

**PENN FOREST TOWNSHIP
BOARD OF SUPERVISORS
2010 STATE ROUTE 903
AGENDA**

March 2, 2020

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 Thomas Cross asked that all in attendance stand and recite the "Pledge of Allegiance".

CALL TO ORDER:

Supervisor Thomas Cross called the meeting to order at 7:00 p.m.; Roll Call by Township Secretary.

Members: **Thomas Cross, Chairman**
 Christian Bartulovich, Vice Chairman
 Judith Knappenberger, Supervisor
 Scott Lignore, Supervisor
 Roger Meckes, Supervisor

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

- A. EXECUTIVE SESSION: to be held at 6:30 p.m. to discuss personnel matters.**
- B. PUBLIC COMMENTS ON AGENDA ITEMS ONLY - (3 Minute Limit)**
- C. MEETING MINUTES:**

(1) REGULAR BOS MEETING ON FEBRUARY 3, 2020

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the BOS Meeting Minutes from February 3, 2020.

ROLL CALL: JK____; SL____; CB ____; TC____; RM____ **MOTION** _____

D. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

1) LINDA CHRISTMAN TO PRESENT, SAVE CARBON COUNTY RE: PIPE LINE

Update & Registering as an Intervenor with the Federal Energy Regulatory Commission.

2) CHRISTINE FAZIO: DIMMICK MEMORIAL LIBRARY REPRESENTATIVE

Mrs. Fazio is requesting that the BOS released the budgeted monies for the both PK Library & the remaining monies for Dimmick Memorial Library. PK Library \$5,000 and Dimmick \$ 1,000.

MOTION made by Supervisor _____ Second by Supervisor _____ to _____ the budgeted monies of \$5,000 for PK Library and remaining \$1,000 to Dimmick Library.

ROLL CALL: JK____; SL____; CB ____; TC____; RM____ **MOTION** _____

3) LOIS DITULIO- BEAR CREEK DRIVE- LETTER OF COMPLAINT

Mrs. Ditulio submitted a letter of complaint regarding the shooting of fireworks and guns by her new neighbor. She is requesting from the Township to establish a Gun & Firework Ordinance.

4) DIMMICK MEMORIAL LIBRARY- (NO MOTION)

Thank you letter to the BOS for the generous donation of \$2,000.00 to the Library.

E. TREASURER'S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 02/28/2020)

Township General Fund:	\$ 3,356,476.49	State Liquid Fuels Fund:	\$ 83,969.16
Sanitation Fund:	\$ 936,429.43	Park/Recreation:	\$ 348,946.11
Septic Fund:	\$ 242,658.93	Payroll:	\$ 5,733.55
SALDO:	\$ 9,209.53	Debit Card:	\$ 2,355.38
Rent :	\$ 4,028.45		
TOTAL:			\$ 4,989,807.03

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 02/28/2020)

Account Ending:	3394/ #5851 -	\$ 256,788.45	(6 month CD)
	3382/ #4619 -	\$ 256,788.49	(6 month CD)
	3383/ #4686 -	\$ 519,827.92	(1 yr CD)
	1301/#1301-	\$2,020,745.62	(13 month CD)
TOTAL:		\$3,054,150.48	

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 02/28/2020)

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

TOTAL FUNDS ON DEPOSIT: \$ 8,354,032.89

G. PFT PARK AND RECREATION

1) DCED GREENWAYS, TRAILS & RECREATION ACCEPTING APPLICATIONS FOR GRANT

The program requires 15% match. The maximum grant request is \$250,000. The Township would have to commit to \$155,190. Cost estimate attached.

MOTION made by Supervisor _____ Second by Supervisor _____ to

ROLL CALL: JK____; SL____; CB ____; TC____; RM____ **MOTION** _____

2) ADVERTISING BANNER –PARK COMMITTEE TO PRESENT

MOTION made by Supervisor _____ Second by Supervisor _____ to

ROLL CALL: JK____; SL____; CB ____; TC____; RM____ **MOTION** _____

3) GAGA BALL PIT APPROVAL- EAGLE SCOUT PROJECT PROPOSAL

The Park Committee is requesting approval to have the Eagle Scouts build a GAGA Ball Pit. Location would be to the left of the Playground. Total cost of \$1,650 would be obtained by fundraising.

