

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

July 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 (by phone)
 Scott Lignore, Supervisor
 Tom Cross, Supervisor

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

A. EXECUTIVE SESSION: Chairman Reiner stated that an Executive Session was held after the June 4th Conditional Use Hearing to discuss legal matters.

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

C. MEETING MINUTES:

(1) REGULAR BOS MEETING ON JUNE 3, 2019

MOTION made by Supervisor Reiner, Second by Supervisor Meckes, to approve the BOS Meeting Minutes from JUNE 3, 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 5/31/2019 (see attached).

2) JIM THORPE AREA SPORTS HALL OF FAME (No Motion)

Status update and thank you letter received from Jim Thorpe Sports Hall of Fame regarding the sculpting of the bronze Jim Thorpe Statue. (see enclosure)

3) PENN EAST/UGI PIPELINE PROJECT- MAY REPORT (No Motion)

Update submitted by Save Carbon County.

4) QUOTES FOR CD'S & CHECKING ACCOUNTS- Tabled until August Meeting

Mauch Chunk increased their rate from .60% to 1.95% (6mth CD) & 2.30% (12mth CD), Checking stays the same at 1.30%. Jim Thorpe Neighborhood Bank rates for all CD's 2.39%, Checking 1.50%

E. TREASURER'S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 6/30/2019)

Township General Fund:	\$ 4,885,285.88	State Liquid Fuels Fund:	\$ 416,455.87
Capital Reserve Fund:	\$ 15,664.86	Sanitation Fund:	\$ 975,551.32
Septic Fund:	\$ 228,891.93	Park/Recreation:	\$ 368,349.10
SALDO	\$ 9,209.53	Payroll:	\$ 5,531.52
Debit Card Account	\$ 2,914.70	Rent	\$ 1,000.00
TOTAL:			\$ 6,908,854.71

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 6/30/2019)

Account Ending:	3394/ #5851 -	\$ 254,256.20 (6 month CD)
	3382/ #4619 -	\$ 254,320.11 (6 month CD)
	3383/ #4686 -	\$ 512,874.16 (1 yr CD)
TOTAL:		\$1,021,450.47

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 6/30/2019)

Account Ending:	1495	-	\$ 103,466.51
	1710	-	\$ 104,862.19
	0064	-	\$ 102,013.30
TOTAL:			\$ 310,342.00

TOTAL FUNDS ON DEPOSIT: \$ 8,240,647.18

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

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

2) PAYMENT OF THE BILLS FOR JUNE 2019

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

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

F. NEW BUSINESS:

WARREN REINER, CHAIRMAN

ROADMASTER REPORT FOR JUNE 2019

Roadmaster stated we are cutting the edge of the roads.

OPENING OF SEALED BIDS FOR 2019 BITUMINOUS PAVING

Church Road to Behrens Road.

MOTION made by Supervisor_____, Second by Supervisor_____ to accept the BID from _____ for the amount of \$ _____ for the 2019 Bituminous Paving of Township Roads as listed.

ROLL CALL: JK____; SL____; RM ____; TC____; WR____ **MOTION TABLED**

OPENING OF SEALED BIDS FOR 2019 BITUMINOUS SEAL COATING

School House Road from Unionville Road to Drake Creek Road.

MOTION made by Supervisor_____, Second by Supervisor_____ to accept the BID from _____ for the amount of \$ _____ for 2019 Bituminous Seal Coating Township Roads as listed .

ROLL CALL: JK____; SL____; RM ____; TC____; WR____ **MOTION TABLED**

MOTION made by Supervisor Reiner, Second by Supervisor Meckes, to table awarding of Seal Bids until Solicitor returns from vacation on July 8th.

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

DEP SEWAGE COMPLIANT: 44 ACACIA DRIVE- CAMPGROUND

DEP submitted a compliant received to them regarding improper disposal of human waste and the possibility of grey water runoff from solar showers for the above property. DEP is requesting a response from Township SEO with in 15 days of letter received . Keith Valentine, SEO, has submitted his response on June 19, 2019. (see attached)

HEARING PROPOSED AMENDMENT TO THE SALDO

Schedule public hearing for the proposed amendments to the SALDO (commercial sheds) prior to the August BOS Meeting at 6:45 pm prior to August 5th BOS meeting . Approval from the Carbon County Planning Commission received (enclosed).

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to schedule the public hearing for the proposed amendments to the SALDO prior to the August 5th BOS Mtg. at 6:45 pm.

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

HIRE NEW EMPLOYEE: TWSP LABORER – PAUL GALLAGHER-SABA

Paul Saba submitted an application to fill vacant position as Township Laborer.
Rate of \$14.95 start date TBD.

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to **HIRE** Paul Gallagher-Saba as Township Laborer, at a rate of \$14.95.

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

CARBON COUNTY SPECIAL OLYMPICS

Request was submitted by Maureen Foster to hold their long distance run/walking program at the park. The program runs from August through November. Practice would take place 2 nights a week for couple of hours from 5:30-7:30 pm with the possibility on a Sunday mid-day. Should be approximately half dozen athletes with 1 coach for every 4 athletes. Proof of Insurance was provided (enclosed).

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to **APPROVE** Carbon County Special Olympics to hold their walking/running program at the park (Aug-Nov 2019) proof of insurance was provided.

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

PIERCE BROADBAND PROPOSED DECISION

Written decision of the Board of Supervisors of PFT regarding an application for a conditional use by Pierce Broadband, LLC.

MOTION made by Supervisor Reiner, Second by Supervisor Meckes to **APPROVE** the written decision of the BOS for a conditional use by Pierce Broadband, LLC.

