JIM THORPE BOROUGH COUNCIL MEETING
December 11, 2025
MINUTES

Meeting called to order at 6:30 p.m. by President Strubinger 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	Mayor Cinicola	Mike Yeastedt
Borough Manager Sterner	Connor Rodgers	Ted LaRizzio
Borough Secretary Klotz	Sydney Wernett	Tom Chapman
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.

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

Mayor Cinicola explained he had nothing to report, but wanted to thank Greg Strubinger and Ted LaRizzio for serving on Borough Council as tonight is their last meeting. Greg Strubiner explained it was an honor to serve the Borough.

Public Comment

Donna Donati – She explained she is against Data Centers and does not want to see one built in the Borough. Greg Strubinger explained he does not disagree with her and the Borough is being proactive as there is nothing currently in the Zoning Ordinance for Data Centers.

SALDO (Subdivision and Land Development Ordinance)

MOTION by Mike Yeastedt, second by Joanne Klitsch to **acknowledge the Bielicki Lot Line Adjustment dated July 29, 2025 (revised September 12, 2025).** The property is in both the Borough and Mahoning Township. There will be no development on the Borough portion of the properties. The property owner is adjusting the lot lines to the adjoining properties for them to have an even amount of acreage. Motion carries 7-0.

Action

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Council Budget Meeting Minutes from November 5, 2025.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Council Work Session Meeting Minutes from November 6, 2025.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Council Budget Meeting Minutes from November 12, 2025.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Council Meeting Minutes from November 13, 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 Connor Rodgers to **approve the Treasurer's Report.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the 2026 Budgets.** Greg Strubinger explained the Budgets have been balanced. The Memorial Hall, Memorial Park, and Public Works Garage projects did not in any way effect the budget. Included with this budget is an additional $150,000.00 for paving. Insurances increased for 2026. All Public Service items have been moved out of Sanitation and back into General Fund as per the Borough's Auditor. There will be a 2.25 millage increase to the General Fund. Residential garbage bills will be

reduced by 25%. These will offset each other for the average property owner. There will be no Water increase and Sewer will increase by 5%. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Ordinance 2025-09 Tax Levy.** This authorizes the 2.25 millage increase to the General Fund. Motion carries 7-0.

MOTION by Joanne Klitsch, second by Mike Yeastedt to **approve the 2026-2028 Police Contract.** Greg Strubinger thanked the negotiation teams. The wage increase will have the officers be more in line with other departments in the area. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **authorize advertising the Police Department Ordinance Amendment-DROP Program.** This changes the timeframe of the program for Police Officers from two (2) years to three (3) years. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve sending the Zoning Ordinance Amendment-Data Centers to Planning Commission for their review.** This amendment drafted by Solicitor Nanovic includes the original recommendations from Planning Commission. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Ordinance 2025-10 Water & Sewer Ordinance Amendment-Keystone Study and Tapping Fees.** This includes EDU's in the Water Ordinance, not just the Sewer Ordinance and updates the study conducted by Keystone Alliance Consulting Inc. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Ordinance 2025-11 Fire Department Amendment-Additional Officer Positions.** This adds a Fire Commissioner position and an additional Deputy position. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **adjourn into Executive Session for personnel.** There were no comments. Motion carries 7-0. The meeting paused at 6:54 p.m.

MOTION by Mike Yeastedt, second by Sydney Wernett to **resume the meeting.** There were no comments. Motion carries 7-0. The meeting resumed at 7:14 p.m.

MOTION by Mike Yeastedt, second by Sydney Wernett to **appoint Charles Sgrillo as Fire Commissioner, appoint Vince Yaich Jr. as Fire Chief, and appoint Charles DeHaven Jr. as Deputy Chief.** Greg Strubinger thanked the Borough's first responders and Vince Yaich Sr. for being the Borough's Fire Chief for many years. The Ordinance Amendment just approved added the Fire Commissioner and additional Deputy Chief positions. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **appoint Jill Williams to the Shade Tree Commission, term ending December 31, 2028.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **appoint Kevin Ruch to the Shade Tree Commission, term ending December 31, 2025.** Kevin would like to be reappointed to this seat in 2026. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **accept Ted LaRizzio's resignation from Planning Commission with regret effective December 31, 2025.** Joanne Klitsch thanked Ted for stepping up and serving on Planning Commission as he did a wonderful job. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the Jim Thorpe Borough Organizational Chart.** The chart now includes the Fire Commissioner and Fire Chief. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **grant permission to the Colonial Life representative to speak with Borough employees about Voluntary Benefits.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Resolution 2025-31 Thomas R Highland Community Room.** This resolution dedicates the Police Community Room to former Councilman Thomas Highland in his memory. Greg Strubinger explained this is a great way to remember Tom and his selfless dedication to the Borough. Chief Schatz explained he was instrumental in the Police Department has and is today. Greg Strubinger read the Resolution aloud. Motion carries 7-0.

