

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

June 4, 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, Chairman Roger Meckes, Vice-Chairman Judith Knappenberger, Supervisor Scott Lignore, Supervisor Tom Cross, Supervisor
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Office Staff:	Dana Vitale, Secretary
Solicitor:	Thomas S. Nanovic

A. EXECUTIVE SESSION: To be held at 6:30 p.m. prior to BOS Meeting.

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

C. MEETING MINUTES:

(1) REGULAR BOS MEETING ON MAY 7TH, 2018

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the BOS Meeting Minutes from May 7th, 2018.

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

D. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

1) UPDATE ON PIPELINE (No Motion Required)

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

2) PENN KIDDER LIBRARY & DIMMICK LIBRARY

Penn Kidder Library and Friends of PKLC have submitted their Financial Statements to the BOS. Penn Kidder Library and Dimmick Library are respectfully requesting the contribution from PFT.

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ the donation of \$5,000.00 to each Library, Penn Kidder & Dimmick.

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

3) STAY AT HOME CELEBRATION

American Legion Post 304 is holding their July 4th Stay At Home Celebration at Jim Thorpe Memorial Park on Saturday July 7th. They are requesting PFT Fire Co. #1 & #2 to assist with traffic control after the conclusion of the event.

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ PFT Volunteer Fire Co. #1 & #2 to assist with traffic control at the Stay At Home Celebration on July 7th.

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

4) UNITED DREAM RIDE

American Legion Riders Post 927 is planning for the United Dream Ride that will take place on August 26th, which will travel through PFT from West End American Legion to Knoebles Amusement Park. They are requesting PFT Fire Co. #1 & #2 to assist with traffic control at different intersections to allow a smooth flow of traffic.

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ PFT Volunteer Fire Co. #1 & #2 to assist with traffic control at the United Dream Ride on August 26th.

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

E. TREASURER'S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 05/31/2018)

Township General Fund:	\$ 4,516,479.94	State Liquid Fuels Fund:	\$ 408,097.47
Capital Reserve Fund:	\$ 75,205.32	Sanitation Fund:	\$ 469,089.52
Septic Fund:	\$ 216,834.77	Park/Recreation:	\$ 653,871.96
SALDO	\$ 9,209.53	Payroll:	\$ 23,994.04
Debit Card Account	\$ 4,563.73		
TOTAL:			\$ 6,377,346.28

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 05/31/2018)

Account Ending: 3394/ #5851 - \$ 252,317.74 (6 month CD)
3382/ #4619 - \$ 252,381.16 (6 month CD)
3383/ #4686 - \$ 507,961.11 (1 yr CD)

TOTAL: \$1,012,660.01

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 05/31/2018)

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

TOTAL: \$ 309,611.72

TOTAL FUNDS ON DEPOSIT: \$ 7,699,618.01

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

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

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

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

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

F. NEW BUSINESS:

WARREN REINER, CHAIRMAN

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

G. PFT PARK AND RECREATION

- 1) **CONCESSION STAND PROJECT**

2) PENN FOREST RECREATIONAL PARK

Park & Recreation Committtee would like to appoint Todd Fox as an alternate on the Park Advisory Board.

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ Todd Fox as an alternate on the Park Advisory Board.

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

3) PURCHASE PARK & RECREATION ITEMS

Park Advisory Board is requesting the following items to be purchased for the Park:

- 4- Bleachers for Baseball Fields- \$1,179/each= **\$4,716.00**
- 2- Construction Site Storage Boxes for Baseball Fields- \$272.16/each= **\$544.32**
- 2- Combination Padlocks est. & Chains \$15.00/each ??
- 10- Additional Trash Cans with lids

Material for construction of 11 player benches for the Soccer Fields.

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ the purchase of

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

H. REPORTS:

WARREN REINER, CHAIRMAN

TRANSFER STATION -

1) GARBAGE INVOICES HAVE BEEN MAILED FOR NEW BILLING CYCLE

Attention Residents: Remember payments are due by JUNE 30TH to avoid \$25.00 late fee

Residential Card--\$50.00 and Commercial Card-- \$175.00

2) ELECTRONIC RECYCLING EVENT- JULY 21ST

Please note: The 2018 Electronic Recycling Event date is July 21st from 9:00 a.m - 3:00 p.m. or until trucks are full. Towamensing Trails posted in their Bulletin the incorrect dates. This event is for one day ONLY!!!

3) BULK AMOUNT for MAY 2018---\$ 1,036.00 Year to Date Total: \$ 4,310.00

2016-2017 Residential Permits	(4)	\$ 400.00
2017-2018 Pro-Rated Permits	(11)	\$ 126.66
2017-2018 Residential Permits	(10)	\$1,000.00
2018-2019 Commercial Permits	(5)	\$ 875.00
2018-2019 Residential Permits	(1,356)	\$67,800.00
TOTAL DEPOSITS		\$ 70,201.66

TOTAL DEPOSITS \$ 71,237.66

4) ADMINISTRATIVE REPORTS

A) RIGHT-TO-KNOW REQUESTS FOR MAY 2018

Administrative & Financial Requests: (See Attached Lists)

Submitted: 27 / Responded: 27 / Total Hours: 17.45 hrs

Zoning & Septic Requests: Submitted: 13 / Responded: 13

I. ZONING DEPARTMENT

1) Zoning Officer--- Kathryn Forry submitted Zoning Report for MAY 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, July 2nd at 7:00 p.m.**
- 2) The Park and Recreation will hold their monthly meeting on Monday, June 18th at 6:30 p.m. at the Township Building.**
- 3) The Planning Commission will hold their monthly meeting on Monday, June 25th at 6:00 p.m. (if needed).**

DANA VITALE
TOWNSHIP SECRETARY

WARREN R. REINER
CHAIRMAN, BOARD OF SUPERVISORS