

**PENN FOREST TOWNSHIP
BOARD OF SUPERVISORS
2010 STATE ROUTE 903
MEETING MINUTES**

March 5, 2018

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 at 7:00 p.m.; Roll Call by Township Secretary.

Members: **Warren Reiner, Supervisor
Judith Knappenberger, Supervisor- BY PHONE
Scott Lignore, Supervisor
Roger Meckes, Supervisor
Tom Cross, Supervisor**

Office Staff: **Dana Vitale, Secretary**
Solicitor: **Thomas S. Nanovic**

A. EXECUTIVE SESSION: Was held at 10:00 a.m. on 2/14/2018 to discuss legal matters.

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B. PUBLIC COMMENTS AGENDA ITEMS ONLY - (3 Minute Limit)- none

C. MEETING MINUTES:

(1) REGULAR BOS MEETING ON FEBRUARY 5, 2018

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to approve the BOS Meeting Minutes from February 5, 2018.

ROLL CALL: JK -yes; SL-yes; RM- yes; TC-yes; WR- yes **MOTION PASSED**

D. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

1) APPOINTMENT FOR DIMMICK MEMORIAL LIBRARY BOARD

Letter of interest received from Christine Fazio to be appointed as Penn Forest Township's representative to the Dimmick Memorial Library Board of Directors. Recent resignation received from Georgeann Pachulski.

Letter received from Robert Stevenson to request the appointing of Dr. Michael Principe as the new Penn Forest Township Representative to the Dimmick Memorial Library Board.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to **Appoint**, Christine Fazio as Dimmick Library Representative for Penn Forest Township.

ROLL CALL: JK -yes; SL-yes; RM- yes; TC-yes; WR- yes **MOTION PASSED**

2) PROPOSAL RECEIVED FROM PIERCE BROADBAND LLC, FOR COMMUNICATION TOWER

Pierce Broadband is interested in locating a new tower on PFT property.

E. TREASURER'S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 02/28/2018)

Township General Fund:	\$ 4,281,848.74	State Liquid Fuels Fund:	\$ 168,064.63
Capital Reserve Fund:	\$ 74,996.65	Sanitation Fund:	\$ 505,974.33
Septic Fund:	\$ 205,575.27	Park/Recreation:	\$ 736,862.85
SALDO	\$ 80,990.03	Payroll:	\$ 16,601.56
TOTAL:			\$ 6,070,914.06

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 02/28/2018)

Account Ending:	3394/ #5851 -	\$ 251,820.62 (6 month CD)
	3382/ #4619 -	\$ 251,883.93 (6 month CD)
	3383/ #4686 -	\$ 506,294.53 (1 yr CD)
TOTAL:		\$1,009,999.08

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 02/28/2018)

Account Ending:	1495	-	\$ 103,100.97
	1710	-	\$ 104,688.07
	0064	-	\$ 101,822.68
TOTAL:			\$ 309,611.72

TOTAL FUNDS ON DEPOSIT: \$ 7,390,524.86

- 1) **MOTION** made by Supervisor Reiner, Second by Supervisor Meckes to accept Treasurer's Report for FEBRUARY 2018 (Subject to Audit).

ROLL CALL: JK -yes; SL-yes; RM- yes; TC-yes; WR- yes **MOTION PASSED**

- 2) **PAYMENT OF THE BILLS FOR FEBRUARY 2018**

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to pay the bills for FEBRUARY 2018.

ROLL CALL: JK -yes; SL-yes; RM- yes; TC-yes; WR- yes **MOTION PASSED**

F. NEW BUSINESS:

WARREN REINER, CHAIRMAN

- 1) **ROADMASTER REPORT FOR FEBRUARY 2018**

Bad winter with snow and ice, trees falling over, cars getting stuck, spreader broke down. Met with state police to try and assist with road issues.

- 2) **LYNX ASSOCIATES, LTD/HOLY SPIRITS DISTILLERY**

Termination Agreement prepared by Attorney Nanovic cancelling agreement with PFT and LYNX Associates.

MOTION made by Supervisor Lignore, Second by Supervisor Reiner to approve the agreement pending amendment from Attorney Tom Nanovic.

ROLL CALL: JK -yes; SL-yes; RM- yes; TC-yes; WR- yes **MOTION PASSED**

ROGER MECKES, VICE CHAIRMAN

- 1) **DISCUSSION HIRE FULL-TIME ADMINISTRATIVE ASSISTANT**

Board approved to interview applicants.

- 2) **GOVERNMENT / MUNICIPAL / PUBLIC FUNDS BANKING RESOLUTION**

Resolution No. 6 of 2018----MCT Banking Signatures for PFT Debit Card Account.

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to adopt Resolution No. 6 of 2018 for opening of PFT Business Debit Card Account for general purposes.

ROLL CALL: JK -yes; SL-yes; RM- yes; TC-yes; WR- yes **MOTION PASSED**

G. PFT PARK AND RECREATION

Tim Hubbert- Would like to propose putting in Batting Cage at Penn Forest Recreational Park. Cost of \$2,500-\$3,000 from Township Park Fund. Leagues will be responsible for maintenance and care.

Warren Reiner, Chairman- We don't have enough employees to maintain the fields.

