JIM THORPE BOROUGH COUNCIL WORK SESSION
April 9, 2026
MINUTES

Meeting called to order at 6:34 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

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

## 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.

Connor Rodgers congratulated the Administrative staff for being a top reporting municipality to Carbon County. The borough ranks 4th among 23 municipalities in the County without an issue in their metrics including communication with the mapping office, maintenance and notification of property changes such as readdressing and tax reporting. The Borough was given a 5% risk factor and was ranked #1 among the County Boroughs.

## Mayor's Report

Chier Schatz explained Council was given a copy of the March Police Report and they should ask if they have any questions. The reports that are given to Council also get posted to the Police Department website. He explained residents should have their dogs on leashes outdoors at all times. The Police Department has been getting many complaints lately.

## Public Comment

John McGuire – He encouraged Council for one of them to join Planning Commission. He discussed the draft Vehicle and Traffic Ordinance Amendment for the large vehicles and trailer. He spoke with 4 residents about how this has become a safety concern as there are trailers, boats, and campers parked in the alleyways. He discussed Vialytics and thinks this is positive for the Public Service Department as he feels it will give them more time to complete work. He thanked Greg Strubinger for his service to the community. He thanked Connor Rodgers for helping Planning Commission work on the Zoning Map boundary update.

## Presentation

Strubinger Proclamation – Connor Rodgers discussed Greg's contributions and service to the Borough and read the Proclamation out loud. Greg thanked Borough Council, past and present, mayors, administrative staff, and Solicitor for their support over the years. He also thanked his family.

## SALDO (Subdivision and Land Development Ordinance)

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve the Kanick Minor Subdivision dated April 2, 2025 (revised January 28, 2026) Sewage Planning Module conditioned upon obtaining proper easements.** The planning module was reviewed by the Borough's Engineer and Sewer Supervisor. They both agreed the Sewer Plant can handle the flow from 2 additional properties and not overload the Plant. Motion carries 6-0.

## Action

The following items were reviewed:

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Council Work Session Meeting Minutes from March 5, 2026.** There were no comments. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Joanne Klisch to **approve Council Meeting Minutes from March 12, 2026.** There were no comments. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Expenditures from all Funds as Presented.** There were no comments. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve the Treasurer's Report.** There were no comments. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Alice Roberti to **authorize the Solicitor to advertise the Zoning Ordinance Amendment – Data Center for Public Hearing pending the District Zone changes and inclusion of studies.** Connor Rodgers explained there were questions from the Work Session, the section with landscape buffers, letter E. Mike Yeastedt asked if the Borough Engineer or a certified arborist would be good enough for a recommendation for approving trees. Shade Tree Committee could give their input too. Solicitor Nanovic explained it would be up to the Zoning Hearing Board to make that determination. Manager Sterner requested the section with sound study be changed to plural studies. Leaving it as is makes it sound like only a single study is needed. Connor Rodgers brought up aesthetics. Manager Sterner explained other portion of the Ordinance is not consistent; the verbiage of existing residential use. Solicitor Nanovic explained the builder may want to build on a commercial area, but the parcel has a residential allowed usage. Manager Sterner explained with the exception of the aesthetics section, every other part of the ordinance discusses public roadways. Mike Yeastedt asked if the Ordinance verbiage could change to say all districts instead of naming them individually. He explained the Zoning map could change and the Ordinance should allow for that. Motion carries 6-0.

**MOTION** by Connor Rodgers, second by Mike Yeastedt to **accept the proposed Zoning Map changes as presented by Planning Commission, with the exception of #7 & #8, and to schedule meetings with the property owners before advertising.** Connor Rodgers explained the proposed changes should be made to keep properties from being split into 2 different districts. Manager Sterner asked the Solicitor if he thinks the Industrial District is large enough for data centers. Solicitor Nanovic explained if the Ordinance is determined to be exclusionary. There can be a clause added that the criteria be applied to all districts. Manager Sterner asked if the Ordinance would be determined exclusionary, could a data center be built anywhere. Solicitor Nanovic explained they could. John McGuire, who was in the audience, discussed the properties the Planning Commission recommended be moved from Industrial to Residential. Manager Sterner asked if Council would have a meeting with the affected property owners before advertising. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Resolution 2026-06 DCNR C2P2 Grant to Memorial Park Phase IV and to assign the Buildings & Grounds Committee to make recommendations.** Manager Sterner explained Council does not need to decide tonight what to include in with the Phase IV project. If Council should choose to incorporate a skating rink that can be filled with water. Charlie Sgrillo, who was in the audience recommended a rink with a rubber mat placed around it for ice skates in the winter and roller skated in the summer. Motion carries 6-0.

