

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

AMENDED
AGENDA

November 1, 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 7:00 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

A. PUBLIC COMMENTS: (3 Minute Limit)

B. MEETING MINUTES:

1) **REGULAR BOS MEETING ON OCTOBER 4, 2021**

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the BOS Meeting Minutes from OCTOBER 4, 2021.

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

C. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

JIM THORPE POLICE DEPT/BOROUGH- CARBON COUNTY VETERAN’S DAY PARADE

Request assistance from PFT Fire Police #1 & #2 for the Veteran’s Day Parade on 11/7/2021.

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ Penn Forest Township Fire Police #1 & #2 to provide traffic control for the Sunday, November 7, 2021 Veteran’s Day Parade.

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

D. TREASURER’S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 10/29/2021)

Township General Fund:	\$ 2,395,099.89	State Liquid Fuels Fund:	\$ 93.56
Sanitation Fund:	\$ 356,939.92	Payroll:	\$ 10,119.30
Septic Fund:	\$ 326,652.69	Debit Card	\$ 5,000.85
SALDO:	\$ 75,644.26	Fire Escrow:	\$ 23,349.00
Rent :	\$ 9.97	American Rescue	\$ 502,597.09
TOTAL:			\$3,695,506.53

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 10/29/2021)

Account Ending: #1841 -	\$ 3,607,796.90	(3 month CD)
#5851 -	\$ 259,123.62	(6 month CD)
#1301 -	\$ 2,049,236.00	(13 month CD)
TOTAL:	\$ 5,916,156.52	

TOTAL FUNDS ON DEPOSIT: \$ 9,611,663.05

1) **MOTION** made by Supervisor_____, Second by Supervisor_____ to accept Treasurer’s Report for OCTOBER 2021 (Subject to Audit).

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

2) **PAYMENT OF THE BILLS FOR OCTOBER 2021**

MOTION made by Supervisor _____, Second by Supervisor _____ to pay the bills for OCTOBER 2021.

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

E. OLD BUSINESS:

ROGER MECKES, CHAIRMAN

DISCUSSION: PURCHASE NEW TRANSFER STATION COMPACTOR

Tabled from last month's meeting for a 3rd quote. (2) Quotes submitted, 3rd quote requested and never received.

Eagle Equipment- (1) new 2-yard stationary compactor; \$19,550.00 plus tax.

Winter Equipment- (1) new 2-yard stationary compactor, \$18,954.00 plus tax.

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ the quote from _____ total cost of \$ _____.

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

WB ELECTRIC QUOTE FOR NEW COMPACTOR

Furnish and install electrical disconnect for new compactor. Trenching, backfill and patching will be provided by Township. Total cost of \$1,434.75.

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ the quote from _____ total cost of \$ _____.

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

INDIAN MOUNTAIN LAKES CIVIC ASSOCIATION- PROPOSED DEVELOPMENT AGREEMENT(534 Bus Stop – Recreation Area)

Prepared by Attorney Nanovic, reviewed by Township Engineer.

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ the Indian Mountain Lakes Civic Association Development Agreement (534 Bus Stop – Recreation Area).

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

OLYMPIAN BOOSTER CLUB DONATION

Adopt Resolution No. 23 of 2021-Olympian Booster Club Donation.

MOTION made by Supervisor _____, Second by Supervisor _____ to ADOPT Resolution No. 23 of 2021 to donate \$ _____ to the Olympian Booster Club for the purchase of football helmets.

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

JUDITH KNAPPENBERGER, SUPERVISOR

VETERANS MONUMENT - DOCUMENTS

F. NEW BUSINESS:

ROGER MECKES, CHAIRMAN

VOLUNTEER FIRE RELIEF PROGRAM—Allocation of Funds Received \$58,295.83

MOTION made by Supervisor _____ Second by Supervisor _____ to distribute the funds to PFT Volunteer Fire **Co. #1--\$29,147.92** and PFT Volunteer Fire **Co. #2--\$29,147.92**

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

RATIFY THE MOTION TO DISTRIBUTE ROLLING TRUCK FUNDS

Fire Co #1 requested to have an October distribution.

MOTION made by Supervisor _____ Second by Supervisor _____ to RATIFY the distribution of the Rolling Truck funds of **\$30.000** to PFT Volunteer Fire Co. # 1 & PFT Volunteer Fire Co. # 2.

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

TRANSFER STATION TRENCH DRAIN AND SALT SHED PROJECTS

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ Hanover Engineering to advertise separate bids for construction, pending final review by the BOS and Twsp. Staff.

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

TRANSFER STATION CONCRETE BLOCKS

Barriers for the Transfer Station ramp and new compactor.
Rock Hill Concrete (6) 2ft x 2ft x 6ft \$45.00/each, J&R Slaw \$50.00/each.

