

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

June 3, 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: Was held from 6:30-7:00 p.m. to discuss legal & personnel issues.

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

Chairman Reiner made a statement that continuation of the executive meeting would be required at the end of the BOS meeting for 5-10 minutes.

C. MEETING MINUTES:

(1) REGULAR BOS MEETING ON May 6, 2019

MOTION made by Supervisor Reiner, Second by Supervisor Lignore, to approve the BOS Meeting Minutes from MAY 6, 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 as of 4/30/2019 (see attached).

2) JIM THORPE POLICE DEPT.- REQUEST FOR PFT FIRE POLICE

The July 4th Stay at Home Celebration is taking place this year at Sam Miller Field, Saturday, July 6th 2019. JT Police Dept. is requesting traffic control from PFT Fire Dept. #1 & #2.

MOTION made by Supervisor Reiner, Second by Supervisor Meckes, to **authorize** PFT Fire Co. #1 & #2 to provide Fire Police Services for the July 4th Stay at Home Celebration on July 6th.

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

E. TREASURER'S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 5/31/2019)

Township General Fund:	\$ 4,799,985.40	State Liquid Fuels Fund:	\$ 416,566.69
Capital Reserve Fund:	\$ 15,630.88	Sanitation Fund:	\$ 963,065.44
Septic Fund:	\$ 232,829.93	Park/Recreation:	\$ 370,418.13
SALDO	\$ 9,209.53	Payroll:	\$ 8,854.94
Debit Card Account	\$ 3,091.42	Rent	\$ 2,000.00
TOTAL:			\$ 6,821,652.36

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 5/31/2019)

Account Ending:	3394/ #5851 -	\$ 253,835.81 (6 month CD)
	3382/ #4619 -	\$ 253,899.61 (6 month CD)
	3383/ #4686 -	\$ 511,874.25 (1 yr CD)
TOTAL:		\$1,019,609.67

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 5/31/2019)

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

TOTAL FUNDS ON DEPOSIT: \$ 8,151,337.41

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

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

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

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

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

F. NEW BUSINESS:

WARREN REINER, CHAIRMAN

ROADMASTER REPORT FOR MAY 2019

Chairman Reiner stated the edge of the roads are being trimmed and the potholes are fixed. He stated that he is meeting with John Davis on Friday to discuss paving project for Behrens Road and Stoney Mountain.

PROPOSED AMENDMENT TO THE SALDO

Attorney Nanovic submitted his proposed amendments to the SALDO, Definition of "Land Development" contained in section 710 (see attached)

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to **authorize Attorney Nanovic** to submit the proposed amendments to the Township Planning Commission and the County Planning Commission for their review and comments.

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

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.

MOTION made by Supervisor Reiner, Second by Supervisor Cross to **ADOPT** Resolution No. 5 of 2019 establishing Transfer Station Fees for billing cycle 2019/2020.

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

RESOLUTION NO. 8 OF 2019- PARK PLAYGROUND EXPANSION GRANT

Resolution #8 of 2019 states the request for a Greenways, Trails, and Recreation grant of \$250,000 to be used to expand the existing playground to occupy more space and include more play equipment.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to **ADOPT** Resolution No. 8 of 2019. Greenways, Trails & Recreation Grant request for the Park Playground.

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

REQUEST TO REMOVE LATE FEE

Rosie Kelly is requesting for the board to approve the removal of \$25.00 from her garbage statement. She states that her dad has passed and she has been having trouble with the postal service at her primary residence in Brooklyn, NY.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore, to deny the removal of the late fee of \$25.00 for garbage account 51A-51-B6MW.

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

RESIGNATION TWSP LABORER - COREY LIGENZA

Township employee Corey Ligenza submitted his resignation, effective May 23, 2019.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to **ACCEPT** the resignation of Corey Ligenza effective May 23, 2019.

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

ADVERTISE FULL-TIME TWSP POSITION

Advertise to hire vacant township laborer position, rate \$14.95.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore, to advertise for a full-time laborer at a rate of \$14.95.

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

ROGER MECKES, VICE CHAIRMAN

RESOLUTION NO. 7 OF 2019 - JIM THORPE NEIGHBORHOOD BANK- Authorizing Signatures

Resolution #7 of 2019 states the authorizing signatures for accounts at Jim Thorpe Neighborhood Bank.

MOTION made by Supervisor Meckes Second by Supervisor Reiner to **ADOPT** Resolution No. 7 of 2019 authorizing signatures for accounts at Jim Thorpe Neighborhood Bank.

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

G. PFT PARK AND RECREATION

PARK ADVISORY BOARD- Terry Levan Resignation

Terry Levan submitted his resignation from the Park Advisory Board.

MOTION made by Supervisor Meckes, Second by Supervisor Lignore to **ACCEPT** the resignation letter received from Terry Levan.

RICK TWEED - PARK ADVISORY BOARD

Mr. Tweed verbally resigned from the Park Advisory Board effective immediately.

MOTION made by Supervisor Cross, Second by Supervisor Meckes, to **ACCEPT** the resignation of Rick Tweed from the Park Advisory Board.

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

DISCUSSION: The Board had a discussion about installing cameras at the park.

