JIM THORPE BOROUGH COUNCIL WORK SESSION
April 2, 2026
MINUTES

Meeting called to order at 6:30 p.m. by President Connor Rodgers with the pledge of allegiance and a moment of silence for the armed forces, first responders, and their families.

Roll Call of Members

Police Chief Schatz
Borough Manager Sterner
Borough Secretary Klotz
Solicitor Nanovic-absent
Mayor Cinicola-absent
Joanne Klitsch-absent
Mike Yeastedt
Tom Chapman
Alice Roberti
Eng. Matt Boggs
Sydney Wernett
Connor Rodgers
Lyle Augustine

Announcements

There is a vacancy on the International Property Maintenance Board, five-year term ending December 31, 2029. If anyone is interested, please submit a letter of interest.

There is a vacancy on the Planning Commission, four-year term ending December 31, 2027. If anyone is interested, please submit a letter of interest.

There is a vacancy on the Shade Tree Commission, five-year term ending December 31, 2029. If anyone is interested, please submit a letter of interest.

Street Sweeping will take place April 13th through April 25th, dependent upon the weather. Route determination will be made soon and residents will be notified.

Pick Up the Poconos is taking place on Saturday, April 25th.

The Spring Tire & Electronics Recycling Event will be taking place on Saturday, May 9th from 7:00 a.m. until 11:00 a.m. It will be held in the Memorial Hall Parking Lot.

The Jim Thorpe Birthday Celebration will be taking place on Saturday, May 16th at 10:30 a.m. at the Monument.

A reminder for residents – pertinent information can be found on the Borough's website and Facebook page. Residents are encouraged to sign up for the All-Call system to receive information as well.

Mayor's Report

Police Chief Schatz explained Council was given a copy of the Police Report with last month's statistics. The Borough was awarded an aggressive driving grant. Safe driving will be enforced on North Street.

Fire Commissioner's Report

Fire Commissioner Sgrillo explained the station inspections have now been completed. He is currently working on a fire prevention program and would like to see the Fire Department get more involved with the schools. The Department is currently completing training classes.

Public Comment

Ed Gula – He explained Hazelton has permanent winter plowing signs and requested the Borough look into this; consider installing in phases. On 7th Street between Fern and South Street, the stormwater basin needs repairing. The 20-minute parking signs at St. Joe's do not have days or times this is enforced. He feels the Borough could use the money that will be spent on Vialytics towards fixing the roads or other things needing to be repaired.

SALDO (Subdivision and Land Development Ordinance)

Kanick Minor Subdivision dated April 2, 2025 (revised January 28, 2026)-Sewage Planning Module Approval

Action

The following items were reviewed:

9-11 Memorial Trail – Andy Hamilton, who is the Vice President of the project. He gave the background of the Memorial Trail Project. There will be funding for the rehab of the Switchback Trail, which is another phase of the project. He discussed the signage plan. They are working directly with the State and the Organization wants to work with the Borough as well. Connor Rodgers addressed his concerns with the Memorial Trail coming down Hill Road. Andy Hamilton explained this is only temporary until the Switchback can be fixed. Connor Rodgers asked what would happen in two years if the funding is not there to complete the project and move the trail to the end of the Switchback and onto Packer Hill Road. Andy Hamilton explained he believes it will happen based on previous discussions. Once completed, there will be a revised map to have the trail come down Broadway and not Race Street.

Shade Tree Commission – Member Kevin Ruch explained he would like to see Shade Tree Commission presence on the Borough's website. He explained he would also like to start a Facebook page to look for

volunteers and get various communications out to the residents. He explained he and Jill would be starting to get an inventory of all the trees around the Borough.

Council Work Session Meeting Minutes from March 5, 2026

Council Meeting Minutes from March 12, 2026

Expenditures from all Funds as Presented

Treasurer's Report

Facilities Project
Eckert Seamans Cherin & Mellott Litigation Rates for 2026 – No information at this time.

Public Works Building - NONE

Memorial Hall - NONE

Memorial Park Project
Phase I - NONE

Phase II - NONE

Center Avenue Water Main Project - NONE

Memorial Hall Insurance Restoration Project – Manager Sterner explained this is a work in progress with the insurance company.
NEPA Business Technologies Updated - $22,602.40

Guyette Site Visit for A/V System Evaluation - $500.00

Barry Isett Building Engineer Incident Evaluation - $530.00

Kresge Services Estimate 3878 Updated - $9,500.00

Kresge Services Estimate 3905 Lighting System & Panel - $37,250.55

February JTPD Fire Watch - $9,259.69

Chemical Bids Received – Secretary Klotz explained only 2 companies bid on this, when normally the Borough receives at least 4 company bids. She explained both Water and Sewer recommend rebidding.

Street Paving Bids Received – Bids are due on April 7th.

Occupation & Per Capita Tax Rolls Update 3.24.26 – The list has been reviewed and verified. The individuals listed are deceased.

JTNB RFA – Annual Community Hot Dog Day – Secretary Klotz explained the bank reached out and would like to change the day they had planned to have it in June to an undetermined date.

