JIM THORPE BOROUGH COUNCIL MEETING
August 14, 2025
MINUTES

Meeting called to order at 6:33 p.m. by President Strubinger with the pledge of allegiance and a moment of silence for the armed forces, first responders, and their families, and Jamie Solomon and her family.

Roll Call of Members

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

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. If anyone is interested, please submit a letter of interest.

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

There is a vacancy on the Zoning Hearing Board (Alternate seat). This is a three-year term that expires December 31, 2027. Anyone interested in this seat should submit a letter of interest.

A reminder for residents: pertinent information for residents can be found and received through the Borough's All-Call, website, and Facebook page. Residents can sign up for the All-Calls through the Borough's website; just click on the Civic Ready button on the homepage to sign up.

Mayor's Report

Police Chief Schatz explained if anyone had questions on the Police Report, to ask. Greg Strubinger thanked Chief Schatz and the Police Department for another great National Night Out.

Public Comment

Bruce Fritz – He requested the Request for Action form to be updated and to be able to fill it out online.

Chuck Holland – He explained that a branch from one of the trees on Borough property, across the street from his house, hit his car. He received a letter from the Borough's insurance company denying payment to fix his car. He explained he told the previous Streets Supervisor this tree was bad and needed to be taken down. He said the previous Streets Supervisor told him it couldn't be taken down, but he could maintain it. He explained he took care of the tree then afterwards. He requested Borough Council reimburse him for the damage to his car.

AJ Patruzzi – He explained there is an annual event called the Hacklebernie Hoedown by where he lives and asked if a permit was needed for this three-day event. He explained the event is loud and disturbs the peace. Greg Strubinger explained the Borough adopted a Special Events Policy about four years ago for events that gather a large amount of people. Manager Sterner explained he should fill out a Request for Action for it to be investigated further.

Carl Benner - He explained his neighboring property, 1342 Center Avenue, was not being maintained and asked if anything could be done about it. Greg Strubinger explained it would be looked into.

Bill Malatak – He asked when the playground at the park would be finished. Manager Sterner explained a lot of work had been completed in the past few weeks. The new lighting is being delivered on August 28th.

Ed McArdle – He explained he wants the fire siren back and asked how to get adding it to the ballot to be put back up. He explained Nesquehoning put their fire siren back up. He said the person appointed to Fire Chief should be the person with the most experience, not who knows who.

Public Hearing

Attorney Jeckyl explained the Public Hearing was for a Liquor License Transfer. The license would be transferred from Lehighton to Jim Thorpe. She swore in Shawn Rogan. He discussed the corporation, SCAL, was made for the business at 29 Broadway. There is a current sales agreement for the license. His corporation is leasing the building at 29 Broadway. The first floor will be a restaurant, with apartments on the upper floors. The restaurant is 2,200 square feet and will have enough seating for 60 people. The restaurant will be named the Social Bird, with an anticipated opening date in the early winter. The restaurant will employ 12 people and be open from 8:00 a.m. until 6:00 p.m. 7 days a week. Attorney Jeckyl asked if Borough Council or anyone in the audience had any questions. No one did and the hearing ended.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Resolution 2025-14 Liquor License Transfer.** This Resolution is for the Liquor License Transfer from Lehighton to Jim Thorpe. It also verifies the steps taken to properly complete the transfer per the Pennsylvania Liquor Control Board (PALCB). Motion carries 7-0.

SALDO (Subdivision and Land Development Ordinance)

NONE

Action

PMVB – Chris Barrett thanked Manager Sterner and Chief Schatz for their help and collaboration. He explained PMVB wants to help the Borough in whatever way they can. He went over some statistics with Borough Council: 3.6 million people visit Carbon County each year, hospitality and tourism are the number one jobs in the Poconos, around 400,000 people annually come into the visitor's center at the train station, and PMVB is working to develop workforce and affordable housing. This year's Quarter 1 statistics are up over Quarter 1 of last year. Pocono Television Network is streaming on multiple platforms. He explained he would like to come to Council meetings every few months to share data and to continue working together.

Abdalla RFA-movement of handicap spot – This was not discussed as Mr. Abdalla was not in attendance.

