JIM THORPE BOROUGH COUNCIL MEETING
May 8, 2025
MINUTES

Meeting called to order at 6:32 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. If interested, please submit your letter of interest.

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.

The recent burn ban has been canceled.

Borough Street Sweeping is going on through tomorrow, May 9th.

The Jim Thorpe Birthday Celebration will be taking place on Saturday, May 17th. The celebration starts at 10:30 a.m. at the monument and will consist of a presentation of flowers, followed by a smudge ceremony, and words from local officials.

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.

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 went over the Police Report. Last month's statistics consisted of 5,337 mile patrolled, 183 traffic citations, and 179 total calls.

Public Comment

Wayne Smith – He requested follow up information on the house on Coal Street that was involved in the fire two years ago. Greg Strubinger explained the events that have happened with the property since the fire happened. The structure has not been rehabilitated or torn down since the fire. Manager Sterner explained the ultimate goal is compliance in getting the property owners to continue moving forward correcting the fire damage. Tom Chapman asked if the situation was being handled by Bureau Veritas. Manager Sterner explained the owners are two single women and they are working with Bureau Veritas to fix the house.

Al DiGennero – He explained he was there on behalf of J.P. Mascaro for the Hauling and Landfill Disposal of Dewatered Screenings & Sewage Sludge bids. He explained J.P. Mascaro has the lowest bids for the two- and three-year contracts, whereas Waste Management has the lowest bid for the one-year contract. He explained there has been a forty-nine percent increase from the last contract bid and that's due to a significant increase in landfill prices. Greg Strubinger asked if sludge can go in the landfill with trash. Al DiGennero explained it could, but only fifteen percent can consist of sludge.

Carl Benner – He explained the house next to him is abandoned and asked what could be done about it. Manager Sterner explained he would need to fill out a Request for Action in order for the Building Codes Inspector to come look at the property. He asked how the water/sewage/garbage bill is figured out when a property owner has their own well. Solicitor Nanovic explained there is a formula in the Ordinance to calculate it.

Steve Ambrose – He thanked Mayor Cinicola, Mike Yeastedt, and the Fire Department for all they did to help with the Jim Thorpe/Packerton fire.

James Dougher – He reminded everyone JTTA is hosting the Jim Thorpe Birthday Celebration next Saturday. On behalf of the Planning Commission, he asked if Borough Council was interested in safety inspections for Short-Term Rentals and if they should pursue this topic further. Greg Strubinger explained Borough Council is interested, but would like to see it applied to all rentals (Short-Term Rentals, Long-Term Rentals, Bed and Breakfasts, etc.). James Dougher explained he had discussed with Secretary Klotz about adding Planning Commission to the Committee Section of the agenda and asked if Borough Council would be agreeable to adding it. Borough Council agreed it would be beneficial. He explained at the last Planning Commission meeting sidewalk repair on the West Side of town was discussed.

Bill Malatak – He discussed the 2024 Budget that was advertised previously. He explained the Borough spent more on public safety than what is brought in on real estate taxes and the Borough needs to find additional money to fund it. He addressed the parking spot for the library that was discussed at last weeks meeting and feels a spot should be given to the library. He also explained he did not agree with the Timber Harvesting the Borough is considering.

Presentation

Dominic Madera, who is one of the Parking Enforcement Officers, gave a presentation on the purchasing of guest passes online for those residents with parking permits. Residents can use the same link on the Police website for payment of parking ticket to purchase annual passes and guest passes. Permit Parking residents who have at least one unpaid parking ticket will not be able to purchase a guest pass online. All Police Officers are currently being trained on how to use the Parking Enforcement handhelds.

Public Hearing

NONE

SALDO (Subdivision and Land Development Ordinance)

NONE

Action

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Council meeting minutes from April 3, 2025.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Council meeting minutes from April 10, 2025.** There were no comments. Motion carries 6-0.

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

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

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Ordinance 2025-03 Vehicle & Traffic Amendment-no parking and placement of permit parking stickers.** The added no parking areas include sections of Church Alley, Liberty Road, Chestnut Alley, and High Street. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve Resolution 2025-08 LSA Statewide Grant-Water Meters with Radio Readers.** The Borough will be applying for the 2025 LSA Statewide Grant for new resident water meters and meter readers. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the LSA Statewide Grant $99,034.00 matching funds letter.** The Borough is pledging ten percent of the total project cost. Motion carries 6-0.

