

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

May 7, 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, Chairman Roger Meckes, Vice-Chairman Judith Knappenberger, Supervisor (by phone) Scott Lignore, Supervisor Tom Cross, Supervisor
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Office Staff:	Dana Vitale, Secretary
Solicitor:	Thomas S. Nanovic

A. EXECUTIVE SESSION: NONE

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B. PUBLIC COMMENTS AGENDA ITEMS ONLY - NONE

C. MEETING MINUTES:

(1) REGULAR BOS MEETING ON APRIL 2, 2018

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to approve the BOS Meeting Minutes from April 2, 2018.

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

D. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

1) LETTER RECEIVED FROM ALBRIGHTSVILLE VOLUNTEER FIRE CO.

The Albrightsville Volunteer Fire Co. will be holding their Annual Benefit Horse Show on June 24th at Getz Farm in Albrightsville. They are requesting sponsors to cover the expense of the show. Donation in the amount of \$100.00 was given last year.

MOTION made by Supervisor Reiner, Second by Supervisor Cross to donate \$100.00 to Albrightsville Volunteer Fire Company Horse Show Committee.

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

2) LETTER RECEIVED FROM FRIENDS OF PENN-KIDDER LIBRARY- (NO MOTION NEEDED)

Friends of Penn-Kidder Library are a member of the PA Citizens for Better Libraries (PCBL). They are requesting a donation to update their book cataloging system.

3) LETTER RECEIVED FROM PPL ELECTRIC UTILITES- (NO MOTION NEEDED)

PPL will be gathering some general information on PFT Meter as part of a plan to replace all customers' electric meters in coming years.

4) APRIL REPORT TO CARBON COUNTY STAKEHOLDERS- (NO MOTION NEEDED)

Update on PennEast/UGI Pipeline Project.

5) THANK YOU LETTER RECEIVED FROM HEATHER SABA- (NO MOTION NEEDED)

Township employee Heather Saba sent a Thank You Card to the Township for Sympathy flowers received.

E. TREASURER'S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 04/30/2018)

Township General Fund:	\$ 4,382,247.49	State Liquid Fuels Fund:	\$ 412,903.26
Capital Reserve Fund:	\$ 75,147.88	Sanitation Fund:	\$ 436,956.62
Septic Fund:	\$ 211,161.27	Park/Recreation:	\$ 724,040.69
SALDO	\$ 9,209.53	Payroll:	\$ 11,940.53
Debit Card Account	\$ 4,680.20		
TOTAL:			\$ 6,268,287.47

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 04/30/2018)

Account Ending:	3394/ #5851 -	\$ 252,193.37 (6 month CD)
	3382/ #4619 -	\$ 252,256.76 (6 month CD)
	3383/ #4686 -	\$ 507,543.95 (1 yr CD)
TOTAL:		\$1,011,994.08

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 04/30/2018)

Account Ending:	1495 -	\$ 103,100.97
	1710 -	\$ 104,688.07

0064 - \$ 101,822.68
TOTAL: \$ 309,611.72

TOTAL FUNDS ON DEPOSIT: \$ 7,589,893.27

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

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

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

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to pay the bills for APRIL 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 APRIL 2018**

This week Shiffer will be filling pot holes they gave a quote of \$1,500.00. Our roads are in pretty good shape, better than a lot of others. Trash is getting really bad at the park and on Township Roads. Residents need to pitch in and throw the trash in the receptacles.

- 2) **RATIFY THE MOTION TO ACCEPT RESIGNATION/RETIREMENT - RICHARD BEERS**

Township Laborer Richard Beers submitted his resignation/retirement letter to the BOS on April 23, 2018, which stated his must resign/retire due to medical issues.

MOTION made by Supervisor Meckes, Second by Supervisor Reiner to ratify the motion that was done by a call out vote on April 26, 2018 to **ACCEPT** resignation/retirement letter from Richard Beers, effective immediately .

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

- 3) **MOTION TO ACCEPT RESIGNATION- COLTON GIBISER**

Township Laborer Colton Gibiser submitted his resignation letter to the BOS on May 3, 2018, which stated his last day would be Friday, May 4, 2018.

MOTION made by Supervisor Meckes, Second by Supervisor Reiner to **ACCEPT** resignation letter from Colton Gibiser, effective Friday May 4, 2018 .

