JIM THORPE BOROUGH COUNCIL
September 10, 2026
MINUTES

Meeting called to order at 6:36 p.m. by President Connor Rodgers with the pledge of allegiance and a moment of silence for the armed forces, first responders, and their families, as well as remembering the 25th Anniversary of 9/11.

Roll Call of Members

Police Chief Schatz
Borough Manager Sterner
Borough Secretary Klotz
Solicitor Nanovic-absent
Mayor Cinicola
Joanne Klitsch
Mike Yeastedt
Tom Chapman-absent
Alice Roberti
Connor Rodgers
Lyle Augustine

Announcements

There is a vacancy on the International Property Maintenance Board, five-year term ending December 31, 2029. If anyone is interested, please submit a letter of interest.

There is a vacancy on the Planning Commission, four-year term ending December 31, 2027. If anyone is interested, please submit a letter of interest.

There is a vacancy on the Shade Tree Commission, five-year term ending December 31, 2029. If anyone is interested, please submit a letter of interest.

There is a vacancy on the Zoning Hearing Board, alternate seat, three-year term ending December 31, 2027. If anyone is interested, please submit a letter of interest.

There is a vacancy on the Library Board, annual term ending December 31, 2026. If anyone is interested, please submit a letter of interest.

JTTA will be hosting a Day of Giving on Friday, September 11th. The Day of Giving Benefits the Jim Thorpe Municipal Fire Department. There will be free parking on Borough owned spaces starting at 4:00 p.m.

Representative Heffley will be hosting a Scam Seminar in Memorial Hall on Wednesday, September 16th from 7:00 p.m. to 8:00 p.m.

The Volunteer Center of the Lehigh Valley is having their Day of Caring on September 17th. The Borough registered a project for the cleaning of dishware in the Memorial Hall Kitchen. This will be rescheduled at a later date.

This year's Halloween Parade will be taking place on Saturday, October 24th at 2:00 p.m. The rain date is Sunday, October 25th.

Trick or Treat will be taking place on Thursday, October 29th from 6:00 p.m. to 8:00 p.m.

The Tire and Electronics Recycling event will be taking place on Saturday, November 7th from 7:00 a.m. through 11:00 a.m. at the Municipal Complex.

A reminder for residents – pertinent information can be found on the Borough's website and Facebook page. Residents are encouraged to sign up for the All-Call system to receive information as well.

Mayor's Report

Mayor Cinicola discussed the upcoming Halloween Parade and Trick or Treat. He thanked Officer Rich for his time serving on the Police Department.

Public Comment

AJ Patrucci – He asked for an update on 44/46 Coal Street and the stop sign in Hacklebernie. Manager Sterner explained the owner of one unit has submitted permits for demolition, the other property owner has not submitted anything to date. Currently it has been deemed safe as it has been boarded up and the weeds pulled. Chief Schatz explained the Borough is waiting to hear back from PennDOT on a traffic study.

Jerry Hoare – He spoke to Borough Council about ICE last month and forgot to include that it would be detrimental to tourists cooperating with ICE. He also explained there needs to be more monitoring of the parking in front of the Inn as more oversized vehicles continue to park in those spots that are for compact cars only.

John McGuire – He explained tourists are already making u-turns before the traffic light at the bridge and Fall Foliage hasn't started yet. Chief Schatz explained the delineators get put up for fall foliage weekends. He then asked for a Zoning Map update. Manager Sterner explained there are still internal reviews taking place in the office to ensure no parcel was missed.

Presentation

Scouting America Troop #555 Certificates – Connor Rodgers presented certificates to a few members of Troop #555 for their beautification help at the Jim Thorpe Mausoleum and Kemmerer Park.

