

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

AMENDED
AGENDA

May 2, 2022

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
Scott Lignore, Supervisor
Thomas Cross, Supervisor
Patrick Holland, Supervisor

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

A. EXECUTIVE SESSION: To be held at 6:15 p.m. to discuss personnel & potential litigation.

B. PUBLIC COMMENTS: (3 Minute Limit)

C. MEETING MINUTES:

1) REGULAR BOS MEETING ON APRIL 4, 2022

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the BOS Meeting Minutes from APRIL 4, 2022.

ROLL CALL: RM ___; CB ___; SL ___; TC ___; PH ___ **MOTION** _____

2) SPECIAL BOS MEETING ON APRIL 21, 2022

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the BOS Special Meeting Minutes from APRIL 21, 2022.

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

D. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

1) JIM THORPE ROTARY 25th SUMMER RECREATION PROGRAM- donation request

Jim Thorpe Rotary Summer Recreation Program is being held from June 20th to August 11th, 2022 at Memorial Park. \$1,000.00 donation was given 2021.

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

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

2) JIM THORPE BOROUGH & POLICE DEPT. – FIRE POLICE ASSISTANCE

Traffic control for a Steam Train Excursion being held on Saturday, May 28, 2022.

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

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

3) DIMMICK MEMORIAL LIBRARY REQUEST- LITTLE FREE LIBRARY

Christine Fazio, Dimmick Representative is requesting to place an additional free library at the opposite end of the park near the ball fields.

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

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

E. TREASURER’S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 4/30/2022)

Township General Fund:	\$ 2,887,908.22	State Liquid Fuels Fund:	\$ 267,942.02
Sanitation Fund:	\$ 158,277.77	Payroll:	\$ 16,315.88
Septic Fund:	\$ 335,135.34	Debit Card	\$ 4,987.11
SALDO:	\$ 242,549.21	Fire Escrow:	\$ 25,620.00
Rent :	\$ 74.01	American Rescue	\$ 16.60
TOTAL:			\$3,938,826.16

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 4/30/2022)

Account Ending: #1841 -	\$ 3,610,495.91	(3 month CD)
#5851 -	\$ 259,380.72	(6 month CD)

#1301 - \$ 2,050,258.01 (13 month CD)

TOTAL: \$ 5,920,134.64

TOTAL FUNDS ON DEPOSIT: \$ 9,858,960.80

- 1) **MOTION** made by Supervisor____, Second by Supervisor____ to accept Treasurer's Report for APRIL 2022 (Subject to Audit).

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION**_____

2) **PAYMENT OF THE BILLS FOR APRIL 2022**

MOTION made by Supervisor____, Second by Supervisor____ to pay the bills for APRIL 2022.

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION**_____

F. NEW BUSINESS:

ROGER MECKES, CHAIRMAN

1) **ACCEPT VERBAL RESIGNATION FROM UWE POHLE TOWNSHIP LABORER**

Verbal resignation received from Uwe Pohle April 15, 2022, effective immediately.

MOTION made by Supervisor____, Second by Supervisor____, to____ verbal resignation from Uwe Pohle received 4/15/22, effective immediately.

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION**_____

2) **ELIMINATE GENERAL LABORER POSITION – CREATE FULL-TIME WORKING FOREMAN- UNION POSITION**

MOTION made by Supervisor____, Second by Supervisor____, to eliminate the General Laborer position and create a full-time Working Forman position at the rate of \$_____

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION**_____

3) **ADVERTISE FULL-TIME WORKING FOREMAN POSITION (AFTER 5 DAY UNION BOARD POSTING**

MOTION made by Supervisor____, Second by Supervisor____, to ADVERTISE for a Full-time working foreman (AFTER 5 DAY UNION BOARD POSTING) at rate of \$_____

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION**_____

4) AWARD BID- 2022 ROAD IMPROVEMENTS

MOTION made by Supervisor_____, Second by Supervisor_____ to accept the BID from _____ for the amount of \$ _____ for the 2022 ROAD IMPROVEMENT of Township Roads as listed.

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

5) TRANSFER STATION PROPERTY: MINOR SUBDIVISION\LOT LINE REVISION- PRELIMINARY\FINAL PLAN

a) MOTION made by Supervisor _____, Second by Supervisor _____ to _____ SALDO waiver requests **231 &251** (separate submissions of Preliminary & Final Plan); **314.14** (depict community water supply) **333.31**(trees greater than eight inches in caliper).

