JIM THORPE BOROUGH COUNCIL WORK SESSION
June 1, 2023
MINUTES

Meeting called to order at 6:33 p.m. by President Gregory Strubinger with the pledge of allegiance and a moment of silence for the armed forces, first responders, and their families, as well as the service members who lost their lives while serving our country.

Roll Call of Members

Gregory Strubinger	Joanne Klitsch	Jay Miller-absent
Michael Yeastedt	Bob Schaninger	Jessica Crowley-absent
Michael Rivkin	Mayor Sofranko	Solicitor Nanovic-arrived @ 8:01
Police Chief Schatz	Borough Mgr. Sterner	
Borough Engineer-absent	Secretary Brooke Klotz	

Announcements

The Borough is looking for residents who would be interested in filling the following vacancies: International Property Maintenance Board and Vacancy Board.

LSA Monroe Grant -- $142,255.00 was awarded to the Asa Packer Mansion for renovations.

Tire & Electronics Recycling Report – The Borough collected 110 TV's, 88 miscellaneous electronics, and 268 tires. Greg Strubinger thanked Connor Rodgers for his help with the event.

New All Call System in effect June 1, 2023 – Manager Sterner explained the only change residents will notice is the voice change, everything else will remain the same.

Public Comment

NONE

Public Hearing

The Short-Term Rental Permit Application Appeal Hearing for 1112 Broadview Drive has been rescheduled for June 1, 2023 at 8 p.m.

SALDO-Subdivision and Land Development Ordinance

NONE

Action

The following items were reviewed:

Jake Arner Request-Authorize the Borough's Solicitor to determine if a change of use permit is needed – Jake Arner spoke explaining that when he submitted the request back in May, there were some questions as to whether or not a change of use would be needed for the intended use (agritourism) of Lot 1B. He said he submitted an application for zoning approval for agrotourism for the lot. It was determined to have the Zoning Officer review the permit application and wait for her feedback.

Council meeting minutes from May 4, 2023.

Council meeting minutes from May 11, 2023.

Expenditures from all Funds as presented – Manger Sterner explained there are a few larger expenses due to purchases in association with grants. She did notate that by each item this pertained to.

Treasurer's Report -- Due to it being the first of the month, this won't be ready until next week's meeting.

Ordinance 2023-02 On-Lot Sewage Management Program – This Ordinance is up for adoption. After some questions from Joanne Klitsch and Mike Yeastedt, it was recommended to start notices to residents in January 2024 with on-lot systems, the Borough needs to create inspection forms and have a system in place to track, and no additional fees from to Borough to the homeowner unless there is a malfunction that the Sewage Enforcement Officer has to address. An annual fee for pumpers/haulers will need to be set by Resolution by Borough Council.

Ordinance-Permit Parking – This amendment was drafted to allow the downtown businesses access to one parking permit, to be used at their discretion (business owner use, employee use, or customer use), and can only be used in certain areas of the permit parking section. The businesses eligible by location would be the same as residents (located along Broadway, West Broadway, Race Street, High Street, Hill Street, and Quarry Street). Only businesses that do not have off-street parking would be eligible. Excluded businesses include lodging and short-term rentals. The biggest concern was how to write the exact parking locations in the draft amendment and how they are designated. Painting marks on the street or sidewalk and signs were some of the suggestions made. Residents will still be able to park in all areas of the permit parking section.

Resolution 2023-09 Housing Unit Numbering to Comply with County 911 Public Safety System – There are three new homes in the process of being built within the Borough. The County was in agreeance to the house numbers for the properties.

LSA Monroe Fire Grant-Onoko Roof Payment Application #1 – The roof work has been completed already and leaves a retainage of $2,900.00. Payment should be contingent upon a roof inspection.

Regional Blight Taskforce meeting information-authorize the Solicitor to review – At the last Regional Blight Taskforce Committee meeting, some information was handed out to everyone present on how each municipality is currently handling blight. Jay Miller would like for the Solicitor to review this information to see what the Borough can use to help fight and prevent blight.

Purchases
WIN 911-3 year subscription renewal – The cost is $3,600.00 and it would be a 3-year locked in rate.

Entech EWO-PWS Minor Permit Amendment for WTP SCADA Upgrades – The cost is $7,500.00 and once approved, Engineer permitting work would start right away.

Borough employment-WWTP-Barnes promotion to Assistant Plant Operator/Laborer – Larz Barnes will be going for his Operator License on June 14, 2023. The promotion would be conditioned upon issuance of the license.

Lehigh Canal Commission Representative appointment – There were two people who contacted the Borough office seeking more information on this role. The Borough only received a letter of interest from Marla Grafton.

Utility Account Proposed Updates – The property would be changed from residential to short-term rental.

Account #8935 Payment Plan

Exoneration Request

Report was submitted for review.

Committees

Administration
None

Public Service (Sewer/Sanitation/Water/Streets)
Ordinance 2002-07 Tap on Fee – This Ordinance was created after it was decided to split Water and Sewer into 2 separate Ordinances. The Ordinance before this, 93-8, included a tap on fee. It's believed that the tap on fee was inadvertently left out of Ordinance 2002-07. The Borough's engineer needs to be asked if the tap on fee price should be increased or stay how it is on the Water Services Application.

Well Ordinance – Jessica Crowley drafted a Well Ordinance that was approved by Borough Council for Solicitor Nanovic to review.

Water Main Projects – There are four roads left in the Borough needing water main replacements- Center Avenue, Center Street, South Street, and Front Street. There are four Engineer Work Orders and the engineering fees are broken down into three categories. The total estimated cost for all roads is $8,030,725.00.

Police
Mayor Sofranko spoke about participating in the Downtown Events meeting. He explained that during the Memorial Day Holiday weekend, the parking spaces in front of JTNB were blocked off to add additional room for pedestrians to safely

walk. It really helped with the overall traffic flow during the weekend. He said this is something the Borough should continue looking into for the future. The only drawback is loss of revenue from the parking spaces and paying for extra Police hours.

Buildings/Parks

Kemmerer Park Pavilion Work – After ordering new picnic tables for Kemmerer Park and looking to mount them to the ground, it was discovered that the concrete pad of the pavilion is in need of repair. The Kemmerer Park Association is looking at having movies in the park and additional events. Greg Strubinger would like to meet with the association to discuss the events they would like to have before committing to spending additional Borough funds.

Emergency Services

KME Fire Truck Leasing Proposals – Three years ago when the Borough first started looking into ordering new Fire Trucks, Mauch Chunk Trust Company had the lowest rates. With the new trucks almost being finished, Manager Sterner reached out to MCTC and additional banks. MCTC still had the lowest rates. It would be a 10-year lease with quarterly payments. There is currently money in the bank to put $390,000.00 down on the Tanker Truck and $403,000.00 down on the Pumper Truck. There is still the option that after selling the two old trucks the new ones are replacing, the money from the sale of them could also be put towards the lease of the trucks. Two Resolutions must be written in order to lease the Fire Trucks. Trucks are looking to be delivered the week of June 26th.

FEMA NIMS Certifications – Due to Councilmember Crowley being absent, there is no update on this subject.

Mike Yeastedt asked about the status of bidding the Memorial Hall and Public Service Garage Projects. Manager Sterner said she is hoping to award and advertise by the July meeting.

Old Business

None

Adjourn

MOTION by Mike Yeastedt, second by Joanne Klitsch to **adjourn the meeting.** The were no comments. Motion carries 4-0-1, with Bob Schaninger being out of the room. The meeting ended at 8:16 p.m.

Respectfully submitted,

Brooke Klotz
Borough Secretary