JIM THORPE BOROUGH COUNCIL WORK SESSION
January 5, 2026
MINUTES

Meeting called to order at 7:36 p.m. by President Connor Rodgers.

Roll Call of Members

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

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 Kemmerer Park Association Board, three-year term ending December 31, 2028. If anyone is interested, please submit a letter of interest.

The America 250 PA Carbon County Kickoff Event will be taking place Saturday, January 18th from 10:30 a.m. through 12:30 p.m. in Memorial Hall.

This Saturday, January 10th at 1:00 p.m. will be the dedication of the Police Community Room in Tommy Highland's memory.

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.

Mayor's Report

NONE

Fire Commissioner Report

NONE

Public Comment

Ed Gula – He discussed the December 18th All-Call notice about snow shoveling and since then, many sidewalks have not been shoveled. He asked if it is enforced. Manager Sterner explained it is enforced. Ed then discussed the Times News article about the Silk Mill and hopes it get addressed soon.

Cathy McGarvey – She explained she came to speak about parking tickets for parking permit residents, but it has been addressed. She said she has concerns about the Enforcement Officers double parking and public safety. Connor Rodgers explained permit parking enforcement starts Friday, January 9th.

Steve Ambrose – He asked what should permit parking residents do if they have already paid for a parking ticket. Manager Sterner explained those residents would get a refund.

Presentation

PMVB – Their representatives were unable to attend. The presentation will be rescheduled.

SALDO (Subdivision and Land Development Ordinance)

Kanick Minor Subdivision dated April 2, 2025 (revised November 14, 2025) time extension – The Kanick's are a requesting an extension through April 19, 2026.

Action

The following items were reviewed:

Council Work Session Meeting Minutes from December 4, 2025

Council Meeting Mintues from December 11, 2025

Council End of the Year Meeting Minutes from December 30, 2025

Expenditures from all Funds as Presented

Treasurer's Report

Ordinance 2026-01 Police Department Amendment-DROP Program – Manager Sterner explained this amendment is due to the result of the collective bargaining agreement. Officers may enter the DROP Program for 3 years, up from 2 years previously.

Resolution 2026-01 Bituminous Price Adjustment – This is an annual item.

Facilities Project
Public Works Building - NONE

Memorial Hall - NONE

Memorial Park Project
Phase I - NONE

Phase II - NONE

Center Avenue Water Main Project – NONE

All Departments Purchase Order-$20,250.00 IT Support Contract – This is for a total of 150 Service Hours.

Entech EWO P250841.000-2025 AWWA Water Audit-$1,850.00 – This authorizes Entech to develop and submit the Borough's water audit as required by the Delaware River Basin Commission.

Entech EWO P250842.000-2025 WWTP Chapter 94 Report-$3,400.00 – This authorizes Entech to develop and submit the Borough's Chapter 94 Report as required by Pennsylvania DEP.

Hibbler RFA-Use of Memorial Hall January 15, 2026 – Mauch Chunk Trust Company is requesting to use Memorial Hall for offsite training.

James RFA-Removal of 2 Parking Spaces – This is a previous Request for Action that was tabled. Alan James is requesting the removal of 2 parking spaces on Race Street for one of his business entrances. Alan James explained the first floor will be a restaurant and the second floor will be retail. Mike Yeastedt asked what the hours of operation will be. Alan James explained that hasn't been discussed yet with his partners.

Account #6740-Sewer Credit Request $61.04 – The request is due to a leaking hot water heater.

Utility Rate Change Report (1)

Utility Uncollectable Report (1) – This is due to the property being sold at tax sale and there was a billing cycle that occurred while the deed was being processed.

Exoneration Request
Monthly Report (0)

Committees

Administration
Zoning Services – Due to staffing concerns, Bureau Veritas recommended the Borough start looking for a different firm for a Zoning officer.

Manager Sterner explained the office just received a Request for Action from the County today for the America 250 PA Steering Committee meeting.

Public Service (Sewer/Sanitation/Water/Streets)
EDU Rates – Due to the recent concerns and discussions on the Borough's EDU rates, the majority of Council would like to set up a meeting with the Engineer and the head of each committee chair of Public Service.

Employee #455 Probationary Period – This will be discussed in Executive Session.

Employee #456 Probationary Period – This will be discussed in Executive Session.

Employee #445 Leave of Absence Request – This will be discussed in Executive Session.

Police
NONE

Buildings/Parks
2026 DCNR C2P2 Grant Project, 2026 DCED Sports Marketing & Tourism Account Grant Project, and 2026 DCED GTRP Grant – Manager Sterner explained these 3 grants could be applied for funding for Memorial Park Phase IV. Current Phase IV plans consist of removal of the existing block restroom building, installation of a new pre-fab restroom, East 10th Street parking lot islands/re-striping, new E. 10th Street Park entrance, bandshell improvements (the old Public Works Garage),and additional trees and site furnishings.

Asa Packer Mansion
NONE

Emergency Services
NONE

Planning Commission
NONE

Old Business
NONE

Executive Session
Held after the meeting.

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 8:02 p.m.

Respectfully Submitted,

Brooke Klotz
Assistant Borough Manager/Secretary