

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

May 6, 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.

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

A. EXECUTIVE SESSION: to be held at 6:15 p.m. to discuss legal & personnel matters.

B. PUBLIC COMMENTS AGENDA ITEMS ONLY - (3 Minute Limit) None

C. MEETING MINUTES:

(1) REGULAR BOS MEETING ON APRIL 1, 2019

MOTION made by Supervisor Reiner, Second by Supervisor Cross, to approve the BOS Meeting Minutes from APRIL 1, 2019.

ROLL CALL: JK- yes; SL-absent; 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 as of 3/31/2019 (see attached).

2) ALBRIGHTSVILLE VOLUNTEER FIRE COMPANY-ANNUAL HORSE SHOW

Annual Horse Show is being held on June 30, 2019 to benefit the Albrightsville Fire Company. They are requesting a sponsor to cover expenses of the show. **Gold \$100.00**, Silver \$50.00, Bronze \$25.00 or Patron \$10.00.

MOTION made by Supervisor Reiner, Second by Supervisor Cross to donate **\$100.00** to the Annual Horse Show on June 30, 2019.

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

3) JIM THORPE NEIGHBORHOOD BANK CD RATE QUOTE (No Motion)

PFT requested a CD quote for a 9 month CD Special extended to 24 month term. Quote is based on an opening deposit of \$1 Million (see attached).

4) JIM THORPE ROTARY 23rd SUMMER RECREATION PROGRAM

Jim Thorpe Rotary's Summer Recreation Program is being held from June 17th to August 9th, 2019 at Memorial Park, is requesting support. \$1,000.00 was donated last year.

MOTION made by Supervisor Reiner, Second by Supervisor Cross, to donate **\$1,000.00** to the Jim Thorpe Rotary 23rd Summer Recreation Program.

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

5) TAX CLAIM BUREAU- DISTRIBUTION OF MONIES- 2018 UPSET TAX SALE (No-Motion)

Carbon County Tax Claim Bureau has submitted the distribution of monies received at the 2018 upset tax sale. (see attached)

E. TREASURER'S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 4/30/2019)

| | | | |
|------------------------|-----------------|--------------------------|------------------------|
| Township General Fund: | \$ 4,599,180.26 | State Liquid Fuels Fund: | \$ 422,457.06 |
| Capital Reserve Fund: | \$ 15,630.88 | Sanitation Fund: | \$ 913,561.41 |
| Septic Fund: | \$ 223,815.93 | Park/Recreation: | \$ 370,265.40 |
| SALDO | \$ 9,209.53 | Payroll: | \$ 11,803.45 |
| Debit Card Account | \$ 3,101.42 | Rent | \$ 1,000.00 |
| TOTAL: | | | \$ 6,570,025.34 |

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 4/30/2019)

| | |
|-------------------------------|----------------------------|
| Account Ending: 3394/ #5851 - | \$ 253,710.69 (6 month CD) |
| 3382/ #4619 - | \$ 253,774.46 (6 month CD) |
| 3383/ #4686 - | \$ 511,621.94 (1 yr CD) |
| TOTAL: | \$1,019,107.09 |

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 4/30/2019)

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

TOTAL FUNDS ON DEPOSIT: \$ 7,899,207.81

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

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

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

MOTION made by Supervisor Reiner, Second by Supervisor Meckes, to pay the bills for APRIL 2019.

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

F. NEW BUSINESS:

WARREN REINER, CHAIRMAN

ROADMASTER REPORT FOR APRIL 2019

Chairman Reiner stated we will be fixing some of roads, we are having the state come in to pave the roads. We will be cutting the grass if it ever stops raining. We put a new pipe in on Church road.

PIERCE BROADBAND- ZONING FILING- CONDITIONAL USE APPLICATION

Pierce Broadband submitted their Conditional Use Application for a cell tower on Township property which requires the BOS signature. A Conditional Use Hearing will need to be scheduled within the 60 days of the application and the Planning Commission to review on May 28th.

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to **sign** the Conditional Use Application and schedule the Conditional Use Hearing for **June 4th, 2019 at 6:00 pm** .

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

DISCUSSION: DEFINITION OF LAND DEVELOPMENT

Revisions were submitted by John DeCusatis, Zoning Officer, PFT. Attorney Nanovic reviewed and revised December 22, 2017. John DeCusatis is following up to see if the BOS is interested in amending the Land Development Ordinance to allow business owners the opportunity to install a shed or other small accessory structure. *No motion, Tom N. will put together a plan to review for the BOS at their next meeting.*

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to allow Bear Mountain Real Estate to put a 12x14 shed on a Temporary 6 month permit at 1983 State Route 903.

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

DISCUSSION/UPDATE: TAX CREDIT FOR VOLUNTEER MEMBERS

Attorney Nanovic submitted a proposed Ordinance for earned income tax credit for Volunteers. (see attached) Attorney Nanovic stated that we could establish the Ordinance and the BOS should review the proposed Ordinance he submitted.

Roger Meckes stated it is in progress.

