

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

**MEETING MINUTES**

**July 5, 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 7:05 p.m.; Roll Call by Township Secretary.

**Members:**                    **Roger Meckes, Chairman**  
                                      **Christian Bartulovich, Vice-Chairman**  
                                      **Scott Lignore, Supervisor (arrived at 7:05 p.m.)**  
                                      **Thomas Cross, Supervisor**  
                                      **Patrick Holland, Supervisor**

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

**A. EXECUTIVE SESSION:** was held from 6:00-7:05 p.m. to discuss personnel related matters.

**B. PUBLIC COMMENTS: (3 Minute Limit)**

**Larry Dusablon**- STR- Thanked the board on behalf of Carbon County Radio Club it was great and the weather also turned out to be good. He doesn't see Granicus as performing any useful task for the Township. Any interaction that we have had with them has been a problem with no results. His community spent \$40 on a program that was able to determine properties that Granicus could not in a year and half. Granicus is going on a year and an half without any good results. I am asking the board to do some research and come back with a proposal on how we are going to fix it. Supervisor Bartulovich stated that he has some trouble understanding where the issues are. There are things that are happening and we are working on fixing. Overall they had identified 90% of the properties that are hypothetically STR. Some of the things are not going to be found there isn't a person sitting there typing in STR. We are sitting on 89.9% identified STR's. Larry stated you are calling a call center and you get a message to call your local police. Supervisor Bartulovich stated there are documented incidences of people who are getting the call back to be notified of issues being resolved. Largely it is working. Larry stated every time we get STR reports they are not reliable, they are always different. Why can't I call them about complaints and ask

them if it is a STR? Supervisor Holland stated I feel like you should be calling security. Larry stated no, I would call Granicus first because it takes them an hour to respond. Supervisor Bartulovich stated I don't know if Granicus can see that information; but I can see if it is a STR when I get the emails with complaints. I will ask that question. Supervisor Lignore stated doesn't TT have a list of properties that are STR? Larry stated TT is not required to comply with the RTK law. Supervisor Holland stated with the Granicus thing we are not getting the best bang for our buck. When the contract is up we will know what direction to go for something better and more effective enforcement of it.

**Peggy Dusablon**- STR- Why isn't the STR follow-ups on the agenda? In March we asked Tom Nanovic about spacial distancing. The BOS stated he is still looking into that. Peggy stated, the reports are not accurate they show duplicate owners for properties that have been transferred. Supervisor Bartulovich stated yes I noticed that as well. I don't know what their schedule is but at some point they do a purge. Peggy stated some are pending from January what is a reasonable cut off time frame? Supervisor Bartulovich stated I have been working with Jared to see what a reasonable timeframe is; the question is if they are operating while pending. Peggy stated if you look up VRBO listing in Penn Forest Township they are showing all over capacity. Supervisor Bartulovich stated I don't know if they recheck and actively monitoring it and if it is trigger anything. I don't know how that works it might say non-compliant. Every week it pulls new information. If you give me an example of something that's operating outside the specs and I will look it up. Peggy stated Tobyhanna has adopted their STR Ordinances and they have a lot of things that ours doesn't have. There are few things in here that may help PFT.

**Tim Kennedy**- State Route 903 Line Painting- I want to thank you for all the work that you do. They want to charge the Township to pay for the paint, this is a State Highway. The BOS stated they agreed with him but unfortunately there is nothing we can do. PA as a State does not own one Traffic Signal the Municipality that it stands is the responsibility of the Township we have to maintain that light and pay the electric bill. Supervisor Lignore stated he didn't we should have to pay for it as they stated that was for the future and I argued that fact. Mr. Kennedy stated they screwed up that design and painting lines isn't going to stop people from using it as passing lane. Supervisor Lignore stated it will slow them down. It will stop some of them especially when the Police Officer is sitting there. I know you guys had a meeting with them and they didn't want any public input. Supervisor Bartulovich stated that was just a fact finding meeting. Chairman Meckes stated Penndot worked with Turnpike Engineers, they figured out a plan with the hashing marks and specs, they emailed the blueprints for the Township to review. They are going to help us and install the thermo paint but we have to pay for it. Supervisor Holland stated I disagree and don't think it will solve the problem. I think there should be a stop light and eliminate the lane. Supervisor Bartulovich stated the fact that we got PennDot to agree to anything is amazing to me I am happy to take what we can get. Chairman Meckes stated that all of the officials that participated in the meeting were all willing to work with us to fix the problem. That's why it's on the Agenda to buy the paint and have them install it.

