan the way it was set up was to keep the younger kids' equipment away from the older kids so they don't end up breaking it. Changing the original specs will result in any potential cost savings disappear due to having to fix or replace the equipment. If the specs get changed to what Barry Isett recently proposed, all new equipment would be purchased in this phase and recycling the equipment would be moved to a different phase. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve Resolution 2024-07 DCNR Grant Memorial Park Phase III.** This gives authorization to apply for the DCNR Grant. Motion carries 7-0.

MOTION by Greg Strubinger, second by Tom Chapman to **authorize \$285,835.00 as a Financial Commitment for the DCNR Grant for Phase III of the Memorial Park Project.** Money to cover this would come from Park Reserve (\$30,000.00), General Reserve (\$70,000.00), 2025 General Budget (\$50,000.00), and Sanitation Reserve (\$100,000.00). The Borough has already applied for additional grant funding for this project, that if awarded, could help offset some of this. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Council Meeting Minutes from February 1, 2024.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Council Meeting Minutes from February 8, 2024.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Expenditures from all Funds as presented.** Mike Yeastedt asked about the Fire Store invoice. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Treasurer's Report.** There were no comments. Motion carries 7-0.

MOTION by Connor Rodgers, second by Ted LaRizzio to **approve Resolution 2024-08 Records Disposition.** There were no comments. Motion carries 7-0.

MOTION by Connor Rodgers, second by Mike Yeastedt to **approve 2024-09 Fee Schedule.** Changes were made to the Water and Sewer Tap-On Fee. The new Water Tap-On Fee is \$6,000.00 and the new Sewer Tap-On Fee is \$5,000.00. Motion carries 7-0.

MOTION by Connor Rodgers, second by Joanne Klitsch to **approve Resolution 2024-10 Authorization of the Buildings and Grounds Committee to Approve Emergency Change Orders for the Public Works Building.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Resolution 2024-11 Authorization of the Buildings and Grounds Committee to Approve Emergency Change Orders for Memorial Hall Renovation.** There were no comments. Motion carries 7-0.

MOTION by Connor Rodgers, second by Tom Chapman to **authorize the Solicitor to draft and advertise an Amendment to the On-Lot Sewage Management Ordinance.** This would change the pumping regulations to every three to five years at the discretion of the pumper/hauler. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **accept the lowest bid of \$146,319.22 by Bruce George Paving for the 2024 Road Paving Project consisting of West 5th Street (starting at Spring Alley), Maple Street, West 6th Street, Cypress Street, and Snyder Street (ending at West 10th Street).** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **accept the lowest base bid of \$348,381.50, plus alternate #3 (Snow Guards) and alternate #5 (Weathertight Warranty) for the Asa Packer Mansion Roof Replacement Project.** There was a UCC inspection fee update that freed up some funds that can be used for other alternates. Ted LaRizzio asked what would happen if the Borough didn't choose alternate #1 (plywood overlay) and the current roof gets torn off only to find all of the plywood needs to be replaced. Mike Yeastedt explained that there is a certain allowable amount included in with the base bid. Mike Yeastedt said he would like to see alternate #5 included in with the base bid. Tom Chapman asked if alternate #3 (snow guards) could be included since there would be \$65,000.00 left in grant funding after accepting the base bid with alternate #5. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve the purchase of a new F-550 truck from Miracle Ford with a Galion 133USD-9 Stainless Steel Dump Body from Lancaster Truck Bodies totaling \$112,605.18 for the Streets Department.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Larry McCullion & Son's Electrical Contractor's Application for Payment #1 totaling \$16,200.00, Bracy Construction's Contractor's Application for Payment #1 totaling \$158,329.80, Spillman Farmer Invoice 8122.22.13 for Professional Services totaling \$3,232.00, and Requisition #2 for a partial payment request for work completed from October 17, 2023 through February 29, 2024.** These are for the Public Works Building Project. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve KMZurawa Inc. Proposal #32824 for Project Manager.** The estimated monthly total is \$2,805.00. This is for the Public Works Building Project. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve Special Testing Proposals for the Public Works Building for Soils, Concrete, and Steel.** This is for the Public Works Building Project. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Bognet Inc.'s Contractor's Application for Payment #1 totaling \$186,030.00, GR Noto Electric's Contractor's Application for Payment #1 totaling \$22,781.25, Spillman Farmer Invoice 8122.22.14 for Professional Services totaling \$2,991.20, and Requisition #2 for a partial payment request for work completed from October 17, 2023 through February 29, 2024.** These are for the Memorial Hall Renovation Project. Motion carries 7-0.