MOTION by Greg Strubinger, second by Connor Rodgers to **put out formal bidding for a new HVAC for Memorial Hall.** Greg Strubinger asked Solicitor Nsnovic what the parameters deem an emergency. He explained there is no official definition in the Borough Code. There is a section in the Borough Codes that states formal bidding can be skipped when there is danger to the public and property. Greg Strubinger explained he didn't feel purchasing a new HVAC right now is not an emergency and would like to see it bid out. Connor Rodgers asked who thought this was an emergency. Mike Yeastedt explained Memorial Hall has a new floor setup since renovations. There used to be three (3) roof top units that were able to help heat and cool the kitchen area of Memorial Hall; now there are only two (2). Ted LaRizzio explained Council received four (4) bids from four (4) reputable contractors. Shawn Kresge Electric has the lowest bid. Motion denied 2-5, with Mike Yeastedt, Joanne Klitsch, Sydney Wernett, Tom Chapman, and Ted LaRizzio voting no. **MOTION** by Ted LaRizzio, second by Tom Chapman to **approve Resolution 2025-32 Emergency Purchase of HVAC for Memorial Hall.** There were no comments. Motion carries 5-2, with Greg Strubinger and Connor Rodgers voting no.

MOTION by Tom Chapman, second by Sydney Wernett to **approve Memorial Hall Purchase Order-$27,376.53 HVAC Unit conditioned upon removing and scrapping broken unit.** Connor Rodgers asked if the quote included the removal of the broken unit. He explained he did not see it on the estimate. He then asked what is the difference between an 8-ton unit and an 8.5-ton unit. Mike Yeastedt explained the size of the unit determines the size area it will heat or cool. Shawn Kresge Electric had the lowest bid for the biggest unit. Motion carries 5-2, with Greg Strubinger and Connor Rodgers voting no.

MOTION by Ted LaRizzio, second by Tom Chapman to **approve Memorial Hall Purchase Order-$3,635.70 Water Heater for Kitchen conditioned upon not exceeding this amount and seeking additional quotes.** Greg Strubinger requested additional quotes due to the only proposal coming from Shawn Kresge Electric. He explained he didn't want it portrayed as the Borough favoring his business. Motion carries 6-1, with Connor Rodgers voting no.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Public Works Garage Purchase Order-$6,800.00 IT Work.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Public Works Garage Purchase Order-$13,604.00 Gate Operator.** This was not originally included with the garage project. Motion carries 7-0.

MOTION by Sydney Wernett, second by Mike Yeastedt to **approve Waste Water Treatment Plant Purchase Order-$23,260.00 Submersible Mixers.** These mixers are to be spares for when the remaining mixers that have not already broken, break. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve and advertise Silk Mill Restoration Construction Phase Bid Specs.** There will be a mandatory pre-bid meeting on January 6, 2026. Sealed bids are due by January 26, 2026. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **schedule and advertise the January Borough Council meetings.** The Reorganizational Meeting will be scheduled for Monday, January 5, 2026. The Work Session Meeting will be immediately following the Reorganizational Meeting once it concludes. The Regular Meeting will be scheduled for Thursday, January 8, 2026. Motion carries 7-0.

MOTION by Connor Rodgers, second by Greg Strubinger to **approve the Memorial Hall Rental/Use Policy and Fees.** Greg Strubinger explained renting Memorial Hall will be for resident use only and does not include use of the kitchen at this time. Mike Yeastedt explained he thought $750.00 is excessive for a shower or party, but thinks the policy is excellent. Connor Rodgers explained cleaning, set up, and utilities are included in the amount. Secretary Klotz suggested Council receive input from the newly elected members who will start in January. Lyle Augustine and Alice Augustine, who were in the audience, both felt the $750.00 fee is too much. After further discussion, it was recommended to keep weddings at $2,000.00 and $500.00 for all remaining events. Donna Donati, who was in the audience, explained she thinks the Borough is charging too much to rent Memorial Hall. Motion carries 7-0.

