

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

**AGENDA**

July 6, 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 (absent)

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

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

**B. MEETING MINUTES:**

**1) REGULAR BOS MEETING ON JUNE 7, 2021**

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to approve the BOS Meeting Minutes from JUNE 7, 2021.

**ROLL CALL:** JK\_\_\_\_; SL\_\_\_\_; CB\_\_\_\_; TC\_\_\_\_; RM\_\_\_\_ **MOTION** \_\_\_\_\_

**C. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED**

**1) LOWER TOWAMENSING TOWNSHIP- FIRE POLICE REQUEST- COUNTY FAIR**

Lower Towamensing Township is requesting Fire Police services from PFT to assist with traffic control at the Carbon County Fair from August 9<sup>th</sup>-14<sup>th</sup>, 2021.

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to \_\_\_\_\_ PFT Fire Co. #1 & #2 to provide Fire Police Services for the Carbon County Fair held on August 9<sup>th</sup>-14<sup>th</sup>.

**ROLL CALL:** JK\_\_\_\_; SL\_\_\_\_; CB \_\_\_\_; TC\_\_\_\_; RM\_\_\_\_ **MOTION** \_\_\_\_\_

**2) RESIDENT CONCERN REGARDING INTERSECTION RTE. 903 & OLD STAGE**

**3) PENNEAST/UGI PIPELINE PROJECT UPDATE- 6/30/2021- (NO MOTION)**

**4) THANK YOU LETTER – DRAKES CREEK ROAD- (NO MOTION)**

Anthony Price, President , Rhodo Mountain Estates submitted via email a letter of appreciation for the recent road work completed on Drakes Creek Road.

**D. TREASURER’S REPORT:**

**(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 6/30/2021)**

Township General Fund:	\$ 2,151,068.14	State Liquid Fuels Fund:	\$ 319,668.14
Sanitation Fund:	\$ 277,235.50	Payroll:	\$ 34,098.73
Septic Fund:	\$ 306,942.45	Debit Card	\$ 6,008.50
SALDO:	\$ 79,972.68	Fire Escrow:	\$ 23,349.00
Rent :	\$ 50.28		
<b>TOTAL:</b>			<b>\$3,198,393.42</b>

**(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 6/30/2021)**

Account Ending: #1841 -	\$ 3,500,361.01	(3 month CD)
#5851 -	\$ 258,993.04	(6 month CD)
#1301 -	\$ 2,048,034.98	(13 month CD)
<b>TOTAL:</b>	<b>\$ 5,807,389.03</b>	

**(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 6/30/2021)**

Account Ending:		
#0064	-	\$ 105,606.40
<b>TOTAL:</b>		<b>\$ 105,606.40</b>

**TOTAL FUNDS ON DEPOSIT: \$ 9,111,388.85**

**1) MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to accept Treasurer’s Report for JUNE 2021 (Subject to Audit).

**ROLL CALL:** JK\_\_\_\_; SL\_\_\_\_; CB \_\_\_\_; TC\_\_\_\_; RM\_\_\_\_ **MOTION** \_\_\_\_\_

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

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to pay the bills for JUNE 2021.

**ROLL CALL:** JK\_\_\_\_; SL\_\_\_\_; CB \_\_\_\_; TC\_\_\_\_; RM\_\_\_\_ **MOTION** \_\_\_\_\_

**E. NEW BUSINESS:**

**ROGER MECKES, CHAIRMAN**

**1) RATIFY THE MOTION FOR APPOINTMENT OF ATTORNEY FRYCKLUND**

To represent the Township for the 586 Stony Mountain Road UCC appeal.

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to RATIFY the motion to \_\_\_\_\_ Attorney Robert S. Frycklund to represent the township in this matter.

**ROLL CALL:** JK\_\_\_\_; SL\_\_\_\_; CB \_\_\_\_; TC\_\_\_\_; RM\_\_\_\_ **MOTION** \_\_\_\_\_

**2) PFT VACANT UCC BOARD OF APPEALS REPRESENTATIVE**

Any interested parties should email Township Secretary. Kathryn Forry, BIA has made a suggestion for Secretary to reach out to Terry McLean, Architect, McLean Design Group.

**3) SHIFFER BITUMINOUS QUOTE- PATCHING TOWNSHIP ROADS**

Two loads of patching \$3,200.00.

