JIM THORPE BOROUGH COUNCIL MEETING
February 12, 2026
MINUTES

Meeting called to order at 6:31 p.m. by President 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	Mayor Cinicola	Mike Yeastedt
Borough Manager Sterner	Alice Roberti-absent	Lyle Augustine-absent
Borough Secretary Klotz	Sydney Wernett	Tom Chapman
Solicitor Nanovic	Joanne Klitsch	Connor Rodgers

Announcements

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 Planning Commission. This is a four-year term expiring December 31, 2027. If interested, please submit your letter of interest. Connor Rodgers thanked Ted LaRizzio for serving on the Planning Commission.

The Borough was awarded the 2025 PA Small Water and Sewer Grant in the amount of $100,000.00 for the Front Street Stormwater Project.

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

Chief Schatz thanked residents for moving their vehicles that were snow bound from the storm on January 25th. Connor Rodgers discussed the statistics from the snow event – 28 snow emergency tickets were issued and 4 cars were towed.

Fire Commissioner Report

NONE

Public Comment

Kerri Gallagher – She discussed the pedestrian that was struck in front of her house just before the meeting and requested the Police Department do something about the speeding on North Street. Chief Schatz explained police are out patrolling and enforcing the speed limit.

Ava Bretzik – She explained John Linderman, who is a relative of the Packer family, passed away last Thursday.

Jerry Romanchik – He asked Borough Council if there was any follow up on the pop-up parking lots discussion from November. Chief Schatz explained he visited Jerry's property to investigate further. He plans on discussing with the neighboring property owner. Jerry explained the property is vacant and should be paying additional taxes on money the property owners are making utilizing it for parking. Connor Rodgers explained the Police Committee would review.

Bill Malatak – He discussed last month's meeting and requested Borough Council explain the numbers better. He expressed his opposition of the Silk Mill Dam Removal Project and thinks the Borough is making a mistake by removing the dams. Connor Rodgers explained if he would have any questions, to please ask. All of the items are discussed in detail at Work Session meetings as well.

SALDO (Subdivision and Land Development Ordinance)

MOTION by Joanne Klitsch, second by Mike Yeastedt to **grant the waiver request of project manager Matthew Evans regarding section 390-52.A.(1).(a) of our SALDO ordinance which says Monuments shall consist of (a) Solid steel rods a minimum of 0.5 inches in diameter and a minimum of 24 inches in length, centered in a cylinder of concrete a minimum of nine inches in diameter and a minimum of 24 inches in depth, poured in place. PM requesting steel rods (¾" rebar) be set at proposed location to the maximum depth possible with the assumption that underlying rock may not allow for full depth as required as recommended by JT Planning**

Commission. Due to the rocky terrain, the Kanick's are worried the pins may not reach the required depth. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **table the plans as per the applicant's request.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeasted, second by Tom Chapman to **grant the request of Mauch Chunk Parking II LLC for a waiver of § 390-19. A. (1) of the Subdivision and Land Development Ordinance to permit submission of a combined Preliminary/Final Land Development Plan, as recommended by the Planning Commission.** There were no comments. Motion carries 5-0.

Action

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Council Reorganizational Meeting Minutes from January 5, 2026.** There were no comments. Motion carries 5-0.

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

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Council Meeting Minutes from January 8, 2026.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Expenditures from all Funds as presented.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the Treasurer's Report.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Resolution 2026-02 Emergency Operations Plan Update.** This is a standard update with every election cycle. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the Emergency Operations Plan Promulgation.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Mike Yeasted to **approve Police Policy General Order 4.21.** This policy involves shootings and the well-being of officers. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve and adopt the Memorial Hall Rental Agreement, as presented, which sets forth the terms and conditions for use of Memorial Hall, including but not limited to identification of the contracting parties, lease term and permitted hours of use, rental fees and payment schedule, security deposit requirements, cancellation provisions, late fees, insurance requirements, setup and cleanup responsibilities, damage provisions, and other operational terms necessary for the administration of facility rentals.** Connor Rodgers explained the Borough received correspondence in regards to the agreement. Secretary Klotz explained the insurance broker made suggest including Workman's Comp Insurance for corporations and businesses, as well as individual event insurance. Manager Sterner explained it can be included at a later date if Council so chooses. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve and adopt the Memorial Hall Rules and Regulations, as amended, including the following revisions: changing the title from "Policies & Procedures" to "Rules and Regulations"; removing the provision limiting use of Memorial Hall to Borough residents and community groups; removing the sections addressing Deposits and Cancellations, as those provisions are incorporated in the approved Rental Agreement.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **establish and adopt the following rental rate schedule for Memorial Hall, effective immediately:**
Borough Residents:
Standard Rental (non-profit, corporate, other groups): $500
Weddings: $2,000
Commercial / For-Profit Events: $2,000
Non-Borough Residents:
Non-Profit and Corporate Events: $750
Weddings: $3,000