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

4) NEW EMPLOYEES- HIRE 2 FULL-TIME LABORERS

MOTION made by Supervisor Meckes, Second by Supervisor Reiner to hire Brian Breiner and Corey Ligenza as Laborers. Wage \$14.49/hour.

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-NO; WR-Yes **MOTION** Passed

5) SNOW PLOWING INVOICE RECEIVED

Invoice received in the amount of \$3,240.00 from Ahner's Snow Plowing for services on Hell Hollow Road in PFT.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to **APPROVE** payment in the amount of \$3,240.00 to Ahner's Snow Plowing for services on Hell Hollow Road in PFT..

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

6) JOINT MUNICIPAL UCC ORDINANCE AMENDMENT

These ordinances amend an existing agreement for the joint administration and enforcement of the Uniform Construction Code through a Joint Board of Appeals by and among various municipalities located in Carbon County, PA to allow the Borough of Parryville to join and participate in the Joint Board of Appeals.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to enact Ordinance No. 1 of 2018 amending an existing agreement for the administration and enforcement of the Uniform Construction Code through a Joint Board of Appeals by and among various Municipalities located in Carbon County, Pennsylvania.

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

7) COOPERATION AGREEMENT BETWEEN PFT & PFT FIRE CO. #1

Solicitor Nanovic prepared Agreement between Penn Forest Township & PFT Fire Co. #1 for the purchase of the new Electronic Sign.

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to **APPROVE** the Cooperation Agreement between Penn Forest Township and Penn Forest Township Volunteer Fire Company No. 1 regarding the purchase of the new Electronic Sign.

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

G. PFT PARK AND RECREATION

1) CONCESSION STAND PROJECT

Dan Wilusz, BIA stated they are cleaning up and moving along. Plumbing is looking good; hopefully we will have grass soon.

2) PENN FOREST RECREATIONAL PARK

Highway Occupancy Permit Update- Authorization for Additional Services received for BIA. Estimated cost for BIA to address Condition Statement of Highway Occupancy Permit (HOP) is \$1,750.00- \$3,000.00.

MOTION made by Supervisor Reiner, Second by Supervisor Cross to allow BIA to investigate what is needed.

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

3) INFIELD MIX- MARTIN STONE QUARRIES

Purchase infield mix from Martin Stone Quarries for Park Baseball Field. 24 tons total cost of \$1,884.00. Fertilizer and Lime will be needed for Park.

MOTION made by Supervisor Reiner, Second by Supervisor Cross to **PURCHASE** the infield mix from Martin Stone Quarries for a total amount of \$1,884.00.

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

4) RESIGNATION OF MANDY MAROTTO – PARK ADVISORY BOARD

Park Advisory Board Member Mandy Marotto is resigning from her position effective 4/16/18. Terry Levan has expressed interest to be appointed as a member of the Park Advisory Board.

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to **ACCEPT** the resignation of Mandy Marotto effective 4/16/18.

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to **APPOINT** Terry Levan to the Park Advisory Board.

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

5) CHANGE ORDER RECEIVED FROM W.B. ELECTRIC FOR PARK & REC.

W.B. Electric submitted a change order for PFT Park Electrical Improvements which increased contract sum by \$688.00. New total including change order is \$15,506.00.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to **APPROVE** change order of \$688.00 and payment of new total \$15,506.00.

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

6) APPLICATION FOR PAYMENT RECEIVED- SPOTTS BROTHERS, INC.

Spotts Brothers submitted payment applications for the following: Penn Forest Park Restroom MC 3,442.50, Restroom EC \$13,218.75 & Restroom GC \$36,118.80.

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to **APPROVE** Application for Payment to Spotts Brothers, Inc. for total amount of \$52,780.05.

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

H. REPORTS:

WARREN REINER, CHAIRMAN

TRANSFER STATION -

1) Beltzville Lakes Estates Community

Letter received requesting Exemption for the 2018-2019 Garbage Permits fees for residents of Beltzville Lake Estates Community.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to **EXEMPT** Beltzville Lake Estates Community from the 2018-2019 Garbage Permits fees.