**Linda Abrams**- Dog Park- I do have 130 people in the area who signed the petition and are interested in having a dog park. One of the questions they have asked if they did put a dog park where would they put it? Is there other land in PFT that might be good in the area? The BOS stated we do not have a random lot, but in the park there is room. Ms. Abrams asked who handles the insurance for the Township. The reason I ask is because everything that I keep reading is the owner is really responsible if anything happens. A very small percentage of it comes back to the Township if something happens. Supervisor Bartulovich stated we would be a party to it anyway. I will continue to get my signatures and hopefully you will look at it more favorably.

**Eileen Rugh** – STR TT this is about the STR business in our Residential Zoned Community. She cited from PFT Ordinance section 2E- and 11-A neither of which are not being enforced. Peggy has already mentioned that Tobyhanna Township has adopted their STR Ord. to protect their township. They listened to the full time residents who live there and have complained of quality of life issues, big party houses people howling all night long. They took into consideration the full time residents first who pay taxes. They put a cap on it amongst other points that they pointed. It's obviously is an problem and a nuisance with other governing bodies across the country because they are updating their STR Ordinances and constantly passing new rules on STR in these communities. I hope that

you will look at this. We are asking for Special Meeting set aside for this topic. Supervisor Holland stated he agreed with 90% of what Ms. Rugh has stated. It's such an evolving thing I have been personally doing research to see how I can reach out to other places across the country, Breckinridge was one of them, they went from a smaller place then here and now they have like 1700 STR, it's a ski town. What has really caused us to drag our feet is that if we write the wrong Ordinance some firm from a different state that owns like 6 STR is going to say we lost a lot of money because of this and sue us and that happened in Lake Harmony I believe a while ago. We need to figure this out Tobyhanna is in PA follows the same law. This is very interesting I am going to look into this. The enforcing the smoke alarms etc., the septic's I get that and its evolved so quickly, we can't just jump into hire another Zoning Officer without over stepping and then our fund will be depleted. Ms. Rugh stated at the Tobyhanna meeting all the company that represented by LLC they got up and were saying your ruining our Business you're taking away from our Business. Where the people who live in the community were concerned about quality of life, the drain on the septic systems. There Board came back and said we know the law we have the lawyers. We have in one month grown with STRs 100 new certs given out without anyone looking into why nothing is happening to help the community and the people who live here.

**Jim Mannix**- STR TT- Special Meeting- Supervisor Bartulovich stated do we need to have a Special Meeting or maybe a Town hall Meeting. Do we all have to be here? I am not opposed to meeting. Mannix stated it would be nice if we could have a meeting. It's such a problem within TT. Supervisor Bartulovich stated you have to call. I am a numbers person and if we don't know about it how can the Township take action if it's not reported. Supervisor Lignore stated all I see if 5 or 6 people from TT, why would we have to go to Firehouse when we have no other complaints except from these 5 or 6 people. Go to TT and fight it out with them. We don't need to have a Town hall Meeting; we have a meeting here every month. It's the same thing all the time and we have it every month. Jimmy Melber had a meeting at one of the resorts and the Township will get sued and they gave up. Supervisor Bartulovich I don't think anyone in their right mind would argue that if we had a person who handled this stuff we'd be better off. The problem is the Logistics behind that and how we solve those things. We can't just change 400 things in the Ordinance and expect that to be a magic Band-Aid. If we move to the next step I think we will see improvement. But the question is how much improvement and what we have to do to keep improving on that and also being cost effective, there is just so much to look at. Larry Dusablon stated we have 87

