

**PENN FOREST TOWNSHIP  
BOARD OF SUPERVISORS  
2010 STATE ROUTE 903  
JIM THORPE, PA 18229**

**MEETING MINUTES**

January 4, 2021

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

**CALL TO ORDER:**

Supervisor Meckes called the meeting to order at 6:50 p.m.; Roll Call by Township Secretary.

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

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

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

**B. MEETING MINUTES**

**(1) REGULAR BOS MEETING ON DECEMBER 7, 2020**

**MOTION** made by Supervisor Meckes, Second by Supervisor Bartulovich to approve the BOS Meeting Minutes from DECEMBER 7, 2020.

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

**(2) SPECIAL MEETING ON DECEMBER 28, 2020**

**MOTION** made by Supervisor Meckes, Second by Supervisor Bartulovich to approve the BOS Special Meeting Minutes from DECEMBER 28, 2020.

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

**C. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED**

**(1) PENNEAST/UGI PIPELINE PROJECT UPDATE DEC. (no motion)**

**D. TREASURER'S REPORT:**

**(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 12/31/2020)**

Township General Fund:	\$ 2,332,639.40	State Liquid Fuels Fund:	\$ 116,013.33
Sanitation Fund:	\$ 270,307.86	Park/Recreation:	\$ 0.00
Septic Fund:	\$ 276,799.77	Payroll:	\$ 13,508.30
SALDO:	\$ 10,722.03	Debit Card:	\$ 3,372.05
Rent :	\$ 4,045.28	Fire Escrow	\$ 23,349.00
<b>TOTAL:</b>			<b>\$ 3,050,757.02</b>

**(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 12/31/2020)**

Account Ending: #1841 -	\$ 3,496,955.49	(3 month CD)
#5851 -	\$ 258,649.35	(6 month CD)
#1301 -	\$ 2,045,994.45	(13 month CD)
<b>TOTAL:</b>	<b>\$ 5,801,599.29</b>	

**(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 12/31/2020)**

Account Ending:		
#0064 -	\$ 105,410.33	
<b>TOTAL:</b>	<b>\$ 105,410.33</b>	

**TOTAL FUNDS ON DEPOSIT: \$ 8,957,766.64**

**1) MOTION** made by Supervisor Meckes, Second by Supervisor Lignore to accept Treasurer's Report for DECEMBER 2020 (Subject to Audit).

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

**2) PAYMENT OF THE BILLS FOR DECEMBER 2020**

**MOTION** made by Supervisor Meckes, Second by Supervisor Lignore to pay the bills for DECEMBER 2020.

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

## **E. NEW BUSINESS:**

### **ROGER MECKES, CHAIRMAN**

1) **RESOLUTION NO. 2 OF 2021 TO APPOINT CERTIFIED PUBLIC ACCOUNTANT**

To appoint Zelenkofske Axelrod LLC to make an examination of all of the funds of Penn Forest Township for the fiscal year 2020.

**MOTION** made by Supervisor Bartulovich, Second by Supervisor Lignore to **Adopt** Resolution No. 2 of 2021 appointing Zelenkofske Axelrod, LLC CPA Firm to perform the 2020 Audit.

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

2) **RESOLUTION NO. 3 OF 2021—Appointed Delegate and Alternate for TCC**

**MOTION** made by Supervisor Meckes, Second by Supervisor Bartulovich to **Adopt** Resolution #3 of 2021 appointing a Delegate **Thomas Cross** and an Alternate **Christian Bartulovich** as representatives for the CC Tax Collection Committee.

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

3) **RATIFY THE MOTION - RESOLUTION NO. 4 OF 2021- DECLARATION OF DISASTER OF EMERGENCY** Extend Resolution 60 days.

**MOTION** made by Supervisor Meckes, Second by Supervisor Bartulovich to **Adopt** Resolution No. 4 of 2021- **DECLARATION OF DISASTER OF EMERGENCY**.

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

4) **RESOLUTION NO. 5 OF 2021- JOIN IN LOCAL GOVT. RISK-SHARING POOL**

**MOTION** made by Supervisor Bartulovich, Second by Supervisor Lignore to **Adopt** Resolution No. 5 of 2021- **JOIN AND PARTICPATE IN A LOCAL GOVT. RISK SHARING POOL**, pending Solicitor review and approval.

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

### **CHRISTIAN BARTULOVICH, VICE CHAIRMAN**

1) **PFT JOIN CARBON COUNTY COUNCIL OF GOVERNMENTS**

**MOTION** made by Supervisor Bartulovich, Second by Supervisor Cross to **JOIN** Carbon County Council of Governments.

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

**MOTION** made by Supervisor Cross, Second by Supervisor Meckes to **APPOINT** Supervisor Bartulovich as Township Representative for CCCOG.

