

**PENN FOREST TOWNSHIP
BOARD OF SUPERVISORS
2010 STATE ROUTE 903
AGENDA**

October 2, 2017

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:

Supervisor 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: Dana Vitale, Secretary
Solicitor: Thomas S. Nanovic

A. EXECUTIVE SESSION: Executive Session at 6:30 p.m.

B. PUBLIC COMMENTS ON AGENDA ITEMS ONLY- (3 Minute Limit)

C. MEETING MINUTES:

(1) REGULAR BOS MEETING ON SEPTEMBER 5, 2017

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the BOS Meeting Minutes from September 5, 2017.

ROLL CALL: JK____; SL____; RM ____; CF____; WR____ **MOTION**_____

(2) SPECIAL MEETING ON SEPTEMBER 11, 2017

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the Special Meeting Minutes from September 11, 2017.

ROLL CALL: JK____; SL____; RM ____; CF____; WR____ MOTION_____

D. SECRETARY:ACKNOWLEDGE CORRESPONDENCE RECEIVED

1) UPDATE ON PIPELINE

September Report to Carbon County Stakeholders- PennEast/UGI Pipeline Project.

2) JIM THORPE LIONS CLUB HALLOWEEN PARADE

MOTION made by Supervisor _____, Second by Supervisor _____ to allow Penn Forest Township Fire Police # 1 to provide traffic control for the Sunday, October 29th. Halloween Parade commencing at 4:00 p.m.

ROLL CALL: JK____; SL____; RM ____; CF____; WR____ MOTION_____

3) JOINT MUNICIPAL UCC APPEALS BOARD

MOTION made by Supervisor _____, Second by Supervisor _____ to review and sign the ADDENDUM TO THE INTERMUNICIPAL AGREEMENT ESTABLISHING A JOINT BOARD OF APPEALS PURSUANT TO THE UNIFORM CONSTRUCTION CODE.

ROLL CALL: JK____; SL____; RM ____; CF____; WR____ MOTION_____

4) RATIFY THE MOTION PFT FIRE CO. #1 GRANT APPLICATION

MOTION made by Supervisor _____, Second by Supervisor _____ to ratify the motion that was done by a call out to assist PFT#1 with applying for funds as the applicant on their behalf to purchase LED sign .

ROLL CALL: JK____; SL____; RM ____; CF____; WR____ MOTION_____

E.TREASURER’S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 09/29/2017)

Township General Fund:	\$ 3,947,273.97	State Liquid Fuels Fund:	\$ 229,178.13
Capital Reserve Fund:	\$ 74,810.45	Sanitation Fund:	\$ 649,647.28
Septic Fund:	\$ 217,756.77	Park/Recreation:	\$ 798,530.92
SALDO	\$ 80,990.03	Payroll:	\$ 7,742.19
TOTAL:			\$ 6,005,929.74

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 09/29/2017)

Account Ending: 3394/ #5851 -	\$ 251,316.23 (6 month CD)
3382/ #4619 -	\$ 251,379.42 (6 month CD)
3383/ #4686 -	\$ 504,605.79 (1 yr CD)
TOTAL:	\$1,007,301.44

(c)JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 09/29/2017)

Account Ending: 1495	-	\$ 103,100.97
1710	-	\$ 104,688.07
0064	-	\$ 101,746.56
TOTAL:		\$ 309,535.60

TOTAL FUNDS ON DEPOSIT:

\$ 7,322,766.78

1) **MOTION** made by Supervisor_____, Second by Supervisor_____ to accept Treasurer's Report for SEPTEMBER 2017 (Subject to Audit).

ROLL CALL: JK____; SL____; RM ____; CF____; WR____ **MOTION**_____

2) PAYMENT OF THE BILLS FOR SEPTEMBER 2017

MOTION made by Supervisor _____, Second by Supervisor _____ to pay the bills for September 2017.