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

2) **BULK AMOUNT for APRIL 2018---\$ 1,335.00 Year to Date Total: \$ 3,274.00**

2016-2017 Residential Permits (4)	\$ 360.00
2017-2018 Pro-Rated Permits (4)	\$ 64.95
2017-2018 Residential Permits (7)	\$ 655.00
2018-2019 Pro-Rated Permits (3)	\$ 51.30
TOTAL DEPOSITS	\$ 1,131.25

TOTAL DEPOSITS \$ 2,466.25

3) ADMINISTRATIVE REPORTS

A) RIGHT-TO-KNOW REQUESTS FOR APRIL 2018

Administrative & Financial Requests: (See Attached Lists)

Submitted: 35 / Responded: 35 / Total Hours: 19.15 hrs

Zoning & Septic Requests: Submitted: 30 / Responded: 30

I. ZONING DEPARTMENT

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

Zoning Enforcement Notices sent to 937 State Route 903 & 253 Smith Road no action has been taken or received from these property owners. These properties have been found to be in violation of the Ordinance for both Attractive Nuisance (Section 502.A.2) and appearing to be a Junkyard (Section 202)

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to move forward with enforcement proceedings through Solicitor Tom Nanovic.

ROLL CALL: JK-Yes; SL-Yes; RM- Yes; TC-Yes; WR-Yes **MOTION** Passed

J. PUBLIC COMMENTS – (3 Minute Limit)

Greta Martocci – Library

Catalog system needs updating. Maintaining books & cataloging is 5 years old and its going downhill. We found a very nice system to keep our library functioning properly. We are in need of donations to purchase. Chairman Reiner stated we will need to discuss with Christine Fazio, Dimmick Library Board Member.

Mary Farnschlader – Penn Kidder Library-President

Friends are our support group Library. Trustee's decision to choose the cataloging system. We are in need of the donation from the Township. We would like to buy books, we are underserved. We would like to hire a Part-time person. We work hard for our library and we need to update our computer.

Carla Benckert- Litter on Township Roads

I spoke with Tom Gerhard to have Juvenile Probation kids to pick up trash on Township Roads. Chairman Reiner stated that he was under the impression that the Children would have to be supervised by a Township Supervisor. Ms. Benckert stated that she believed that was incorrect and she would verify that information and get back to the Township.

Stacey Venetos-

I would love to help pick up trash off the roads but because of the traffic it can be difficult.

Marcus Lawrence- Zoning Ordinance changes

Update to the Ordinance it was a mistake that the township did not get the Ordinance changed. 18 months I have been coming in to try and change the Ordinance.

John McGuire- Dimmick Library

Christine Fazio joined us about two months ago. We are going to do a strategic plan and do that first to determine where we want to go. Dimmick has agreed to do a cataloging for PKL. We have set our goals and agree upon approval.

Jack Englehardt - Wind Turbines- Opposition to Wind Turbines

There have been no changes to Ordinance and we are getting upset and worried. 2,000 people in this Township are opposing. We are tax payers here and we should have a say in this. By the time we are all finished with this process we are going to have put in a Million Dollars. The township is not doing anything to make the changes we suggested. We are hoping to have an Ordinance that will protect us.

Attorney Nanovic- We had hoped after meeting with Charlie Schmehl we would be able to send the draft to Zoning. We are working on changing the current Ordinance. We have hired experts to assist. We cannot draft an exclusionary Ordinance.

Judy Salbilg-

Who is responsible and held accountable for the date missed for the original application submitted? Why isn't the Zoning Hearing Board fired and that's why the second application took place. I was here for the Met Towers and the applicant lied.

Bill Mauro

I apologized for my outburst stating "everyone on the board should be fired". It doesn't feel like the BOS, PC & ZHB are educating themselves with Wind Turbines. We do not trust anyone at this point.

Brian Whitney

The Draft Ordinance that was presented wasn't even ready. I found two typos; did anyone even read the Draft before it was released?

Joe Kultal

If the board did their job we wouldn't be here today. Tom Nanovic- If I remember correctly no one even showed up for the first application to the ZHB.

BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT 8:29 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, June 4th at 7:00 p.m.***
- 2) The Park and Recreation will hold their monthly meeting on Monday, May 21st at 6:30 p.m. at the Township Building.***
- 3) The Planning Commission will hold their monthly meeting on Tuesday, May 29th at 6:00 p.m. (If needed).***

DANA VITALE
TOWNSHIP SECRETARY

WARREN R. REINER
CHAIRMAN, BOARD OF SUPERVISORS