

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

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

CALL TO ORDER:

Supervisor Roger 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
Scott Lignore, Supervisor
Thomas Cross, Supervisor**

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

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 _____, Second by Supervisor _____ to approve the BOS Meeting Minutes from DECEMBER 7, 2020.

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

(2) SPECIAL MEETING ON DECEMBER 28, 2020

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

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

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
TOTAL:			\$ 3,050,757.02

(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)
TOTAL:	\$ 5,801,599.29	

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

Account Ending:		
#0064 -	\$ 105,410.33	
TOTAL:	\$ 105,410.33	

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

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

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

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

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

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

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 _____ Second by Supervisor _____ to adopt Resolution No. 2 of 2021 appointing Zelenkofske Axelrod, LLC CPA Firm to perform the 2020 Audit.

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

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

MOTION made by Supervisor _____, Second by Supervisor _____ to adopt Resolution #3 of 2021 appointing a Delegate _____ and an Alternate _____ as representatives for the CC Tax Collection Committee.

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

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

MOTION made by Supervisor _____ Second by Supervisor _____ to adopt Resolution No. 4 of 2021- **DECLARATION OF DISASTER OF EMERGENCY.**

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

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

MOTION made by Supervisor _____ Second by Supervisor _____ to adopt Resolution No. 5 of 2021- **JOIN AND PARTICPATE IN A LOCAL GOVT. RISK SHARING POOL.**

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

CHRISTIAN BARTULOVICH, VICE CHAIRMAN

1) PFT JOIN CARBON COUNTY COUNCIL OF GOVERNMENTS

MOTION made by Supervisor _____ Second by Supervisor _____ to _____ Carbon County Council of Governments.

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

2) AMENDMENTS TO THE ZONING ORDINANCE-SHORT TERM RENTALS

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ Attorney Nanovic to forward Ordinance to the Carbon County Planning Commission and the Township Planning Commission for review and comment.

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

ROGER MECKES, ROADMASTER

1) B&B BACKFLOW INC. QUOTE- TRANSFER STATION HEATERS - MAINTENANCE BLDG. Total cost \$6,410.00. (see attached)

MOTION made by Supervisor _____ Second by Supervisor _____ to _____ quote from B&B Backflow Inc. for new heaters at the Transfer Station, total cost of \$6,410.00.

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

2) WB ELECTRIC QUOTE -TRANSFER STATION HEATERS

Electrical power for new heaters at the Transfer Station, total cost \$850.00. (see attached)

MOTION made by Supervisor _____ Second by Supervisor _____ to _____ quote from WB Electric for electrical power for the new heaters at the Transfer Station, total cost \$850.00.

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

F. PFT PARK AND RECREATION

G. REPORTS:

ROGER MECKES, ROADMASTER

ROADMASTER REPORT FOR DECEMBER 2020

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
TOTAL DEPOSITS		\$929.36
TOTAL DEPOSITS		\$1,620.36

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.

I. 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, February 1st, at 7:00 p.m.*
- 2) *The Park and Recreation will hold their monthly meeting on Thursday, January 21st, at 6:30 p.m. at PFT Park.*
- 3) *The Planning Commission will hold their monthly meeting on Monday, January 25th, at 6:00 p.m. (If needed).*

DANA VITALE
TOWNSHIP SECRETARY

ROGER MECKES
CHAIRMAN, BOARD OF SUPERVISORS