Account #5345 Sewer Credit Request $227.26 – This is due to a leaking hot water heater and the water not entering the sewer system.

Account #5967 Sewer Credit Request $127.43 – This is due to a leaking hot water heater and the water not entering the sewer system,

Accounts #1085, #1095, and #1100 Penalty Waiver Request – This is due to a post office error with the Borough's change of address. The property owner mailed their payment twice, only to have it returned to them resulting in penalties.

Exoneration Request
Monthly Report (1)

Committees
Cable TV Franchise – Manager Sterner explained the agreement is currently being updated. Currently, the Borough has it set to 4%, but can go as high as 5%. If Council should choose to raise it, that fee would be passed off to the residents from the cable company.

Administration
NONE

Public Service (Sewer/Sanitation/Water/Streets)
Vialytics-Scope of Services for AI Road & Asset Management and Cost Proposal-$475.00 for setup, implementation, and ongoing support; and $4,320.00 for a one-year fixed subscription – Mike Yeastedt

explained the representative from Vialytics was at last months meeting explaining the program and the benefits for the Public Service departments. Manager Sterner explained this was not an item that was budgeted for and would have to review the budget to see if this can be purchased this year.

East Side WTP PES Project-New Well – Manager Sterner explained there is no cost for the SOP and Asset Management update as part of the Outreach Assistance Program. The new well, which is part of a different program, will have costs associated with it. DEP will pay for a portion of the project. DEP also provided an estimate for the items the Borough would be responsible for. The estimate is over $750,000.00. Mike Yeastedt explained not everything on the estimate may need to be included depending on where the new well is placed. Manager Sterner explained signing the agreement forces the Borough to go through with the project and items Borough Council may not agree with. She said she would sit down with the Treasurer to see what the Borough's borrowing base is.

WWTP Purchase Order-$5,270.00 2026 Veolia Service Agreement – This is an annual service agreement for the Sewer Plant.

2026 Federal Appropriations-High Street Wall Phase III – The cost estimate for this project is $2,064,500.00. The Borough requested $1,964,500.00. The project was submitted to Representative Mackenzie, Senator McCormick, and Senator Fetterman.

Police
Vehicle & Traffic Ordinance Amendment-Large Vehicle Parking on Streets Restriction – Alice Roberti explained this should be revised for people who are getting ready to go on a camping trip or boating trip to give them a grace period for loading and unloading purposes.

Police General Order 3.8

T2 Master Agreement with UPSafety Addendum – Chief Schatz explained T2 is looking to combine billing into one from the handhelds that were purchased at different times. Solicitor Nanovic reviewed the agreement and has questions and concerns that would need to be addressed before approving and signing.

2026 Multimodal Grant-Downtown Vehicular & Pedestrian Safety Project – Manager Sterner explained she spoke with Greg at Traffic Planning & Design. He is working on getting a new updated proposal to help with the grant application.

Buildings/Parks
Memorial Hall Kitchen Appliances-Walk-In Freezer & Hot Water Heater – Manager Sterner explained the compressor was already installed. It was then discovered the evaporator does not work. The food pantry is will to split the bill in half. This item was not budgeted for.

Sports Marketing & Tourism Grant – Manager Sterner explained after speaking about this grant funding further with Barry Isett, the grant would not be a good fit for the old Public Works garage. She explained Council has 2 options for Phase IV of the Memorial Park Project – complete the parking lot on 9th Street, expand ADA walkways, and replace the bathrooms, or install an all-seasons outdoor skating rink.

9/11 Memorial Trail-Proposed Sign Locations & Letter of Support for Engineering for Planning & Rehab – This was discussed previously.

LVHN Sign Approval-101 East 10th Street – LVHN will be going in front of the Zoning Hearing Board for a Variance on the size of the sign.

Asa Packer Mansion
Employment – This was discussed in Executive Session.

Emergency Services
JTFD-Standard Operating Procedures updates – Sydney Wernett explained the Fire Commissioner and Fire Chief would like the SOP's updated as they have not been updated since 2018.

JTFD Grants-Grant Writing Services & Grant Applications – The Fire Commissioner found a lady who can write grant applications for the Fire Department, both State and Local grants.

Planning Commission
Zoning Ordinance Amendment-Data Centers – Manager Sterner reviewed the current draft and pointed out on page 3, letter E – Buffer Zone, the recommendation does not need to be from a professional and asked if Council was ok with this language. On page 4, it states Sound Study when it should be plural Studies. On the last page about aesthetics, the verbiage is different than the rest of the Ordinance.

Zoning Ordinance Amendment-Map Update – Secretary Klotz explained Planning Commission, with the help of Connor Rodgers, reviewed the Zoning Map and recommended 19 property adjustments as the boundary line split them.

Old Business
NONE

Executive Session
Held after the meeting.

Adjourn
MOTION by Mike Yeastedt, second by Sydney Wernett to **adjourn the meeting.** There were no comments. Motion carries 6-0. The meeting ended at 8:37 p.m.

Respectfully Submitted,

Brooke Klotz
Assistant Borough Manager/Secretary