

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

April 1, 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 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 MARCH 4, 2019

MOTION made by Supervisor Reiner, Second by Supervisor Cross to approve the BOS Meeting Minutes from MARCH 4, 2019.

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

D. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

1) JIM THORPE NEIGHBORHOOD BANK (NO MOTION)

Jim Thorpe Bank has the following investments pledged on a pooled basis (see attached).

2) LOWER TOWAMENSING TOWNSHIP BOS-FIRE POLICE- COUNTY FAIR

Lower Towamensing Township is requesting Fire Police services from PFT to assist with traffic control at the Carbon County Fair from August 5-10, 2019.

MOTION made by Supervisor Reiner, Second by Supervisor Cross to **APPROVE** PFT Fire Co. #1 & #2 to provide Fire Police Services for the Carbon County Fair held on August 5-10th.

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

3) PENNEAST PIPELINE PROJECT UPDATE (NO MOTION)

E. TREASURER’S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 3/28/2019)

Township General Fund:	\$ 5,212,077.41	State Liquid Fuels Fund:	\$ 458,487.00
Capital Reserve Fund:	\$ 15,596.98	Sanitation Fund:	\$ 311,753.02
Septic Fund:	\$ 216,773.93	Park/Recreation:	\$ 372,050.31
SALDO	\$ 9,209.53	Payroll:	\$ 15,753.04
Debit Card Account	\$ 3,189.83	Rent	\$ 0.00
TOTAL:			\$ 6,614,891.05

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 3/28/2019)

Account Ending:	3394/ #5851 -	\$ 253,464.81 (6 month CD)
	3382/ #4619 -	\$ 253,528.52 (6 month CD)
	3383/ #4686 -	\$ 511,126.10 (1 yr CD)
TOTAL:		\$1,018,119.43

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 3/28/2019)

Account Ending:	1495 -	\$ 103,250.60
	1710 -	\$ 104,862.19
	0064 -	\$ 101,962.59
TOTAL:		\$ 310,075.38

TOTAL FUNDS ON DEPOSIT: \$ 7,943,085.86

1) MOTION made by Supervisor Reiner, Second by Supervisor Meckes to accept Treasurer’s Report for MARCH 2019 (Subject to Audit).

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

2) PAYMENT OF THE BILLS FOR MARCH 2019

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to pay the bills for MARCH 2019.

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

F. NEW BUSINESS:

WARREN REINER, CHAIRMAN

ROADMASTER REPORT FOR MARCH 2019

Potholes are being fixed the township is fixing the holes. We purchased patch material from Logust Ridge and it is working out really well. We are cleaning the intersection of cinder

DISCUSSION: BACK PUNCH POLICY - GARBAGE PERMITS

In an effort to alleviate confusion and accommodate residents with the back-punch policy for the 2019-2020 garbage permits, a suggestion is made to allow residents to utilize entire permit card until complete.

MOTION made by Supervisor Reiner, Second by Supervisor Cross to **ALLOW** PFT residents to utilize the entire permit card for the year until complete.

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

COMMUNITY OF BELTZVILLE LAKE ESTATES & INDIAN MOUNTAIN LAKES—Garbage Exemption

Letter and all required information received requesting Exemption for the 2019-2020 Garbage Permit fees for residents of Beltzville Lake Estates & Indian Mountain Lakes.

MOTION made by Supervisor Reiner, Second by Supervisor Cross to **EXEMPT** Beltzville Lake Estates & Indian Mountain Lakes for the 2019-2020 Garbage Permit Fees .

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

DISCUSSION/UPDATE: TAX CREDIT FOR VOLUNTEER MEMBERS

As requested by the BOS at their meeting on March 4th. Tom Nanovic submitted information in regards to enacting an ordinance to grant tax credits to volunteers.

Supervisor Meckes contacted both fire companies and they both will help to move forward with this process. Attorney Nanovic stated that when we have the criteria we will enact an Ordinance & Resolution.

RESOLUTION NO. 4 OF 2019- TRANSFER FUNDS FROM THE GENERAL FUND TO SANITATION

Due to a clerical error monies paid from the Sanitation Fund will be reimbursed from the General Fund. Total amount of \$631,646.73.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to **ADOPT** Resolution No. 4 of 2019 Transfer Funds (\$631,646.73) from the General Fund to Sanitation.

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

HIRE NEW EMPLOYEE- GERALD ENCK

Gerald Enck submitted an application to fill vacant position as Township Laborer. Rate of \$14.95 to start immediately.

MOTION made by Supervisor Reiner, Second by Supervisor Cross to **HIRE** Gerry Enck as Township Laborer, at a rate of \$14.95 effective immediately.

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

2018 ANNUAL AUDIT AND FINANCIAL REPORT FROM KIRK, SUMMA, LLC

The Township secretary received the 2018 Audit and Financial Report from Kirk, Summa & Co., LLP firm. The Financial Report was sent to be published in the local newspaper for April 2nd.

DISCUSSION: RECYCLING SERVICES

Township Secretary has reached out to several waste/recycling companies, only Waste Management has expressed interest in providing services. A meeting will be scheduled with a representative from Waste Management and township official to discuss recycling options.

