

**PENN FOREST TOWNSHIP
BOARD OF SUPERVISORS
2010 STATE ROUTE 903
JIM THORPE, PA 18229**

MEETING MINUTES

July 11, 2016

The Regular Monthly Meeting of the Penn Forest Township Board of Supervisors is being held at Penn Forest Township Municipal Building, 2010 State Route 903, Jim Thorpe, Pa.

PLEDGE OF ALLEGIANCE:

Chairman Warren Reiner asked that all in attendance stand and recite the "Pledge of Allegiance".

CALL TO ORDER:

Chairman Warren Reiner called the meeting to order; Roll Call by Township Secretary:

Members:	Warren Reiner, Chairman Christine Fazio, Vice-Chairman Judith Knappenberger, Supervisor Scott Lignore, Supervisor Roger Meckes, Supervisor
Office Staff:	Susan K. Gibiser---Twp. Secretary
Solicitor:	Thomas S. Nanovic---Solicitor

A. EXECUTIVE SESSION: None

B. PUBLIC COMMENTS:

William Miller---stated he has seen the work being done for Phase II of the park project and asked the Board why is Phase II construction tearing up Phase I fields that are already done; Chairman Reiner stated that the area of Phase I is not being torn up and the contractors are not in that area. Gregg Pavlick from BIA stated to Mr. Miller, that with Phase II project there is more leveling of ground and dirt, which is why it looks like more construction during this phase. Mr. Miller also asked the Board, why is the recycling company is not taking glass material; the Board stated that WM and other companies do not want glass material anymore.

Alfred Wohlmuth---stated to the Board that they all need to listen to all of the residents concerning the wind farm towers project; many residents are not happy that this type of project is even being considered; home values will decrease, many homes are not selling lately and lawsuits could possibly be against the township in the future.

Bob Serafini---asked the Board and the township secretary about the amounts for the transfer station account. The township secretary stated the 2015-2016 garbage billing cycle ended June 30th and July 1st starts the new billing cycle for 2016-2017; the amounts on the agenda were incorrect and will be corrected.

Jack Englehardt---stated to the Board he opposes the wind farm project; it is a fire and safety hazard for the community residents; this project is larger than any other wind farm project in other places, the loud noise, vibrations will effective the residents health. He also stated the fire company is not a large enough venue to hold all the residents that want to attend the hearings.

C. MEETING MINUTES:

(1) BOS REGULAR MEETING MINUTES FROM JUNE 6, 2016

MOTION made by Chairman Reiner, Second by Supervisor Lignore to approve the BOS Meeting Minutes from June 6, 2016

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

D. SECRETARY:

(1) ACKNOWLEDGE CORRESPONDENCE RECEIVED FROM JUNE 2016
See attached list---Motions Needed

- (1) Information received after the May BOS meeting from Albrightsville Volunteer Fire Co. requesting a donation to sponsor the Annual Benefit Horse Show on June 26, 2016 The Township Secretary did a call out vote to the BOS; All Board members voted **“YES” to make a \$50.00 donation.**

Ratify the call out vote for donation of \$50.00 to Albrightsville Fire Co

MOTION by Supervisor Fazio, Second by Chairman Reiner to make a donation to Albrightsville Volunteer Fire Co. for the Annual Benefit Horse Show.

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

- (2) Invitation to the Annual Convention from Esther Hartman for the local municipalities the convention will be held on September 17, 2016 at the Mahoning Valley Ambulance at 4:00pm. Ads for the booklet must be received by August 4th. See attached information concerning ad costs. In the past, PFT put a full page ad in the book and pay for any supervisor or employee to attend the dinner.

MOTION by Supervisor Fazio, Second by Supervisor Lignore to send a full page ad for the Annual Convention at the cost of \$ 45.00.

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

E. TREASURER’S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 06/30/2016)

Township General Fund:	\$ 2,754,610.48	State Liquid Fuels Fund:	\$ 307,929.89
Capital Reserve Fund:	\$ 134,429.41	Sanitation Fund:	\$ 802,400.09
Septic Fund:	\$ 236,767.77	Park/Recreation:	\$ 1,727,981.73
<u>SALDO</u>	<u>\$ 9,209.53</u>	<u>Payroll:</u>	<u>\$ 4,828.31</u>
TOTAL:			\$ 5,978,157.20

(b) PENNSYLVANIA LOCAL GOVERNMENT INVESTMENT TRUST (as of 06/30/2016)

Acct # ending 2021: (Investment/Money Market) \$ 1,021,740.12

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (As of 06/30/2016)

Account Ending:	1495	-	\$ 102,950.12
	1710	-	\$ 104,338.88
	0064	-	\$ 101,709.54

TOTAL: \$ 308,998.54

TOTAL FUNDS ON DEPOSIT: \$ 7,308,895.86

- 1) **MOTION** made by Chairman Reiner, Second by Supervisor Meckes to accept Treasurer's Report for June 2016 (Subject to Audit)

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

- 2) **PAYMENT OF THE BILLS FOR JUNE 2016**

MOTION made by Chairman Reiner, Second by Supervisor Knappenberger to pay the bills for June 2016.

