JIM THORPE BOROUGH COUNCIL MEETING
March 13, 2025
MINUTES

Meeting called to order at 6:31 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-absent	Ted LaRizzio
Borough Secretary Klotz	Tom Chapman	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 International Property Maintenance Board. This is a five-year term expiring December 31, 2029.

There is a vacancy on the Zoning Hearing Board (Alternate seat). This is a three-year term that expires December 31, 2027. Anyone interested in this seat should submit a letter of interest.

Pick Up the Poconos is taking place on April 26th.

Borough Street Sweeping will be taking place April 28th through May 9th, weather dependent. The schedule will be posted on the Borough's website and Facebook page.

The 2025 Spring Tire and Electronics Recycling Event will be taking place on Saturday, June 7th from 7:00 a.m. until 11:30 a.m.

The Pennsylvania Association of Boroughs (PSAB) theme for this year's annual conference is Honoring Hometown Heroes. The PSAB is requesting pictures of local hometown hero banners or a picture of a local hometown hero. Additional information will be posted on the Borough's website.

Blue Ridge will be upgrading it internet service throughout the Borough. Residents will be notified if any digging will be performed on their property. Mike Yeastedt requested contacting Blue Ridge for the plans to ensure no digging takes place around Borough utilities.

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 reviewed the monthly Police Statistics with Borough Council – there were 5,280 miles patrolled, 177 traffic citations issued, and a total of 179 calls.

Chief Schatz informed Borough Council last night at an event at Mohegan Sun Arena, area Police Officers and their spouses were honored for their service.

Public Comment
Chris Gehris – He thanked Borough Council and said he felt the Permit Parking along West Broadway was working smoothly. He initially had some concerns with the guest pass discussion from the Work Session meeting, but it was clarified by Greg Strubinger and Mike Yeastedt before the meeting started. He said he likes the idea of being able to purchase guest passes online.

Jim Gilmore – He said he was pleased with the permit parking enforcement along West Broadway.

Bill Malatak – He discussed the Times News article about the new trail being proposed from Schuylkill County to Jim Thorpe from Tuesday night's paper. He then discussed the sidewalk along 209 still not being built and it's been 10 years since he initially asked about one being built. Manager Sterner explained she was told by County Commissioners the sidewalk would be built by the train no later than Fall Foliage this year. He then brough up stormwater issues along Front Street and explained that one day when there is a lot of rain, there would be a big problem. Greg Strubinger explained Borough Council would be voting on the Front Street Stormwater Project tonight.

Public Hearing
NONE

SALDO (Subdivision and Lan Development Ordinance)
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Dougherty Lot Consolidation.** Greg Strubinger asked if everything was correct and in place as needed. Secretary Klotz explained all the required paperwork was supplied (plans and draft deed). Motion carries 6-0.

Action
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Council meeting minutes from February 6, 2025.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Council meeting minutes from February 13, 2025.** There were no comments. Motion carries 6-0.

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

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

MOTION by Mike Yeastedt, second by Joanne Klitsch to **authorize the Solicitor to draft the Vehicle & Traffic Ordinance Amendment for No Parking and Judge's Space.** No parking will include the 200 and 300 block of Church Alley on both sides, the Liberties Hill on both sides,

