JIM THORPE BOROUGH COUNCIL MEETING
October 10, 2024
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, as well as the service members who lost their lives while serving our country. There was an additional moment of silence for the recent hurricane victims in the South, and Jim Crossing, Nick Kuzo and their families.

Roll Call of Members

Police Chief Schatz-absent	Mayor Cinicola-absent	Mike Yeastedt
Borough Manager Sterner	Connor Rodgers-absent	Ted LaRizzio
Borough Secretary Klotz	Tom Chapman-absent	Sydney Wernett
Solicitor Nanovic	Joanne Klitsch-absent	Greg Strubinger
Sergeant Bokeko		

Mayor's Report

Both Mayor Cinicola and Police Chief Shatz were absent from the meeting. Nothing was reported.

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.

There is a vacancy on the Zoning Hearing Board (Alternate seat). Anyone interested in this seat should submit a letter of interest.

One-Way Directional traffic in the Heights will be taking place every weekend in October and the first two weekends in November. Sergeant Bokeko said it seems to be working well. The only problem is GPS still directs people down Hill Road, when it is one-way going up.

The Tire and Electronics Recycling Event is taking place on Saturday, October 19th from 7:00 a.m. through 11:30 a.m. Residents are asked to arrive no later than 11:15 a.m. as the recycling truck leaves promptly at 11:30 a.m. Greg Strubinger recommended getting to the garage as early as possible to avoid potential Fall Foliage traffic.

Trick or Treat will be taking place on Wednesday, October 30th from 5:00 p.m. to 7:00 p.m.

Budget Work Session meetings will be held November 6th, 13th, and 20th at 6:30 p.m. in the High School's LGI Room as needed.

The Festival of Trees lighting will take place on December 3rd at 5:30 p.m. in Memorial Park. Trees are available for purchase at the Borough office.

The new Jim Thorpe Borough Welcome Sign has been installed along S.R. 209. Borough Council was very pleased with the sign. Greg Strubinger thanked James Dougher and the rest of JTTA for their help in securing the grant funding for this sign.

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
NONE

Public Hearing
NONE

SALDO (Subdivision and Land Development Ordinance)
NONE

Action
Lehigh Canal Recreation Committee Representative Update – Doug Matofka was at the meeting as the Borough's representative to give Borough Council an update. He has been the Borough's representative since this past July, but has been part of the committee since 2010. He explained the Lehigh Canal Recreation Committee (LCRC) consists of 7 municipalities over help oversee the care of the D&L Trail from Parryville to Jim Thorpe, which is approximately 6 miles long. He explained their per capita revenue is primarily through funding. He explained the Spillway Project is complete and the section of the trail from Jim Thorpe to Weissport is now open. This section of the trail is in good condition. The section of the trail from Weissport to Parryville needs work. In Weissport, the stairs and spillway area are in need of repairs. This is the second part of the Spillway Project. The LCRC is having a bike raffle to help raise funds for Phase 2 of the Spillway Project. The LCRC is still looking for volunteers. President Strubinger asked if there was an estimate of how much Phase 2 will cost. Doug Matofka explained it will cost between three hundred thousand dollars and five hundred thousand dollars.

MOTION by Mike Yeastedt, second by Sydney Joanne Klitsch to **approve Council Meeting Minutes from September 5, 2024.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeasted, second by Sydney Wernett to **approve Council Meeting Minutes from September 12, 2024.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Expenditures from all Funds as presented.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the Treasurer's Report.** There were no comments. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Ordinance 2024-06 Vehicle & Traffic Amendment – Daily Parking Fee for Contractors.** This raises the price of parking spots for contractors from $10.00 to $20.00. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Resolution 2024-22 LSA Statewide: Water Service System – Generators and Customer Meters.** This authorizes applying for the 2025 LSA Statewide grant for two generators (one for each Water Plant), new

resident water meters and their installation, as well as reprograming the radio transmitter needed for the water meters. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve LSA Statewide Authorization of Matching Funds.** The project total is $689,680.00. The Borough will pledge a 10% match, which is $68,968.00. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Resolution 2024-23 Eliminating Police Officer Contribution to the Police Pension Plan for the year 2025.** This is an annual resolution. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **accept The Inn at Jim Thorpe's Conditional Use Application time extension waiver until February 13, 2025.** The Inn at Jim Thorpe's time extension waiver letter did not have a set date; it only stated they would notify the Borough when ready to continue with the plans. Solicitor Nanovic recommended Borough Council consider a time frame. Mike Yeastedt suggested the February 2025 meeting. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Butts Ticket Systems Kiosk Maintenance Contract.** Manager Sterner explained this contract is for the next three years, which is years 4, 5, and 6 of the contract. Mike Yeastedt asked if the contract is recommended by Police Chief Schatz. Manager Sterner said he does. Mike Yeastedt asked if there would be a price increase. Manager Sterner explained the price does increase by $756.00 per year. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Foreign Fireman's Insurance Disbursement totaling $25,365.62.** This is an annual disbursement. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve refunding the Foreign Fireman's Insurance Disbursement from proceeds of the sale of a 2002 Pierce Pumper truck totaling $5,856.20.** There was a generator and lights installed on the pumper truck. These items were paid for by the Foreign Fireman's Insurance Disbursement. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **accept the highest bid of $6,150.00 for a 2006 Ford F350 Pickup Truck and $2,600.00 for a 2007 Bearcat DL 12070 Leaf Debris Loader.** The high bid for the Bearcat is half of what the Borough originally paid for it. Motion carries 5-0.