Merchant Victorians-Van Camberis: Station Home & Caboose Community Concept – Van Camberis and his business partner, Brandon Plank, discussed their Station Home and Caboose housing concept. They explained this would be affordable housing that would have a dual purpose for an in-home business. Their hope is to put these affordable houses and caboose businesses in place in railroad towns. It would consist of cluster housing – approximately 16 to 20 of these houses with caboose in-home businesses. They are looking to pilot this concept in Jim Thorpe and then spread out to other railroad communities across the country. They plan to use local builders to complete these homes. If Borough Council were to be interested, depending on where the homes would be placed, would require an amendment of the Zoning Ordinance or a hearing before the Zoning Hearing Board.

SALDO (Subdivision and Land Development Ordinance)

NONE

Action

Borough Council Seat Appointment

Connor Rodgers explained Council received multiple letters of interest for Sydney Wernett's recently vacated seat and opened the floor for nominations. Alice Roberti nominated Michael Hartman. There were no other nominations. **MOTION** by Mike Yeastedt, second by Joanne Klitsch to **close the floor for nominations.** There were no additional comments. Motion carries 5-0. Connor Rodgers requested a roll call vote to appoint Michael Hartman to Borough Council:
Joanne Klitsch – yes
Mike Yeastedt – yes
Alice Roberti – yes
Lyle Augustine – yes
Connor Rodgers – yes
Motion carries 5-0. Connor Rodgers congratulated Michael Hartman on his appointment to Borough Council. He was then sworn in by Mayor Cinicola.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Council Work Session Meeting Minutes from August 6, 2026.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeasted, second by Joanne Klitsch to **approve Council Meeting Minutes from August 13, 2026.** There were no comments. Motion carries 6-0.

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

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

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Line Item Transfers for the General Fund, Sanitation Fund, Sewer Fund, Water Fund, and Special Revenue-Asa Packer Mansion Fund.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Ordinance 2026-05 Amendments to JTB Codes Section 355 Sewers and Section 431 Water – EDU determinations.** This amends how EDUs are currently determined for nonresidential improved properties. The amendment will have it based on actual average usage over the three highest months over the course of a twelve-month period. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Alice Roberti to **table the Peddling and Soliciting Ordinance Amendment – Multiple Locations and Fees.** Based on the discussion from the Work Session meeting, additional research and verbiage would need to be completed. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Alice Roberti to **advertise for a Public Hearing for a Zoning Ordinance Amendment for Additional Parking Requirements for Traditional Bed and Breakfasts.** – This Amendment adds the requirement of off-street parking with provisions for citations if violated. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Alice Roberti to **approve Resolution 2026-11 Housing Unit Renumbering to Comply with Carbon County Public Safety System.** This will update a residence on Germantown Road with a proper 911 address. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Resolution 2026-16 Authorizing the Application of a DCED Main Street Matters Grant for Downtown Vehicle & Pedestrian Safety and ADA Enhancement Project, a Request for a Reduced Match Requirement, and a Funding Commitment letter.** This authorizes the Borough to apply for a DCED Main Street Matters Grant in the amount of $989,459.00. It also authorizes Connor Rodgers and Secretary Klotz as signers on the grant should it be awarded. The match requirement is 25% of the entire project, which is more than 11% of the Borough's operating budget. The Borough cannot financially make that commitment, which is why the