Chairman Reiner stated that Waste Management is scheduled for Wednesday at the Transfer Station to discuss garbage issues and recycling options. We are having trouble with them as well with emptying the garbage containers they are supposed to empty the containers Monday & Friday and they said they cannot take the trash due to lack of staff.

G. PFT PARK AND RECREATION

PLAYGROUND EXPANSION PROJECT

LSA Monroe Grant denied funding for the Playground Expansion. DCED Greenways, Trails, and Recreation program are taking applications. This grant requires a 15% match and has a max grant of \$250,000.

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to **AUTHORIZE** BIA to submit the application for the DCED Greenways, Trails, and Recreation Grant.

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

Chairman Reiner discussed purchasing a Turface MVP product that was used on the park fields last year to dry and absorb the moisture on the fields. Last year we paid \$645.00 for a ton it is used on runways to dry the fields.

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to authorize Chairman Reiner to purchase up to \$750.00 of Turface MVP product for the park.

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

H. REPORTS:

WARREN REINER, CHAIRMAN

TRANSFER STATION -

1) BULK AMOUNT for MARCH 2019---\$ 622.00 Year to Date Total: \$ 2,063.00

2017-2018 Residential Permits	(2)	\$	200.00
2018-2019 Commercial Permits	(0)	\$	0.00
2018-2019 Residential Permits	(5)	\$	250.00
2018-2019 Pro-Rated Permits	(5)	\$	79.96
TOTAL DEPOSITS		\$	529.96
TOTAL DEPOSITS		\$	1,151.96

2) ADMINISTRATIVE REPORTS

A) RIGHT-TO-KNOW REQUESTS FOR MARCH 2019

Administrative & Financial Requests: (See Attached Lists)

Submitted: 39/ Responded: 39/ Total Hours: 24.4 hrs.

Zoning & Septic Requests: Submitted: 28 / Responded: 28

I. ZONING DEPARTMENT

1) **Zoning Officer**--- Kathryn Forry submitted Zoning Report for MARCH 2019

J. PUBLIC COMMENTS – (3 Minute Limit)

Bear Creek Lakes- representative attended the meeting to pick up documentation from BIA Township Engineer regarding the potential crosswalks installation in Bear Creek Lakes. He will attend next month's meeting with details regarding the project.

Rick Tweed- stated that he was here not as a Park Committee member but as a resident of the township. He stated that it was a surprise of the decision made by the board to stop recycling. We don't understand the process as to how the township reached their decision. We are just very disappointed. Supervisors stated that it is a state/federal issue. Rick Tweed stated that the residents were not aware that the Township was looking into other options.

Supervisor Lignore- stated that he should watch the news it has been happening everywhere. China has stopped taking it. We are hearing you and we are trying to find a viable solution. Kidder Township has stopped recycling as well; people are throwing garbage in the recycling. Supervisor Meckes stated we are not against it we are trying to figure it out.

Chairman Reiner- stated if he cannot get a company to take it what is the point. We are going to meet with Waste management on Wednesday to discuss any options we may have. The Chinese were buying it by the tractor trailer load and dumping it in the ocean. We are loading the recycling on the truck and they are dumping it in the landfill anyway. It costs twice as much to get rid of a load recycling than it is to get rid of garbage. You want me to pay a man to sit at the transfer station all day and watch what residents are putting in recycling; they want no glass, no plastic bags. They put limitations on what we can and cannot take.

Supervisor Cross- stated that it is going into the landfill anyway.

Seth- from the Journal stated that in Weatherly they still have the dumpster units and Luzerne County is keeping it and trying to educate their residents to submit clean and in the right way. If it requires a staffer it might be an issue.

Chairman Reiner- stated that while we are on this subject there has been an issue at the park. I went down and locked the baseball fields because someone is bringing their dog in and not picking up the waste and the locks were cut. They want us to close the park to dogs. Rick Tweed stated if you abuse the park and not abide by the rules then we will just close the park to dogs. We should just close the park to dogs. Roger Meckes stated it is a shame that some people ruin it for others because some do what is required.

Heath Bullard- approached the board as to how they handle when a house burns down? At what point do you make the owner demolish. 49 Old Stage Road, its almost 2 years, the township is holding \$18,000 in Escrow. Kathryn Forry, BIA stated that someone went out today to look and if it's secured that it doesn't violate the Zoning Ordinance. Heath Bullard stated it is not secured, it is a safety concern. Chairman Reiner stated that we would look into it. Attorney Nanovic will look into the Fire Escrow Law.

BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT 7:40 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, May 6th, at 7:00 p.m.*
- 2) *The Park and Recreation will hold their monthly meeting Monday, April 15th at 6:30 p.m. PLEASE NOTE THIS MEETING WILL BE HELD AT THE PARK.*
- 3) *The Planning Commission will hold their meeting on Monday, April 22nd at 6:30 p.m. at the Township Building (if needed).*

DANA VITALE
TOWNSHIP SECRETARY

WARREN R. REINER
CHAIRMAN, BOARD OF SUPERVISORS