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

6) RATIFY THE MOTION: TRANSFER STATION SUBDIVISION\LOT LINE REVISION

Authorize BIA to produce final plan copies and record the official copy in the Carbon County Recorder of Deeds. Total cost of \$900.00.

MOTION made by Supervisor _____, Second by Supervisor_____, to ratify the approval to authorize BIA to provide plan recording services for the above project, total cost of \$900.00.

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

7) HIRE CHARLIE SCHMEHL-AMEND THE ZONING ORDINANCE TO ADDRESS TRUCK DISTRIBUTION CENTERS – municipal billing rate is \$98.00 p/hr.

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

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

8) SCHEDULE WORKSHOP TO DISCUSS ZONING ORDINANCE AMENDMENT TRUCK DISTRIBUTION CENTERS

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

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

9) BIA PUMP TRACK PROPOSAL- SEE ATTACHED

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

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

10) AWARD BID- TRANSFER STATION TRENCH DRAIN PROJECT

MOTION made by Supervisor____, Second by Supervisor____ to accept the BID from _____ for the amount of \$ _____ for the TRANSFER STATION TRENCH DRAIN PROJECT.

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

CHRISTIAN BARTULOVICH, VICE CHAIRMAN

1) REPLACE FIREWALL -TRANSFER STATION- UNDERDOG PROPOSAL

(See attached) total cost \$529.48.

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

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

PATRICK HOLLAND, SUPERVISOR

1) DISCUSSION: ACQUIRE INTERN FOR TOWNSHIP SOCIAL MEDIA ACCOUNTS

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

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

2) AMENDED TO ADD:

Reason: Presented to the BOS day of meeting.

MOTION made by Supervisor Meckes , Second by Supervisor Holland, to ADD Basketball League, Amateur Athletic Union- host a basketball tournament.

ROLL CALL: RM=yes; CB-absent; SL-absent; TC=yes; PH=yes **MOTION PASSED**

G. PFT PARK AND RECREATION

1) SOCCER FIELD LINE PAINTING REQUEST

Jim Thorpe Youth Soccer is requesting the purchase of 10 cases. \$33-\$40 a case (6 per case).

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

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

2) FUNDRAISING EVENT- JUNE 10TH – CELEBRATION FIREWORKS IS SPONSORING

Ashley Hopkins is requesting the usage of the concessions, baseball field and the two grassy areas. The event may include fireworks, volunteers, food, dancing and activities for families.

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

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

H. REPORTS:

ROGER MECKES, ROADMASTER

ROADMASTER REPORT FOR APRIL 2022

TRANSFER STATION -

1) BULK AMOUNT for APRIL 2022---\$877 .00 Year to Date Total: \$1,967.00

2021-2022 Pro-Rated Permits	(1)	69.12
2021-2022 Residential Permit	(3)	450.00
TOTAL DEPOSITS		<u>\$1,396.12</u>

2) ADMINISTRATIVE REPORTS –

A) RIGHT-TO-KNOW REQUESTS FOR APRIL 2022-

Administrative & Financial Requests: (See Attached Lists)

Submitted: 62 / Responded: 62 / Total Hours: 116 hrs.

Zoning & Septic Requests: Submitted: 59/ Responded: 59

I. ZONING DEPARTMENT - Kathryn Forry submitted Zoning Report for APRIL 2022.

YIALAMAS LOT JOINER– 22A-51- EV1725 &EV1726 NEW LOT 1725A

a) MOTION made by Supervisor ____, Second by Supervisor ____ to ____ SALDO waiver requests 333.31 (all trees of 8 inches or greater in size)

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION** _____

b) MOTION made by Supervisor _____, Second by Supervisor _____ to conditionally_____ the final **plan** subject to addressing the remaining comments from engineer's letter of 4/15/2022; as recommended by the Planning Commission and the final payment of any outstanding fees.

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION**_____

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

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

ROLL CALL: RM____; CB____; SL____; TC____; PH____ **MOTION**_____

REMINDERS:

- 1) *The Next Regular Board of Supervisors Meeting will be held Monday, June 6th, at 7:00 p.m.***
- 2) *The Park and Recreation will hold their monthly meeting on Wednesday, May 18th, at 6:30 p.m. at the park.***
- 3) *The Planning Commission will hold their monthly meeting on Monday, May 23rd, at 6:00 p.m. (If needed).***
- 4) *The Township Building will be closed on Monday, May 30th, in observance of Memorial Day Holiday. Transfer Station will be open.***

DANA VITALE
TOWNSHIP SECRETARY

ROGER MECKES
CHAIRMAN, BOARD OF SUPERVISORS