Commercial / For-Profit and Other Events: $3,000
Establish Audio/Visual (A/V) rental rates at $110 for training events and for a six (6) hour rental period, under terms and conditions set forth in the Rental Agreement. Manager Sterner asked if Council wishes to collect a security deposit for the A/V system. Mike Yeastedt said it should be collected. Motion carries 5-0.

Facilities Projects – No action taken.

Memorial Park Project
Phase I – No action taken.

Phase II
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Barry Isett Invoice #203266 totaling $3,823.30.** This is for professional services from June 29, 2025 to August 2, 2025. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Barry Isett Invoice #204341 totaling $5,997.90.** This is for professional services from August 3, 2025 to August 30, 2025. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Barry Isett Invoice #205091 totaling $6,302.50.** This is for professional services from August 31, 2025 to September 27, 2025. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Barry Isett Invoice #208080 totaling $1,410.00.** This is for professional services from December 28, 2025 to January 3, 2026. Motion carries 5-0.

Center Avenue Water Main Project
MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Entech Invoice #98790 totaling $20,114.25.** This is for professional services from August 30, 3025 to September 26, 2025. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Entech Invoice #100225 totaling $128.75.** This is for professional services from November 29, 2025 to December 26, 2025. Motion carries 5-0.

Memorial Hall Insurance Restoration Project – This was discussed in executive session.
Independent Claims Adjuster

Project Bid

Project Manager

Blight Remediation Project
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Barry Isett Invoice #198802 totaling $1,125.00**. This is for professional services from March 2, 2025 to March 29, 2025. This invoice was missed, but the project has been closed out. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the purchase order with North End Electric for labor and rigging to remove broken blower motor and install spare blower motor.** The estimated cost is $2,125.00 to complete the work. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **purchase a 60HP 1800RevolutionsPM 364T frame TEFC totally enclosed fan cooled 230/460V Motor Louis Allis motor from North End Electric at $5,925 with freight charges added to the invoice.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the 2026 Service Agreement between the Jim Thorpe Police Department (JTPD) and BCM Security Services, Inc., dated February 1, 2026, for the provision of traffic control staff and supervisory services as outlined in Schedule "A" of the Agreement.** Connor Rodgers explained in the past the Borough has applied for grant funding for this expense and asked if the Borough will be applying for this funding again this year. Manager Sterner explained the Hotel Tax funds have already been applied for and the other grant has not yet opened. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **acknowledge receipt of the bids for the Silk Mill Run Dam Removal and Stream Restoration Project and to move to award to the lowest qualified bidder – Flyway Excavating out of Mount Joy, PA in the amount of $154,150.** Wildlands and Jim Thorpe in partnership, received four bids for this part of the project. The contractors included Flyway Excavating, Machiesky Construction LLC, Kinsley Construction, and Rutledge Excavating. Of the four totals, $154,150.00, $388,000.00, $178,607.00, and $190,243.00. Two of the contractors met the necessary qualification of having 3 dams removed in the past 5 years. They were Flyway and Rutledge. Connor Rodgers thanked the Wildlands for their help with this project. Secretary Klotz explained the Committee members will meet again in the Spring. Construction is to start in July and end in September. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve Option #2 of the 2026 Street Paving Project, which includes paving and milling Mauch Chunk Lane, milling and paving the entire width of the 300 block of Center Street, paving Flagstaff Road, and paving East 5th Street in the area of Silk Street.** Mike Yeastedt explained Borough Council has been presented 2 options. Option #1 would include Memorial Hall Parking Lot, Mauch Chunk Lane, Center St (300 Block), Remaining Funds. The estimates depend on 2026 Milling Prices and the Borough can use leftover funds to address small projects. Option #2 would include Mauch Chunk Lane, Center St (300 Block), and a choice of Flagstaff Rd, E 5th St, Packer Hill Road, or 600 block of Center Street. A small section of Germantown Road could be listed as an alternate and any remaining funds could be used for small projects depending on the cost of milling. Manager Sterner asked if all the roads are liquid fuels eligible. Maike Yeastedt explained the roads are, just not the parking lot. Manager Sterner addressed safety concerns in the parking lot that Borough Council should consider. Police Chief Schatz explained the area behind Memorial Hall where the Police Department enters is in rough shape with the stone and not being paved. Manager Sterner asked if option #2 includes the funds that were budgeted for the Memorial Hall parking lot. Mike Yeastedt explained it wasn't included in with the figures to option #2. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch **utilize the money that was budgeted for paving the Memorial Hall parking lot and pave as much of the surface that money allows.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve accepting the proposal from A&H Equipment in the amount $9,000.00 for the rental of a street sweeper for 2 weeks.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **award the 2026 Sewer Spot Repair Project to the lowest bidder, Mr. Rehab, in the amount of $63,525.00.** Spot repairs will take place in certain areas on the West Side of the Borough. Motion carries 5-0.