a small section of School Alley, and in the area of 138 High Street. The Judge's parking space by the courthouse would open up for public usage. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Resolution 2025-03 Housing Unit Numbering.** The house on a separate parcel from the Jim Thorpe Campground is being sold, but shares the same address. The house would be renumbered to 131. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Resolution 2025-04 Fee Schedule.** Changes include the verbiage to water and sewer tapping fees and adding kiosk parking rates. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the 2025 Grant Projects as presented, with the exception of the PA Small Water & Sewer.** The grant projects include the High Street Wall Project for the CFA Multimodal Grant, Memorial Park Phase III for the LSA Statewide Grant, a new ambulance for Lehighton Ambulance and renovations for Asa Packer Mansion for the LSA Monroe Grant, Asa Packer Mansion Porch for the PMVB Community Impact Grant, as well as other grant projects including Orchestrion refurbishment and artwork preservation at Asa Packer Mansion, 9th Street Garage at Memorial Park, planter bollards at Memorial Hall for the Lehigh Valler Chamber Main Street Grant, a leaf vac truck for the 902 Recycling Grant, and participating in the America 250PA Grant. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve applying for the PA Small Water & Sewer Grant for the Front Street Stormwater Project and Resolution 2025-05.** The project is not to exceed $500,000.00, matching funds at 15%, and an additional $28,000.00 match. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve PMRS Amendment – increase municipal contribution to $3.60 an hour worked.** This amends the original agreement with Pennsylvania Municipal Retirement System (PMRS) as per the new Teamster's contract. This will need to be approved every year and the contribution increase each year through 2029. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **accept the highest bids of the various Streets Department Items listed on Municibid.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve listing the 2013 Ford Explorer Police Interceptor on Municibid.** Chief Schatz explained Public Service is still utilizing the vehicle and requested to continue using it until the inspection runs out in June. Mike Yeastedt explained it would cost $2,500.00 to repair the vehicle in order to pass inspection. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the roads for the 2025 Street Paving Project.** The roads being paved are a section of Flagstaff Road, a section of Packer Hill Road, Center Street between 4th and 5th Streets, a section of Race Street, and Center Street between 7th and 8th Streets. Greg Strubinger asked if Public Service will be completing the work on the 300 block of Center Street. Mike Yeastedt said yes and explained what work Public Service would be completing. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **authorize advertising the 2025 Street Paving Project for bids.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **deny the use of Interim Financing for the Center Avenue Water Main Project.** Mike Yeastedt discussed the pre-bid meeting that took place earlier today. Manager Sterner asked how many contractors were present at the meeting. Mike Yeastedt said he thinks there were six or seven. Manager Sterner asked if there was a sign in sheet for the meeting. Mike Yeastedt explained there was, but the Engineer has it. He also explained the area from Pine Avenue to the water tank will be repaved. Manager Sterner explained has Center Avenue on PennDOT's two-year list again and that she would call them to discuss it. Ted LaRizzio explained the first two blocks of Center Avenue are the worst of the entire street. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to approve **Public Service Purchase Order for emergency salt procurement totaling $5,429.42.** There was a recent shortage of salt from the Borough's normal supplier and had to be ordered through a different supplier. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **authorize the Police Committee to authorize purchasing cameras for Flagstaff Road not to exceed $12,200.00.** Manager Sterner explained she was awaiting additional information for the cameras. Chief Schatz explained he met with a representative from T-Mobile, as the cameras would need cellular data in order to operate. He also has set up a future meeting with Street Supervisor Schoch and Officer Oliver for clearing the excess tree growth in the area in order for the cameras to properly operate. He said he will come back to Council with pricing for this to be completed. Manager Sterner reiterated getting all of the costs due to determining where additional funding would come from. The cameras were only budgeted to cost $6,000.00. There is extra money in the Sanitation Capital Reserve Fund to cover the additional cost. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve NEPA Professional Services Renewal totaling $7,425.00.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the lowest bid up to $10,250.00 for a telescopic valve repair for the Waste Water Treatment Plant.** Manager Sterner explained Sewer Supervisor Nahhas reached out to additional companies for quotes and is awaiting responses. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **authorize advertising for bids for the Waste Water Treatment Plant Hauling and Disposal of Dewatered Sludge.** There were no comments. Motion carries 6-0.

Facilities Projects
Public Works Building
MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Bracy Payment Application #14 totaling $175,748.81.** This is for work completed and materials purchased from January 20, 2025 through February 20, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve KC Mechanical Payment Application #7 totaling $66,794.40.** This is for work completed and materials purchased from

January 20, 2025 through February 20, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Larry McCullion & Son's Payment Application #8 totaling $87,735.50.** This is for work completed and materials purchased from January 20, 2025 through February 20, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Reading Mechanical Payment Application #6 totaling $28,800.00.** This is for work completed and materials purchased from January 20, 2025 through February 20, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Requisition #15 – Partial payment for work completed totaling $359,078.71.** This includes Bracy Payment Application #14, KC Mechanical Payment Application #7, Larry McCullion & Son's Payment Application #8, and Reading Mechanical Payment Application #6. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Spillman Farmer Amendment to Professional Services #5 totaling $13,437.14.** This is for additional services from Colliers Engineering for dewatering and earthwork, unsuitable soils, and NPDES permit renewal. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Spillman Farmer Amendment to Professional Services #6 totaling $15,400.00.** This is for test pits and boring work for new water connection between the Public Works Building and Water Treatment Plant. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Reading Mechanical Change Order #5 (USDA #3) for a $15,673.20 increase in contract price.** This is for the water connection across West Broadway. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Reading Mechanical Change Order #6 (USDA #4) for a $59,118.11 increase in contract price.** This is for the water connection to the Public Works Garage. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Reading Mechanical Change Order #7 (USDA #5) for a $29,604.51 increase in contract price.** This is for the water connection to the Water Treatment Plant. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Larry McCullion & Son's Change Order #12 (USDA #9) for a $4,200.00 increase in contract price.** This is for exhaust fan motorized starters. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Zurawa Invoice #1110-10 totaling $7,055.00.** This is for site visits, meetings, and administrative work completed during the month of February. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

Memorial Hall
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Bognet Payment Application #13RR totaling $85,555.10.** This is for work completed and materials purchased from January 20, 2025 through February 20, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve GR Noto Payment Application #13 totaling $75,803.41.** This is for work completed and materials purchased from January 20, 2025 through February 20, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve JBM Mechanical Payment Application #11 totaling $14,692.50.** This is for work completed and materials purchased from January 20, 2025 through February 20, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Reading Mechanical Payment Application #9 totaling $9,785.00.** This is for work completed and materials purchased from January 20, 2025 through February 20, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Requisition #14 – Partial payment for work completed totaling $185,836.01.** This includes Bognet Payment Application #13RR, GR Noto Payment Application #13, JBM Mechanical Payment Application #11, and Reading Mechanical Payment Application #9. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Zurawa Invoice #1111-09 totaling $4,590.00.** This is for site visits, meetings, and administrative work completed during the month of February. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Reading Mechanical Change Order #4 (USDA #4) for a $1,297.27 increase in contract price.** This is for replacing an existing gas valve buried in the pitch pocket of the roof above the kitchen. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Reading Mechanical Change Order #6 (USDA #5) for a $5,642.91 increase in contract price.** This is for replacing and extending the drains in the bathrooms. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the projects.