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

**2) AMENDMENTS TO THE ZONING ORDINANCE-SHORT TERM RENTALS**

TABLED UNTIL FEBRUARY BOS MEETING

**ROGER MECKES, ROADMASTER**

**1) B&B BACKFLOW INC. QUOTE- TRANSFER STATION HEATERS - MAINTENANCE**

NO ACTION

**2) WB ELECTRIC QUOTE –TRANSFER STATION HEATERS**

NO ACTION

**3) R.F OHL HEATER QUOTE**

**MOTION** made by Supervisor Bartulovich, Second by Supervisor Cross to contract R.F. OHL for heaters for the Transfer Station Maintenance Building, total cost of \$5,417.63.

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

**F. PFT PARK AND RECREATION**

**G. REPORTS:**

**ROGER MECKES, ROADMASTER**

**ROADMASTER REPORT FOR DECEMBER 2020**

We have had snow every weekend. The guys have been busy taking care of the roads. The new compactor will be installed tomorrow. Mascaro is bringing up the can tomorrow as well.

**TRANSFER STATION**

**1) BULK AMOUNT for DECEMBER 2020---\$ 691.00 Year to Date Total: \$ 11,584.01**

2019-2020 Pro-Rated Permits	(0)	.00
2019-2020 Residential Permits	( 2)	100.00
2020-2021 Residential Permits	(11)	550.00
2020-2021 Commercial Permits	(0)	0.00
2020-2021 Pro-Rated Permits	( 10)	279.36
	<b>TOTAL DEPOSITS</b>	<b>\$929.36</b>
	<b>TOTAL DEPOSITS</b>	<b>\$1,620.36</b>

## **2) ADMINISTRATIVE REPORTS**

### **A) RIGHT-TO-KNOW REQUESTS FOR DECEMBER 2020-**

**Administrative & Financial Requests: (See Attached Lists)**

**Submitted: 12 / Responded: 12/ Total Hours: 6 hrs.**

**Zoning & Septic Requests: Submitted: 12 / Responded: 12**

### **H. ZONING DEPARTMENT** - Kathryn Forry submitted Zoning Report for DECEMBER 2020.

Kathryn Forry stated it is still fairly busy.

### **I. PUBLIC COMMENTS – (3 Minute Limit)**

#### **CARBON COUNTY COUNCIL OF GOVERNMENTS-**

Kara Scott & Kris Hoffner- The purpose of COG is to provide municipalities with a stronger base when applying for grants for multi-municipality projects, working together to share costs, resources, and information to better serve the needs of local municipalities. We were formed in 2013 and incorporated in 2015. The purpose is to provide municipalities with an opportunity to work collaboratively to share ideas, resources and costs to better serve each participating municipality. Cost to be a member is \$100.00 annually. Supervisor Bartulovich will be the Township Representative.

#### **KELLY & JOE TOMPKINS- Dollar General**

Discussed the strong opposition to the new proposed Dollar General on route 534 & Old Stage Road. We are here to appeal to the Supervisors to not approve this development. Your Ordinances are beautiful written to preserve the natural beauty and features of the area. Having a Dollar General in that area would destroy the natural beauty with the large stadium lighting would destroy Jonas Mountain. I believe the commercialization has already begun with the current store on 534. Many people have expressed they would not spend money in that location. I appeal to you to go along with the beautiful written Ordinances. We are forming an alliance with the 6 surrounding developments to stop this from moving forward. Joe Tompkins stated this would change the residential area. Supervisor Meckes stated the ZHB is completely different from us and if any Variances were submitted it has not come before us and we do not see any of that until it complete. Supervisor Bartulovich stated it is his understanding that there are quite a few hurdles for Dollar General to jump through until it comes to this table. When it does come to this table, it has met all the requirements and we do not have much wiggle room at that point. I suggest you go to the Planning Commission on 1/25 via zoom to discuss this with them. Supervisor Bartulovich stated the Planning Commission is bound by the law. In the end if they meet all the requirements their hands are tied. Kathryn Forry stated they applied for two Variances but she was not exactly sure which one, she knows one was submitted for a driveway.

**BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT 7:50 P.M.**

**MOTION** to adjourn meeting by Supervisor Cross, Second by Supervisor Lignore

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

**REMINDERS:**

- 1) *The Next Regular Board of Supervisors Meeting will be held Monday, February 1<sup>st</sup>, at 7:00 p.m.*
- 2) *The Park and Recreation will hold their monthly meeting on Thursday, January 21<sup>st</sup>, at 6:30 p.m. at PFT Park.*
- 3) *The Planning Commission will hold their monthly meeting on Monday, January 25<sup>th</sup>, at 6:00 p.m. (If needed).*

\_\_\_\_\_  
**DANA VITALE**  
**TOWNSHIP SECRETARY**

\_\_\_\_\_  
**ROGER MECKES**  
**CHAIRMAN, BOARD OF SUPERVISORS**