MOTION made by Supervisor Cross, Second by Supervisor Meckes, to authorize Dana, Township Secretary to research Wi-Fi & camera costs 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 MAY 2019---\$ 621.00 Year to Date Total: \$ 3,603.00

2017-2018 Residential Permits	(5)	\$ 440.00
2018-2019 Pro-Rated Permits	(6)	40.34
2018-2019 Residential Permits	(8)	400.00
2019-2020 Commercial Permits	(5)	875.00
2019-2020 Residential Permits	(1,382)	69,025.00

TOTAL DEPOSITS \$69,646.00

TOTAL DEPOSITS \$73,249.00

2) ADMINISTRATIVE REPORTS

A) RIGHT-TO-KNOW REQUESTS FOR MAY 2019

Administrative & Financial Requests: (See Attached Lists)

Submitted: 39/ Responded: 39/ Total Hours: 33.55 hrs.

Zoning & Septic Requests: Submitted: 36 / Responded: 36

I. ZONING DEPARTMENT

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

2) BELTZVILLE ENTERPRISES STORAGE UNITS- CERTIFICATION OF WORK COMPLETED
Township Engineer Dan Wilusz submitted his final inspection of site work. The applicant is requesting another release of escrow funds based upon the inspection results. Mr. Wilusz stated in his review (see attached) that based on the remaining items of work, he recommends the Township to continue to hold \$19,000.00 which would release \$220,787.50 in escrow funds.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to HOLD \$19,000.00 and RELEASE \$220,787.50.

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

J. PUBLIC COMMENTS – (3 Minute Limit)

Rick Tweed- spoke about Pickle Ball, which is like Tennis, but uses a paddle & whiffle ball. Rick is requesting to put temporary tape on the Tennis Courts (court lines) to attract people to try it out.

Chairman Reiner- stated that the board would approve to allow the trial pickle ball court at the park, but any expense would have to come from the Park Board. Chairman Reiner stated that we purchased the Job Boxes and stated that we don't need further cabinets. Supervisor Lignore stated that when his kids were involved with sports the parents brought the essentials that were needed. He also stated that the Park Volunteers should raise money for the other supplies needed. Chairman Reiner stated that the dog issues has gotten better with the disposal of waste. Rick Tweed is requesting dog waste stations to dispose of the waste. Chairman Reiner stated that we do not need dog waste stations. Chairman Reiner stated that at last months meeting the park board requested to have the sod removed from the little league field and put in dirt as soon as possible. It was asked for this to be done quickly and none of the volunteers have been there since to complete the work.

Supervisor Meckes- stated that he thinks we need to have one of the girls from the office be responsible for the park related issues. Someone at the office who is around all the time. The volunteers are not doing what they are supposed to. Supervisor Lignore stated that what happened to if we build it they will come. Supervisor Meckes stated that he thinks it is our responsibility to maintain

the schedule etc. Chairman Reiner stated that we need to meet with the Park Board and find a person who would be willing to take on the responsibility or hire someone.

Judy Salovay- Tentr Camp- property is using generators at the property and we can hear a buzzing sound. Someone needs to be don't to monitor the sound which comes off the mountain. He is in operation and he is not supposed to be because I put in RTK on the Fire Plan and they don't have a fire plan. We have people driving around asking for directions. No one is monitoring this property so how do we know if he is in compliance. He has advertisement which shows he has these camps rented without permits. We are looking of ways to stop him. This is going to get worse and we have to suffer. This is affecting 3 communities.

Genie Nelson- Cell Tower, Municipal Building- I am concerned about the lighting at the tope and live 14th of mile at a higher elevation which has 9 windows facing the tower with the strobing lights. I don't know if there is anything I can do for this. I spoke with Mr. Tim Fincham and he assured me that he would plant pine trees if the lighting is an issue but I don't think that I would still be alive to see that happen. Attorney Nanovic stated that we have scheduled a Conditional Use Hearing 6/4 @ 6:00 p.m. to discuss the Cell Tower and you could be on the record. My house is on the same level of the where these lights are going to be I am higher up the mountain.

Frank Green- President of Marty Axman HOA, my main concern is that the Fire Co. has not checked this campsite to make sure they are compliant. I just don't want the whole development to go up in smoke. I also have a concern about the people coming through as well. Attorney Nanovic stated I don't think he has a Zoning Permit yet, Secretary stated that the Zoning Officer sent Mr. Dietrich an email stating that permits would be needed before operation is commenced.

BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT 8:00 P.M.

MOTION to adjourn meeting by Supervisor Meckes, 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, July 1st at 7:00 p.m.***
- 2) ***The Park and Recreation will hold their meeting on Thursday, June 20th at 6:30 p.m.***
- 3) ***The Planning Commission will hold their meeting on Monday, June 24th at 6:30 p.m. at the Township Building (if needed).***
- 4) ***Electronic Recycling will take place at the Transfer Station on July 20th from 9:00 a.m.- 3:00 p.m. (or until trucks are full) for Penn Forest Township Residents ONLY.***

DANA VITALE
TOWNSHIP SECRETARY

WARREN R. REINER
CHAIRMAN, BOARD OF SUPERVISORS