JIM THORPE BOROUGH COUNCIL WORK SESSION
May 2, 2024
MINUTES

Meeting called to order at 6:32 p.m. by President Greg 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
Borough Manager Sterner
Borough Secretary Klotz
Solicitor Nanovic-absent
Mayor Cinicola-absent
Joanne Klitsch
Mike Yeastedt
Tom Chapman
Ted LaRizzio
Sydney Wernett
Connor Rodgers-absent
Gregory 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 Planning Commission, term ending on December 31, 2027. If anyone is interested, please submit a letter of interest.

The Spring 2024 Tire and Electronic Recycling Event will be taking place on May 18, 2024 from 7:00 a.m. until 11:30 a.m.

Borough Council held an Executive Session on April 18, 2024 for Real Estate.

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.

## Public Comment

James Dougher – He spoke on behalf of JTTA. The Jim Thorpe Birthday Celebration will be held on May 18th starting at 10:30 a.m. at the Mausoleum, followed by a run, and finishing with a celebration at the high school.
He explained JTTA was looking for beautification ideas for the PMVB grant and reached out to the Borough to see if JTTA could apply for funding for the welcome sign across from Turkey Hill. JTTA applied for and was awarded the funding. Mike Yeastedt asked if the wording would be on the back of the sign. James said he would get all of the information to Borough Council once he receives it.
James thanked Borough Council for the appointment to the Carbon County Council of Governments. He asked Borough Council how they would prefer he report back to them from those meetings. Greg Strubinger said he can report at the meetings or anything pertinent can be emailed to Maureen.
He discussed Fall Foliage Festival weekends. JTTA started the planning process. The membership discussed reducing the festival weekends from 4 to 3. Those weekends would have food, craft, and music vendors. Bathrooms would be provided for the entire month by PMVB. James asked Borough Council how they would like to see the weekends structured this year. Joanne Klitsch said she would like to only see 2 or 3 weekends for the festival. Police Chief Schatz explained we have to accommodate because the people will come to the Borough regardless, but the Borough also needs to be prepared for what is coming. James reiterated JTTA is not planning for a 4th weekend this year unless Borough Council would like it. Mike Yeastedt expressed concerns over the lack of food vendors for the 4th weekend. Manager Sterner explained the Borough is working with PMVB and neighboring municipalities for lists of restaurants and events in their area to help with the influx of visitors expected. Police Chief Schatz explained they have extra coverage on additional weekends prior to and after the Fall Festival.
James spoke about the County increasing the amount of people that can park at the Lake this year and will be shuttled in to town. Manager Sterner explained the County is also reworking the layout of food

vendors in Josiah White Park. Police Chief Schatz discussed the change by the County of the corral parking area and eliminating the turning lane into the parking lot. Borough Council ultimately agreed to 3 Fall Foliage Weekends and the 4th weekend to not be advertised, but include food vendors. James said he would work on getting the event request in to Borough Council in time for the June meeting.

## Public Hearing

NONE

## SALDO-Subdivision and Land Development Ordinance

Williams Preliminary/Final Lot Line Revision Subdivision-acknowledgement of plans – Secretary Klotz explained there is no actual subdivision or land development happening within the small section of the property within the Borough. The entire subdivision and lot line revision is all taking place in Franklin Township. The only change happening would be name change only. The Borough would just be acknowledging there is no subdivision or land development taking place.

## Action

The following items were reviewed:

Memorial Hall New Phone System –Joe Russo from PenTeleData (PTD) was in attendance to speak about the proposal PTD submitted to the Borough. He explained how their cloud-based phone system works. PTD has a private network just for their cloud-based system. It doesn't use the public internet for their system. That can cause problems with the quality and hearing an entire conversation. The Borough's account with Blue Ridge would change over to PTD. The Police Department and Administrative office would have separate systems due to privacy laws. I.T. for the phones would be through PTD. I.T. for everything else (computers, etc.), would be with the Borough's current contracted company, Access. Mike Yeastedt asked about the warranty. Joe Russo explained it's within the I.T. Service quote on page 4. It discusses maintenance support for the router and modem. Mike Yeastedt then asked about pooled minutes. Joe Russo explained that unlimited minutes essentially are not unlimited. PTD still has to "pay" for the minutes used; there is an allotment built into the price quote to cover this. Most accounts that PTD services do not go over the allotted minutes. The only time that ever happens is with call centers. Tom Chapman asked about who would be taking care of the cabling and the wiring. It would be the contractor generally. PTD would work with the contractor to ensure the installation would be completed correctly to work properly with their system. The install generally gets set up 4 to 6 weeks ahead of the project completion date. Borough Council would like to speak with one or two other phone vendors that the Borough has received quotes from before making a final decision.

