

**BOARD OF SUPERVISORS
2010 STATE ROUTE 903
MEETING MINUTES**

October 1, 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 (Arrived 7:04 pm)
Judith Knappenberger, Supervisor (Absent)
Scott Lignore, Supervisor
Tom Cross, Supervisor**

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

A. EXECUTIVE SESSION: None

:

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

C. MEETING MINUTES:

(1) REGULAR BOS MEETING ON SEPTEMBER 4, 2018

MOTION made by Supervisor Reiner, Second by Supervisor Cross to approve the BOS Meeting Minutes from SEPTEMBER 4, 2018.

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

(2) SPECIAL MEETING ON SEPTEMBER 17, 2018

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to approve the Special Meeting Minutes from September 17, 2018.

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

D. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

1) JIM THORPE LIONS CLUB 24th ANNUAL HALLOWEEN PARADE

MOTION made by Supervisor Reiner, Second by Supervisor Cross to allow Penn Forest Township Fire Police #1 & #2 to provide traffic control for the Saturday, October 27th Halloween Parade beginning at 1:00 p.m.

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

2) JIM THORPE NEIGHBORHOOD BANK POOLED INVESTMENTS (NO MOTION REQUIRED)

3) LEHIGHTON AMBULANCE ASSOCIATION DONATION(NO MOTION REQUIRED)

Letter received from Lehighon Ambulance requesting consideration for donation in the 2019 budget.

4) LEHIGHTON AMBULANCE ASSOCIATION PURCHASE ITEMS

Letter received from Lehighon Ambulance for a capital investment to help offset the cost of the new Ford F-450 Ambulance and Stryker Power Litters.

MOTION made by Supervisor Cross, Second by Supervisor Lignore to donate **\$1,000.00** to Lehighon Ambulance Association to assist with the cost of the New Ford F-450 and Stryker Power Litters.

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

5) LETTER RECEIVED REGARDING THE DISSOLUTION OF THE FRIENDS OF PKLC(NO MOTION REQUIRED)

E. TREASURER'S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 09/28/2018)

Township General Fund:	\$ 4,937,951.07	State Liquid Fuels Fund:	\$ 404,840.88
Capital Reserve Fund:	\$ 45,439.11	Sanitation Fund:	\$ 436,361.47
Septic Fund:	\$ 215,730.77	Park/Recreation:	\$ 515,287.56

SALDO	\$	9,209.53	Payroll:	\$	14,085.15
Debit Card Account	\$	4,411.56			
TOTAL:				\$	6,583,317.10

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 09/28/2018)

Account Ending:	3394/ #5851 -	\$ 252,828.29 (6 month CD)
	3382/ #4619 -	\$ 252,891.85 (6 month CD)
	3383/ #4686 -	\$ 509,675.04 (1 yr CD)

TOTAL: \$1,015,395.18

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 09/28/2018)

Account Ending:	1495 -	\$ 103,250.60
	1710 -	\$ 104,862.19
	0064 -	\$ 101,886.36

TOTAL: \$ 309,999.15

TOTAL FUNDS ON DEPOSIT: \$ 7,908,711.43

1) MOTION made by Supervisor Reiner, Second by Supervisor Cross to accept Treasurer’s Report for SEPTEMBER 2018 (Subject to Audit).

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

2) PAYMENT OF THE BILLS FOR SEPTEMBER 2018

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

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

F. NEW BUSINESS:

WARREN REINER, CHAIRMAN

(1) ROADMASTER REPORT FOR SEPTEMBER 2018

Chairman Reiner stated that we are getting equipment ready for the winter season. The township will open the sealed bids for Winter Snow Plowing. We purchase a new spreader for Township Truck.

(2) OPENING OF SEALED BIDS FOR LINE PAINTING SERVICES FOR 2018

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to **AWARD** the bid from **DeAngelo Brothers** for 2018 LINE PAINTING on Township Roads at a cost of **\$22,504.46**.

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

(3) VOLUNTEER FIRE RELIEF PROGRAM—Allocation of Funds Received \$60,842.82

MOTION made by Supervisor Reiner, Second by Supervisor Cross to distribute the funds to PFT Volunteer Fire **Co. #1--\$30,421.41** and PFT Volunteer Fire **Co. #2--\$30,421.41**

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

(4) DISCUSSION: GLENN KELLER FOLLOW-UP- PERMIT REFUND REQUEST

Kathryn Forry, Building Inspector from BIA discussed that most of the properties are slabs and all permits are expired.

