JIM THORPE BOROUGH COUNCIL MEETING
December 12, 2024
MINUTES

Meeting called to order at 6:35 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-absent	Mike Yeastedt
Borough Manager Sterner	Connor Rodgers	Ted LaRizzio
Borough Secretary Klotz	Tom Chapman-absent	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 Zoning Hearing Board (Alternate seat). This is a three-year term that expires December 31, 2024. 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.

Mayor's Report

Mayor Cinicola wasn't present. Police Chief Schatz spoke on his behalf. He thanked Borough Council for their donation for Shop with a Cop. The Jim Thorpe School District and Peggy Sue O'Donnell Memorial Fund also donated towards this event. Six students were selected and were taken Christmas shopping at Walmart. After the shopping was completed, the children and their families met at Fairview Social Hall to help the children wrap the presents.

Chief Schatz explained that he, Sargent Bokeko, and Officer Kohler took the NIMS 100, 200, 700, and 800 courses, as well as the ICS 300 course.

Presentation

Asa Packer Mansion Logo Contest – Secretary Klotz explained the logo contest was started to come up with a new logo for the Asa Packer Mansion since the Borough took over operations. The contest was open to high school students who attended Jim Thorpe High School and Carbon County Technical Institute. There were many submissions and the Mansion Committee narrowed the pool down to six. From the six, Borough Council picked Marissa Blasko's logo design as the winner.

Greg Strubinger and the rest of Borough Council thanked her for her design and she was presented with her winning check.

Public Comment

NONE

Public Hearing

NONE

SALDO (Subdivision and Lan Development Ordinance)
NONE

Action
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Lesher Request to remove the double permit fee penalty.** Reed Confer, who is the property owner, was in attendance to answer any questions Borough Council may have. Mike Yeastedt summarized from what was stated at last week's meeting; the family submitted building plans in good faith thinking everything that was needed was submitted, only to find out afterwards stormwater was not included with their building permit. Manager Sterner explained the double penalty fee started two years ago. Mike Yeastedt explained that going forward, the Borough should have something added to the Zoning and Building Permit Applications stating the applicant may need a stormwater permit. He asked for this to be added to the Borough's website as well. Motion carries 5-1, with Connor Rodgers voting no.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Council Budget Work Session Meeting Minutes from November 6, 2024.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Council Work Session Meeting Minutes from November 7, 2024.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Council Budget Work Session Meeting Minutes from November 13, 2024.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Council Meeting Minutes from November 14, 2024.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Council Budget Work Session Meeting Minutes from November 20, 2024.** There were no comments. Motion carries 6-0.

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

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

MOTION by Connor Rodgers, second by Mike Yeastedt to **authorize the Solicitor to draft an amendment to the Vehicle & Traffic Ordinance for Additional Paid Parking on Broadway.** This would be for the free block, or the 80 block of Broadway. Connor Rodgers requested all of the streets/sections (80 Block of Broadway, Race Street, Quarry Street, Hill Road, and Trap Alley) and number of parking spaces be added to the amendment. He also explained Permit Parking residents may park in those spaces. Chief Schatz explained the signage will be the same as it is on High Street and in front of the Stabin Museum. If Borough Council approves the amendment at a future meeting, the residents in this area would be notified. Motion carries 6-0.

MOTION by Connor Rodgers, second by Mike Yeastedt to **authorize the Solicitor to draft an amendment to the Vehicle & Traffic Ordinance for increasing Parking Violation Fines.** Kiosk Parking Violation fines will be raised from $20.00 to $30.00 and Prohibited Parking fines will be raised from $30.00 to $50.00. Motion carries 6-0.

MOTION by Connor Rodgers, second by Mike Yeastedt to **authorize the Solicitor to draft an amendment to the Vehicle & Traffic Ordinance for including Vehicle Registration Violation and Inspection Violation Fines.** Ticketing would take place for cars that are parked without a valid inspection or registration. Currently, the Police Department send letters to residents notifying them they have an uninspected or unregistered vehicle parked on a Borough road. Other neighboring municipalities have a similar ordinance in place. Mike Yeastedt asked what would the fine be. Chief Schatz said the fine would be $50.00. Motion carries 6-0.

MOTION by Connor Rodgers, second by Mike Yeastedt to **authorize the Solicitor to draft a Jay Walking Ordinance.** Having this ordinance in place would help deter visitors from crossing in the middle of the street and to cross at designated crosswalks. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve the Line Item Transfers.** There were no comments. Motion carries 6-0.

MOTION by Sydney Wernett, second by Ted LaRizzio to **approve the 2025 Draft Budgets to schedule and advertise for approval at the December 30, 2024 meeting at 6:30 p.m.** Connor Rodgers asked if any additional changes to the Budget are needed, will that require readvertising. Manager Sterner confirmed it would need to be readvertised. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **schedule and advertise the End of the Year meeting for December 30, 2024 at 6:30 p.m.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **schedule and advertise the following 2025 Jim Thorpe Borough Meetings: Council Work Session Meetings on the first Thursday of the month at 6:30 p.m., Regular Council Meetings on the second Thursday of the month at 6:30 p.m., Planning Commission on the third Tuesday of the month at 6:30 p.m., and Zoning Hearing Board on the fourth Thursday of the month at 6:00 p.m. as needed.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **accept the lowest base bid of $134,000.00 from Hadley Construction Inc. for the Blight Remediation Project.** Ted LaRizzio asked about the adding in the allowance for sidewalks. Manager Sterner explained it's not needed to be included. It's just letting the Borough know how much the contractor would cover in the event they damage the sidewalks. Motion carries 6-0.