101 East 10th Street Building – No action taken.

Facilities Projects
Public Works Building
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Eckert Seamans Legal Agreement.** This eliminates the reduction for closing both projects together due to how much

longer the projects took, as well as issues. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Eckert Seamans Bond Counsel totaling $23,256.28.** This is for participation in negotiations and structuring the financing, preparing Bonds, Debt Ordinances, and Resolutions for the Borough, as well as other appropriate documents in connection with the project. These will be the final fees for the project. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Nanovic Law Legal totaling $10,250.00.** This is for preparation for and furnishing advice and assistance to Borough Council in connection with the project. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve KMZurawa Invoice #1110-17 totaling $1,020.00.** This is for site visits and administrative work completed during September. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Requisition #24 totaling $34,796.28.** This includes Eckert Seamans Bond Counsel, Nanovic Law Legal, and KMZurawa Invoice #1110-17. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve USDA Requisition #1-Summary of Settlement.** This formally closes out the project. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

Memorial Hall
MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Eckert Seamans Legal Agreement.** This eliminates the reduction for closing both projects together due to how much longer the projects took, as well as issues. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Eckert Seamans Bond Counsel totaling $23,217.44.** This is for participation in negotiations and structuring the financing, preparing Bonds, Debt Ordinances, and Resolutions for the Borough, as well as other appropriate documents in connection with the project. These will be the final fees for the project. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Nanovic Law Legal totaling $10,250.00.** This is for preparation for and furnishing advice and assistance to Borough Council in connection with the project. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve KMZurawa Invoice #1111-16 totaling $2,890.00.** This is for site visits and administrative work completed during September. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **table Bognet Payment Application #18 totaling $30,406.30.** Bognet has not submitted their final Payment Application. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Requisition #20 totaling $198,841.72.** This includes Eckert Seamans Bond Counsel, Nanovic Legal, GR Noto Payment Application #19, JBM Mechanical Payment Application #13, and $18,700.00 of Zurawa Invoices. Motion carries 6-0-1, with Tom Chapman abstaining sue to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve USDA Requisition #1-Summary of Settlement.** This formally closes out the project. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve ratifying JBM Mechanical Change Order #5 (USDA #2) for a $11,041.64 decrease in contract price.** This is for failure

to pay Building Permit Fees and failure to complete contracted items. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Bureau Veritas HVAC building permit fees totaling $5,921.92.** This authorizes paying for the building permits fees that were not paid by JBM Mechanical. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

Memorial Park Project – No action taken.
Phase I

Phase II

Center Avenue Water Main Project
MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Entech Invoice #99443 totaling $35,132.75.** This is for services during construction and administrative work from September 27, 2025 through October 31, 2025. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve PACT One Payment Application #4 totaling $788,806.17.** This includes work completed and materials purchased through November 21, 2025. Motion carries 7-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **approve JTTA Winterfest.** Winterfest will take place on February 14th and 15th, 2026. It will be the same event as in previous years. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **table James RFA-Elimination of two Parking Spaces.** Council has yet to receive requested information from Mr. James. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **deny Nalesnik RFA-Purchase of Borough Property.** There were no comments. Motion carries 7-0.

MOTION by Connor Rodgers, second by Greg Strubinger to **request Mr. Nalesnik stop parking on Borough Property next to his property.** There were no comments. Motion carries 6-1, with Ted LaRizzio voting no.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Long RFA-Dead End/No Through Sign.** August Long submitted a request for a No Through road sign at Poplar and South Avenue. South Avenue dead ends to his driveway and people are driving through his driveway to get to Center Avenue. Connor Rodgers requested to add the same signage at the intersection of Chestnut and Church Alley. Motion carries 7-0.

MOTION by Connor Rodgers, second by Mike Yeastedt to **approve Hibbler RFA-Hall Rental for MCT Training.** Jill Hibbler is requesting use of Memorial Hall on Thursday, January 22, 2026 for Mauch Chunk Trust Company on-site training. Use of the A/V system has also been requested. The fee will be $500.00. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Newton RFA-Hall Rental for Wedding Reception.** Sallianne Newton is requesting use of Memorial Hall on Friday, September 4, 2026 for her son's wedding reception. The fee will be $2,000.00. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Cook RFA-Hall Rental for Knights of Columbus 100th Anniversary Celebration.** Jordan Cook is requesting use of Memorial Hall on Saturday, August 15, 2026 for the Knights of Columbus 100th Anniversary celebration. The fee will be $500.00. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Utility Lien Report (2).** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Utility Rate Report (1).** There were no comments. Motion carries 7-0.

<u>Exoneration Request</u>
NONE

Administration
NONE

Public Service (Sewer/Sanitation/Water/Streets)
Barille-Waste Water Treatment Plant License – John Barille has successfully passed his Waste Water Treatment Plant License testing. Borough Council congratulated him for this accomplishment.

Police
NONE

Buildings/Parks
NONE

Asa Packer Mansion
Secretary Klotz explained this coming weekend is the last weekend for the 2025 Operating Season.

Emergency Services
NONE

Old Business
NONE

Executive Session

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 9:07 p.m.

Respectfully Submitted,

Brooke Klotz
Assistant Borough Manager/Secretary