MOTION made by Supervisor _____, Second by Supervisor _____ to _____

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

DISCUSSION: BACKHOE FORKS

CHRISTIAN BARTULOVICH, VICE CHAIRMAN

PENN FOREST TOWNSHIP PROPOSED 2022 BUDGET

<u>General</u>	Revenue-	\$2,476,754.37
	Expenditures-	2,476,754.37
Est- 2022 Begin Balance		\$2,300,000.00
<u>Sanitation</u>	Revenue-	\$422,900.00
	Expenditures-	422,900.00
Est- 2022 Begin Balance		\$350,000.00
<u>State Liquid Fuels</u>	Revenue-	\$261,232.43
	Expenditures-	261,232.43
Est- 2022 Begin Balance		\$100.00 (interest)

MOTION made by Supervisor _____ Second by Supervisor _____ to advertise the 2022 Proposed Budget for NOVEMBER 5TH.

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

G. PFT PARK AND RECREATION

FLOOD LIGHT QUOTE - BASEBALL FIELD BACK STOP FENCE (see attached)

Confer Electric, LLC submitted a proposal to wire and install 2 LED flood lights on the backstop fence of the baseball field with a lockable switch. Trenching, backfilling and seeding will be done by the Township. Total cost \$2,485.00.

WB Electric submitted a proposal to furnish & install (2) LED flood lights. Power will be fed from existing box on pedestal and ran underground to back stop. Metallic conduit will be installed on the back of fencing and the two lights will be evenly spaced. Total cost \$3,011.58

MOTION made by Supervisor _____, Second by Supervisor _____ accept the quote from _____ total cost of \$_____.

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

PUMP TRACK – DIRT SCULPT, LLC

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ Hanover Engineering to assist Todd Fox & Dirt Sculpt with preparation of bid documents for proposed pump track. Total cost not to exceed \$3,750.00.

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

H. REPORTS:

ROGER MECKES, ROADMASTER

ROADMASTER REPORT FOR OCTOBER 2021

TRANSFER STATION

1) BULK AMOUNT for OCTOBER 2021---\$864 .00 Year to Date Total: \$7,686.00

2020-2021 Residential Permits	(3)	150.00
2020-2021 Pro-Rated Permits	(0)	0.00
2021-2022 Commercial Permits	(0)	0.00
2021-2022 Residential Permit	(7)	<u>1,050.00</u>
TOTAL DEPOSITS		<u>\$2,064.00</u>

2) ADMINISTRATIVE REPORTS –

A) RIGHT-TO-KNOW REQUESTS FOR OCTOBER 2021-

Administrative & Financial Requests: (See Attached Lists)

Submitted: 57 / Responded: 57 / Total Hours: 43.25 hrs.

Zoning & Septic Requests: Submitted: 53/ Responded: 53

I. ZONING DEPARTMENT - Kathryn Forry submitted Zoning Report for OCTOBER 2021.

RITAL LLC, LAND DEVELOPMENT PLAN- NEW GAS STATION (12-51-A2.04) - EXTENSION LETTER

Time extension (90-day, until 2/7/2022) authorization for Rital LLC Land Development Plan for a new gas station.

MOTION made by Supervisor ____, Second by Supervisor ____, to _____ the 90-day extension (until 2/7/2022) for the Rital LLC Land Development for a new gas station.

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

**CONDITIONAL APPROVAL: DIETSCHE SUBDIVISION- PARCELS
(22A-51-C1650 & C1651)**

Waiver has been requested for SALDO section 333.31 (trees of greater than eight (8) inches in caliper not shown on plan). Hanover Engineering has no objection to this waiver request provided that the location of wooded areas is shown on the plan.

a) MOTION made by Supervisor _____, Second by Supervisor _____ to _____ the waiver for **SALDO Section 333.31** as recommended by Planning Commission.

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

b) MOTION made by Supervisor _____, Second by Supervisor _____ to _____ the **plan** as recommended by the Planning Commission, contingent upon engineer's comments from the October 22, 2021 review letter be addressed and the final payment of any outstanding fees.

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

AMENDED TO INCLUDE:

Reason: Arose this evening 11/1/2021 BOS meeting.

Request for Proposal for Engineering Services.

MOTION made by Supervisor Meckes, Second by Supervisor Bartulovich to **AMEND** the agenda to include Request for Proposal for Township Engineering Services.

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

REMINDERS:

- 1) *The Next Regular Board of Supervisors Meeting will be held Monday, December 6th, at 7:00 p.m.*
- 2) *The Park and Recreation will hold their monthly meeting on Thursday, November 18th, at 6:00 p.m.*
- 3) *The Planning Commission will hold their monthly meeting on Monday, November 22nd, at 6:00 p.m. (If needed).*
- 4) *Electronic Recycling will take place at the Transfer Station on Saturday, November 20th from 9:00 a.m. - 3:00 p.m. (or until trucks are full) for Penn Forest Township Residents ONLY.*
- 5) *The Municipal Building will be closed on Thursday, November 25th & Friday, November 26th in observance of Thanksgiving Holiday.*

DANA VITALE
TOWNSHIP SECRETARY

ROGER MECKES
CHAIRMAN, BOARD OF SUPERVISORS