MOTION by Tom Chapman, second by Mike Yeastedt to **authorize the preparation and submission of a letter to PennDOT requesting review and approval for installation of an LED stop sign at the intersection of Center Avenue and Coal Street, as well as authorize the borough to complete the application if provided and to pledge Borough funds for the project if approved at approximately $2,950.00 for installation labor and materials.** The Borough received a response letter from PennDOT in regards to the intersection of Center Avenue and Coal Street. They reviewed crash data and feel the existing signage is sufficient and pavement markings are not needed. They explained the responsibility of LED Bordered stop signs would be the responsibility of the Borough. Their letter explained the next step would be to submit an application to PennDOT requesting the change and the financial commitment from the Borough. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **request PennDOT approval to implement temporary one-way traffic operations on Center Avenue during designated Fall Foliage weekends in October and first 2 weekends of November.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Facilities Projects Building Plaques layout and names as presented by International Bronze Company.** Mike Yeastedt asked if both vendors can make the signs in bronze and aluminum. Manager Sterner explained she wasn't sure if Delrose could. Mike Yeastedt explained the aluminum would be better for the Public Works Garage. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **ratify the request for a time extension for the LSA Monroe Grant for Mansion Improvements through June 30, 2027.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **ratify the request for a time extension for the LSA Statewide Grant for Mansion Improvements through June 30, 2027.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **ratify the request for a time extension for the LSA Monroe Grant for Memorial Park Phase I Construction through June 30, 2027.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **ratify the request for a time extension for the DCED Greenways, Trails and Recreation Program Grant for Memorial Park Phase I Construction through June 30, 2027.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **ratify the request for a time extension for the DCED Greenways, Trails and Recreation Program Grant for Memorial Park Phase II Construction through June 30, 2027.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **ratify the issuance of a letter of support for the Carbon Chamber and Schuylkill County in support of the 9/11 Memorial Trail Anthracite Connector project.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the corrected, prorated wage amounts effective January 1, 2026: Water - $38.06, Sewer - $35.36, and Streets - $34.73.** The amounts that were approved at the Reorganizational Meeting were incorrect. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **appoint Connor Rodgers as the Borough Council Media Representative.** This was previously held by Greg Strubinger. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **appoint Joanne Klitsch to the Police Pension Board.** This was previously held by Greg Strubinger. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **appoint Tom Chapman to the Kemmerer Park Association Board.** This was previously held by Jay Miller. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **appoint Advanced Code Consultants of Conyngham, Pennsylvania, as the Borough's Zoning Officer, and to authorize the appropriate Borough officials to execute an agreement and create an updated borough fee schedule.** Connor Rodgers explained that he, the Administrative Committee, Manager Sterner, and Assistant Manager Klotz had conducted interviews of interested candidates for the Borough's Zoning officer role. All candidates interviewed very well. He is looking forward to working with Greg Kurtz, John Decusatis, and their team. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **authorize Mayor Cinicola and Manager Sterner to attend the Mayor and Municipal Officials Reception being held on March 26, 2026.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **authorize Manager Sterner, Assistant Manager Klotz, and Mike Yeastedt to attend the PSAB Annual Conference being held on May 31, 2026 through June 3, 2026.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the request from the Jim Thorpe Tourism Agency (JTTA) regarding the Jim Thorpe Birthday Celebration per their submitted plans approved by Chief Schatz.** The celebration will take place on May 16, 2026 starting at 10:30 a.m. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **deny the Jim Thorpe Soccer Association donation request.** Their request was for a donation of $2,500.00. Connor Rodgers explained they should submit their request in September, along with financial statements to be included in the budget. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **assess the tapping fees for 165 W. Broadway based upon the tapping fee rate in effect at the time the building plans were**

