

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

February 4, 2019

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 (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 - (3 Minute Limit)-** None

C. **MEETING MINUTES:**

(1) REGULAR BOS MEETING ON JANUARY 7, 2019

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to approve the BOS Meeting Minutes from JANUARY 7, 2019.

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

(2) AMEND REORGANIZATION MEETING ON JANUARY 7, 2019

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to appoint **Robert Boyle** to replace Robert Serafini until term ends 2022.

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

(3) REORGANIZATION MEETING ON JANUARY 7, 2019

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to approve the Reorganization Meeting Minutes from JANUARY 7, 2019.

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

(4) PUBLIC HEARING JANUARY 16, 2019 - ZONING ORDINANCE ADMENDMENTS

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to approve the PUBLIC HEARING Meeting Minutes from JANUARY 16, 2019.

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

D. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

1) Leighton Ambulance Association, Inc. (NO MOTION)

Thank you letter received for 2019 donation made by BOS to Leighton Ambulance in the amount of \$6,000.00.

2) PennEast/UGI Pipeline Project Update: 1/29/2019 (NO MOTION)

E. TREASURER'S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 1/31/2019)

Township General Fund:	\$ 5,045,850.05	State Liquid Fuels Fund:	\$ 213,782.92
Capital Reserve Fund:	\$ 15,581.89	Sanitation Fund:	\$ 325,103.30
Septic Fund:	\$ 216,530.93	Park/Recreation:	\$ 371,905.88
SALDO	\$ 9,209.53	Payroll:	\$ 9,781.47
Debit Card Account	\$ 3,527.76	Rent	\$ 2,000.00
TOTAL:			\$ 6,213,273.73

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 1/31/2019)

Account Ending:	3394/ #5851 -	\$ 253,335.71 (6 month CD)
	3382/ #4619 -	\$ 253,399.39 (6 month CD)
	3383/ #4686 -	\$ 510,865.77 (1 yr CD)
TOTAL:		\$1,017,600.87

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 1/31/2019)

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

0064 - \$ 101,962.59
TOTAL: \$ 310,075.38

TOTAL FUNDS ON DEPOSIT: \$ 7,540,949.98

1) **MOTION** made by Supervisor Reiner, Second by Supervisor Cross to accept Treasurer's Report for JANUARY 2019 (Subject to Audit).

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

2) **PAYMENT OF THE BILLS FOR JANUARY 2019**

MOTION made by Supervisor Reiner, Second by Supervisor Cross to pay the bills for JANUARY 2019.

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

F. NEW BUSINESS:

WARREN REINER, CHAIRMAN

ADOPT ORDINANCE #1 OF 2019---AN AMENDMENT TO THE PENN FOREST TOWNSHIP ZONING ORDINANCE TO REPLACE EXISTING REGULATIONS FOR WIND TURBINES

MOTION made by Supervisor Reiner, Second by Supervisor Cross to adopt **Ordinance #1 of 2019** An Amendment to the Penn Forest Township Zoning Ordinance to Replace Existing Regulations for Wind Turbines.

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

PERSONNEL: TOWNSHIP EMPLOYEE REQUESTS FMLA

Township employee requests FMLA for up to 90 days (without pay) for personal reasons, retroactive 1/11/19.

MOTION made by Supervisor Reiner, Second by Supervisor Cross to approve the FMLA leave for Township Employee (without pay) retroactive 1/11/19.

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

DISCUSSION: 2019-2020 GARBAGE PERMIT FEES

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to increase 2019-2020 garbage permit fees to **\$100.00** with late fees at **10%**.

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

DISCUSSION: PFT VOLUNTEER FIRE CO. #2 –RE-IDENTIFICATON PROPOSAL

PFT Fire Co. #2 submitted to the BOS a request for approval to change from District 12 to District 22 in and effort to alleviate confusion that has occurred in the past.

MOTION made by Supervisor Reiner, Second by Supervisor Cross to approve PFT Volunteer Fire Co. #2 to submit proposal to change from District 12 to District 22.

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

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to authorize Township Secretary to send letter of approval to Mr. Williams, Carbon County Communications Center.

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

Mike Fire Co. #2- Spoke about the safety concern with being split down the middle with Id’s and the radioing when the county doesn’t know who has the numbers. This gives everyone extra numbers. The dispatchers have problems figuring it out as well.

Supervisor Meckes- stated that he spoke with both companies and everyone one is in agreement for this project to move forward.

Chairman Reiner- stated both companies agree it would be very helpful to have their own radios.

ROADMASTER REPORT FOR JANUARY 2019

Tough last couple of weeks with the storms and rain. Trying to keep the roads clean and de-iced. Our sub-contractor did really well on the roads.