MOTION made by Supervisor Lignore, Second by Supervisor Reiner to **TABLE** until Supervisor Lignore retrieves his past information.

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

(5) NEW EMPLOYEE – ADVERTISE TO HIRE FULL-TIME LABORER

Potential employee would need to have Backhoe experience.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to advertise to hire full-time laborer. Wage \$14.49/hour.

ROLL CALL: JK- Absent; SL-Yes; RM-Yes; TC- No; WR- Yes **MOTION PASSED**

G. PFT PARK AND RECREATION

Chairman Reiner stated that the Parking Lot at the Park has been paved and looking really good. A little more worked needs to be finished, the borders and near the concession stand. We are having a problem with unleashed dogs in the Soccer Fields. Signs are posted all around the park that all dogs need to be collared and leashed. The Times New had an article about Lehighton Area Park closing there park to all dogs due to related issues.

H. REPORTS:

WARREN REINER, CHAIRMAN

TRANSFER STATION -

1) BULK AMOUNT for SEPTEMBER 2018---\$ 993.00 Year to Date Total: \$ 8,947.00

2016-2017 Residential Permits	(2)	\$	175.00
2017-2018 Residential Permits	(1)	\$	100.00
2018-2019 Commercial Permits	(0)	\$.00
2018-2019 Residential Permits	(62)	\$	3,055.06
2018-2019 Pro-Rated Permits	(2)	\$	79.72
TOTAL DEPOSITS		\$	3,409.78

TOTAL DEPOSITS \$ 4,402.78

2) ADMINISTRATIVE REPORTS

A) RIGHT-TO-KNOW REQUESTS FOR SEPTEMBER 2018

Administrative & Financial Requests: (See Attached Lists)

Submitted: 29 / Responded: 29 / Total Hours: 16.75 hrs.

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

I. ZONING DEPARTMENT

1) Zoning Officer--- Kathryn Forry submitted Zoning Report for SEPTEMBER 2018
Kathryn Forry stated fairly busy.

J. PUBLIC COMMENTS – (3 Minute Limit)

Greta Martocci- Penn Kidder Library- I would like it on the record that PK Friends we have dissolved and will cease operations. A new catalog system was not approved by the PKLC Board and we have been losing function. We wanted to thank the BOS for their support, but we are dissolving. We served the public and sorry that the volunteer will be leaving. Dimmick is going to put a new building. Where is this money coming from? We have a library at the school why can't the school accommodate by keeping it open longer hours.

Ralph Clark & Anne Silka – Road drainage- There is a serious problem with water on Stoney Creek Road coming down across the road and my driveway. A lot of water comes across my road and the pipe cannot handle all the water. My pond is starting to get filled with debris from the road. The Township did dig a ditch but it is still can't handle all the water. I would like to request an engineer from the Township to fix this problem if possible.

Chairman Reiner - I have been there a few times and you are getting water that is coming down from the huge bank of 150 acres. Last week we had up to 2 inches of rain and the water cannot drain fast enough. I will come down and take a look at it again to see if there is anything that the Township can do to rectify the problem. Dan Wilusz Township engineer stated that he would check his schedule. Supervisor Lignore stated that he has seen this property and there is not a ditch.

BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT 7:50 P.M.

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

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

REMINDERS:

- 1) *The Next Regular Board of Supervisors Meeting will be held Monday, November 5th at 7:00 p.m.*
- 2) *The Park and Recreation will hold their monthly meeting on Monday, October 15th at 6:30 p.m. at the Township Building.*
- 3) *The Planning Commission will hold their monthly meeting on Monday, October 22nd at 6:30 p.m. (If needed).*
- 4) *The Township Municipal Office will be closed on Monday, October 8th for Columbus Day*
- 5) *The Transfer Station will be open on Monday, October 8th*
- 6) *A Special Meeting will be held on Thursday, October 4th at 3:00 p.m. to open sealed bids for Winter Snow Plowing.*
- 7) *Budget meetings will be held on October, 3rd, 10th, 17th, & 24th at 3:00 p.m. at the Township Building.*

DANA VITALE
TOWNSHIP SECRETARY

WARREN R. REINER
CHAIRMAN, BOARD OF SUPERVISORS