

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

October 5, 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:

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

C. MEETING MINUTES

(1) PUBLIC HEARING MEETING ON SEPTEMBER 8, 2020

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the BOS Public Hearing Meeting Minutes from September 8, 2020.

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

(2) REGULAR BOS MEETING ON SEPTEMBER 8, 2020

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the BOS Meeting Minutes from SEPTEMBER 8, 2020.

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

(3) SPECIAL MEETING ON SEPTEMBER 30, 2020

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the BOS Special Meeting Minutes from September 30, 2020.

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

D. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

E. TREASURER’S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 09/30/2020)

| | | | |
|------------------------|-----------------|--------------------------|------------------------|
| Township General Fund: | \$ 4,497,574.20 | State Liquid Fuels Fund: | \$ 181,925.92 |
| Sanitation Fund: | \$ 318,075.88 | Park/Recreation: | \$ 326,186.94 |
| Septic Fund: | \$ 259,937.34 | Payroll: | \$ 7,808.93 |
| SALDO: | \$ 16,685.03 | Debit Card: | \$ 1,993.85 |
| Rent : | \$ 4,043.24 | Fire Escrow | 0.00 |
| TOTAL: | | | \$ 5,614,231.33 |

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 09/30/2020)

| | | |
|-----------------|---------------|-------------------------------|
| Account Ending: | 3394/ #5851 - | \$ 258,520.07 (6 month CD) |
| | 3382/ #4619 - | \$ 258,234.12 (6 month CD) |
| | 3383/ #4686 - | \$ 527,852.28 (1 yr CD) |
| | 1301/#1301- | \$ 2,044,977.39 (13 month CD) |
| TOTAL: | | \$ 3,089,583.86 |

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 09/30/2020)

| | | |
|-----------------|--------|----------------------|
| Account Ending: | 1495 - | \$ 103,250.60 |
| | 1710 - | \$ 104,862.20 |
| | 0064 - | \$ 101,962.60 |
| TOTAL: | | \$ 310,075.40 |

TOTAL FUNDS ON DEPOSIT: \$ 9,013,890.59

1) MOTION made by Supervisor _____, Second by Supervisor _____ to accept Treasurer’s Report for SEPTEMBER 2020 (Subject to Audit).

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

2) PAYMENT OF THE BILLS FOR SEPTEMBER 2020

MOTION made by Supervisor _____, Second by Supervisor _____ to pay the bills for SEPTEMBER 2020.

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

F. NEW BUSINESS:

THOMAS CROSS, CHAIRMAN

1) VOLUNTEER FIRE RELIEF ASSOCIATION—Allocation of Funds Received \$65,220.28

MOTION made by Supervisor _____ Second by Supervisor _____ to distribute the funds to PFT Volunteer Fire **Co. #1--\$32,610.14** and PFT Volunteer Fire **Co. #2--\$32,610.14**

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

CHRISTIAN BARTULOVICH, VICE CHAIRMAN

1) QUOTE RECEIVED: KRONOS TIMEKEEPING SET-UP FOR THE TRANSFER STATION

Computer equipment needed to run the time clock at the Transfer Station. Total cost \$469.99.

MOTION made by Supervisor _____ Second by Supervisor _____ to _____ computer equipment to run the Kronos Timekeeping program at the Transfer Station.

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

ROGER MECKES, ROADMASTER

1) OPEN SEALED BIDS FOR 2020/2021 WINTER SNOW REMOVAL

MOTION made by Supervisor _____, Second by Supervisor _____ to accept the Bid from _____ for the amount of \$ _____ for the 2020/2021 Winter Snow Removal.

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

**2) DISCUSSION: QUOTE RECEIVED- H&K GROUP-STONY CREEK SHOULDERS
2A Shoulder back-up, bid total \$9,121.60.**

MOTION made by Supervisor _____ Second by Supervisor _____

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

3) QUOTE RECEIVED: SHIFFER BITUMINOUS- FOREST STREET

Apply 1.5" of 9.5mm on 421x18=842 square yards. Including tac and 6 pipe crossings. Total cost \$9,900.00.

MOTION made by Supervisor _____ Second by Supervisor _____

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

G. PFT PARK AND RECREATION

H. REPORTS:

ROGER MECKES, ROADMASTER

ROADMASTER REPORT FOR SEPTEMBER 2020

TRANSFER STATION

1) BULK AMOUNT for SEPTEMBER 2020---\$ 898.00 Year to Date Total: \$ 9,083.01

| | | |
|-------------------------------|------|----------|
| 2019-2020 Pro-Rated Permits | (0) | 0.00 |
| 2019-2020 Residential Permits | (7) | 350.00 |
| 2020-2021 Residential Permits | (47) | 2,116.67 |
| 2020-2021 Commercial Permits | (0) | .00 |
| 2020-2021 Pro-Rated Permits | (1) | 42.24 |

TOTAL DEPOSITS \$2,508.91

TOTAL DEPOSITS \$3,406.91

2) ADMINISTRATIVE REPORTS

A) RIGHT-TO-KNOW REQUESTS FOR SEPTEMBER 2020-

Administrative & Financial Requests: (See Attached Lists)

Submitted: 43 / Responded: 43 / Total Hours: 32 hrs.

Zoning & Septic Requests: Submitted: 43 / Responded: 43

I. ZONING DEPARTMENT - Kathryn Forry submitted Zoning Report for SEPTEMBER 2020.

1) ZONING ENFORCEMENT NOTICES- 5 PROPERTIES NOTIFIED (see attached)

To date we have not received a response from property owners in violation.

2) LASCHENSKI LAND DEVELOPMENT— CONDITIONAL PRELIMINARY/FINAL APPROVAL

Mr. Joseph Laschenski proposes to construct a 7,500 square foot building, which includes a contractor's office with storage, and an apartment, along Route 903 and the following waivers from SALDO; Section 230 & 250- (allow for preliminary/final approval), Section 331- (plan scale to 1 in equals 30 ft), Section 316.11- (waiver from submission of a traffic study), and Section 465.944 (setback distance reduced to 50 ft for rain garden). The Planning Commission recommends to the Township Board of Supervisors to grant the waivers and approve the plan, conditioned upon satisfying any and all remaining items in the Barry Isett & Associates review letter dated September 4, 2020, and those listed in the Carbon County Planning Commission letter dated March 17, 2020.

a) MOTION made by Supervisor _____, Second by Supervisor _____ to grant the waivers for **SALDO Section 230/250, 331, 316.11 & 465.944** as recommended by the PC, conditioned upon the final payment of any outstanding fees.

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, conditioned upon the final payment of any outstanding fees.

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, November 2nd, at 7:00 p.m.*
- 2) *The Park and Recreation will hold their monthly meeting on Thursday, October 15th, at 6:30 p.m. at the PFT Park.*
- 3) *The Planning Commission will hold their monthly meeting on Monday, October 26th, at 6:00 p.m. (if needed).*
- 4) *Municipal Building will be closed on Monday, October 12th in observance of Columbus Day. The Transfer Station will be open.*

DANA VITALE
TOWNSHIP SECRETARY

THOMAS CROSS
CHAIRMAN, BOARD OF SUPERVISORS