MOTION made by Supervisor _____ Second by Supervisor _____ to

ROLL CALL: JK____; SL____; CB ____; TC____; RM____ **MOTION** _____

4) SECURITY PROPOSALS – ADT & CONTROL SECURITY

MOTION made by Supervisor _____ Second by Supervisor _____ to

ROLL CALL: JK____; SL____; CB ____; TC____; RM____ **MOTION** _____

5) CARBON AMATEUR RADIO CLUB (CARC) PROPOSAL (Mr. Dusablon will present)

Mr. Larry Dusablon submitted a proposal again this year to set up radio communication at the park. The hope is that the public access would help generate interest in the hobby and test their ability to set up equipment at temporary locations. Weekly tests would take place on Wednesday evenings. See enclosure.

MOTION made by Supervisor _____ Second by Supervisor _____ to _____ CARC to utilize the Park on Wednesday evenings for their Amateur Radio operations.

ROLL CALL: JK____; SL____; CB ____; TC____; RM____ **MOTION** _____

H. REPORTS:

ROGER MECKES, ROADMASTER

STONY CREEK ROAD DRAINAGE- ENGINEER SUBMITTED PROPOSAL

See enclosed proposal submitted by BIA.

MOTION made by Supervisor _____ Second by Supervisor _____ to

ROLL CALL: JK____; SL____; CB ____; TC____; RM____ MOTION _____

TRANSFER STATION

1) BULK AMOUNT for FEBUARY 2020---\$ 919.01 Year to Date Total: \$ 2,152.00

2018-2019 Residential Permits	(3)	150.00
2019-2020 Commercial Permits	(0)	0.00
2019-2020 Pro-Rated Permits	(5)	107.52
2019-2020 Residential Permits	(5)	250.00
TOTAL DEPOSITS		\$507.52
TOTAL DEPOSITS		\$2,659.52

2) ADMINISTRATIVE REPORTS

A) RIGHT-TO-KNOW REQUESTS FOR FEBRUARY 2020

Administrative & Financial Requests: (See Attached Lists)

Submitted: 19 / Responded: 19 / Total Hours: 19.50 hrs.

Zoning & Septic Requests: Submitted: 16 / Responded: 16

3) TOWAMENSING TRAILS POA—Garbage Exemption

Letter and all required documents received requesting Exemption for the 2020-2021 Garbage Permits fees for residents of Towamensing Trails.

MOTION made by Supervisor _____ Second by Supervisor _____ to _____ Towamensing Trails for the 2020-2021 Garbage Permit Fees .

ROLL CALL: JK____; SL____; CB ____; TC____; RM____**MOTION**_____

I. ZONING DEPARTMENT Kathryn Forry submitted Zoning Report for FEBRUARY 2020

Graves Reverse Subdivision—Conditional Preliminary/Final Approval

Mr. Timothy and Mrs. Celeste Graves have submitted a plan, which proposes the combination of two existing lots (lots 564 and 565) into one lot within the Hickory Run Forest Subdivision, Section 5 & 6 and the following waivers from SALDO; Section 333.14- (indicate the location, width, and purpose of existing easements and utility rights-of-way); Section 333.20- (show all easements or rights-of-way where provided for or owned by public services and any limitations on such easements or rights-of-way within the proposed subdivision tract); Section 333.31- (tree location of all trees over 8 inches in diameter). The Planning Commission recommends to the Township Board of Supervisors to grant the waivers and approve the plan.

a) MOTION made by Supervisor _____, Second by Supervisor _____ to grant the waivers for **SALDO Section 333.14, Section 333.20, and 333.31** as recommended by PC.

ROLL CALL: JK____; SL____; CB ____; TC____; RM____**MOTION**_____

b) MOTION made by Supervisor _____, Second by Supervisor _____ to approve and accept the **plan** as recommended by the Planning Commission.

ROLL CALL: JK____; SL____; CB ____; TC____; RM____**MOTION**_____

J. PUBLIC COMMENTS – (3 Minute Limit)

BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT _____ P.M.

MOTION to adjourn meeting by Supervisor _____, Second by Supervisor _____

ROLL CALL: JK____; SL____; CB ____; TC____; RM____ MOTION_____

REMINDERS:

- 1) *The Next Regular Board of Supervisors Meeting will be held Monday, April 6th, at 7:00 p.m.*
- 2) *The Park and Recreation will hold their monthly meeting on Thursday, March 19th, at 6:30 p.m. at the Township Building.*
- 3) *The Planning Commission will hold their monthly meeting on Monday, March 23rd, at 6:00 p.m. (If needed).*

DANA VITALE
TOWNSHIP SECRETARY

THOMAS CROSS
CHAIRMAN, BOARD OF SUPERVISORS