G. PFT PARK AND RECREATION

Nothing really going on at the park right now.

H. REPORTS:

WARREN REINER, CHAIRMAN

TRANSFER STATION -

1) BULK AMOUNT for JANUARY 2019---\$ 980.00 Year to Date Total: \$ 980.00

2017-2018 Residential Permits	(4)	\$	304.00
2018-2019 Commercial Permits	(0)	\$	0.00
2018-2019 Residential Permits	(10)	\$	470.00

2018-2019 Pro-Rated Permits	(6)	\$	138.86
TOTAL DEPOSITS		\$	912.86
TOTAL DEPOSITS		\$	1,892.86

2) ADMINISTRATIVE REPORTS

A) RIGHT-TO-KNOW REQUESTS FOR JANUARY 2019

Administrative & Financial Requests: (See Attached Lists)

Submitted: 19/ Responded: 19/ Total Hours: 17.75 hrs.

Zoning & Septic Requests: Submitted: 38 / Responded: 38

I. ZONING DEPARTMENT

1) BELTZVILLE ENTERPRISES LLC - REQUEST FOR TEMPORARY PARTIAL CO

Barry Isett & Associates reviewed the submitted request for a temporary partial certificate of occupancy. Engineering, Zoning & Building evaluated the status and the findings are attached.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to **approve** the 90 day temporary CO for the **storage units only** (recommended by BIA) to Beltzville Enterprises LLC.

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

MOTION made by Supervisor Lignore, Second by Supervisor Reiner to allow all builders to get a Temporary CO is so desired for 60 days.

ROLL CALL: JK-No; SL-abstain; RM- No; TC-No; WR- No **MOTION** Failed

2) Zoning Officer--- Kathryn Forry submitted Zoning Report for JANUARY 2019

J. PUBLIC COMMENTS – (3 Minute Limit)

Supervisor Lignore- stated is that going to be across the board because I was just declined when I asked for a temp Co because of the shed not be competed and I was told I have to remove the shed from the permit there are not going to let me have a CO because the stone wasn't on the front of the home. Remember in the past we had a problem with thousands of CO not be competed. I need to know if it is going to be across the board for everyone. If builders come in here are they going to be treated the same?

Supervisor Meckes -stated I do not agree with having a blanket rule for everyone, but I do believe it should be on a case by case review. We don't know what each person's situation will be. I do agree that the shed situation should have been agreed upon.

Tom Nanovic- I am not sure the circumstances are the same; if the situations are the same then each one should be treated as such. There are so many different variables. If each person has an issue they can address the board for a reprieve. Maybe it would be a good idea for John Decusatis to inquire with Kidder Township regarding their policy.

Tyler Hayet- Beltsville Storage – commented on the response from Supervisor Lignore regarding his CO being denied by the township. Our project with respect to builders coming in here we are bonded for you to hold back and we are not asking for any money returned. We have many people that would like to rent a unit the facilities are ready we don't need the office, people can rent on-line. This is very different from someone building a house. Mr. Hayat stated that it is a different situation when you have a builder verses a business. We know in the 90 days we are going to have our stuff rapped up.

Ted Fisher - Beltsville Storage -I think our bond is good for a year.

Supervisor Meckel- I kind of agree that this is different and I understand your frustration but it is different from a Residential home. I am in favor of looking into finding out what Kidder Township policy would entail and/or making a change in the future.

Chris Lukusevich- Retired Army Colonel is requesting a tax exemption from the Amusement Tax requirement for a function I am holding at Penn's Peak on June 6, 2019. The 75th Anniversary of the June 6th 1944 D-Day landings which is to recognize the service of WWII Military Veterans while acknowledging the contribution of Military Veterans of all eras. The net proceeds are designated for donation to local area 501(c) (3)s that supports Veterans. Attorney Tom Nanovic stated that he would have to review the Amusement Tax Ordinance to see what is legal and to figure out a solution.

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

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

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

REMINDERS:

- 1) The Next Regular Meeting Board of Supervisors will be held Monday, March 4th, 2019 at 7:00pm.**
- 2) The Park and Recreation will hold their monthly meeting Monday, February 18th at 6:30 p.m. at the Township Building.**
- 3) The Planning Commission will hold their meeting on Monday, February 25th at 6:30 p.m. at the Township Building (if needed).**
- 4) The Township Office will be closed on Monday, February 18th in observance of President's Day Holiday. The Transfer Station will be open regular hours.**

DANA VITALE
TOWNSHIP SECRETARY

WARREN R. REINER
CHAIRMAN, BOARD OF SUPERVISORS