RESOLUTION NO. 5 OF 2019- ESTABLISH TRANSFER STATION FEES

Resolution #5 of 2019 states the fees, rules and regulations for the 2019-2020 garbage billing cycle of July 1, 2019 to June 30, 2020 for Residential and Commercial. 2019-2020 permit card can now be utilized until complete. **TABLED until June 6th meeting.**

MOTION made by Supervisor _____ Second by Supervisor _____ to _____ Resolution No. 5 of 2019 establishing Transfer Station Fees for billing cycle 2019/2020

ROLL CALL: JK___; SL___; RM ___; TC___; WR___ **MOTION** _____

RESOLUTION NO. 6 OF 2019- TRANSFER FUNDS FROM THE SANITATION FUND TO GENERAL

Due to a formula error in Excel Program, \$8,070.00 was transferred to the Sanitation account. \$8,070.00 shall be transferred back to the General Fund.

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to **ADOPT** Resolution No. 6 of 2019 Transfer Funds (\$8,070.00) from the Sanitation Fund to the General.

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

EAGLE EQUIPMENT PROPOSAL - STATIONARY COMPACTOR

Eagle Equipment submitted a quote for a 2.0 cubic yard capacity compactor. Cost to purchase is \$15,060.48 and lease per month \$339.00 for 60 month lease.

MOTION made by Supervisor Reiner, Second by Supervisor Meckes, to purchase compactor.

ROLL CALL: JK- no; SL-absent; RM- no; TC- no; WR- no **MOTION FAIL**

DISCUSSION: RECYCLING SERVICES

Quote received from Waste Management & JP Mascaro regarding recycling services.
(see attached) **TABLED UNTIL NEW CONTRACT**

PRINTs4U QUOTE- REPLACE TRANSFER STATION SIGNS

4X8 & 2X8 sign cost is \$445 for both.

MOTION made by Supervisor Meckes, Second by Supervisor Cross to **PURCHASE** the signs from Printing4U at a cost of \$445.00 to replace transfer station signs.

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

ROGER MECKES, VICE CHAIRMAN

PEN TELE DATA- BUSINESS INTERNET UPGRADE

Internet is up for renewal, current price for 8Mbps/2Mbps is \$60.00/month. Upgrade to 100 Mbps/15 Mbps for 3 year term is \$90.95/month.

MOTION made by Supervisor Meckes, Second by Supervisor Reiner to **UPGRADE** to the 100 Mbps/15 Mbps for 3 year term at a rate of \$90.95/month.

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

JIM THORPE NEIGHBORHOOD BANK- REMOVE/ADD SIGNATURES

The following is in need of correction for accounts held at Jim Thorpe Neighborhood Bank.
Accounts 1495, 1710, 0064.

Remove Christine Fazio & Philip Shedaker and **add** Tammy McMahon, Dana Vitale, Roger Meckes & Tom Cross.

MOTION made by Supervisor Meckes, Second by Supervisor Reiner to **REMOVE** Christine Fazio & Philip Shedaker.

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

MOTION made by Supervisor Meckes, Second by Supervisor Reiner to **ADD** Tammy McMahon, Treasurer; Dana Vitale, Secretary; Roger Meckes, Supervisor; & Tom Cross, Supervisor.

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

G. PFT PARK AND RECREATION

RESCIND MOTION - PLAYGROUND EXPANSION PROJECT

At the April BOS meeting a motion was made to allow BIA to submit the application for the DCED Greenway, Trails and Recreation Grant. However, there was a discrepancy in the township's total

match. The estimate for the expansion project was for \$393,778.00 the township's match would be \$143,778.00.

MOTION made by Supervisor Reiner, Second by Supervisor Cross to **RESCIND** the motion authorizing BIA to submit the application for the DCED Greenways, Trails, and Recreation Grant.

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

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to **APPROVE** the new total match of \$143,778.00 and allow BIA to submit the application for the DCED Greenways, Trails, and Recreation Grant.

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

PROPOSAL – PARK ADVISORY BOARD

Park Advisory Board submitted a proposal to remove the sod and level off the pitchers mound at the baseball field to accommodate softball games at the park.

MOTION made by Supervisor Meckes, Second by Supervisor Reiner to remove the sod & replace with infield mix on the baseball field at the park.

ROLL CALL: JK- No; SL-absent; RM-yes; TC- yes; WR-yes **MOTION PASSED**

H. REPORTS:

WARREN REINER, CHAIRMAN

TRANSFER STATION -

1) BULK AMOUNT for APRIL 2019---\$ 919.00 Year to Date Total: \$ 2,982.00

| | | |
|-------------------------------|------|-----------|
| 2017-2018 Residential Permits | (6) | \$ 600.00 |
| 2018-2019 Commercial Permits | (0) | 0.00 |
| 2018-2019 Residential Permits | (25) | 1,116.68 |
| 2018-2019 Pro-Rated Permits | (8) | 90.24 |
| 2019-2020 Pro-Rated Permits | (1) | 9.62 |

TOTAL DEPOSITS \$ 1,816.54

TOTAL DEPOSITS \$2,735.54

2) ADMINISTRATIVE REPORTS

A) RIGHT-TO-KNOW REQUESTS FOR APRIL 2019

Administrative & Financial Requests: (See Attached Lists)

Submitted: 50/ Responded: 50/ Total Hours: 43.5 hrs.