ROLL CALL: JK____; SL____; RM ____; CF____; WR____ **MOTION**_____

F. NEW BUSINESS:

WARREN REINER, CHAIRMAN

1) OPENING OF SEALED BIDS FOR SNOW PLOW SERVICES FOR 2017-2018

MOTION made by Supervisor_____, Second by Supervisor_____ to _____ the bid from _____ for winter snow plowing for 2017-2018 at a cost of \$ _____

ROLL CALL: JK____; SL____; RM____; CF____; WR____ **MOTION**_____

2) VOLUNTEER FIRE RELIEF PROGRAM—Allocation of Funds Received \$67,084.34

MOTION made by Supervisor _____ Second by Supervisor _____ to distribute the funds to PFT Volunteer Fire **Co. #1--\$33,542.17** and PFT Volunteer Fire **Co. #2--\$33,542.17**

ROLL CALL: JK____; SL____; RM____; CF____; WR____ **MOTION**_____

3) ATTORNEY TOMNANOVIC- RE: ATTORNEY ANDERS SEPT 5TH EMAIL

On September 5, 2017, Attorney Bruce Anders emailed our solicitor a document entitled "Response of Avangrid Renewable's Letter of August 7, 2017 (by: Mr. Craig Poff)". On September 12, Attorney Anders emailed our solicitor an excerpt of the City of Bethlehem zoning ordinance addressing the height of wind turbines.

MOTION made by Supervisor_____, Second by Supervisor_____ that our solicitor forward both of these documents to Charles Schmehl without any comment.

ROLL CALL: JK____; SL____; RM____; CF____; WR____ **MOTION**_____

MOTION made by Supervisor_____, Second by Supervisor_____ that we do not consider sending any further correspondence or documentation received from any party regarding the amendments to our zoning ordinance to Charles Schmehl until we receive the first draft of his proposed amendments.

ROLL CALL: JK___; SL___; RM___; CF___; WR___ MOTION _____

4) 2016 AUDIT FROM KIRK, SUMMA, & CO. LLP

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ the 2016 Audit for the Board to review and sign.

ROLL CALL: JK___; SL___; RM___; CF___; WR___ MOTION _____

5) SET UP 2017 BUDGET MEETING DATES FOR OCTOBER

October _____; _____; _____; _____

6) NEW EMPLOYEE

MOTION made by Supervisor _____, Second by Supervisor _____ to hire Ricky Ahner as Full-time Laborer. Wage \$14.04 /hour.

ROLL CALL: JK___; SL___; RM___; CF___; WR___ MOTION _____

7) ROADMASTER REPORT FOR SEPTEMBER 2017.

G. PFT PARK AND RECREATION

1) CONCESSION STAND PROJECT

H. REPORTS:

WARREN REINER, CHAIRMAN

1) TRANSFER STATION -

BULK AMOUNT for SEPTEMBER 2017---\$845.00* Year to Date Total: \$ 13,242.00

Prior Deposits to Garbage Acct for 2016-17	\$ 201,041.75*
2016-2017 Residential Permits (1812)	\$52,785.96
2016-2017 Limited Permits (811)	\$ 4,053.00
2016-2017 Commercial Permits (9)	\$ 1,550.00
TOTAL DEPOSITS	\$ 58,388.96**

2017-2018 Limited Permits (923)	\$ 45,850.00
2017-2018 Disc Residential Permits (1,650)	\$ 121,615.00
2017-2018 Residential Permits (284)	\$ 27,487.01
2017-2018 Commercial Permits (9)	\$ 1,550.00
TOTAL DEPOSITS	\$ 196,502.01**

TOTAL ALL Garbage Permits Sold \$ 254,890.97**

Total Deposits to Garbage Acct for 2016-17 \$455,932.72*

2) ADMINISTRATIVE REPORTS

A) RIGHT-TO-KNOW REQUESTS FOR SEPTEMBER 2017

Administrative & Financial Requests: (See Attached Lists)

Submitted:24 / Responded:24 / Total Hours: 13.00hrs

Zoning & Septic Requests: Submitted:19 /Responded:19

I.ZONING DEPARTMENT

- 1) **Zoning Officer**---Kathryn Forry submitted Zoning Report for September 2017
Moving Permit Report for September 2017

J. PUBLIC COMMENTS – (3 Minute Limit)

BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT _____ P.M.

MOTIONto adjourn meeting by Supervisor _____, Second by Supervisor _____

ROLL CALL: JK____; SL____; RM _____; CF____; WR____ **MOTION**_____

REMINDERS:

- 1) The Next Board of Supervisors meeting will be held Monday, November 6, 2017 at 7:00p.m.***
- 2) The Park and Recreation will hold their monthly meeting on Wednesday, October 18, at 6:30pm at the Township Building.***
- 3) The Planning Commission will hold their monthly meeting on Monday, October 23, 2017 (If needed) at the Township Building.***

**DANA VITALE
TOWNSHIP SECRETARY**

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