JIM THORPE BOROUGH COUNCIL
September 4, 2025
WORK SESION AGENDA

Pledge of Allegiance

Roll Call of Members & Officials

Announcement

1. Shade Tree Committee Vacancy- five (5) year term expires 12/31/28
2. Shade Tree Committee Vacancy- five (5) year term expires 12/31/25
3. International Property Maintenance Board- five (5) year term expires 12/31/29
4. Zoning Hearing Board Alternate Seat Vacancy- three (3) year term expires 12/31/2027
5. Victorian House Tour 9/14 from 12 pm-5 pm – includes Asa Packer Mansion
6. Halloween Parade 10/25 at 2 pm – rain date 10/26
7. Trick or Treat 10/30 from 6 pm-8 pm
8. Leaf Collection – 10/29 through 11/19
9. Fall Tire & Electronics Recycling Event 11/1 from 7 am-11:30 am
10. Reminder for Residents: Pertinent info can be found/received through All Call, Website, & FB page

Mayor's Report

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

Public Hearing

SALDO (Subdivision and Land Development Ordinance)

10. Kanick Minor Subdivision dated April 2, 2025 (revised June 17, 2025) time extension

Action

11. Timber Harvesting
12. Council Meeting Minutes from August 7, 2025
13. Council Meeting Minutes from August 14, 2025
14. Expenditures from all Funds as presented
15. Treasurer's Report
16. Facilities Project
    a. Public Works Building
        1. Reading Mechanical Certificate of Substantial Completion
        2. Reading Mechanical Payment Application #11 - $35,705.88
        3. Bracy Certificate of Substantial Completion
        4. Project Management Inspection Services Cost Adjustment Request
        5. Requisition #21
        6. Interim Loan Modification - Time
        7. Project Closeout Documents
            a. Ordinance 2025-___
            b. Resolution 2025-___
            c. USDA Closing Documents Package
    b. Memorial Hall
        1. JBM Mechanical Certificate of Substantial Completion
        2. Reading Mechanical Payment Application #13 - $37,965.38
        3. GR Noto Payment Application #18 - $9,323.30
        4. Requisition #19
        5. Interim Loan Modification - Time
        6. Project Closeout Documents
            a. Ordinance 2025-___
            b. Resolution 2025-___
            c. USDA Closing Documents Package
17. Memorial Park Project
    a. Phase I
        1. DCNR Extension Request Letter

b. Phase II

18. Center Avenue Water Main Project
    a. PACT One Payment Application #1 - $799,690.08
19. High Street Wall Project
20. 2025 LSA Monroe Grant
    a. Resolution 2025-___ 2025 LSA Monroe Lehighton Ambulance
    b. Lehighton Ambulance Grant Authorization Letter
    c. Resolution 2025-___ 2025 LSA Monroe Police Department Drone
    d. Police Grant Authorization Letter
    e. Asa Packer Mansion HVAC
21. 2026 Police Pension Plan Minimum Obligation $161,445.00
22. Resolution 2025-___ Eliminating Police Officer Pension Contribution
23. 2026 Non-Uniform Minimum Municipal Obligation $147,004.00
24. Resolution 2025-___ PMRS Pension Contribution
25. Utility Lien Report (12)

Exoneration Request

26. Monthly Report (7)

Committees

27. Zoning Map Update
28. Zoning Hearing Board Alternate Letter of Interest
29. Zoning Ordinance Amendment – Non-Residential Parking Lots
30. 2026 Budget and End of Year Meetings
31. Carbon County Open Space Program – Fall 2025 Round
32. Borough Railroad Group
33. Line Item Transfers

Administration

Public Service (Sewer/Sanitation/Water/Streets)

34. Roberts 57 High Street Water/Sewer Fees – attending September 11th meeting
35. Water & Sewer Fees New Customers; Change of Use; EDU's
36. Streets Department F550 Financing
37. Past Due Utilities Garbage
38. Lead Line Replacement Loan Program
39. Employment – WTP Operator Trainee
40. Municibid Items – approval to sell

Police

41. Ordinance 2025-__ Vehicle & Traffic Amendment – One-Way Streets, Stop Signs, 15-Minute Parking Space
42. Ordinance 2025-__ Police Department Amendment – Update of Staff Positions
43. Employment
    a. Officer
    b. Parking & Code Enforcement
    c. Officer Probationary Period
44. Municibid Items
    a. Bids Received
    b. Approval to Sell Items

Buildings/Parks

45. Kemmerer Park Board Appointment
46. People, Parks & Community Grant – not awarded
47. T-Mobile Hometown Grant – Memorial Hall Kitchen Equipment
48. Hall Chairs $6,402.16
49. Meeting Chairs $3,445.00

Asa Packer Mansion

50. Kunsman Roof Maintenance Agreement
51. Employment - Guides

Emergency Services

52. Ordinance 2025-__ Fire Department Amendment – Membership Residency Requirement
53. Diligent Bay Window Repair/Replacement Quote

Planning Commission

54. Safety Inspections for all Rental Housing Units

Old Business

55. Readdressing Phase II
56. Blight Landbank
57. Contractor Licenses
58. Front Street Stormwater Project
59. Well Ordinance
60. High Street Road Directional Signage
61. Junior Council Person
62. Zoning Hearing Board Alternate letter of interest
63. Peddling & Soliciting Ordinance – Musicians and Street Entertainers
64. Evans RFA – Asa Packer Mansion digital 3D model

Executive Session

65. Personnel
66. Real Estate

Adjourn

Agenda Subject to Change Without Notice

Revised: 8.19.25 8.20.25 8.21.25 8.25.25 8.26.25 8.27.25 8.28.25 9.2.25 9.3.25