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

F. NEW BUSINESS:

WARREN REINER, CHAIRMAN

- 1) **TOTAL COST FOR DESTRUCTION OF TWP RECORDS**

There were a total of (27) boxes of records for destruction; Total cost was \$210.28

- 2) **RESOLUTION NO. 5 OF 2016---ADD TWP SUPERVISOR AS AUTHORIZED SIGNATURE**

MOTION made by Chairman Reiner, Second by Supervisor Knappenberger to adopt Resolution No. 5 of 2016 adding Roger Meckes as new township supervisor and authorizing signature on all township accounts.

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

- 3) **ROADMASTER REPORT FOR JUNE 2016**

Chairman, Roadmaster Reiner stated the laborers are cutting the brush along the township shoulders and roads; cutting grass at the park, municipal building and other areas. He also wanted to tell the public that the township secretary and himself receives many calls concerning trash along township roads and the laborers are always picking up trash along township roads; this is done almost every day.

G. PFT PARK AND RECREATION UPDATE

1) PAYMENT REQUEST # 3 TO CUSTOM CONTRACTING

BIA received and reviewed payment request #3 and certified the application.

MOTION made by Chairman Reiner, Second by Supervisor Knappenberger to approve the Payment Request #3 in the amount of **\$ 150,790.50** to Custom Contracting.

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

Gregg Pavlick provided the BOS a written report on Phase II park project.

H. REPORTS:

WARREN REINER, CHAIRMAN

TRANSFER STATION REPORTS

A) BULK AMOUNT for June 2016---\$ 1,393.00 / 2015-2016 Total: \$ 9,231.00

Amounts are revised to reflect separate billing years.

2015-2016 Total Garbage Deposits	\$ 363,603.68 (includes bulk)
2016-2017 Residential Permits	\$ 108,349.75
2016-2017 Limited Permits	\$ 44,345.00
2016-2017 Commercial Permits	\$ 1,150.00
TOTAL Garbage Permits Sold (2016-2017)	\$ 153,844.75
Total Deposits to Garbage Acct for 2016-17	\$ 153,844.75

B) ADMINISTRATIVE REPORTS

RIGHT-TO-KNOW REQUESTS FOR JUNE 2016

**Administrative & Financial Requests: (See Attached Lists)
Submitted: 17 / Responded: 19 / Total Hours: 12 hrs**

Zoning & Septic Requests: Submitted: 24 / Responded: 24

C) ZONING DEPARTMENT

**(1) Zoning Officer---Kathryn Forry submitted the Zoning Report for June 2016
Moving Permit Report for June 2016**

(2) MASON REVERSE SUBDIVISION---Conditional & Final Approval

William D. and Jane R. Mason, 23 Honeysuckle Drive, JT; Submitted a Request for Waivers from Saldo Section 333.31 (**tree location on plan**) and 331 (**plan scale**); PC recommends to the BOS to grant the requested waivers and approve the plan.

- a) **MOTION** made by Chairman Reiner, Second by Supervisor Knappenberger to grant the waivers for **SALDO 333.31 (tree location on plan)** and **331 (plan scale)** as recommended by the PC.

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

- b) **MOTION** made by Chairman Reiner, Second by Supervisor Knappenberger to approve and accept the plan as recommended by the Planning Commission.

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

(3) IMLCA BOUNDARY LINE ADJUSTMENT---Conditional & Final Approval

Indian Mountain Lakes Civic Assoc., 95 Highridge Rd, Albrightsville; Submitted a Request for Waivers from Saldo Section 333.31 (**tree location on plan**); PC recommends to the BOS to grant the requested waiver and approve the plan.

- a) **MOTION** made by Chairman Reiner, Second by Supervisor Knappenberger to grant the waiver for SALDO 333.31 (**tree location on plan**) as recommended by the PC.

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

- b) **MOTION** made by Chairman Reiner, Second by Supervisor Knappenberger to approve and accept the plan as recommended by the Planning Commission.

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

(4) GOLDMAN LOT LINE REVISION---Conditional & Final Approval

Neil and Barbara Goldman, 13 Meadow Rock Dr, Jim Thorpe; Submitted a Request for Waivers from Saldo Section 333.15 (**plan to indicate contour lines**) and Section 333.31 (**tree location on plan**); PC recommends to the BOS to grant the requested waiver and approve the plan.

- a) **MOTION** made by Chairman Reiner, Second by Supervisor Fazio to grant the waivers for SALDO 333.15 and 333.31 as recommended by the PC.

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

- b) **MOTION** made by Chairman Reiner, Second by Supervisor Lignore to approve and accept the plan as recommended by the Planning Commission.

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

MOTION made by Vice-Chairman Fazio, Second by Chairman Reiner to have the administrative assistants Heather Saba and Katrina White attend a QuickBooks training class on 8/30 or 8/31 at the cost of \$79.00 per person and with mileage reimbursement.

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT 7:40 P.M.

Motion made by Supervisor Lignore, Second by Supervisor Fazio to adjourn the meeting.

ROLL CALL: JK-YES; SL-YES; RM-YES; CF-YES; WR-YES **MOTION PASSED**

REMINDERS:

- 1) The Next Board of Supervisors Meeting will be held Monday, August 1, 2016 at 7:00pm***
- 2) The Park & Recreation Committee monthly meeting will be on Monday, July 18th at 6:00pm***
- 3) The Township will be having an Electronics Recycling Day on Saturday, July 16th at the Transfer Station from 9:00 am to 3:00pm.***

**SUSAN K. GIBISER
TOWNSHIP SECRETARY**

**WARREN R. REINER
CHAIRMAN, BOARD OF SUPERVISORS**