MOTION by Tom Chapman, second by Ted LaRizzio to **approve leaving the current Borough Council and Mayor Compensation as is.** Greg Strubinger expressed his strong opposition to increasing the compensation for Borough Council and Mayor. The state recently authorized this increase. There was a roll call vote:
Joanne Klitsch – yes
Mike Yeastedt – yes
Sydney Wernett – yes
Tom Chapman – yes
Ted LaRizzio – yes
Greg Struinger – yes

Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve the JP Mascaro 3-year Hauling and Landfill Disposal of Dewatered Screenings & Sewage Sludge contract, with the option to extend an additional three years.** The total three-year contract will cost $226,980.00. Ted LaRizzio asked if J.P. Mascaro will honor the three-year extension. Al DeGennero explained they would. Morion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **authorize advertising the Liquid Sludge Bid Specs.** Bids must be submitted no later than 2:00 p.m. on Monday, June 9th. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve engaging Keystone Timber & Forestry to give the Borough a proposal for Timber Harvesting on Borough Lands.** It was explained the Borough is not engaging in Keystone Timber & Forestry to do any type of work. The Borough is asking them to just look at the trees. Tom Whitehead, who was in the

audience, asked why the Borough is even contemplating it. Mike Yeastedt explained it's healthy for a forest to do this work. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Inn at Jim Thorpe Conditional Use Application extension request.** The extension is through July 31, 2025. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve Leinhard Proposal-Packer Hill Road Retaining Wall Maintenance totaling $1,900.00.** This proposal is for two days' worth of work to fill in any holes along the wall. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Leinhard Proposal-Hill Road Retaining Wall Maintenance totaling $7,800.00.** This proposal is for six to seven days of work laying stone and concrete along the wall. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Flowbird Parking Kiosk Updated Parts and Labor Contract.** Tom Chapman asked how many parking kiosks there are. Chief Schatz said six. Tom Chapman asked if the Borough was keeping the kiosk or removing for text to pay. Chief Schatz explained they will be kept, but recommended as life expectancy ends, remove them and strategically place one or two parking kiosks for those who cannot use text to pay. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Flowbird Parking Invoice #P-2025 for Parts and Labor, Contract Quarters 1 & 2, totaling $4,086.00.** There were no comments. Motion carries 6-0.

Facilities Projects

Public Works Building

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Reading Mechanical Payment Application #8 totaling $23,033.46.** This is for work completed and materials purchased from March 20, 2025 through April 20, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve KC Mechanical Payment Application #9 totaling $71,900.00.** This is for work completed and materials purchased from March 20, 2025 through April 20, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Spillman Farmer Architects Invoice #8121.22.23 totaling $13,437.14.** This is for professional services from August 29, 2024 through November 10, 2024. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Spillman Farmer Architects Invoice #8121.22.24 totaling $1,540.00.** This is for professional services from March 1, 2025 through March 31, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Spillman Farmer Architects Invoice #8121.22.25 totaling $8,932.00.** This is for professional services from March 17, 2025

through April 7, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Requisition #17-Partial Payment for Work Completed totaling $118,842.60.** This includes Reading Mechanical Payment Application #8, KC Mechanical Payment Application #9, Spillman Farmer Architects Invoice #8121.22.23, Spillman Farmer Architects Invoice #8121.22.24, and Spillman Farmer Architects Invoice #8121.22.25. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve United Inspection Services Invoice #25812 totaling $420.00.** This us for testing completed on April 2, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Zurawa Invoice #1110-12 totaling $7,140.00.** This is for site visits, meetings, and administrative work from Aril 1, 2025 through April 30, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Spillman Farmer Architects Amendment #7 totaling $6,160.00.** This is for a PennDOT Highway Occupancy permit and GP5 modifications. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Reading Mechanical Change Order (USDA #7) for a $11,341.48 increase in contract price.** This is for airlines to be installed with the compressor. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

Reading Mechanical Additional Change Orders – There was no action taken, as there was no additional change orders submitted.

Memorial *Hall*
MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Bognet Payment Application #15 totaling $352,314.35.** This is for work completed and materials purchased from March 20, 2025 through April 20, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve GR Noto Payment Application #15 totaling $20,662.50.** This is for work completed and materials purchased from March 20, 2025 through April 20, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Reading Mechanical Payment Application #11 totaling $25,517.26.** This is for work completed and materials purchased from March 20, 2025 through April 20, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Requisition #16-Partial Payment for Work Completed totaling $398,494.11.** This includes Bognet Payment Application #15, GR Noto Payment Application #15, and Reading Mechanical Payment

Application #11. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Zurawa Invoice #1111-11 totaling $5,440.00.** This is for site visits, meetings, and administrative work from April 1, 2025 through April 30, 2025. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve ratifying Bognet Change Order #21 (USDA #19) for a $7,489.55 increase in contract price.** This is for additional police lockers. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the NEPA proposal for the Network Backbone Install totaling $10,664.00.** This is for the transfer of the equipment from the current Borough Office to Memorial Hall. Motion carries 5-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

Memorial Park Project
MOTION by Mike Yeastedt, second by Ted LaRizzio to **deny LB Construction Change Order-no cost time extension.** Mike Yeastedt explained he recommends denying the change order. There was a meeting with the contractor and the Borough in April with the expectation the park would be completed by May 23rd. The change order requests a time extension through June 13th. Motion carries 6-0.

Phase I
MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Barry Isett & Associates Invoice #0199291 totaling $660.00.** Greg Strubinger explained the project is being paid for with grant funding. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve LB Construction Payment Application #4 totaling $1,125.00.** Greg Strubinger explained the project is being paid for with grant funding. Motion carries 6-0.

