

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

April 2, 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; Roll Call by Township Secretary.

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

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

A. EXECUTIVE SESSION:

:

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

C. MEETING MINUTES:

(1) REGULAR BOS MEETING ON MARCH 5, 2018

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the BOS Meeting Minutes from March 5, 2018.

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

(2) ZONING WORKSHOP ON MARCH 13, 2018

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the Zoning Workshop Minutes from March 13, 2018.

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

D. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

1) LETTER RECEIVED FROM GANNETT FLEMING (No Motion Needed)

Act 14 notification that Lehighon Water Authority is applying to PADEP for renewal of surface water withdrawal.

2) THE JIM THORPE ROTARY

The Jim Thorpe Rotary will present the 22nd Summer Recreation Program and are requesting the support of Penn Forest Township. Past donations have been given in the amount of \$1,000.00.

MOTION made by Supervisor _____, Second by Supervisor _____ to donate _____ to The Jim Thorpe Rotary Summer Recreation (camp) Program.

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

E. TREASURER’S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 03/29/2018)

Township General Fund:	\$ 4,356,957.21	State Liquid Fuels Fund:	\$ 150,522.01
Capital Reserve Fund:	\$ 75,039.80	Sanitation Fund:	\$ 469,543.02
Septic Fund:	\$ 206,890.27	Park/Recreation:	\$ 728,858.09
SALDO	\$ 80,990.03	Payroll:	\$ 21,939.56
Debit Card Account	\$ 4,991.75		
TOTAL:			\$ 6,095,731.74

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 03/29/2018)

Account Ending:	3394/ #5851 -	\$ 252,064.92 (6 month CD)
	3382/ #4619 -	\$ 252,128.28 (6 month CD)
	3383/ #4686 -	\$ 507,113.25 (1 yr CD)
TOTAL:		\$1,011,306.45

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 03/29/2018)

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

TOTAL FUNDS ON DEPOSIT:

\$ 7,416,649.91

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

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

2) **PAYMENT OF THE BILLS FOR MARCH 2018**

MOTION made by Supervisor _____, Second by Supervisor _____ to pay the bills for MARCH 2018.

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

F. NEW BUSINESS:

WARREN REINER, CHAIRMAN

1) **ROADMASTER REPORT FOR MARCH 2018**

2) **HIRE NEW ENGINEER - MR. RICHARD B. KRESGE, BCM ENGINEERS**

Interviews were conducted on March 27th with LTL Consultants, Reilly Associates, and BCM Engineers. Engineer will provide assistance with Atlantic Wind applications and be a part of the Zoning Ordinance Committee.

MOTION made by Supervisor _____, Second by Supervisor _____ to hire Mr. Richard B. Kresge, BCM Engineers, to assist with the Atlantic Wind Applications.

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

3) **BELTZVILLE STORAGE LAND DEVELOPMENT/STORMWATER AGREEMENT**

Approval of amended Land Development/Stormwater Detention Agreement.

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ Beltzville Enterprises, LLC Land Development and Storm Water Detention Agreement.

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

4) **PSATS CONFERENCE- APRIL 22nd- 25th HERSHEY , PA**

Supervisor ,Tom Cross will be attending the 96th Annual PSATS Conference in Hershey, PA.

MOTION made by Supervisor _____, Second by Supervisor _____ to reimburse Supervisor, Tom Cross for Registration and Lodging for the PSATS Conference.

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

5) DISCUSSION: PIERCE BROADBAND, LLC GROUND LEASE AGREEMENT

ROGER MECKES, VICE CHAIRMAN

MOTION TO HIRE JULIE ROSSI—F/T PFT, ADMIN. ASST.

MOTION made by Supervisor_____, Second by Supervisor_____ to hire Julie Rossi as a full-time Administrative Assistant. Start date 04/16/18 at a wage of \$13.00/hr.

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

G. PFT PARK AND RECREATION

CONCESSION STAND PROJECT

BATTING CAGE PURCHASE FOR PARK

Request received from Park Committee to purchase batting cage at a price of \$4,609.50.

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ the batting cage purchase for the amount of \$4,609.50.

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

H. REPORTS:

WARREN REINER, CHAIRMAN

TRANSFER STATION -

1) Towamensing Trails POA and Indian Mountain Lakes Community

Letters received requesting Exemption for the 2018-2019 Garbage Permits fees for residents of Towamensing Trails and Indian Mountain Lakes Community.

MOTION made by Supervisor _____ Second by Supervisor _____ to _____
Towamensing Trails and Indian Mountain Lakes from the 2018-2019 Garbage Permits fees.

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

2) BULK AMOUNT for MARCH 2018---\$ 494.00 Year to Date Total: \$ 1,939.00

2016-2017 Residential Permits (2)	\$ 200.00
2017-2018 Pro Rated Permits (4)	\$ 104.15
2017-2018 Residential Permits (6)	\$ 581.59
TOTAL DEPOSITS	\$ 885.74

TOTAL DEPOSITS \$ 1,379.74

3) ADMINISTRATIVE REPORTS

A) RIGHT-TO-KNOW REQUESTS FOR MARCH 2018

Administrative & Financial Requests: (See Attached Lists)

Submitted: 29 / Responded: 29 / Total Hours: 14.75 hrs

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

I. ZONING DEPARTMENT

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

J. PUBLIC COMMENTS – (3 Minute Limit)

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

MOTION to adjourn meeting by Supervisor _____, Second by Supervisor _____

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

REMINDERS:

- 1) The Next Regular Board of Supervisors Meeting will be held Monday, May 7th at 7:00 p.m.**
- 2) The Park and Recreation will hold their monthly meeting on Monday, April 18th at 6:30 p.m. at the Township Building.**
- 3) The Planning Commission will hold their monthly meeting on Monday, April 30th at 6:00 p.m. (If needed).**

DANA VITALE
TOWNSHIP SECRETARY

WARREN R. REINER
CHAIRMAN, BOARD OF SUPERVISORS