Roberts-57 High Street Water/Sewer Fees – This was not discussed as Mr. Roberts was not in attendance.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Council Meeting Minutes from July 10, 2025.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Expenditures from all Funds as presented.** There were no comments. Motion carries 7-0.

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

MOTION by Mike Yeastedt, second by Connor Rodgers to **authorize the Solicitor to advertise the Vehicle & Traffic Ordinance Amendment for One-Way Streets, Stop Signs, and 15-Minute Parking Space.** Connor Rodgers explained the 15-minute parking spot is being added per the library's request for residents and visitors. It will be a non-metered space 7 days a week. Motion carries 7-0.

MOTION by Joane Klitsch, second by Mike Yeastedt to **authorize the Solicitor to advertise the Police Department Ordinance Amendment for Updating Staff Positions.** This will include the addition of the Corporal position. Motion carries 7-0.

MOTION by Sydney Wernett, second by Mike Yeastedt to **authorize the Solicitor to draft and advertise an amendment to the Fire Department Ordinance allowing a waiver of the residency requirement to live within a 5-mile radius of the Borough.** Sydney Wernett explained this would be for all Fire Department Officers. Connor Rodgers requested a roll call vote. Vince Yaich Jr. explained there were 2 prior officers who had to resign from their positions because they moved outside of the Borough and now Council is changing the Ordinance for one person. Joanne Klitsch and Greg Strubinger both agree the timing of the amendment is bad, but this is something that should have changed a while ago. There was a roll call vote:

Joanne Klitsch – yes
Connor Rodgers – no
Mike Yeastedt – yes
Sydney Wernett – yes
Tom Chapman – yes
Ted LaRizzio – no
Greg Strubinger – yes
Motion carries 5-2, with Connor Rodgers and Ted LaRizzio voting no.

MOTION by Mike Yestedt, second by Sydney Wernett to **create to rolls of 2 Deputy Chiefs for the Fire Department.** Mike Yeastedt explained the thought behind this allows for a succession plan. There was a roll call vote:

Joanne Klitsch – yes
Connor Rodgers – no
Mike Yeastedt – yes
Sydney Wernett – yes
Tom Chapman – yes
Ted LaRizzio – yes
Greg Strubinger – yes
Motion carries 6-1, with Connor Rodgers voting no.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Resolution 2025-13 2025 CDBG Grant.** This resolution authorizes the Borough to apply for the Community Development Block Grant funding through the County. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve the FY 2025 CDBG General Application.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve the 2024 CDBG Cooperation Agreement.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Resolution 2025-15 Third Party Inspectors.** This Resolution updates the authorized list of approved third party inspectors. Advanced Code Consultants will be added and Blue Mountain Inspections has been removed. Greg Kurtz from Advanced Code Consultants explained his company currently serves 11 municipalities. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Resolution 2025-16 2025 Main Street Matter Grant.** This Resolution authorizes applying for the Main Street Matter Grant for the Asa Packer Mansion Electrical Work Project. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the Main Street Matters Grant Matching Funds Commitment Letter.** The match commitment is 50% of the entire grant totaling $284,186.00. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Keystone Consulting Engineers as the Borough's Alternate Health Inspections and Code Enforcement Officer.** This will help the Borough with the staffing shortage in these two areas. Motion carries 7-0.

MOTION by Connor Rodgers, second by Mike Yeastedt to **approve the Water Treatment Plant-HACH Equipment Warranties and Maintenance Agreement.** This is a 3-year agreement for the new equipment for the West Side Water Treatment that was purchased with CDBG funding. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve the Low Bid of $14.185.00 from KMZurawa for the Water Treatment Plant Doors and Canopy Project.** This is for the removal of 2 existing doors and hardware and for the construction of a roof over and existing concrete pad. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve the Waste Water Treatment Plant Purchase Order totaling $10,706.00 for a Spare Submersible Mixer.** This equipment is needed to maintain daily operations and would be backup in case one of the mixers breaks. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Ehrlich for Pest Control at Memorial Hall and new Public Works Garage.** Ehrlich had the lowest bid for this service. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Sunshine Day Cleaners to be the weekly cleaners at Memorial Hall.** This does not include cleaning of the kitchen. They had the lowest bid for the service. Motion carries 7-0.