Scott Lignore, Supervisor- I thought that once the Park was done it would be taken care of by P&R Committee.

Rich Strack- asked the BOS approval to have CCTI start building the Pergola for the park which would require a cost of \$450.00 from the Park Fund for material. The BOS approved.

CONCESSION STAND PROJECT

Dan from BIA stated Concession Stand is moving along and on schedule considering the weather. Should be finished Mid-April.

H. REPORTS:

WARREN REINER, CHAIRMAN

TRANSFER STATION -

1) ELECTRONIC RECYCLING PROGRAMS FOR 2018

Dates and Information received for Electronical Recycling for 2018.

Available---Saturday during June & July 6/2, 6/9, 6/30, 7/21, 7/28

RESERVED JULY 21ST

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to **ACCEPT** July 21, 2018 for Electronic Recycling Event.

ROLL CALL: JK -yes; SL-yes; RM- yes; TC-yes; WR- yes **MOTION PASSED**

2) BULK AMOUNT for FEBRUARY 2018---\$ 580.00 * Year to Date Total: \$ 17,176.00

Prior Deposits to Garbage Acct for 2016-17	\$ 280,077.75*
2016-2017 Residential Permits (1839)	\$ 55,465.96
2016-2017 Limited Permits (811)	\$ 4,053.00
2016-2017 Commercial Permits (9)	\$ 1,550.00
TOTAL DEPOSITS	\$ 61,068.96**
2017-2018 Limited Permits (930)	\$ 46,200.00
2017-2018 Disc Residential Permits (1,655)	\$ 121,965.00
2017-2018 Residential Permits (355)	\$ 34,332.01
2017-2018 Commercial Permits (9)	\$ 1,550.00
TOTAL DEPOSITS	\$ 204,047.01**

TOTAL ALL Garbage Permits Sold	\$ 265,115.97**
Total Deposits to Garbage Acct for 2016-17	\$ 545,193.72*

3) ADMINISTRATIVE REPORTS

A) RIGHT-TO-KNOW REQUESTS FOR FEBRUARY 2018

Administrative & Financial Requests: (See Attached Lists)

Submitted: 29 / Responded: 29 / Total Hours: 15.4 hrs

Zoning & Septic Requests: Submitted: 14 / Responded: 14

I. ZONING DEPARTMENT

1) Zoning Officer--- Kathryn Forry submitted Zoning Report for February 2018.

J. PUBLIC COMMENTS – (3 Minute Limit)

Sarah Bue-Morris

Building/Variance Issue regarding New Deli/Convenience Store on Rte 534. UCC meeting needs to be scheduled and we need to move things along. Was told by board to contact Kathryn Forry Building BIA or John DeCusatis BIA Zoning.

Bing LaFoad

Dimmick Memorial Library- Kidder Township does not want to support a Brick & Mortar Library. We will not give donations until we get a meeting with Penn Kidder Library. Butch stated we are apprised of the situation.

John Engelhardt

Wind Turbines- Would like to know is there was anything new regarding the Wind Turbines? How is it going with finding a new Engineer to replace BIA and the proposed changes to Zoning Ordinance? He also wanted to know if the Board was aware that the new Application for Wind Turbines would be ½ mile away for the Park.

Attorney Nanovic stated that we have one proposal pending for the new engineering company. Attorney Nanovic stated the township will be holding a special meeting on March 13th at the Fire Co. #1(if available) to go over the proposed changes.

Troy Meckes

Do we have a Noise Ordinance? 62 Bowman Road, owners are weekenders. When they come they shoot fireworks and dynamite, it's so loud and disturbing to all the neighbors. They blast the music

outside and have a blazing fire. He also has a 5x3 Business Sign at the end of his driveway, is that allowed? Chairman Reiner stated we would check into the Ordinance and the sign issue.

William Miller

Is there an Ordinance for Discharge of Fire Arms in a Residential Community? Delaware gang shooting machine guns in Bear Creek Lakes. Is there legal action I can take? Attorney Nanovic suggested he contact the Homeowners Association.

DISCUSSION: Zoning Ordinance Workshop March 13, 2018

BOS and Attorney Nanovic discussed the Workshop Venue to be held March 13, 2018. Purpose of Workshop is to review the proposed changes to the Zoning Ordinance.

MOTION made by Supervisor Lignore, Second by Supervisor Meckes to inquire if Fire Co. #1 will be available on March 13, 2018 to hold Workshop.

ROLL CALL: JK -NO; SL-yes; RM- yes; TC-yes; WR- yes **MOTION PASSED**

BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT 8:25 P.M.

MOTION to adjourn meeting by Supervisor Reiner, Second by Supervisor Lignore

ROLL CALL: JK -yes; SL-yes; RM- yes; TC-yes; WR- yes **MOTION PASSED**

REMINDERS:

- 1) *The Next Regular Board of Supervisors Meeting will be held Monday, April 2nd, 2018 at 7:00pm.*
- 2) *The Park and Recreation will hold their monthly meeting on Monday, March 19th at 6:30 pm instead of Wednesday, March 21st, 2018 at the Township Building.*
- 3) *The Planning Commission will hold their monthly meeting on Monday, March 26th (if needed).*

**DANA VITALE
TOWNSHIP SECRETARY**

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