JIM THORPE BOROUGH COUNCIL MEETING
November 13, 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	Ted LaRizzio
Borough Secretary Klotz	Sydney Wernett	Tom Chapman
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.

Fall 2025 Tire & Electronics Recap – Greg Strubinger explained it was another successful event. The location was changed to the Memorial Hall parking lot. 125 TV's, 301 tires, and 107 miscellaneous electronics were collected.

Leaf Collection is taking place through November 19th.

Executive Session was held on November 10th for Personnel and Real Estate.

The Festival of the Trees will take place on December 2nd starting at 5:30 p.m. More information will be posted on the Borough's website and Facebook page.

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; just click on the Civic Ready button on the homepage to sign up.

Mayor's Report

NONE

Public Comment

Jerry Romanchik – He discussed backyard parking lots and how one opened up this year along Switchback Avenue. He explained it's not a safe area to park cars. He requested Council create an Ordinance for them.

John McGuire – He thanked Borough Council for holding the Tire & Electronics Recycling, as well as Leaf Collection.

Public Hearing

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Kanick Conditional Use for Steep Slope Building Approval.** The Kanick's Engineer, Matthew Evans, testified on

behalf of the Kanicks. The Kanicks are seeking a conditional use to build on lot number one on their subdivision plans due to the steep slopes on the property along Lentz Trail. Planning Commission recommended conditional approval. The condition was the Kanicks will comply with the Borough's Stormwater Management Ordinance. John McGuire testified expressing his concerns regarding stormwater runoff. Motion carries 7-0.

Mauch Chunk Parking II LLC Conditional Use-Parking Lot – James Dougher, owner of Mauch Chunk Parking LLC and his engineer Jonathan Rogers testified. James Dougher is seeking conditional use for a parking lot on his property along West Broadway. Planning Commission recommended approval conditioned upon appropriate lighting being added and asked questions about handicap parking. Jonathan Rogers submitted plans that included 2 handicap spaces, 7 motorcycle spaces, and 45 car spaces. They testified the intent is to blacktop the accessway and handicap spaces and the remaining are would be gravel. There will be a vegetative area that will act as a barrier between the parking lot and West Broadway. John McGuire testified regarding the lighting and having it comply with the Borough's Zoning Ordinance. Aaron Meckes testified his concerns over the prior uses of the property and that there had been no development previously on this piece of property. Donald Mertz testified there is a stormwater runoff issue. He owns the property next to the proposed parking lot. He explained the prior owner cleared the lot causing more runoff than prior to it being cleared. Ed Gula testified the importance of blacktopping the handicap spaces. **MOTION** by Mike Yeastedt, second by Sydney Wernett to **adjourn into Executive Session.** There were no comments. Motion carries 7-0. The hearing paused at 7:55 p.m. **MOTION** by Connor Rodgers, second by Mike Yeastedt to resume the meeting. There were no comments. Motion carries 7-0. The hearing resumed at 8:12 p.m. **MOTION** by Connor Rodgers, second by Mike Yeastedt to **approve the Mauch Chunk Parking II LLC Conditional Use Application subject to the following conditions – complying with the Americans with Disabilities Act, adequate lighting to comply with Zoning Ordinance Section 500-67, complying with the Borough's Stormwater Management Ordinance if applicable, and plans would be subject to land development approval.** There was a roll call vote:
Joanne Klitsch – yes
Connor Rodgers – yes
Mike Yeastedt – yes
Sydney Wernett – yes
Tom Chapman – no
Ted LaRizzio – yes
Greg Strubinger – yes

Motion carries 6-1.