Facilities Projects

Public Works Building

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Larry McCullion & Son's Certificate of Substantial Completion.** This officially declares their portion of the project sufficiently completed. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Larry MCCullion & Son's Payment Application #10 totaling $16,042.50.** This is for work completed and materials purchased through May 31, 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve KC Mechanical Certificate of Substantial Completion.** This officially declares their portion of the project sufficiently completed. Motion carried 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve KC Mechanical Payment Application # totaling $31,500.00.** This is for work completed and materials purchased through June 20, 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Reading Mechanical Payment Application #10 totaling $69,300.00.** This is for work completed and materials purchased through July 19, 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Bracy Payment Application #19 totaling $16,592.85.** This is for work completed and materials purchased through July 31, 2025. Motion carried 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Requisition #20-Partial Payment for Work Completed totaling $133,435.35.** This includes Larry McCullion & Son's Payment Application #10, KC Mechanical Payment Application #10, Reading Mechanical Payment Application #10, and Bracy Payment Application #19. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve United Inspection Services Invoice #25957 totaling $3,150.00.** This is for testing completed in July 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Zurawa Invoice #1110-14 totaling $4,080.00.** This is for administrative work, site visits, and meetings during June 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Zurawa Invoice #1110-15 totaling $4,760.00.** This is for administrative work, site visits, and meetings during July 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Larry McCullion & Son's Change Order #13 (USDA#10) for a $700.00 decrease in contract price for electrical work bid on, but not installed.** There were no comments. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

Memorial Hall
MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Bognet Certificate of Substantial Completion.** This officially declares their portion of the project sufficiently completed. Motion carried 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve GR Noto Certificate of Substantial Completion.** This officially declares their portion of the project sufficiently completed. Motion carried 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Reading Mechanical Certificate of Substantial Completion.** This officially declares their portion of the project sufficiently completed. Motion carried 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Bognet Change Order #25 totaling $2,732.41 for siding patches.** This is for work that was to be completed by JBM Mechanical and will be withheld from their retainage. Motion carried 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Bognet Change Order #26 totaling $2,387.31 for removal of an abandoned vent stack.** This is for work that was to be completed by JBM Mechanical and will be withheld from their retainage. Motion carried 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

Bognet Change Order #27-$5,590.21 increase for interior and exterior door changes – No action was taken.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Zurawa Invoice #1111-13 totaling $2,167.50.** This is for administrative work, site visits, and meetings during June 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Zurawa Invoice #1111-14 totaling $2,465.00.** This is for administrative work, site visits, and meetings during July 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

Memorial Park Project
Phase I
MOTION by Mike Yeastedt, second by Sydney Wernett to **approve LB Construction Payment Application #7 totaling $10,431.00.** This for work completed and materials purchased through July 18, 2025. Motion carries 7-0.

Phase II
MOTION by Mike Yeastedt, second by Sydney Wernett to **approve LB Construction Payment Application #7 totaling $12,042.00.** This is for work completed and materials purchased through July 18, 2025. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Barry Isett & Associates Invoice #202320 totaling $3,588.80.** This is for administrative work, site visits, and coordinating with the Borough on the contractor's schedule and reasons for delay of the project. Motion carries 7-0.

Center Avenue Water Main Project
MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Entech Engineering Invoice #0097335 totaling $6,865.45.** This is for professional services from May 31, 2025 through June 27, 2025. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Entech Engineering Invoice #0097783 totaling $4,115.00.** This is for services during construction from June 28, 2025 through July 25, 2025. Motion carries 7-0.

High Street Wall Project
MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Axis Stabilization Payment Application #4 totaling $27,767.00.** This is for vegetation work and finalizing the remaining paving from July 1, 2025 through July 31, 2025. Motion carries 7-0.