Memorial Park Project
Phase I

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve LB Construction Payment Application #3 totaling $20,470.50.** This is for work completed and materials purchased through February 21, 2025. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Recreation Resource Invoice #24-244-1 totaling $43,605.00.** This is for new playground equipment. Motion carries 6-0.

Phase II
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve LB Construction Payment Application #3 totaling $17,640.00.** This is for work completed and materials purchased through February 21, 2025. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Recreation Resource Invoice #24-244 totaling $56,904.00.** This is for new playground equipment and benches. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Recreation Resource Invoice #24-244-1 totaling $7,247.00.** This is for new playground equipment and benches. Motion carries 6-0.

Blight Remediation Project
MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Hadley Construction Payment Application #1 totaling $60,300.00.** This is for work completed and materials purchased from January 6, 2025 through February 22, 2025. Motion carries 6-0.

High Street Wall Project
MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Entech Engineering Invoice #0095163 totaling $3,050.09.** This is for includes project management, communication with the Borough, Earth Engineering, and Axis Stabilization, contract management, and project closeout documentation. This will be the final billing for the project. Motion carries 6-0.

Silk Mill Run Restoration Project
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Wildland's Conservancy Invoice #022825 totaling $7,000.00.** This is for engineering and permitting. This will be the final invoice for this portion of the project. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve promoting Alec Lauer to Licensed Waste Water Treatment Plant Operator as per rate set by the Teamster's Agreement effective February 24, 2025.** Greg Strubinger congratulated Alec and thanked the entire staff for the training and support they gave him. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **accept, with regret, Larry Cinicola's resignation from Zoning Hearing Board.** This is effective February 28, 2025.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Maureen Sterner as the Borough's Delegate and Brooke Klotz as the Borough's Alternate Delegate at the PSAB Annual Conference.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Asa Packer Mansion Souvenir/Gift Shop Items & Supplies, Advertising, Children's Scavenger Hunt & Prizes,**

Rack Card Design, and Weekend Scheduling to include Fridays in May. The were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the JTTA portion of the Jim Thorpe Birthday Celebration.** The celebration will take place on Saturday, May 17th staring at 10:30 a.m. at the Mausoleum. There will be a presentation of flower, singing of the National Anthem, drum music, hoop dance, smudge ceremony, recitation of the State Declaration by Representative Heffley, and closing remarks from Borough and State Officials. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the AAU portion of the Jim Thorpe Birthday Celebration.** The celebration will take place on Saturday, May 17th. The AAU will unveil the new informational kiosks at the conclusion of the presentation. Following this, the AAU will hold a small reception at the High School. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Jim Thorpe Summer Basketball League.** The league will use the courts on Mondays and Thursdays from June 16th through August 8th in the evenings. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Jim Thorpe Summer Rec Program.** Summer Rec will start June 16th and run through August 7th. It will take place in Memorial Park. Motion carries 6-0.

Rogers RFA-use of golf carts for transport to Asa Packer Mansion – No action taken. Chief Schatz explained Jason Rogers will also have someone bring a van to transport visitors from his bus tour to the Asa Packer Mansion.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **deny Hein 2nd RFA for a trash refund.** The property owner did not present any new information justifying the refund. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Account #0630 Sewer Credit Request for $65.76.** The property owner had a burst pipe. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Account #6425 Sewer Credit Request for $393.04.** The property owner had two burst pipes on two separate days. Motion carries 6-0.

Exonerations

MOTION by Joanne Klitsch, second by Mike Yeastedt to **approve the monthly Exoneration Report.** There were no comments. Motion carries 6-0.

Committees

Carbon County Open Space Program-Fall 2025 Round – Mike Yeastedt asked if there were any restrictions, such as stormwater. Manager Sterner explained that it depends on the kind. Mike Yeastedt recommended looking over the list of properties the Borough owns and go from there. Manager Sterner explained this program has been successful in Monroe and Northampton Counties. She said she would ask Carbon County if their program is similar to Monroe County's program.

Borough Council & Mayor Compensation – Solicitor Nanovic explained none of the municipalities he represents are discussing changing the compensation. He said the municipalities his brother represents have been looking into it. Manager Sterner asked for Borough Council to email her the amounts they think are reasonable and she would make a chart for the next meeting to discuss.

Administration
NONE

Public Service (Sewer/Sanitation/Water/Streets)
NONE

Police
NONE

Buildings/Parks
NONE

Asa Packer Mansion

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 6-0. The meeting ended at 8:18 p.m.

Respectfully Submitted,

Brooke Klotz
Borough Secretary