MOTION by Joanne Klitsch, second by Tom Chapman to **approve KMZurawa Inc, Proposal #33124 for Project Manager.** The estimated monthly total is \$2,805.00. This is for the Memorial Hall Renovation Project. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Special Testing Proposals for Memorial Hall for Soils, Concrete, and Steel.** This is for the Memorial Hall Renovation Project. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve the GIS mapping proposal.** This is a multi-year project. Water would be completed first, followed by Sewer, and Streets. The cost would be \$20,292.00 for the first year and this was budgeted for. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve the GIS annual software subscription from ESRI.** The annual subscription cost is \$1,561.00. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve LCF Construction Proposal for Two 8" EZ Line Stop Complete on CI/DI Pipe totaling \$12,570.00.** This line stop at the New Public Works Building. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Utility Service Group Proposal for Sewer Line Maintenance Work and Repair Work totaling \$58,920.00.** Joanne Klitsch asked if grant money was being used to pay for this. Manager Sterner explained that this is an item budgeted for every year. The amount budgeted for this item for this year was \$60,000.00. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve General Code Invoice for Codification of Ordinance 2023-07 Zoning totaling \$8,895.00.** Manager Sterner explained this is an eligible expense for the Municipal Assistance Grant pending there be any money remaining. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve the Mauch Chunk Trust's proposal for financing the Water Division's 2024 GMC Pick-Up Truck.** The interest rate will be 5.03% for a 5-year term. Payments will need to start no later than March 8, 2025 and there is no pre-payment penalty. The total lease amount is \$83,289.00. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve a name change on the Bank of America Credit Card Account.** This would remove Ed Gula due to retiring and add Chris Nahhas. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve Secretary Klotz to attend the 2024 PSAB Conference.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve Licensing Classes for the two new employees of the Water and Sewer Departments.** There is no cost to take these classes. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **authorize advertising for a Part-Time Parking Enforcement employee for the Police Department.** Depending on the number of applicants, the Borough could potentially hire more than 1 person for this position. Advertising will be on the Borough's website, Facebook page, and Indeed. Motion carries 7-0.

MOTION by Joanne Klitsch, second by Mike Yeastedt to **approve removing Officer Long and Officer Conarty from their probationary period and onto permanent employment.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **appoint Ammon Hontz to the International Property Maintenance Board.** The term expires December 31, 2027. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **appoint James Dougher to the Carbon County Council of Governments.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve JTTA's request for the 2024 Jim Thorpe Birthday Celebration.** The event will be taking place on May 18, 2024 from 10:30 a.m. to 4:00 p.m. on the East side of town. Motion carries 7-0.

Anastasia Susko Memorial Scholarship 2024 Jim Thorpe B.A.R. request – Police Chief Schatz explained he has been speaking with Aki Susko. The first leg of the race would take place on Race Street rather than on Broadway. A Police Services agreement also needs to be signed. No action was taken.

MOTION by Tom Chapman, second by Connor Rodgers to **deny Marzen's request for waiver of Garbage fees.** The request was made due to the house being vacant since 2017. The Garbage Ordinance states if a structure is deemed habitable, fees will be charged to the property owner. The Zoning Officer inspected the outside of the structure and deemed it habitable. Solicitor Nanovic explained Lower Towamensing Township has an exception in place for instances like this that the Borough should look into. Motion carries 7-0.

MOTION by Connor Rodgers, second by Greg Strubinger to **deny Martinez's request for a 10-minute parking spot in front of business and parking permit for business owners.** The business is located in the Permit Parking section. Currently the Permit Parking Ordinance does not allow for businesses to have a Parking Permit. Motion carries 7-0.

Mauch Chunk Historical Society RFA-PA Small Water & Sewer Grant Application Request – There is a stormwater drain next to the Historical Society's building that they are requesting the Borough applies for grant funding to have it fixed. Ownership of the storm drain would need to be determined. The storm drain would also need to be inspected to see what work needs to be completed. No action was taken.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Account #6174 Sewer Credit Request.** The property owner had a burst pipe; therefore, the water never made it into the sewer system. The credited amount is \$317.48. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve one (1) Utility Account Rate Change**. There were no comments. Motion carries 7-0.

Exonerations

MOTION by Connor Rodgers, second by Joanne Klitsch to **approve the monthly Exoneration Report**. There were no comments. Motion carries 7-0.

Committees

Administration

Public Service

Police

Buildings/Parks

Emergency Services

NONE

Old Business

NONE

Executive Session

NONE

Adjourn

MOTION by Mike Yeastedt, second by Joanne Klitsch to **adjourn the meeting**. There were no comments. Motion carries 7-0. The meeting ended at 8:31 p.m.

Respectfully Submitted,

Brooke Klotz
Borough Secretary