Zoning & Septic Requests: Submitted: 39 / Responded: 39

I. ZONING DEPARTMENT

1) Zoning Officer--- Kathryn Forry submitted Zoning Report for APRIL 2019

2) BELTZVILLE ENTERPRISES STORAGE UNITS- CERTIFICATION OF WORK COMPLETED

MOTION made by Supervisor Meckes, Second by Supervisor Cross to authorize Engineer, Dan Wilusz to inspect and certify the value of work completed for Beltzville Enterprises Storage units.

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

J. PUBLIC COMMENTS – (3 Minute Limit)

Chairman Reiner- made an announcement regarding Anton Lepler constable for the State who cleaned the trash from Big Boulder to the Turnpike, they had hundreds of bags and we really appreciate it.

Dave Strohl Olympic Booster Club & Rick Strack Park & Rec. Advisory Board- The Park Advisory board has been in contact with the Jim Thorpe Booster Club represented here tonight Dave Strohl regarding the use of the Park Little League field by their girls softball program. To accommodate regulation softball games, the infield sod has to be removed and the pitcher's mound leveled off. This would allow for the adjustment of the base lined from 55-65 feet and the mound to plate proper distance for softball. We recommend that the sod be transplanted in other areas of the park. We suggest maintenance personnel or volunteers from Advisory Board and perhaps from the softball program could do the work. Chairman Reiner stated that his concern is that if we take this sod out what happens next year when the field is not in use. Discussion was how to remove the sod and who would be available to remove and replace the sod. Supervisor Meckes stated that he would like to have infield mix put in place so when it rains it doesn't become a muddy mess.

Ellen Dotter- Last month I sent in a letter to the township commenting and complaining about All-Points Towing on Route 903. We have the misfortune of living next to a Salvage Yard. I contacted 4 major insurance companies regarding the process and they stated that they contact the towing company within 24 hours of an accident to arrange pickup and that happens with 2 days. What about the unlicensed vehicles that are advertising his business without a permit. This property has nothing but a negative impact as it is. What will the potential new residents think when they come to our community. Please do something positive Tom Nanovic stated that I have been in touch with our Zoning Office and I think we have a plan, I will reiterate this with him. Chairman Reiner stated we have been dealing with this for quite sometime. I went with the

Zoning Officer to review several homes and you don't understand the issues that we have with residents regarding their property. We are working at it taking pictures doing what we can.

Margo Schaefer- BCL Civic Association- Behrens Road Crossing- Tom Nanovic stated that there are required signs that need to be purchased. Margo stated that she will have BCL contact Chairman Reiner regarding the requirements. Township Secretary will send Margo the plan submitted by township Engineer.

Ann Hutchinson & Dennis DeMara- Wildlands Conservation the Delaware River watershed initiative funds available to help preserve water quality and forests. Grant program is available to update Ordinance changes.

Darren Reinark- questioned as to why the Planning Commission was ignored after they denied Dietrich Campground and it went to Zoning and it was passed. The ZHB is a separate entity they have a there own Solicitor. Mr. Reinark questioned the BOS if they care about the water in PFT. He states that this Campground Owner is taking feces and putting it in a bag. You do your business in the bag and discard. They have gray water from Solar powered showers and going into the Lehigh River. Attorney Nanovic stated that a compliant needs to be made to PFT SEO if this is actually occurring. The health of this community are sick of fighting this ongoing problem. I don't understand how you could allow this business to go through our developments. Is anyone aware of the millings sitting on route 903 dumped at Walsh's. The creek is right next door and it is gross negligence.

Rosie Kelly- Estate of 95 Indian Trail- Would like to request the BOS removing the \$25.00 late fee from her 2018-2019 garbage bill. Her dad has passed away and she lives in Brooklyn for which that house has been sold. She has not received the past due bill. If there is anything the Board could do she would greatly appreciate it.

Joseph Urban- I just want to mirror what Darren has said. I believe what Mr. Dietrich is trying to accomplish is way beyond within reason. I believe that Mr. Dietrich's application would destroy our pristine water.

BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT 8:35 P.M.

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

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

REMINDERS:

- 1) ***The Next Regular Board of Supervisors Meeting will be held Monday, June 3rd, at 7:00 p.m.***
- 2) ***The Park and Recreation will now hold their monthly meetings on the third Thursdays. The next meeting will be held on Thursday, June 20th at 6:30 p.m. at the Park Concession Stand.***
- 3) ***The Planning Commission will hold their meeting on Tuesday, May 28th (due to Memorial Holiday) at 6:30 p.m. at the Township Building (if needed).***
- 4) ***The Township Building will be closed Monday, May 27th in observance of Memorial Day Holiday.***

DANA VITALE
TOWNSHIP SECRETARY

WARREN R. REINER
CHAIRMAN, BOARD OF SUPERVISORS