

Jim Thorpe Borough Council
Workshop Meeting
June 1, 2017
MINUTES

Meeting called to order by President Gregory Strubinger at 6:30 p.m. in the Memorial Park Hall, 103 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 (I)	Thomas Highland
Joanne Klitsch (a)	Jay Miller	Kyle Sheckler
Gregory Strubinger	Mayor Michael Sofranko	Police Chief Schatz
Manager Maureen Sterner	PS Manager Vince Yaich	Boro. Secy. McClafferty
Kim Mazur, Entech	Bob Weir, Entech	

Public Hearing

Public Comment

- A. Property Maintenance Board of Appeals Vacancies (3)
- B. Frank Lauth, President Fairview Hose Co. #2

Frank Lauth, president of Fairview Hose Co. #2: The Phoenix Hose Co. and the Fairview Hose Co. are planning to merge. The Borough has mentioned creating a municipal fire company, is this going to happen?

President Strubinger said the Borough is moving in that direction.

Frank Lauth would like to know if the Borough is planning to start a municipal fire station.

Mr. Miller said there is nothing in the ordinance and nothing has been discussed about it. There will be control on the Borough end of it.

Frank Lauth asked for a copy of the ordinance so they could review it. They don't want to go through the expenses of a merger if it's going to be abolished.

Mr. Miller said the fire companies are going to still be recognized but there will be control by the Borough for appointments of officers. As far as the building, keeping your own money, keeping your own structure, with acceptance of the line officers.

Mr. Sheckler said the way the ordinance is written up right now is the Phoenix & the Fairview Hose Co. will make up the East Side and the Diligent Fire Co. will make up the West Side.

Keith McQuate, representative for the American Legion Post #304. He is requesting council to waive the fees for the 4th of July event use of the Memorial Park. He informed everyone that the MCTC financed 100% of the fireworks in the past. This year they reduced their contribution to about 20%. The cost for the event is approximately \$19,000.00. He explained the funds from this event that are raised go towards different programs.

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Action

Discuss Work Session Meeting Minutes from May 4, 2017.

Discuss Council Meeting Minutes from May 11, 2017.

Discuss Expenditures from all Funds as presented.

Borough Manager said the Water dept. there are a couple of service contracts that are paid out \$13,000.00 and the rest are normal wear & tear.

Discuss Treasurer Report as presented.

Discuss Ordinance 2017-03 Proposed Main Street No Parking, this is ready for adoption

Discuss Ordinance 2017-04 Proposed Utility Billing, this is ready for adoption

Discuss Resolution 2017-13 Utility Billing Procedures

Borough Manager Sterner said this is the plan to get the billing date more current.

Discuss Resolution 2017-14 2017 Fee Schedule, this is adding annual vendors.

Discuss Resolution 2017-15 Zoning Hearing Board Member Terms Resolution.

Borough Manager Sterner said this is to correct the terms of the zoning hearing board members.

Discuss Public Service Material bids.

Borough Manager Sterner said this is for the paving materials. We received COSTAR prices from Lehigh Asphalt.

Discuss Paving Bids.

Borough Manager Sterner said there were 3 bids. Shiffer Bituminous is the low bid. We budgeted \$60,000.00 and they came in below this. We have a quote for North Avenue to preserve work we had done last year \$4,320.00.

President Strubinger said the roads to be done this year are: River Road from Main St to the dead end, Chapman St to Canal St. to the dead end,

Discuss Police Department Budgeted Purchases

Mayor Sofranko said this is to purchase traffic light camera, taser guns, car computer and computer accessories for the Police Dept.

Discuss Memorial Hall Stormwater Project Bid Specs.

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Borough Manager Sterner this is on for council to approve posting the project out to bid.

Discuss 2017 Ford F350 (Sewer Dept) Financing

Borough Manager Sterner said she contacted 4 different banks. M & T 3.389%, Tax Exempt Leasing 3.41%, JTNB do not do leases and MCT do not do leases.

Discuss Old Copy Machine Municibid.

Borough Manager Sterner said we did get the new copy machine. The old one is swiped and is ready to go out for bids and it will go as is.

Discuss Jim Thorpe Market retail expansion Land Development plan.

Borough Council reviewed the Jim Thorpe Market plans.

Mr. McGuire said the plans behind the building, by the old automotive store, they will be using that for employee parking. He said each store needs a water and sewer line, they both need their own utilities. The County Planning had some comments, as long as they meet their requirements. They have complied with everything. This has been approved by Planning.

Borough Manager Sterner said according to Louis Hall Planning did not approve it. This needs to be acted on because we are on time constraint. There are some things that were not done, but now have been done. The E & S plans were approved, zoning variance they reduced the impervious area, they now meet the ordinance, note about fire protection this is more UCC than for land development. Are they going to paving over existing sanitary sewer, sidewalks?

PSM Yaich said yes. That was a discussion and we did not see a problem with that because all of North St, Center Ave and Broadway all the sanitary sewer lines are in the sidewalks.

President Strubinger asked where is the water service?

PSM Yaich said he is getting a well.

Borough Manager Sterner said the developer's agreement that is generally something they work out with the solicitor's and the engineer. That needs to be signed and in place before council signs the plans.

Mr. McGuire said Planning is trying to set up a meeting for June 6, 2017.