request for a reduced match is being requested. The Borough pledges $109,399.00 in matching funds to the project. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Alice Roberti to **approve Resolution 2026-17 Authorizing the Application of a Local Share Assessment Statewide Grant for the High Street Wall Phase III Project, Grant Request Letter, and Funding Commitment Letter.** This authorizes the Borough to apply for a LSA Statewide Grant in the amount of $1,000,000.00. It also authorizes Connor Rodgers and Secretary Klotz as signers on the grant should it be awarded. The grant request letter is notifying DCED the Borough has been authorized to apply for a LSA Statewide Grant for the High Street Wall Project. The Borough is pledging a $125,000.00 match. Due to the size of the project, the Borough has also applied for a DCED Multimodal Grant which can be applied to the match if awarded. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Resolution 2026-18 Authorizing the Application of a Local Share Assessment Statewide Grant for the Front Street Improvements Project, Grant Request Letter, and Funding Commitment Letter.** This authorizes the Borough to apply for a LSA Statewide Grant in the amount of $307,825.00. It also authorizes Connor Rodgers and Secretary Klotz as signers on the grant should it be awarded. The Grant Request letter is notifying DCED the Borough has been authorized to apply for a LSA Statewide Grant for the Front Street Improvement Project. The Borough is pledging a $86,878.00 match. It is also pledging $100,000.00 from a DCED PA Small Water & Sewer Grant that was awarded in 2025. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Alice Roberti to **approve Resolution 2026-19 Authorizing the Application of a Local Share Assessment Monroe Grant for the Memorial Park Phase III Project, Grant Request Letter, and Funding Commitment Letter.** This authorizes the Borough to apply for a LSA Monroe Grant in the amount of $406,941.00. It also authorizes Connor Rodgers and Secretary Klotz as signers on the grant should it be awarded. The Grant Request letter is notifying DCED the Borough has been authorized to apply for a LSA Monroe Grant for the Memorial Park Phase III Project. The Borough is pledging a $100,000.00 match. It is also pledging $535,800.00 from a previous DCNR grant and $250,000.00 from a DCED GTRP grant. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Resolution 2026-20 Authorizing the Application of a Local Share Assessment Monroe Grant for Police Body Cameras and Replacement LPRs, and a Grant Request Letter.** This authorizes the Borough to apply for a LSA Monroe Grant in the amount of $185,273.30. It also authorizes Connor Rodgers and Secretary Klotz as signers on the grant should it be awarded. Chief Schatz is in the process of verifying that all IT costs are included in with the quote he received. The Grant Request letter is notifying DCED the Borough has been authorized to apply for a LSA Monroe Grant for Police Body Cameras and Replacement LPRs. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Resolution 2026-21 Fee Schedule Update.** The update includes the new provisions for EDU determinations as per Ordinance 2026-05. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Resolution 2026-22 Approving the Police Pension Contribution for the 2027 Year.** This is an annual Resolution that authorizes eliminating member contributions to the Police Pension Plan. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Police Pension Minimum Obligation Authorization for 2027 totaling $105,504.00.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Non-Uniform Pension Minimum Municipal Obligation Authorization for 2027 totaling $166,764.00.** There were no comments. Motion carries 6-0.

Facilities Project
Eckert Seamans Cherin & Mellot Litigation Rates for 2026 – No action taken.

Public Works Building – NONE

Memorial Hall – NONE

Memorial Park Project - NONE
Phase I

Phase II

Center Avenue Water Main Project
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Entech Invoice #0104013 totaling $12,118.81.** This is for professional services from June 27, 2026 through July 31, 2026. Motion carries 6-0.

Memorial Hall Insurance Restoration Project
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Kresge Services Invoice #7036 totaling $484.95.** This is for an electric service call**.** Motion carries 6-0.

Silk Mill Run Dam Removal and Stream Restoration Project
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Flyway Excavating Payment Application #2 totaling $74,050.00 conditioned upon Water Committee inspection.** Secretary Klotz explained she did not get to complete a site check on Dams 3 and 4, but did so for Dams 1 and 2. Flyway has demobilized from the site. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Dam Breach Completion Certifications for Dams 1, 2, 3, and 4 conditioned upon Water Committee inspection.** There were no comments. Motion carries 6-0.

2026 Street Paving Project
Change Order #2 – This was not submitted in time for the meeting. No action taken.

Change Order #3 – This was not submitted in time for the meeting. No action taken.

Payment Application #1 – This was not submitted in time for the meeting. No action taken.