SALDO (Subdivision and Land Development Ordinance)
NONE

Action
MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Council Meeting Minutes from October 2, 2025.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Council Meeting Minutes from October 9, 2025.** There were no comments. Motion carries 6-0-1, with Tom Chapman steeping out of the room.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Expenditures from all Funds as presented.** There were no comments. Motion carries 6-0-1, with Tom Chapman stepping out of the room.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve the Treasurer's Report.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **authorize advertising the Water & Sewer Ordinance Amendment – Keystone Study and Tapping Fees.** Connor Rodgers noted a spelling correction that needed to be made. This amendment will update the who conducted the most recent study and placing these items in the correct Ordinances. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **authorize advertising the Fire Ordinance Amendment – Additional Officer Positions.** This will create a new Fire Commissioner position and an additional Deputy Chief Position. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Resolution 2025-29 2025 LSA Statewide – Memorial Park Phase III.** This authorizes the Borough to apply for the 2025 LSA Statewide Grant for the Memorial Park Phase III project and authorizes Greg Strubinger and Secretary Klotz to execute the documents for the grant. The Borough will be applying for $305,359.00 worth of funding. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the LSA Statewide Grant Authorization Letter.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve a $50,000.00 cash match towards the LSA Statewide Grant.** $535,800.00 from a DCNR Grant and $250,000.00 from a DCED Grant will also be used as a match towards the project. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Resolution 2025-30 Records Disposition.** This authorizes various records no longer needed to be destroyed. Motion carries 7-0.

Facilities Projects
Public Works Building
MOTION by Mike Yeastedt, second by Sydney Wernett to **approve a Mediation Agreement.** There were no comments. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on this project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the Mediation Agreement Fee of $5,000.00.** Motion carries 6-0-1, with Toma Chapman abstaining due to being a subcontractor on this project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Reading Mechanical Payment Application #13 totaling $980.00.** This is to pay for the change order for ADA water cooler aprons. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Requisition #23 totaling $980.00.** This includes Reading Mechanical Payment Application #13. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

Memorial Hall
MOTION by Mike Yeastedt, second by Sydney Wernett to **approve JBM Mechanical Certificate of Substantial Completion.** This officially declares their portion of the project sufficiently completed. Motion carries 6-0-1, with Tom Chapman abstaining sue to being a subcontractor on the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve JBM Mechanical Payment Application #13 totaling $91,615.12.** This is their final payment application. Motion carries 6-0-1, 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 #19 totaling $55,059.16.** This is their final payment application. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

Bognet Payment Application – No action taken.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Requisition #20 totaling $146,674.28.** This includes JBM Mechanical Payment Application #13 and GR Noto Payment Application #19. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor on the project.

Memorial Park Project
Phase I

LB Construction Payment Application #10 – No action taken.

Phase II

LB Construction Payment Application #10 – No action taken.

Center Avenue Water Main Project
MOTION by Mike Yeastedt, second by Connor Rodgers to **approve PACT One Payment Application #3 totaling 396,665.41.** This is for work completed and materials purchased through October 24, 2025. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve ServPro Cleaning Services totaling $11,208.33.** This includes cleaning services in the unfinished portion of the basement and kitchen in Memorial Hall. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve a 10-year BRC Cable Franchise Agreement.** Manager Sterner explained there have been no changes to the laws since entering the agreement. The fee cap is 5%, which is where the Borough is currently at. Greg Strubinger asked when the current contract runs out. Manager Sterner explained it ends in June 2026. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **accept the highest bids received on Municibid.** This is for 7 radios. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve sending a letter to PennDOT allow better signage at Center Avenue and Coal Street.** Mike Yeastedt explained PennDOT installed 2 new larger stop signs, but would like to add stenciling on the road and flashing stop sign lights. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **authorize the Solicitor to review the Data Center verbiage supplied by the Planning Commission and draft an amendment to the Zoning Ordinance.** There were no comments. Motion carries 7-0.