Council Meeting Minutes from April 4, 2024

Council Meeting Minutes from April 11, 2024

March 14, 2024 Meeting Minutes Correction – The motion in the original minutes was to authorize the Solicitor to draft and advertise an Amendment to the On-Lot Sewage Management Ordinance. This was incorrect. The motion should have been to authorize the Solicitor to draft an Amendment to the On-Lot Sewage Management Ordinance.

Expenditures from all Funds as presented

Treasurer's Report

Ordinance 2024-02 Vehicle & Parking Amendment-Kiosk Fees & Hours, Local Roadways, and Right Turn- Adoption – This was never advertised for the last meeting. There were 2 additional items needing to be amended in the ordinance – local streets and drivers shall be prohibited from making a right hand turn from Packer Hill Road onto Hazard Square. The Solicitor added those 2 items and advertised the amendment.

Ordinance 2024-03 On-Lot Sewage Maintenance Amendment-Pumping Inspection Intervals – Adoption This would change the required pumping interval from every three (3) years to at least every five (5) years or when recommended by the pumper/hauler.

Resolution 2024-13 Housing Unit Re-Numbering to Comply with Carbon County 911 Public Safety System – There are 2 homes on River Street that need numbers assigned/reassigned to them.

***Facilities Projects***
*Public Works Building*

Bracy Construction – Application for Payment #3 $122,526.90

KC Mechanical Services – Application for Payment #1 $18,000.00

KC Mechanical Services – Contract Change Order MC-CO-01 $0.00

Requisition #3 – partial payment for work completed 3/1/24-3/31/24

Requisition #4 – partial payment for work completed 4/1/24-4/30/24

*Memorial Hall*
JBM Mechanical – Application for Payment #2 $174,375.00

Bognet, Inc – Application for Payment #3 $67,347.48

Reading Mechanical – Contract Change Order PC-CO-01 $145,000.00 increase

Requisition #3 – partial payment for work completed 3/1/24-3/31/24

Requisition #4 – partial payment for work completed 4/1/24-4/30/24

Blisko RFA – Stop Sign at 4th and Oak Streets – Police Chief Schatz explained the driving rules when it comes to alleys. At an alley intersection, cars must stop. The problem is Oak Street is not an alley. He recommends reviewing the various intersections and adopting Ordinance Amendments to include stop signs.

Vehicle & Traffic Ordinance Amendment-Chestnut Avenue: No Parking East Side – Police Chief Schatz explained larger vehicles cannot get through or turn in this area when there are cars parked along the East side of Chestnut Avenue.

JT Summer Basketball League RFA-addition of Fridays to their schedule – In addition to Sundays and Thursdays, the Summer Basketball League would like to add Fridays from 5:00 p.m. to 9:00 p.m. to their normal schedule.

Account #0420 Payment Plan

New Utility Liens to File (4)

Utility Rate Change (1)

## Exoneration Request
The report was submitted for review

## Committees
July 4, 2024 Work Session-Reschedule or Cancel

Planning Commission Letter of Interest – There has only been one letter of interest received to date. Borough Council would like to wait to see if any other additional letters of interest are submitted before making a determination.

Administration
NONE

Public Service (Sewer/Sanitation/Water/Streets)
West Broadway Storm Sewers – Mike Yeastedt explained the storm sewer drains are all in various stages of disrepair and they will all eventually need to be fixed. He would like PennDOT to be contacted to see what can be done to correct them since these drains are on a state road. Tom Chapman asked about the Mauch Chunk Museum Stormwater Drain that was asked to be corrected in a Request for Action during the March meeting. Mike Yeastedt explained that stormwater drain is not the same as the ones along West Broadway. Tom Leinhard looked at the drain and was able to re-point one area of the drain, but could not fix the other area. Manager Sterner explained that stormwater drain is not Borough owned.