**Ellen Capell**- TT-STR I own a rental property on Hopkins Circle in Towamensing Trails since 2018, which is a road that leads to the beach. I am a responsible owner since 2018. I wanted to tell you about an incident that happened to a family that was renting my home. A renter called me to see if the lake was closed. The renter stated that her 10 year old son was pulled by a man in a white truck who told her son not to go in the lake because it was filled with sewage and the next time they should rent in Lake Harmony. Nothing was going on with the Lake. He went into telling them this place is a dump and is over run and the septic system is running into the lake. I notified security and reach out to someone that I know on the board. Security did take a statement from my guest. My last guest went to the lake with their wrist bands and someone is telling them to get off the lake or you're going to get a \$200.00 fine. I shared this with another homeowner who said that their guests were also thrown off the lake. I feel that since we have passed the STR Ordinance; there are people starting to harass and build a reputation out there that this is not a tourist friendly area. What is the Township going to do to protect the tourist? This is probably your largest source of income. You have people who are predators who are trying to scare the homeowners and the tourist into not coming here anymore. Where is the compliant line who I call who is scaring the hell out of my renters and telling my residents the wrong information? It reflects on me, reviews and the community. Is there an 800 number we can call? Supervisor Holland stated I don't think so, I know as a Chiropractor people are always spreading prejudice. Whether people are being rude I don't think we could hire someone. Supervisor Bartulovich stated I don't think it's feasible. Supervisor Meckes & Bartulovich stated I don't think that should happen. It's a State Police problem if it's actually harassment call the cops. The only mechanism we have is for false reports. I wish there was a way around it. Supervisor Meckes stated we can't control people standing around on a beach being a jerk. I am hearing a lot of things and did I hear you correctly; she addressed Supervisor Holland that you want to shut down STRs? Supervisor Holland stated well see how it goes. I don't like Government I don't like telling people you can't do this. I want to eliminate the companies coming from out of state with no recourse. Ms.

Capell stated so you just want it to be more responsible? Supervisor Holland stated more responsible definitely and there is a grey area. Land that people didn't own and now buying. Ms. Capell asked so now we are zoned STR? Supervisor Bartulovich stated it's not a permitted use in all districts. Thank you for all that you do. Supervisor Meckes it is a shame that they are doing that to you and it shouldn't be done.

**Ruth Naphys**- STR- TT I think that if the Ordinance states that you have a specific person to assist with STR then you should remove it from the Ordinance or get one. Supervisor Bartulovich stated we could look at Granicus as a firm as stated in the Ordinance. So that was the way it was interpreted. We hired a firm to with some level of degree to enforce. Ruth Naphys stated we need a person or more than one. We have a lot of disgruntled people and that's why we come here and try and do it the right way. Supervisor Lignore stated we don't have a lot of compliant we only see it from TT. If all the other developments were here complaining then I would say we have an issue. You need to get with your Board. Ruth stated that we have tried. Supervisor Lignore stated there is not a big enough group complaining to have this meeting. Ruth stated our beach is so crowded and I'm sorry all I heard on the beach was "NIGGER" is music be blasted and I called security. I am offended by hearing this. I am a little pissed off at you Scott when you say "Oh thank God" when someone is speaking about TT. Supervisor Lignore stated well every month it's the same people and I'm sorry. We are trying to do things but there is so much we can do. Supervisor Meckes stated why we don't wait until next month to see when Tom Nanovic is here to schedule a meeting for an open discussion. Supervisor Bartulovich stated if we are going to do this and you want Granicus to attend then I need a list of questions we are not going to bombard them and not ready to answer questions. Ellen Capell stated that she can feel her pain and if there was a way for us to work together to a commonality instead of trying to shut down the STR owners who are abiding by the rules. There are 270 STRs in TT and maybe 10% of those are causing problems it would be more productive to work together rather than trying to shut them down. Ruth stated we are not trying to shut you all done. I have a problem with 3 families in a house and teenagers are cursing and throwing bottles all over. I want to have peace and quiet in my house. Supervisor Meckes stated and in all honesty we are trying to make things better, things may seem slow, we all are trying the best for our Township and the residents. Let's come up with some dates, talk to Granicus to see if we could get a representative. Let's have in writing here questions for both the Township and Granicus for next month's meeting so both parties can have time to review and then we can set a date for mid to late August to give them time to prepare. Peggy Dusablou stated we need to move quickly as we have asked Tom Nanovic about spacedly distancing and since then we have 2 more STRs. Supervisor Meckes stated that he is looking into this for us. Supervisor Lignore stated if you have one on each side of you they are grandfathered in. This is for the future. The compiled list will be sent to Township Secretary. Supervisor Meckes stated we did what all of the communities wanted us to do. Pass it so we can enforce it. Supervisor Bartulovich stated I just want people to call the hotline. Tell people to call the hotline. The Township can do so much more damage than security. Supervisor Bartulovich stated you call the hotline and they ask you questions, do you want the 24 hour contacted, yes, do you want the call back, yes and if the issue was not resolved you tell them. There are 16 properties in total that have every had a complaint lodged against them out of 454 properties. The majority have won. Supervisor Lignore stated don't take this the wrong way but I see this and maybe this is a special group. You have to have those people call and I'm sorry. Eileen Rugh stated people don't want to come because they feel like all you get is lip service.

