JIM THORPE BOROUGH COUNCIL WORK SESSION
May 4, 2023
MINUTES

Meeting called to order at 6:34 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.

Roll Call of Members

Gregory Strubinger	Joanne Klitsch	Jay Miller-absent
Michael Yeastedt	Bob Schaninger	Jessica Crowley-absent
Michael Rivkin	Mayor Sofranko-absent	Solicitor Nanovic-absent
Police Chief Schatz	Sewer Supervisor Gula	Borough Mgr. Sterner
Borough Engineer-absent	Secretary Brooke Klotz	

Announcements

The Spring 2023 Tire and Electronics Recycling will be on Saturday, May 20th from 7 a.m. until 11 a.m. Residents should arrive no later than 10:45 a.m. and must show I.D.

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

Public Comment

Theresa Corripio- She was there to discuss her request that the Borough vacate the unopened portion of 4th Street. She claims that the Borough is not maintaining the area and that she has been.

Jay McElmoyle- He was there on behalf of and as a member of the Lion's Club. He would like to see the Lion's Club continue to maintain the Asa Packer Mansion as part of the agreement between the Lion's Club and the Borough.

Pamela McElmoyle- She was there on behalf of and as a member of the Lion's Club. She would like to see the Lion's Club continue to maintain the Asa Packer Mansion as part of the agreement between the Lion's Club and the Borough.

Patricia Brunson- She was there to request the Borough Council take into consideration opening up 2 parking spots for library parking. She explained that most days the library is only open until 5, which is when paid parking ends. She recommended the spots allow 20-minute parking only.

Keri Gallagher- She was there on behalf of and as a member of the Lion's Club. She would like to see the Lion's Club continue to maintain the Asa Packer Mansion as part of the agreement between the Lion's Club and the Borough.

Jake Arner- He was there to discuss Agrotourism as part of his Canyon Rim Estates subdivision plans. He was asking for Borough Council to allow the Solicitor to give advice. He wrote a letter to Borough Council requesting this, but due to how late it was submitted, it couldn't be added to the agenda.

MOTION by Bob Schaninger, second by Joanne Klitsch to **move into executive session for personnel.** The were no comments. Motion carries 5-0. The meeting paused at 6:59 p.m.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **resume the meeting.** There were no comments. Motion carries 5-0. The meeting resumed at 8:02 p.m.

Public Hearing

The Short-Term Rental Permit Application Appeal Hearing for 1112 Broadview Drive has been rescheduled for June 8th.

SALDO-Subdivision and Land Development Ordinance

Banning Minor Subdivision Final Plans dated August 25, 2022 (expires May 23,2023)- The Banning's Surveyor submitted a letter granting an extension on the Banning Minor Subdivision Final Plans dated August 25, 2022 until August 21, 2023.

Action

The following items were reviewed:

Theresa Corripio Request- vacate unopened portion of 4th Street – Theresa addressed her request during Public Comment.

Council Meeting Minutes from April 13, 2023

Expenditures from all Funds as presented – Mike Yeastedt request copies of receipts for the Fire Department.

Treasurer's Report

Resolution 2023-06 – The Sale of Personal Property Pursuant to PA Borough Code Section 1201.1- This resolution authorizes to adopt a procedure for the sale of surplus personal property with an estimated value of less than $2,000.00.

Resolution 2023-07 – A Resolution Authorizing an Application to the Department of Community and Economic Development (DCED) for a grant under the DCED Greenways, Trails, and Recreation Program- The Borough is seeking a grant of $250,000.00 for Phase III of the Memorial Park Project. The Borough had tried for a LSA Statewide Grant that was not granted, therefore the reason for applying to this grant to help secure funds for this project. The project would include new ADA accessible basketball courts, lighting, and fencing.

DCED GTRP Financial Commitment Letter – The cost of Memorial Park Phase III is $1,012,145.00. The grant would be for $250,000.00. The Borough would financially have to commit to $762,145.00, which can be obtained through additional grants that will be applied for in the future.

Memorial Hall & Public Service Garage Facilities Project (Place Projects to Bid) – The borough has been authorized by USDA to advertise the projects for bidding.

Purchases

Sewer Department-Main Line Repair -- $45,000.00 was budgeted for this project. The estimate given is $44,700.00 and does not include manhole repair, only line repair.

High Street Wall Remediation – The project consists of stabilization and remediation of a section of the stone retaining wall approximately 150 feet long on the south side of High Street. The process of this project will be similar to the project that took place in 2017. Construction is anticipated to start in October, with a targeted completion date of May 2024. The cost for engineering is less than what is included in the grant.