Municipal Waste Vacant Unit Options – No action was taken.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Kemmerer Park Lease Agreement Addendum.** This will extend the lease between the Borough and Kemmerer Park Association by an additional 2 years. James Dougher explained the need to figure out how to move forward. The Association is not in a place at the moment to continue with the park operations without help from the Borough. He suggested Borough Council set up a committee to meet with the Kemmerer Park Association to discuss this further. Connor Rodgers agreed the Association is not in a good spot right now. He said the park is a good resource for the residents on the West Side of town. He said he is willing to sit on the committee that would be formed. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve the PMVB Photographer take photos for the Asa Packer Mansion Rack Cards.** The Borough will own the rights to all of the photos taken. Motion carries 7-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **approve Trick or Treat Night on Thursday, October 30th from 6:00 p.m. until 8:00 p.m.** There will be no rain date. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Olde Time Christmas.** James Dougher explained this year's event will be the same as the last 3 years. The Tree Lighting Ceremony will take place on Friday, December 5th. The shopping event will take place the first 3 weekends in December. There will also be music, including DJ's and carolers. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Gasker RFA-Veteran's Dinner.** The Veteran's Dinner will be on Sunday, November 16th. The use of Memorial Hall will be from 10:00 a.m. through 5:00 p.m. Motion carries 7-0.

MOTION by Connor Rodgers, second by Ted LaRizzio to **deny Garcia RFA-Water Meter.** Mr. Garcia requested Council waive the fee for a replacement water meter for a house he recently purchased to flip. Motion carries 4-3, with Joanne Klitsch, Mike Yeastedt, and Tom Chapman voting no.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Strohl RFA-remove no parking signs along odd side of 400 block of North Street.** Connor Rodgers explained he and Chief Schatz met and reviewed the area. They believe there will be no issues removing the signs. They were placed for when the Police Department had their station there. Connor Rodgers requested money be budgeted for curb painting. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Catholic Churches of JT RFA-20-minute parking spaces.** The 20-minute parking spaces will only be from 8:00 a.m. through 3:00 p.m. Monday through Friday for St. Joe's Church. The Church will pay for the signs. This would allow for parishioners to be able to stop at the church to pick up and drop off items for the Church. Motion carries 7-0.

MOTION by Connor Rodgers, second by Mike Yeastedt to **inform Mr. Gavornick of Curfew still being in existence.** Mr. Gavornick submitted a Request for Action asking curfew be implemented again. Curfew is still in place and enforced. Motion carries 7-0.

MOTION by Connor Rodgers, second by Greg Strubinger to **deny Gavornick RFA-Fire Siren.** Mr. Gavornick requested Council look into grant funding to reinstall the fire siren on the East Side of town. Ted LaRizzio asked why there was never an updated fire siren installed. Mike Yeastedt explained the siren would need to updated to a 3-phase siren. It would be very costly to replace the siren. Motion carries 6-1, with Sydney Wernett voting no.

MOTION by Ted LaRizzio, second by Sydney Wernett to **get prices for an upgraded fire siren.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Behrens RFA-wedding photos on Mansion grounds.** The request is for August 23rd. Council encourages donations to utilize the grounds for photo shoots and to submit a Request for Action when wanting to have a photo shoot. Motion carries 7-0.

Exoneration Request

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the monthly Exoneration Report.** There were no comments. Motion carries 7-0.

Administration
NONE

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

Police
NONE

Buildings/Parks
NONE

Asa Packer Mansion
NONE

Emergency Services
NONE

Old Business
NONE

Executive Session
MOTION by Mike Yeastedt, second by Sydney Wernett to **adjourn into executive session.** There were no comments. Motion carries 7-0. The meeting paused at 9:15 p.m.

MOTION by Mike Yeastedt, second by Connor Rodgers to **resume the meeting.** There were no comments. Motion carries 7-0. The meeting resumed at 9:24 p.m.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **offer employment to Applicant #704 for an Asa Packer Mansion Tour Guide position at an hourly rate of $13.00.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **offer employment to Applicant #383 for an Asa Packer Mansion Tour Guide position at an hourly rate of $13.00.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **offer employment to Applicant #249 for an Asa Packer Mansion Tour Guide position at an hourly rate of $13.00.** There were no comments. Motion carries 7-0.

MOTION by Connor Rodgers, second by Sydney Wernett to **terminate Employee #449 effective immediately.** There were no comments. Motion carries 7-0.

Adjourn
MOTION by Mike Yeastedt, second by Sydney Wernett to **adjourn the meeting.** There were no comments. Motion carries 7-0. The meeting ended at 9:26 p.m.

Respectfully Submitted,

Brooke Klotz
Assistant Borough Manager/Secretary