Flagstaff Stormwater – Mike Yeastedt explained there are 16 total inlets and outlet along Flagstaff Road and they are all stone construction. He figures about half can be saved with masonry work. Some of them are beyond saving. He also mentioned the left shoulder as one goes up Flagstaff Road has not been graded in years. Stormwater is not running off of the embankment and is actually traveling down the side of the road causing the erosion of the inlets and outlets. He would like the Streets Department to clean out and around the outlets. Ted LaRizzio stated the entire road is not in good shape and the Borough should start setting money aside to eventually address this issue and repave it. Manager Sterner asked if the Streets Department is able to complete the grading themselves. Mike Yeastedt said they could. Manager Sterner said there is money budgeted for masonry work and re-pointing. If there is any extra money left over, it can be used for renting specialized equipment for grading. If the quote for renting the equipment for grading comes back over what is available in current funds, then it can be budgeted for next year. She also explained that there will need to be good traffic controlling in place because the cars speed along the road.

Sewer Department-Heliflow Blower – One of the two blowers needed to help operate the Sewer Plant is leaking. There are two options for it, replace or repair it. The cost to replace it is $16,457.36 and the cost to repair it is $8,350.36. Repairing the blower comes with a one-year warranty.

Municibid-approval to sell Water Department 2012 Ford F-450 Truck – The Water Department received their new truck that is to replace this one and would like to sell this truck as it is no longer needed.

Police
FY 24-25 DCED Multimodal Transportation Fund Grant – The Borough has tried applying for this grant funding three times and has been denied each time. Manager Sterner asked Borough Council if they would like to try applying again. She explained there is one “illegal” crosswalk, from the County parking lot across the street to the sidewalk, which has been what has been causing the grant funding to be denied. Greg Strubinger asked what would it take to make it a legal crosswalk. Manager Sterner explained that is what is being applied for in the grant application, to change the “illegal” crossing to being legal. Ted LaRizzio asked what the County’s stance was in this. Manager Sterner explained the County was a partner in the application. Tom Chapman suggested taking a break from applying for funding for this project this year.

2024 Tourism Pedestrian Traffic Control – Police Chief Schatz explained there is not enough manpower to handle the tourist during the busy season. In the past, the Borough utilized Penn Forest Township Fire Police, but they are a volunteer group and it’s sometimes hard to staff. A few months ago, there was a meeting held with East Donegal for assisting the Police Department. The issue is they are very expensive. Police Chief Schatz reached out to BCM after a recommendation. They are a nation-wide security firm based in Wilkes-Barre. They would be unarmed and assist with pedestrian and vehicular traffic control. Their proposal guarantees one supervisor and five additional workers to assist the Police

Department. Chief Schatz spoke with all of their references, and BCM was highly recommended. Signing an agreement with them would be conditioned upon the PMVB grant being awarded.

Parking Enforcement Employment – This item is to be discussed in executive session.

Buildings/Parks

*Kemmerer Park PMVB Grant*

Pavilion Roof Repair Quotes & Pavilion Floor Quotes – Mike Yeastedt asked if the Borough still need to receive additional quotes. Manager Sterner said no. Three contractors for each item were reached out to for quotes. Out of the 3 contractors for the floor, 2 of them said they do not do this kind of work. Greg Strubinger said there was similar work done in the park and asked if the contractor who did provide the quote was the contractor who had done the work in the park. Manager Sterner said they were the ones who did the work in the park, as well as another project for the Borough. Manager Sterner explained this is being funded by the PMVB grant and Lisa, the Administrative Assistant was the one who wrote the grant application for this project. The low bidder for the roof was Alan Kunsman Roofing and Siding at $8,750.00 and Concrete Alternatives for the floor at $9,700.00. Greg Strubinger asked if there were funds available for this. Manager Sterner explained there were funds budgeted for Kemmerer Park and those funds will be used towards the match.

Manager Sterner explained there are additional grant applications being worked on. Lisa, the Administrative Assistant, is working on additional 2nd round PMVB grant application for Kemmerer Park, Secretary Klotz completed the CDBG grant application, and she worked on the Asa Packer Mansion application. Secretary Klotz said the next grant application will be for the Main Street grant.

Emergency Services

NIMS Council Member Update – Tom Chapman has not had a chance to start the NIMS courses, but will do so soon.

## Old Business

Mike Yeastedt asked about the status of the West Broadway lights. Manager Sterner said she thought the Victorian lights were to be looked into, but would remove from old business if no longer interested.

## Executive Session

NONE

## Adjourn

**MOTION** by Mike Yeastedt, second by Tom Chapman to **adjourn the meeting.** There were no comments. Motion carries 6-0. The meeting ended at 8:55 p.m.

Respectfully Submitted,

Brooke Klotz
Borough Secretary