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

*Public Works Building* - NONE

*Memorial Hall* - NONE

**Memorial Park Project**
*Phase I* - NONE

*Phase II* - NONE

**Center Avenue Water Main Project** – Connor Rodger explained there was a meeting today to discuss paving and curbing on Center Avenue. The following was discussed: ADA Curb Cuts would not be completed until July. Pavement Restoration would take place after the ADA curb cuts are complete, currently projected for August, but could be sooner. Paving will include Pine Avenue - curb to curb from Church Alley to School Alley (not including intersection with Center Avenue brick), Center Avenue – between Pine Avenue and Maple Avenue – trench only (brick), Center Avenue – between Maple Avenue and Poplar Avenue and beyond ending at 930 Center Avenue – curb to curb, Center Avenue – between 930 Center Avenue and Crossover – trench only, Center Avenue Crossover – curb to curb, and Center Avenue – Crossover to Spring Avenue (Water Tank) – trench only. Residents should be mindful the Borough does not own Center Avenue, the State does.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve submitting the following invoices for the Memorial Hall Insurance Restoration Project: 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, and February JTPD Fire Watch - $9,259.69.** There were no comments. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Tom Chapman to **approve Vialytics – AI Road & Asset Management.** The cost for setup, implementation, and on-going support is $475.00. The cost for the one-year fixed subscription is $4,320.00. Connor Rodgers explained he spoke with County GIS about this technology. Lehighton did a similar project for sign inventory they did by hand and it took a few months. This technology will do this work in a few hours. Motion carries 6-0.

**MOTION** by Tom Chapman, second by Mike Yeastedt to **approve the purchase of a compressor and evaporator for the walk-in freezer.** Manager Sterner explained the food pantry is willing to split the cost to repair the freezer. Tom Chapman asked if the Borough received additional quotes. Manager Sterner explained there were no additional quotes obtained. The Borough would pay $5,395.45 for the repair. Motion carries 6-0.

**MOTION** by Connor Rodgers, second by Joanne Klitsch to **approve the purchase of an industrial water heater for the kitchen Memorial Hall.** The cost is $9,977.00 for Reading Mechanical to install. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Waste Water Treatment Plant Purchase Order totaling $5,270.00 for the 2026 Veolia Service Agreement.** There were no comments. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve the West Side Water Treatment Plant Purchase Order totaling $11,054.00 for the installation of an altitude valve.** Water Supervisor Sterner explained this is replacing a 29-year-old valve that no longer has spare parts made for it anymore. This valve controls the tank that feeds the clear well. He said he would like to include this into the SCADA system in the future. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Connor Rodgers to **approve the East Side Water Treatment Plant PES Project for a new well.** Manager Sterner explained she and the Treasurer looked at the borrowing base and the Borough has enough if needed. She received feedback from DEP – the SOP Project and new well project can be done concurrently. Water Supervisor Sterner explained the project starts with a geologist to make the determination where the new well will be drilled. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Tom Chapman to **deny the Chemical Bids received and to rebid.** The Borough only received bids from 2 companies when normally more bid. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Tom Chapman to **award the 2026 Street Paving Project to the lowest bidder New Enterprise Stone & Lime Company in the amount of $244,997.06.** The streets included in this year's project include the 300 block of Center Street, Mauch Chunk Lane, Flagstaff Road, Silk Street/5th Street, 10th Street/Memorial Hall Parking Lot, and a section of Germantown Road. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Tom Chapman to **use remaining budgeted paving funds to pave an additional section of the Memorial Hall Parking Lot.** The work is required to be completed concurrent with the other portion of the lot to be paved. Motion carries 6-0.