MOTION by Ted LaRizzio, second by Tom Chapman to **accept the donation of the Switchback Railcar with thanks.** Mike Yeastedt explained Bernhard's moved the Railcar once before with his rollback. It will be set close to the new Public Works Garage for the time being. The area for permanent placement still needs to be levels before it gets moved to that spot. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the new building facilities plaques.** The new plaques will be installed at Memorial Hall and the New Public Works Garage. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Carbon County RFA – Use of Memorial Hall on January 18, 2026 for the America 250 Celebration.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Fairview Hose Company RFA – America 250 Celebration Block Party.** This will take place on July 2, 2026 from 6:00 p.m. to 11:00 p.m. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve American Legion Post 304 RFA – America 250 Celebration Opening Ceremony.** The Opening Ceremony will take place on July 2, 2026 from 7:00 p.m. to 8:00 p.m. in front of the World War II Monument by the Onoko Fire Station. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Lion's Club RFA – America 250 Celebration Stars & Stripes Picnic.** The picnic will take place on July 4, 2025 from 12:00 p.m. to 4:00 p.m. in Memorial Park. Motion carries 7-0.

MOTION by Connor Rodgers, second by Ted LaRizzio to **table James RFA – Removal of 2 Parking Spaces.** The request is to remove the 2 parking spaces directly behind 29 Broadway on Race Street for people to be able to enter and exit the restaurant being renovated there. Connor Rodgers asked if the Borough can be forced to remove the spots. Solicitor Nanovic explained no the spots cannot be forcibly removed. Council requested reviewing the building plans. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **deny St. Mark's request for 2 parking spaces in front of the Tolman House and approve the request for a handicap parking space across the street from the Tolman House.** St. Mark's must fill out an application for the handicap parking space. It will be accessible to everyone, not just those going to the church. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **notify the Lesisko family the portrait of Mr. Lesisko has been hung back up in Memorial Hall.** Mark Lesisko submitted a Request for Action to have the portrait returned to the family if it was not getting hung back up after the Memorial Hall renovations. Motion carries 7-0.

MOTION by Connor Rodgers, second by Joanne Klitsch to **deny Morris RFA – Use of Kemmerer Park on May 16, 2026.** Greg Strubinger explained Borough Council and the Kemmerer Park Board need to meet to discuss the future potential rentals of the park. Connor Rodgers explained Ms. Morris and her guests can use the park at their own free will, but cannot stop the general public from utilizing the park as well. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **contact and set up a meeting with the Kemmerer Park Association.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **deny McGavin RFA – Memorial Park Charcoal Grill and authorize placing the four charcoal grills on Municibid.** Mr. McGavin is encouraged to bid on one of the grills on Municibid. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **deny Lehighton Borough Request – Snowflake 5K Fire Police Assistance.** The Borough currently has no active Fire Police. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **deny Account #5720 – Water/Sewer Credit Request for $57.12.** This was due to an error of the property owner's plumber and no fault of the Borough. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Account #2385 – Payment Plan.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **deny Account #9185 – Late Fee Removal Request.** The property owner was requesting this due to a postal delay. Motion carries 7-0.

Exoneration Request

Zoning Ordinance Amendment-Parking Lots – Mike Yeastedt explained Borough Council would need to think more about the possible amendment due to the way it is currently drafted, it would allow parking lots in every district.

Administration
NONE

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

Police
NONE

Buildings/Parks
NONE

Asa Packer Mansion
501c3 – Solicitor Nanovic explained he doesn't believe starting a 501c3 is allowable in the Borough Code and does not know of any other municipality that formed one.

Emergency Services

Mike Yeastedt discussed the Center Avenue Water Main Project. He wanted to update the residents on the paving once the water main is completed. The contractor will be returning in the Spring and paving will be lane only, not curb to curb.

Police Chief Schatz discussed the 5th Annual Give A Gobler taking place on November 19th. Non perishable items can be dropped off at the Borough office. The Police Department is also participating in the 2nd Annual Shop with a Cop.

Old Business
NONE

Executive Session

Adjourn
MOTION by Mike Yeastedt, second by Sydney Wernett to **adjourn the meeting.** There were no comments. Motion carries 7-0. The meeting ended at 9:31 p.m.

Respectfully Submitted,

Brooke Klotz
Assistant Borough Manager/Secretary