Phase II
MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Barry Isett & Associates Invoice #0199292 totaling $665.00.** Greg Strubinger explained the project is being paid for with grant funding. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve LB Construction Payment Application #4 totaling 22,464.00.** Greg Strubinger explained the project is being paid for with grant funding. Motion carries 6-0.

Center Avenue Water Main Project
MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Entech Engineering Invoice #0095819 totaling $5,776.20.** This is for professional services from March 1, 2025 through March 28, 2025. Motion carries 6-0.

High Street Wall Project
Axis Change Order #3-additional paving – There was no action was taken as the change order was not submitted in time for the meeting.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve applying for the America 250 Grant for brochures/rack cards for Asa Packer Mansion.** The application is due by May 15th. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve the Highland Hills-Joint Letter on Road Maintenance.** This is a joint letter from the Borough and Mahoning Township about the caretaking of the private road those residents live on. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve the updated Policy for Facebook and Livestreaming.** The update will take place once the Borough Council meetings are moved back into Memorial Hall. Meetings will be streamed through the Borough's phone system and a link will be shared to the Borough's website for residents to watch. A link of the recording will stay on the Borough's website for 30 days. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve National Night Out on August 5, 2025.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve Handicap Parking Request for Pine Avenue.** Chief Schatz reviewed the application and the applicant submitted all of the required documentation. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve the JTTA request-2025 Fall Foliage Weekends, contingent upon an updated narrative in the original request to include music being changed to start at 12:00 p.m.** James Dougher, who was in the audience, spoke on behalf of JTTA. There will be three advertised weekends, that will include food and merchandise vendors, as well as live music. The fourth weekend will only have food vendors and not be advertised. Music will only be from 12:00 p.m. until 5:00 p.m. Chief Schatz explained if the Police Department gets any complaints for the music being too loud, it will be shut down as this was a complaint last year. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Pennsylvania Running Company Request-2026, 2027, 2028, 2029, and 2030 Jim Thorpe Running Festivals.** Meryl, the Director of Logistic of the Pennsylvania Running Company, explained the weekend long running festival. It takes place on the last weekend in April and is a Boston Marathon qualifier. The reason for this request is because they have to get special permits from DCNR in order to hold the running festival on that specific weekend and they wanted to ensure that it would be acceptable to the Borough too. Motion carries 6-0.

MOTION by Sydney Wernett, second by Joanne Klitsch to **deny Evans RFA-sidewalk repair initiative.** Many of the suggestions in Mr. Evan's request have been attempted. Sidewalk repair does not qualify for many of the grants he suggested or the grant funds are being used for other projects. Manager Sterner explained she can include in the denial letter some of the work that has already been completed. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **deny Gazo RFA-parking spots for St. Marks.** Permit Parking is only eligible for residents who live in the Downtown and not businesses. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve JTCAA RFA-Movie Nights.** Movie nights will take place on July 11th, July 18th, August 8th, and August 22nd. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve JTCAA RFA-Community Days.** Community Days will take place on June 28th and August 16th from 4:00 p.m. to 9:00 p.m. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the Utility Lien Report (4).** There were no comments. Motion carries 6-0.

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

Committees

Administration
NONE

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

Police
NONE

Buildings/Parks
NONE

Asa Packer Mansion
NONE

Emergency Services
NONE

Old Business
NONE

Executive Session
MOTION by Mike Yeastedt, second by Joanne Klitsch to **adjourn into Executive Session.** There were no comments. Motion carries 6-0. The meeting paused at 8:39 p.m.

MOTION by Mike Yeastedt, second by Sydney Wernett to **resume the meeting.** There were no comments. Motion carries 6-0. The meeting resumed at 8:59 p.m.

MOTION by Mike Yeastedt, second by Sydney Wernett to **offer employment to Applicant #73 for Truck Driver/Laborer/Plant Operator Trainee for the Water Treatment Plant, conditioned upon obtaining a PA-DEP Class C Water Operator License and Subclasses 1, 7, 8 and 11 within three (3) years and wages per the Teamster's Contract.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **offer employment to Applicant #425 for an Asa Packer Mansion Tour Guide position at an hourly rate of $13.00.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **offer employment to Applicant #624 for an Asa Packer Mansion Tour Guide position at an hourly rate of $13.00.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Assistant Manager/Secretary Job Description.** There were no comments. Motion carries 5-1, with Greg Strubinger voting no.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Assistant Manager/Secretary Contract.** There were no comments. Motion carries 5-1, with Greg Strubinger voting no.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the updated Organizational Chart.** Motion carries 5-1, with Greg Strubinger voting no.

Adjourn

MOTION by Mike Yeastedt, second by Ted LaRizzio to **adjourn the meeting.** There were no comments. Motion carries 6-0. The meeting ended at 9:02 p.m.

Respectfully Submitted,

Brooke Klotz
Borough Secretary