*T2 Master Agreement with UPSafety Addendum* – Solicitor Nanovic explained he does not understand the verbiage in the agreement, the wrong municipality is listed, no attachments are included when it states there is an inclusion. He recommended Council not to approve the agreement as is. No action taken.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **maintain the same percentage in the Cable TV Franchise.** Manager Sterner explained the agreement is currently at 4% and raising it 1% only provides an additional $16,000.00. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Alice Roberti to **approve Police General Order 3.8.** There were no comments. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Alice Roberti to **approve the Occupation & Per Capita Tax Rolls Update 3.24.26.** There were no comments. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Tom Chapman to **approve the 9/11 Memorial Trail Proposed Sign Locations conditioned upon property owner approval, temporary use of Broadway, and the Borough reserves the right to move signs deemed a safety issue by Borough Council.** The proposed trail is along the Switchback Trail, Hill Road, Broadway, and across SR 209 to the County parking lot, and connects to the D&L trail. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Connor Rodgers to **approve sending a Letter of Support for Engineering for the Planning of the rehabbing of the Switchback Trail.** There were no comments. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Tom Chapman to **approve the LVHN sign for 101 East 10th Street conditioned upon Zoning approvals, Building Code approvals, and Zoning Hearing Board Variance approvals.** LVHN submitted plans for a sign that exceed the allowable measurements, and would need to be approved by the ZHB. Motion carries 6-0.

*Personnel: Asa Packer Mansion and Fire Department* – This was discussed during Executive Session.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve the JTNB RFA – Annual Community Hot Dog Day being held on June 5, 2026.** There were no comments. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Account #5345 Sewer Credit Request in the amount of $227.26.** This was due to a leaking hot water heater and the water not entering the sewer system. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Account #5967 Sewer Credit Request in the amount of $127.43.** This was due to a leaking hot water heater and the water not entering the sewer system. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve Accounts #1085, #1095, and #1100 Penalty Waiver Request.** This was due to the post office returning the property owners payment twice, which was the post office's mistake. The change of address for the Borough office was completed incorrectly. Motion carries 6-0.

## Exoneration Request

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **approve the monthly Exoneration Report.** There were no comments. Motion carries 6-0.

## Committees

Administration
NONE

Public Service (Sewer/Sanitation/Water/Streets)
NONE

Police
2026 Multimodal Grant-Downtown Vehicular & Pedestrian Safety Project – Manager Sterner explained the information is still being gathered and worked on.

Vehicle & Traffic Ordinance Amendment-Large Vehicle Parking on Streets Restriction – Nothing at this time.

Buildings/Parks
NONE

Asa Packer Mansion
Manager Sterner informed Council the Borough was not awarded the Main Street Matters Grant for the electrical upgrade project.

Secretary Klotz informed Council the Mansion has had is best opening day ever with record attendance. The extended third floor tours started and was a very popular.

Emergency Services
JTFD-Standard Operating Procedures updates – Nothing at this time.

JTFD Grants-Grant Writing Services & Grant Applications – Nothing at this time.

Planning Commission
NONE

## Old Business

NONE

## Executive Session

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **adjourn the meeting into Executive Session.** There were no comments. Motion carries 6-0. The meeting paused at 8:58 p.m.

**MOTION** by Mike Yeastedt, second by Connor Rodgers to **resume the meeting.** There were no comments. Motion carries 6-0. The meeting resumed at 9:46 p.m.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **hire Applicant #782 as an Asa Packer Mansion Tour Guide at a rate of $13.50 an hour.** There were no comments. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **hire Applicant #950 as an Asa Packer Mansion Tour Guide at a rate of $13.50 an hour.** There were no comments. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **promote Employee #436 to an Asa Packer Mansion Tour Guide Key Holder at a rate of $14.50 an hour.** There were no comments. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Joanne Klitsch to **promote Employee #448 to an Asa Packer Mansion Tour Guide Key Holder at a rate of $14.50 an hour.** There were no comments. Motion carries 6-0.

**MOTION** by Mike Yeastedt, second by Alice Roberti to **accept, with regret, a letter of resignation from Billy Diehm as the Fire Department Deputy Chief effective May 31, 2026.** There were no comments. Motion carries 6-0.

## Adjourn

**MOTION** by Mike Yeastedt, second by Alice Roberti to **adjourn the meeting.** There were no comments. Motion carries 6-0. The meeting ended at 9:49 p.m.

Respectfully Submitted,

Brooke Klotz
Assistant Borough Manager/Secretary