Legion Stay at Home park fee waiver request

Discuss Velitsky Correspondence in regards to a request for some information concerning the parking issue on Main Street.

WWTP Upgrade Project

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- a. Mr. Rehab payment application #
- b. Eastern Environmental payment application #6
- c. Howard Company payment application #3
- d. Requisition #9

D&L Trail

- a. Wilson Consulting Group Invoice #7

Utility Action

- A. Utility Accounts Lien Reports
 - a. Active Utility Accounts Garbage & Others Lien Report (0)
 - b. Active Utility Account Garbage Only Lien Report (1)
 - 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 (3)
 - f. Temporary Off Lien Report (0)
- B. Uncollectible Accounts Report – 4 different properties that have corrections
- C. Utility Accounts Proposed Updates

Tax Exoneration Action

Committees

Administration

Borough Manager Sterner discussed Proposed Readdressing Ordinance this not needed we have an ordinance.

Proposed Readdressing Road Name Resolution

Borough Manager Sterner discussed the Proposed Readdressing Address Number Posting Resolution we do not need. The regulations are included in the ordinance that we have in place already.

Borough Manager Sterner discussed the Proposed Readdressing Notification Letter. These have to go out to all of the affected property owners and this was approved by the US Postal Service.

Mr. Jackson asked are we starting to implement this starting July 1, 2017 and when will the notices go out?

Borough Manager Sterner said are going to start on them before the meeting because there is about 250. We will get them out.

Mr. Jackson asked that we require them to be returned to us if they can't deliver them to the property owner.

Borough Manager Sterner said she will make sure this is on the envelopes.

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Mr. Jackson said by June 30 he will have together a list of street signs. He will have this for the next meeting

Borough Manager Sterner said Solicitor Nanovic was able to file a lien on Cuoco.

Borough Manager Sterner said Robert Siesputowski is looking to place a plaque to honor Waterborne Veteran's. He is looking for permission to raise funds and to pick a location to place the plaque.

Public Service (Sewer/Sanitation/Water/Streets)

Borough Manager Sterner said Jeff Leslie Sewer Connection & Rate Correction. This was before council over 10 years ago, they were given a reprieve from hooking to the sewer system. They had just installed a new septic system. They were allowed to use that septic system for 10 years this has expired as of September of 2016. This was before council to give them the reprieve. Council should instruct us if you want us to move forward with the notification for the sewer connection. She is not sure if there are other ones out there that are not connected.

PSM Yaich said he knows one person that paid the fees but did not hook on to it yet. They are paying the sewer fees.

Mr. McGuire said will this fall in line like the other ones? We will put the pump in, we bought the pump.

PSM Yaich said it is up to him to have this installed. The only decision council will need to make is when it's installed they all had one year warrantee with it. Since it is over 10 years it will be up to council if you want to honor the warrantee.

Borough Manager Sterner said the 2016 Recycling Grant has been submitted. We are estimating to receive \$3,951.00. The tonnage increased 22.46 from 2015. The grant amount increased \$1,902.00

Borough Manager said on the Spring Tire & Electronic Recycling. Tamaqua Transfer had 301 TV, 468 tires and 95 computers and computer screens, 181 miscellaneous electronics, that transfers into 11.47 tons of electronics and 5.45 tons of tires.

Police

Borough Manager Sterner said the draft Moving Permit Ordinance. It give extra teeth for the police, fee is \$5.00 this will be on for council to approve to advertise.

Mayor Sofranko said the Civil Service Commission he has an individual that will be submitting a letter of interest for the position.

Mayor Sofranko said the other thing he has is Officer Oliver's one year will be coming up in July.

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Police Chief Schatz said they looked into a firm that does the civil service testing from start to finish. They administer the test, monitor the test, do the physical agility and the interviews, and there is a cost associated with this. He will get this information for Greg Strubinger.

Buildings/Parks

Mr. Jackson said he is going to have a Building Committee meeting to discuss the Memorial hall issue.

Emergency Services

Borough Manager Sterner said the draft Proposed Municipal Fire Department Ordinance was forwarded around to everyone to review.

Old Business

- A. Borough Manager Sterner said the Nuisance Ordinance, there are some final changes.
- B. Proposed Zoning Ordinance Amendment – downtown parking, this will be before council for action in July
- C. UCC Joint Board of Appeals Inter-Municipal Agreement Amendment, we have not heard from attorney Fryckland
- D. W. Front St & River St Dedication Ordinance
- E. Petition to Vacating Portion of 2nd Street
- F. Collection Agency for delinquent utility fees
- G. Act 172 of 2016 – Incentives for Emergency Services Volunteers
- H. Police Contract
- I. 204 Center Ave
- J. High Street Wall Bid Specs, will be completed around June 12, 2017
- K. High Street Wall Financing RFP's, went out in the mail

Executive Session

MOTION: Gregory Strubinger second John McGuire to go into executive session Personnel.

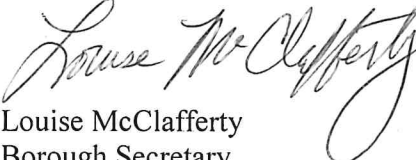
YES 6

NO 0

ABSENT 1 Joanne Klitsch

Adjourned at 7:43 pm

Respectfully submitted


Louise McClafferty
Borough Secretary