**Jeffrey Mamr**- I am a property owner in TT . I don't live full time in TT I am having a house built and planning on renting it out. I have STR properties around the State and I believe that everyone needs to be in compliance. I am a responsible homeowner. I know my neighbors and if I get a call that there are 20 people staying at my house, I kick them out. I feel everyone's pain and as long as everyone is responsible and come up with what works for everyone. I'm on Facebook groups and a lot of people are being basted and harassed. Security being called on people and they did nothing wrong. I think we should work together to find a system that works for everyone.

**Tim Kennedy**- stated shouldn't the developments provide to their resident the information to file a complaint with Granicus? Supervisor Bartulovich stated sure that could work, but all the information is on our website under the STR tab. Supervisor Bartulovich stated I don't think that would be a bad idea at all, but you would have to take it up with HOA.

**C. MEETING MINUTES:**

**1) REGULAR BOS MEETING ON JUNE 6, 2022**

**MOTION** made by Supervisor Meckes, Second by Supervisor Lignore to approve the BOS Meeting Minutes from JUNE 6, 2022.

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

**D. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED**

**1) LETTER OF INTEREST TO FILL VACANT PC POSITION**

Bob Steiger and Dennis Habig submitted a letter of interest to become a member of the PFT Planning Commission.

**MOTION** made by Supervisor Meckes, Second by Supervisor Lignore to APPOINT Dennis Habig as a full time Planning Commission Member and Bob Steiger as an alternate member.

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

**2) 2021 ANNUAL AUDIT AND FINANCIAL REPORT FROM ZELENKOFKSKE AXELROD (NO MOTION)**

The Township secretary received the 2021 Audit and Financial Report from Zelenkofske Axelrod LLC. The condensed Financial Statement was published in the local newspaper on 6/28/22.

**E. TREASURER’S REPORT:**

**(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 6/30/2022)**

Township General Fund:	\$ 3,209,286.87	State Liquid Fuels Fund:	\$ 268,004.71
Sanitation Fund:	\$ 113,939.76	Payroll:	\$ 17,453.08
Septic Fund:	\$ 343,695.50	Debit Card	\$ 4,578.71
SALDO:	\$ 483,858.27	Fire Escrow:	\$ 25,620.00
Rent :	\$ 74.94	American Rescue	\$ 16.60
<b>TOTAL:</b>			<b>\$4,466,528.44</b>

**(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 6/30/2022)**

Account Ending: #1841 -	\$ 3,611,401.06	(3 month CD)
#5851 -	\$ 259,511.50	(6 month CD)
#1301 -	\$ 2,050,600.67	(13 month CD)
<b>TOTAL:</b>	<b>\$ 5,921,513.23</b>	

**TOTAL FUNDS ON DEPOSIT: \$ 10,388,041.67**

**1) MOTION** made by Supervisor Meckes, Second by Supervisor Bartulovich to accept Treasurer’s Report for JUNE 2022 (Subject to Audit).

**ROLL CALL:** RM-yes; CB-yes; SL-yes; TC-no; PH-yes **MOTION PASSED**

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

**MOTION** made by Supervisor Meckes, Second by Supervisor Lignore to pay the bills for JUNE 2022.

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

**F. OLD BUSINESS:**

**PATRICK HOLLAND, SUPERVISOR**

**1) DISCUSSION: ACQUIRE INTERN FOR TOWNSHIP SOCIAL MEDIA ACCOUNTS**

**MOTION** made by Supervisor Bartulovich, Second by Supervisor Holland, to APPOINT, look for high school student to handle Township Social Media Accounts.

**ROLL CALL:** RM=no; CB=yes; SL=no; TC=no; PH=yes **MOTION FAILED**

**2) DISCUSSION: STATE ROUTE 903 HATCHING THERMO PAINT- QUOTES**

PennDot quoted from there vendor 1500LF of 24" wide thermo paint \$12,000.00.  
PPG Traffic Solutions 100 packs \$140.25 per pack; total \$14,025.00.