Facilities Project
Public Works Building

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Bracy Payment Application #8 totaling $233,955.85.** This is for work completed and materials purchased from August 20, 2024 through September 20, 2024. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Reading Payment Application #3 totaling $8,621.10.** This is for work completed and materials purchased from August 20, 2024 through September 20, 2024. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Larry McCullion & Son's Payment Application #4 totaling $33,300.00.** This is for work completed and materials purchased from August 20, 2024 through September 20, 2024. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve United Inspection Services Invoice #25526 $6,860.38.** This is for work completed during the month of September. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Requisition #9 – Partial Payment for work completed totaling $282,737.23.** This consists of Bracy Payment Application #8, Reading Payment Application #3, Larry McCullion & Son's Payment Application #4, and United Inspection Services Invoice #25526. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Bracy Payment Application #9 totaling $289,018.80 conditioned upon pole building delivery.** This is a partial payment for the pole building that is scheduled to be delivered around the last week of October. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Requisition #10 – Partial Payment for work completed totaling $289,018.80 conditioned upon pole building delivery.** This is a partial payment for the pole building that is scheduled to be delivered around the last week of October. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Larry McCullion & Son's Change Order #4 (USDA #4) for a $5,540.00 increase in contract price.** This is for a well pump circuit that was omitted from the original design. The Change Order numbers have been corrected from the posted agenda. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Larry McCullion & Son's Change Order #5 (USDA #5) for a $2,590.00 increase in contract price.** This is for a circulation pump resulting in a change from the original design. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Larry McCullion & Son's Change Order #6 (USDA #6) for a $2,737.00 increase in contract price.** This is for an additional circulation pump and system due to a change in the original design. Motion carries 5-0.

Larry McCullion & Son's Change Order #8 (USDA #8) – No action was taken on this item due to needing backup documentation.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Zurawa Invoice #1110-06 totaling $6,502.50.** This is for site visits, project meetings, and administrative items completed by Kevin Zurawa during the month of September. Motion carries 5-0.

Memorial Hall

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve ratifying Bognet Payment Application #7R2 totaling $110,303.03.** Last month this Payment application was approved, but USDA required corrections. Upon review of the corrections, Bognet realized there was an additional error and the Payment Application should have been reduced by $45.00. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve ratifying Requisition #8 – Partial Payment for Work Completed totaling $221,454.93.** Last month, this Payment application was approved, but USDA required corrections. Upon review of the corrections, Bognet realized there was an additional error and the Payment Application should have been reduced by $45.00. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve JBM Mechanical Payment Application #7 totaling $21,262.50.** This is for work completed and materials purchased from August 20, 2024 through September 20, 2024. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve GR Noto Payment Application #8 totaling $47,202.39.** This is for work completed and materials purchased from August 20, 2024 through September 20, 2024. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Reading Mechanical Payment Application #5 totaling $53,865.00.** This is for work completed and materials purchased from August 20, 2024 through September 20, 2024. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Bognet Payment Application #8 totaling $278,007.37.** This is for work completed and materials purchased from August 20, 2024 through September 20, 2024. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Spillman Farmer Invoice #8122.22.20 totaling $2,479.25.** This is for Professional Services from April 1, 2024 through June 1, 2024. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve United Inspection Services Invoice #25511 totaling $430.00.** This is for testing that was completed on September 4, 2024. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Requisition #9 – Partial Payment for Work Completed totaling $403,246.51.** This consists of JBM Mechanical Payment Application #7, GR Noto Payment Application #8, Reading Mechanical Payment Application #5, Bognet Payment Application #8, Spillman Farmer Invoice #8122.22.20, and United Inspection Services Invoice #25511. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Bognet Change Order #9 for a $5,697.21 increase in contract price.** This is to replace the wall in the men's bathroom that was never properly attached when originally installed. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Bognet Change Order #10 for a $44,747.65 increase in contract price.** This is for replacing the block wall from the original design with a concrete wall. With the original design, there would have been issues with installing the fence and walkway that are to be placed next to the wall. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Bognet Change Order #11 for a $14,470.23 increase in contract price conditioned upon satisfactory response from Spillman Farmer.** This is for the gate operator. The Borough requested this and it was omitted from the final design and bidding process. Manager Sterner asked Mike Yeastedt if Blaine from