Sale Of Personal Property-Police Department 2024 Chevy Tahoe Rear Seats Bids Received – Chief Schatz explained the seats were listed on Municibid, but no one bid on them. He then posted them on the Police Department website and Facebook page. No one has expressed any interest in purchasing them. No action was taken on this item.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **accept the highest bid of $250.00 from Michael Killion for the 1997 Craftsman Mower.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **accept the highest bid of $600.00 from Edward Humphries for the Hotsy Pressure Washer.** There were no comments. Motion carries 6-0.

Facilities Project
Public Works Building

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Larry McCullion & Sons Payment Application #5 totaling $50,139.00.** This is for work completed and supplies purchased from October 20, 2024 through November 20, 2024. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve KC Mechanical Payment Application #4 totaling $64,908.00.** This is for work completed and supplies purchased from October 20, 2024 through November 20, 2024. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Bracy Construction Payment Application #11 totaling $328,429.19.** This is for work completed and supplies purchased from October 20, 2024 through November 20, 2024. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve United Inspection Services Invoice #25629 totaling $3,616.00.** This is for testing that took place during the month of November. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Zurawa Invoice #1110-07 totaling $7,182.50.** This is for site visits and administrative work completed during the month of November. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Requisition # 12-Partial Payment for Work Completed totaling $447,092.19.** This includes Larry McCullion & Sons Payment Application #5, KC Mechanical Payment Application #4, Bracy Payment Application #11, and United Inspection Services Invoice #25629. Motion carries 6-0.

Memorial Hall

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve JBM Mechanical Payment Application #9 totaling $42,255.00.** This is for work completed and supplies purchased from October 20, 2024 through November 20, 2024. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve GR Noto Payment Application #10 totaling $176,486.11.** This is for work completed and supplies purchased from October 20, 2024 through November 20, 2024. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Bognet Payment Application #10R2 totaling $249,775.00.** This is for work completed and supplies purchased from October 20, 2024 through November 20, 2024. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Reading Mechanical Payment Application #7 totaling $54,610.23.** This is for work completed and supplies purchased from October 20, 2024 through November 20, 2024. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve United Inspection Services Invoice #25630 totaling $2,010.00.** This is for testing that took place during the month of November. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Zurawa Invoice #1111-06 totaling $4,930.00.** This is for site visits and administrative work completed during the month of November. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Requisition #11-Partial Payment for Work Completed totaling $525,136.34.** This includes JBM Mechanical Payment Application #9, GR Noto Payment Application #10, Bognet Payment Application #10R, Reading Mechanical Payment Application #7, and United Inspection Services Invoice #25630. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Alan Kunsman Roofing & Siding Payment Application #4 totaling $30,231.81 for the Asa Packer Mansion Roof Project.** There were no comments. Motion carries 6-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **approve Engineering Work Order P240826.000 WWTP Chapter 94 Annual Report totaling $3,200.00.** There were no comments. Motion carries 6-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **approve Engineering Work Order P240827.000 WTP Annual AWWA Water Audit.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **table the Streets F550 Financing.** The Borough still has not received the bank rate quotes. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **offer employment to applicant #615 for the position of Streets Division Full-Time Truck Driver/Laborer at an hourly rate to follow the Teamster's Contract conditioned upon passing preemployment requirements.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **offer employment to Applicant #125 for the position of Parking & Codes Enforcement Official.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **accept Heath Fasching's resignation, with thanks and regret, from the Sewer Department effective December 13, 2024.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve posting the Full-Time Truck Driver/Laborer-Licensed Sewer Plant Operator Trainee in-house.** If there is no in-house interest, then the position will be advertised to the public. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Hairy Guys Brewing Request for the continuance of Conditional Waiver of Section 333-6 to allow Food Trucks.** The same conditions as their current waiver for 2024 will apply in 2025. Motion carries 6-0.

MOTION by Ted LaRizzio, second by Connor Rodgers to **deny St. John's in the Heights Lutheran Church Request for a Waiver of Building Permit Fees.** A Building Permit Application was submitted by Bud Hiller on behalf of the church for a sign along the Switchback Trail. The review of the application and plans was already completed before a different representative from the church notified the Borough the church no longer was interested in putting up the sign. The church requested the fees charged for the review be waived as they no longer are committing to put up the sign. Joanne Klitsch stated she thought Bud Hiller should pay the fee and not the church since he was the one who submitted the Building Permit Application. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve JTTA Request for Winterfest.** Winterfest will be taking place February 15th and 16th, 2025. It will be the same schedule as in years past. The Mug Walk that will take place is similar to the Shop & Be Merry event, where the visitors stop at multiple shops in order to be entered into a raffle for prizes. Music will be provided by a DJ at the gazebo in Josiah White Park. There will be no additional food or craft vendors and no assistance will be needed from the Police. Motion carries 6-0.

MOTION by Joanne Klitsch, second by Connor Rodgers to **deny Hydro Request for Action-Request to vacate Paper Street (Canal Street).** Mike Yeastedt briefly described the area of the request and felt the request should be denied due to a private water line running through the paper street and in case there is further development in the area to be able to install utilities. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **deny Dean Request for Action-Request to Lease Unopened Portion of Quarry Street.** There were no comments. Motion carries 6-0.

Exonerations

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

Police
NONE

Buildings/Parks
NONE

Emergency Services
NONE

Old Business
NONE

Executive Session

Adjourn

MOTION by Mike Yeastedt, second by Joanne Klitsch to **adjourn the meeting.** There were no comments. Motion carries 6-0. The meeting ended at 7:48 p.m.

Respectfully Submitted,

Brooke Klotz
Borough Secretary