**MOTION** made by Supervisor Meckes, Second by Supervisor Bartulovich, to PURCHASE thermo plastic paint from PPG Traffic Solutions; total cost up to \$14,025.00.

**ROLL CALL:** RM- yes; CB- yes; SL- yes; TC- no; PH- no **MOTION PASSED**

**G. NEW BUSINESS:**

**ROGER MECKES, CHAIRMAN**

**1) WORKING FOREMAN - JOB DESCRIPTION**

**MOTION** made by Supervisor Meckes, Second by Supervisor Holland, to APPROVE the Working Foreman Job Description; pending MOU with Teamster Local 773 Union.

**ROLL CALL:** RM- yes; CB- yes; SL- yes; TC- no; PH- yes **MOTION PASSED**

**2) FIRE COMPANIES - FIRE TRUCK AGREEMENT**

TABLED UNTIL NEXT MONTH FOR ADDITIONAL REVIEW

**3) MITCHEL MINOR SUBDIVISION - SEWAGE PLANNING MODULE**

Sewage Enforcement Officer submitted the Planning Module for approval.

**MOTION** made by Supervisor Meckes, Second by Supervisor Lignore to approve and accept the Sewage Planning Module as recommended by the Planning Commission.

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

**4) SHIFFER BITUMINOUS - PATCHING TOWNSHIP ROADS**

(2) Truck loads, \$2,200 per load.

**MOTION** made by Supervisor Meckes, Second by Supervisor Lignore to PURCHASE (2) additional truck loads for edging roads; total cost \$4,200.00.

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

**5) AWARD BID - TRANSFER STATION SALT STORAGE BUILDING PROJECT**

**MOTION** made by Supervisor Bartulovich, Second by Supervisor Holland to accept the BID from Dutchman Contracting, LLC for the amount of \$ 439,373.00 for the Transfer Station Salt Storage Building Project.

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

**6) HIRE PART-TIME LABORER**

**MOTION** made by Supervisor Meckes, Second by Supervisor Bartulovich to HIRE Ronald Nametko as Part-Time Laborer for the Transfer Station pending drug/driver license screening results; rate of \$17.13 p/hr.

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

**H. PFT PARK AND RECREATION**

**I. REPORTS:**

**ROGER MECKES, ROADMASTER**

**ROADMASTER REPORT FOR JUNE 2022**

Paving contractor coming back to complete roads Thursday or Friday.  
Busy mowing grass on roads and at the park.

**TRANSFER STATION -**

**1) BULK AMOUNT for JUNE 2022---\$715 .00 Year to Date Total: \$3,510.00**

2021-2022 Pro-Rated Permits	(5)	274.56
2021-2022 Residential Permit	(8)	<u>1,200.00</u>
<b>TOTAL DEPOSITS</b>		<b><u>\$2,189.56</u></b>

**2) ADMINISTRATIVE REPORTS -**

**A) RIGHT-TO-KNOW REQUESTS FOR JUNE 2022-**

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

**Submitted: 47 / Responded: 47 / Total Hours: 38 hrs.**

**Zoning & Septic Requests: Submitted: 41/ Responded: 41**

**J. ZONING DEPARTMENT** – Philip Prout submitted Zoning Report for JUNE 2022.

Phil Prout, presented the report to the BOS.

Motion to amend the agenda- because STR Notice of Violation update was received this day

**MOTION** made by Supervisor Bartulovich, Second by Supervisor Holland to amend the agenda to include the STR Notice of Violation update.

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

**MOTION** made by Supervisor Bartulovich, Second by Supervisor Holland to send the STR Zoning Enforcement Notices to counsel; pending Phil Prout's approval.

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

**BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT 8:45 P.M.**

**MOTION** to adjourn meeting by Supervisor Meckes, Second by Supervisor Bartulovich

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

**REMINDERS:**

- 1) *The Next Regular Board of Supervisors Meeting will be held Monday, August 1<sup>st</sup>, at 7:00 p.m.***
- 2) *The Park and Recreation will hold their monthly meeting on Wednesday, July 20<sup>th</sup>, at 6:30 p.m. at the park.***
- 3) *The Planning Commission will hold their monthly meeting on Monday, July 25<sup>th</sup>, at 6:00 p.m. (If needed).***

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**DANA VITALE**  
**TOWNSHIP SECRETARY**

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