Spillman Farmer investigated the vehicle detection loop. Mike Yeastedt said he did not answer that question.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Bognet Change Order #12 for a $102,579.33 decrease in contract price.** The entire parking lot needs to be repaved. The bid specs only included partial paving of the lot. Only a small section will be paved; the ADA section. Mike Yeastedt noted the entire parking lot will need to be paved in the future and money should be put aside to pay for it. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve GR Noto Change Order #5 (USDA#4) for a $21,784.53 increase in contract price.** This is for additional security cameras that it was felt were needed for increased security. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **deny JBM Mechanical Change Order #3 for a $15,950.00 increase in contract price.** The original design said the roof was metal. The roof actually is rubber. The contractor had time to review the roof before bidding on the project and could have addressed it prior to their bid. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Mike Yeastedt, second by Sydney Wernett to **approve Zurawa Invoice #1111-05 totaling $3,782.50.** This is for site visits, project meetings, and administrative items completed by Kevin Zurawa during the month of September. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Asa Packer Mansion Roof – Alan Kunsman Payment Application #2 totaling $82,902.15.** This is for work completed through September 30, 2024. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve General Code Proposal – Codification of Ordinance 2024-05 SALDO totaling $7,465.00.** There is money to cover this in the Procedure Update Funds Account from the grant money already received. There are still outstanding Solicitor bills that need to be paid from this account. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve Radon Gone's proposal for Diligent Radon Remediation totaling $3,500.00.** There is radon in the basement of the Diligent/Social Club. Four different contractors came and looked at both buildings. Radon Gone had the lowest proposal. Each station will pay ½ of the bill. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the purchase and installation of Fire Station Signage.** A request was put in to PennDOT for Fire Station signage on North Street and Center Avenue. The State approved the signage for the Onoko Station. PennDOT supplied a list of approved sign vendors as the signs are dictated by PennDOT. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve the 204 Center Avenue Demo Schedule and schedule and advertise the bid specs when they are completed.** Barry Isett drafted the proposed schedule. The project will be awarded at the December meeting. Demoing and stabilization are to start in January 2025 with a completion date of February 2025. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve the BRC Right-of Way Agreement – High School Baseball Field.** The new lines will be placed mostly underground

along Fern Street next to the High School Baseball Field. GIS mapping shows the Borough owns the property in this area. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve additional Jim Thorpe Borough Welcome Signs through JTTA.** James Dougher was present to discuss the sign project. He explained Jet Signs will remove the three remaining welcome signs, refurbish them by repainting them, paint the posts, and put the signs back in place. The remaining grant funding from PMVB will cover the cost of the signs. Mike Yeastedt suggested reusing the old sign that was replaced next to Turkey Hill and install it along Flagstaff Road in the future. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Mike Yeastedt to **appoint Ted LaRizzio to the vacant Planning Commission seat.** There were three letters of interest submitted; one from Brian Evans, one from Jennifer Murphy, and one from Ted LaRizzio. The term ends December 31, 2027. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **deny Seidel Request for Action (RFA) for Extending Switchback Avenue.** Mike Yeastedt explained it would be prohibitively expensive in order to make this happen. It's not a existing alley and the area would need to be built up in order to turn it into a road. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **table Hiller Request for Action (RFA) to install an Informational Trail Marker on the Switchback Trail.** Secretary Klotz explained she was unable to get in touch with someone from St. John's Lutheran Church to verify Mr. Hiller can place this request on their behalf. Manager Sterner explained the church would need to get building permits to install the sign. Motion carries 5-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the Utility Rate Change Report.** One account was updated. Motion carries 5-0.

Zoning Hearing Board Decisions – This is to be discussed during Executive Session.

Exonerations

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the monthly Exoneration Report.** There were no comments. Motion carries 5-0.

Committees

Mike Yeastedt said High Street was repaved including the section that was excavated by UGI. The remaining work from that area of the High Street Wall Project will be completed in the spring.

Manager Sterner said the Asa Packer Mansion Roof Project is almost completed.

Administration
NONE

Public Service
NONE

Police
NONE

Buildings/Parks
NONE

Emergency Services
NONE

Old Business
NONE

Executive Session
MOTION by Mike Yeastedt, second by Joanne Klitsch to **adjourn the meeting into Executive Session for Personnel and Litigation.** There were no comments. Motion carries 5-0. The meeting paused at 7:42 p.m.

MOTION by Mike Yeastedt, second by Sydney Wernett to **resume the meeting.** There were no comments. Motion carries 5-0. The meeting resumed at 8:17 p.m.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **authorize the Solicitor to appeal the Zoning Hearing Board (ZHB) decision granting approval of operating a Short-Term Rental at 601 South Avenue.** There were no comments. Motion carries 5-0.

Adjourn
MOTION by Mike Yeastedt, second by Joanne Klitsch to **adjourn the meeting.** There were no comments. Motion carries 5-0. The meeting ended at 8:18 p.m.

Respectfully Submitted,

Brooke Klotz
Borough Secretary