Asa Packer Mansion HVAC Project
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Barry Isett Authorization for Services totaling $19,000.00 conditioned upon confirmation of inclusion of a computer control module in the specs.** This is Barry Isett's proposal for design services, bidding services and construction phase services for the Asa Packer Mansion HVAC project. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Alice Roberti to **reject the Asa Packer Mansion Porch Project Quotes and have the Building and Grounds Committee review.** The specs were sent to three (3) COSTARS vendors and only received one (1) quote. The quote was more than the remaining money left from grant funding and budgeted. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Day's Landscaping as the lowest bidder for the Asa Packer Mansion Tree Removal.** There bid totals $7,000.00. Secretary Klotz explained two (2) trees will be removed – one in front of the Caretaker's House and one growing from the retaining wall that holds up the parking area. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **ratify the Water Treatment Plant (West) Purchase Order for Water Tank Concrete Repair totaling $7,153.00.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Lyle Augustine to **approve the Waste Water Treatment Plant Purchase Order for a Replacement Blower totaling $10,983.00.** Lyle Augustine explained after the blower was pulled from the plant and taken apart, it was determined the motor was shot. A rebuilt motor costs $10,983.00 and a new motor costs $20,638.00. A rebuilt motor life expectancy is about five (5) to seven (7) years and a brand new motor life expectancy is a maximum of ten (10) years. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Alice Roberti to **ratify Barco Products Purchase Order BP082026 for picnic tables totaling $5,061.72.** These picnic tables are for the pavilions in Memorial Park. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Alice Roberti to **approve NEPA Business Technologies IT Support Hours totaling $6,750.00.** This is for 50 hours. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Alice Roberti to **table the Dillies Boiler Maintenance and have the Building and Grounds Committee review.** Lyle Augustine explained he had spoken to Tom Chapman earlier and his recommendation was to have the committee review further. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **schedule and advertise the 2027 Budget and 2026 End of Year Meetings.** The Budget Work Session meetings will be held on Wednesday, October 14th, Wednesday, October 21st, Wednesday, October 28th, Wednesday, November 4th, Wednesday November 18th, and Wednesday, November 25th. These meetings will only be held as needed. Budget adoption will take place at the December 10th Borough Council meeting. The End of Year meeting will be held on Wednesday, December 30th. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **authorize establishing a new Civil Service List and advertise for the open Police Officer position.** Callen Rich has resigned, which has left a vacancy in the Police Department. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **accept, with regret, Officer Callen Rich's resignation.** There were no comments. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the Asa Packer Mansion Event Request – Matthew Birkbeck book signing on October 24th from 1:00 p.m. to 3:00 p.m.** Connor Rodgers explained he has concerns because the book signing has no connection to the Packer family

and is afraid it would open the door for other events that have no connection to the Mansion. Alice Roberti and Michael Hartman also shared similar concerns. Motion fails 2-4, with Connor Rodgers, Alice Roberti, Lyle Augustine, and Michael Hartman voting no.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Account #3070 Sewer Credit Request totaling $40.56.** This is due to a water pipe breaking and the water not going into the waste water treatment plant. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Alice Roberti to **approve Account #7880 Sewer Credit Request totaling $21.30.** This is due to an issue with the furnace leaking and the water not going into the waste water treatment plant. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Alice Roberti to **approve Account #7085 Sewer Credit Request totaling $57.69.** This is due to a leaking hose and the water not going into the waste water treatment plant. Motion carries 6-0.

MOTION by Mike Yeastedt, second by Alice Roberti to **approve the Utility Rate Report (1) as presented.** There were no comments. Motion carries 6-0.

Exoneration Request

MOTION by Mike Yeastedt, second by Alice Roberti 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

Kemmerer Park
NONE

Asa Packer Mansion
NONE

Shade Tree Committee
NONE

Emergency Services
NONE

Planning Commission
NONE

Old Business

NONE

Executive Session

Executive Session was held after the meeting for Personnel and Real Estate.

Adjourn

MOTION by Mike Yeastedt, second by Joanne Klitsch to **adjourn the meeting.** There were no comments. Motion carries 6-0. The meeting ended at 8:14 p.m.

Respectfully Submitted,

Brooke Klotz
Assistant Borough Manager/Secretary