Marion Catholic High School Blue & Gold Club 51st Annual Summer Picnic Event Request – The dates of the event would be Friday, July 21st through Sunday, July 23rd. They are asking for use of the entire park, including the small and large pavilion, the block building, and kitchen prep space in Memorial Hall. During discussion, it was mentioned that the equipment cannot be used in the block building, as there is no gas hook-up anymore. It was also mentioned to look into an overall rental fee for the entire use of the Memorial Park complex, as currently the Borough does not have this.

Exoneration Request

Report was submitted for review.

Committees

Administration
None

Public Service (Sewer/Sanitation/Water/Streets)
Sewer Digester Emergency Repair – Ed Gula explained that an air pipe in one of the two digesters dropped out of the digester and because of the, it cannot aerate anymore. Both digesters need to be running in order to properly handle the waste. A crane with man basket would be needed to access the digester to fix the missing pipe and mount it in, as well as mounting the pipe in the other digester so it doesn't happen in that again in the future.

WWTP-Generator Repair Quote – During maintenance, it was discovered that a battery replacement is needed, along with a battery charger, for the generator at the waste water treatment plant. The cost quoted is $5,003.83 and does not include the electrical work needing to be done.

Sewer Truck-Municibid – This was added to the Public Service Item sale list. Due to the Borough purchasing three new vehicles and it costing more to fix this truck than what it is worth, it was recommended to sell the truck.

D&L Welcome Signs – Mike Yeastedt contacted Frontline Graphics for a quote to rehabilitate and wrap the D&L Welcome signs that are in rough shape. They figured it would cost between $750.00 and $1,000.00 for a small sign and between $1,000.00 and $1,250.00 for a large sign. The Borough would need to get the design files of the signs and get permission from the D&L Commission. The goal is to fix the two worst looking signs this year.

Broadway Victorian Lamps – Mike Yeastedt said that the Borough has been in contact with Penn Globe and their distributer, Digital Filaments. There are currently 7 lamps in the Borough garage in various stages. The first quote is for the remaining parts needed to rehab the lamps- $11,740.00. The 2 lamps that were damaged by the garbage truck, the price to replace them with new lamps would be $3,894.00. After submitting the two lamps to the insurance company, there are 26 additional lamps that would need to be replaced or refurbished. to "match" and the cost for refurbishment would be $22,574.00. Manager Sterner explained that there would be a difference in appearance with the two lights being replaced- glass, brightness, etc.

On-Lot System Maintenance Program Draft Ordinance – Planning Commission came back with additional comments. Those comments were forwarded on to Solicitor Nanovic. He made changes where he could and noted why he was unable to make changes in other areas of the draft. Greg Strubinger asked if the SEO has looked over the revised draft. He has not, but he noted changes that he wanted addressed in a prior draft that were corrected.

Police
Special Order 1.2-Authorized Weapons & Ammunition: On or Off Duty-Department Policy Change – The reason for this change is the current policy does not allow for a substitution on allowable ammunition. With how supply issues are still continuing, this change would allow for a substitute for the police department.

Permit Parking – Michael Rivkin explained the changes that the committee would potentially like to be made to the current Parking Permit Ordinance. The seven spaces in front of Café Arielle and seven spaces on High Street would open up for business parking. After a lengthy discussion about these spots, it was decided to open those spots to include business parking, as will as residential permit parking. This would be allowed for retail and food and beverage businesses. No short-term rentals would be eligible.

These businesses without off street parking would be eligible for one business permit to be utilized only for the 14 parking spaces. Recommendations for guest passes included allowing residents to email the office for a pass to be emailed back to them or a scratch off pass that get paid for in advance and can be utilized multiple times by scratching off a section and writing in the date of use. After lengthy discussions with guest passes, it was determined that further research would need to be done before any changes should get made.

Buildings/Parks
Mausoleum Trees – Shade Tree Committee gave a few recommendations for trees to replace the ones at the monument that were removed. The Borough would like trees that won't grow as tall as the others so that they don't have to get removed again. The trees recommended would grow as tall as the prior ones, so it was recommended to place this on old business to research this further.

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

Mike Yeastedt let Council know that the fire truck for the Dilly's is expected to be completed by the end of May and the fire truck for Onoko should follow three weeks after that.

Old Business
None

Adjourn
MOTION by Joanne Klitsch, second by Michael Rivkin to **adjourn the meeting.** The were no comments. Motion carries 5-0. The meeting ended at 9:42 p.m.

Respectfully submitted,

Brooke Klotz
Borough Secretary