approved and permits were issued for the three (3) new living units and one (1) fire line, pursuant to § 355-11 of the Borough Code regarding the Imposition and Collection of Fees. Connor Rodgers explained the property has 2 EDUs. It needs 3 additional for 3 new living units. It needs 1 additional for the fire line. The total will be 6 EDUs – 5 for living units and 1 for the fire line. The permits for the new living units and fire line were issued prior to the increase in the Tapping Fees. Motion carries 5-0.

MOTION by Connor Rodgers, second by Tom Chapman to **approve the removal of one 1 on-street parking space adjacent to the subject property, conditioned upon the following: The applicant shall, at their sole cost, install and extend sidewalk improvements to connect with the existing sidewalk infrastructure toward the Eastern end of the parcel (24 Race Street). Approval is conditioned upon the applicant extending the sidewalk to the maximum extent feasible within the existing right-of-way, subject to utility clearance and right-of-way constraints. The applicant shall coordinate directly with PPL regarding the relocation of the existing utility pole, shall formally request relocation to complete the connection, and shall document the outcome of that request to the Borough.**
In the event full sidewalk connection is determined to be physically infeasible due to existing right-of-way or utility constraints, the applicant shall demonstrate good-faith efforts to comply, and the sidewalk shall be constructed to the maximum feasible extent as determined by the Borough Engineer. The request was for removal of 2 parking spaces behind 29 Broadway along Race Street. The business will have an entrance where there are currently parking spaces. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Request for Action submitted by Dave Gasker for the A250PA Alternate Opening Ceremony Location.** This is in the event there is inclement weather on July 2, 2026. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Request for Actions submitted by Jill Hibler for use of Memorial Hall on June 16, 2026 for the MCTC Shareholder Meeting, June 25, 2026 for a Community Heroes Banquet, October 13, 2026 for the Economic Outlook, and December 5, 2026 for the MCTC Holiday Party.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Request for Action submitted for the Wicked Fast Marathon and Half Marathon to be held September 12–13, 2026, subject to submission of certificates of insurance, compliance with all applicable Borough regulations, and other municipalities approval.** There were no comments. Motion carries 5-0.

Exoneration Request
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the monthly Exoneration Report.** There were no comments. Motion carries 5-0.

Committees
Manager Sterner explained the projects have been finalized for the Army Corps funding. Those projects are a secondary water tank at the West Side Plant and new Water Meters and Radio Readers.

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 for Personnel, Real Estate, and Litigation.** There were no comments. Motion carries 5-0. The meeting paused at 8:00 p.m.

MOTION by Mike Yeastedt, second by Sydney Wernett to **resume the meeting.** There were no comments. Motion carries 5-0. The meeting resumed at 8:35 p.m.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **authorize the Buildings and Grounds Committee to make financial decisions pertaining to the Memorial Hall Insurance Restoration Project.** There were no comments. Motion carries 5-0.

Adjourn

MOTION by Mike Yeastedt, second by Sydney Wernett to **adjourn the meeting.** There were no comments. Motion carries 5-0. The meeting ended at 8:36 p.m.

Respectfully Submitted,

Brooke Klotz
Assistant Borough Manager/Secretary