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

Bill Miller wanted to educate the BOS regarding the cell tower Chairman stated he couldn't ask any questions with counsel. Bill Miller stated that they will be exclusive tower within the township. Chairman stated to wait until the return of counsel.

PFT v. TERRANCE BUCHANAN- 560 VALLEY VIEW DRIVE, LEHIGHTON

Judgement submitted to the magistrate for the above property. During a site visit it was documented (see enclosed) to have large amount of construction debris, tarps and garbage outside of the home. This is considered an attractive nuisance to children. Mr. Buchanan would need to file an appeal by

July 3rd. In the event such appeal is not filed, Attorney Nanovic can enter the judgment in the Carbon County Prothonotary's Office (making it a judgement against the real estate) and we can execute upon the judgment against either the real estate or personal property.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to **AUTHORIZE** Solicitor, Tom Nanovic to enter the judgment in the Carbon County Prothonotarys Office.

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

SUNRISE RIDGE APPEAL PFT ZHB AND SCOTT DIETRICH

Sunrise Ridge Property Owners Association has filed an appeal from the Decision of the Penn Forest Township Zoning Hearing Board (see attached). The Township has 30 days from the date of the appeal, June 21, 2019, to intervene.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to **NOT** intervene in the Sunrise Ridge Appeal of the PFT ZHB Decision & Scott Dietrich.

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

Bill Miller expressed his concern regarding the roads he has to upgrade those roads. He is only allowed access through Bear View as far as he knows. Scott is illegally running his business right now and he is not in compliance. Chairman Reiner stated that Attorneys are in discussion. Kathryn Forry stated that what they are talking about has nothing to do with this. Chairman Reiner stated the Zoning Officer is working on what needs to be done. Supervisor Meckes stated that we try every month to tell you that we have to do what is legal and they are working on it and in the channels. Supervisor Lignore stated that the lawyers are working on it and our hands are tied. Chariman Reiner stated we have no counsel to represent us here today so we cannot answer your questions.

MOTION TO ACCEPT RESIGNATION - SHERRY KNAPPENBERGER

Township Laborer Sherry Knappenberger, submitted her resignation letter July 1, 2019, which states her last day will be in 2 weeks, July 12, 2019.

MOTION made by Supervisor Reiner, Second by Supervisor Lignore to **ACCEPT** the resignation letter from Sherry Knappenberger, effective Friday July 12, 2019 .

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

ROGER MECKES, VICE CHAIRMAN

BROWN & BROWN INSURANCE - SWIF Workers Compensation Policy

Township Secretary met with Timothy Bacak, Account Executive from Brown & Brown Insurance to provide cost saving options from current SWIF Policy. He proposes that PFT break out the municipal employees with ATM Trust Insurance Company and continue coverage for the volunteer firemen through SWIF. Savings could be in excess of \$15,000 in premiums.

MOTION made by Supervisor Meckes, Second by Supervisor Lignore to **HIRE** Brown & Brown Insurance as PFT broker and change municipal employees from SWIF to AM Trust Co.

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

G. PFT PARK AND RECREATION

PARK & RECREATION ADVISORY BOARD

Assign Julie Rossi, Township Administrative Assistant, to provide office services for the Park Advisory Board.

MOTION made by Supervisor Meckes, Second by Supervisor Reiner to **APPOINT** Julie Rossi, Township Administrative Assistant, to provide office services to the Park & Recreation Advisory Board.

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 JUNE 2019---\$ 572.00 Year to Date Total: \$ 4,175.00

2017-2018 Residential Permits	(2)	\$ 120.00
2018-2019 Pro-Rated Permits	(6)	15.36
2018-2019 Residential Permits	(5)	205.42
2019-2020 Commercial Permits	(2)	350.00
2019-2020 Residential Permits	(830)	41,600.00

TOTAL DEPOSITS \$42,862.78

TOTAL DEPOSITS \$47,037.78

2) ADMINISTRATIVE REPORTS

A) RIGHT-TO-KNOW REQUESTS FOR JUNE 2019

Administrative & Financial Requests: (See Attached Lists)

Submitted: 42/ Responded: 42/ Total Hours: 27.75 hrs.

Zoning & Septic Requests: Submitted: 30 / Responded: 30

I. ZONING DEPARTMENT

- 1) **Zoning Officer**--- Kathryn Forry submitted Zoning Report for JUNE 2019
Kathryn Forry stated it has been very busy.

J. PUBLIC COMMENTS – (3 Minute Limit)

Judy Salovay- I think we should have a new ordinance for campsites and short term rentals to stop the short term rentals. Air B&Bs being in developments. Regarding Tentr I spoke with the ADA and they need to be in compliant and they need to have a permit. Chairman Reiner stated that again we do not have counsel to represent us. Kathryn Forry stated that DEP received a compliant and SEO filed a response.

John Fauzio- Issue with new construction home, stated that he filed a compliant about his water leak with his chimney. The contractor solution was to spray sealer around the chimney. We are not making progress with the contractor. Contractor is using the CO as leverage. We paid for the inspection and the CO and what we go was a piece of paper. Supervisor Lignore stated he needed to contact a lawyer. Kathryn Forry, BIA stated PA UCC does not require an inspector to watch every nail that is put in, it is the contractor responsibility.

BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT 8:06 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, August 5th at 7:00 p.m.***
- 2) ***The Park and Recreation will hold their meeting on Thursday, July 18th at 6:30 p.m.***
- 3) ***The Planning Commission will hold their meeting on Monday, July 22nd 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