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to \_\_\_\_\_

**ROLL CALL:** JK\_\_\_\_; SL\_\_\_\_; CB \_\_\_\_; TC\_\_\_\_; RM\_\_\_\_ **MOTION** \_\_\_\_\_

**CHRISTIAN BARTULOVICH, VICE CHAIRMAN**

**1) DISPOSAL OF OLD TOWNSHIP COMPUTERS**

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to \_\_\_\_\_

**ROLL CALL:** JK\_\_\_\_; SL\_\_\_\_; CB \_\_\_\_; TC\_\_\_\_; RM\_\_\_\_ **MOTION** \_\_\_\_\_

**2) GOVERNMENT / MUNICIPAL / PUBLIC FUNDS BANKING RESOLUTION**

Resolution No. 19 of 2021----Authorization of Signatures for new account- American Rescue Plan.

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to \_\_\_\_\_ Resolution No.19 of 2021-Authorization of Signatures for new account –American Rescue Plan.

**ROLL CALL:** JK\_\_\_\_; SL\_\_\_\_; CB \_\_\_\_; TC\_\_\_\_; RM\_\_\_\_ **MOTION** \_\_\_\_\_

**F. PFT PARK AND RECREATION**

**1) RATIFY THE MOTION TO PURCHASE WOOD CHIPS – WALSH CONSTRUCTION**

\$10.00/Load X 42 = \$420.00.

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to RATIFY the motion to purchase wood chips from Walsh Construction, total cost of \$420.00.

**ROLL CALL:** JK\_\_\_\_; SL\_\_\_\_; CB \_\_\_\_; TC\_\_\_\_; RM\_\_\_\_ **MOTION** \_\_\_\_\_

**2) RATIFY THE MOTION- EMERGENCY REPAIR BASEBALL SCORE BOARD**

Sign posts for the baseball score board needed welding repair from Shawn McGill Welding, total cost of \$613.20.

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to RATIFY the motion to \_\_\_\_\_ the welding repair for the Baseball Score Board sign posts, total cost of \$613.20.

**ROLL CALL:** JK\_\_\_\_; SL\_\_\_\_; CB \_\_\_\_; TC\_\_\_\_; RM\_\_\_\_ **MOTION** \_\_\_\_\_

**G. REPORTS:**

**ROGER MECKES, ROADMASTER**

**ROADMASTER REPORT FOR JUNE 2021**

**TRANSFER STATION**

**1) BULK AMOUNT for JUNE 2021---\$ 974.00 Year to Date Total: \$ 4,717.00**

2020-2021 Commercial Permits	(1)	350.00
2020-2021 Residential Permits	(5)	150.01
2020-2021 Pro-Rated Permits	(10)	40.32
2021-2022 Commercial Permits	(4)	1,400.00
2021-2022 Residential Permit	(1,505)	<u>225,481.00</u>
<b>TOTAL DEPOSITS</b>		<b><u>\$228,395.33</u></b>

**2) ADMINISTRATIVE REPORTS –**

**A) RIGHT-TO-KNOW REQUESTS FOR JUNE 2021-**

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

**Submitted: 53 / Responded: 53/ Total Hours: 33 hrs.**

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

**H. ZONING DEPARTMENT** - Kathryn Forry submitted Zoning Report for JUNE 2021.

**INDIAN MOUNTAIN LAKE CIVIC ASSOCIATION - EXTENSION LETTER**

Time extension (90-day) authorization for Indian Mountain Lakes Land Development-Maintenance Facility until October 4, 2021.

**MOTION** made by Supervisor \_\_\_\_, Second by Supervisor \_\_\_\_, to \_\_\_\_ the 90-day extension for the Indian Mountain Lakes Land Development until October 4, 2021.

**ROLL CALL:** JK\_\_\_\_; SL\_\_\_\_; CB \_\_\_\_; TC\_\_\_\_; RM\_\_\_\_ **MOTION** \_\_\_\_\_

**DOLLAR GENERAL LAND DEVELOPMENT & MINOR SUBDIVISION (12A-51-A2.02)**

The Planning Commission recommends the waiving of the following SALDO requirements at their June 28, 2021 meeting. Storm water Detention (464.322), Plan Scale (311.1), Preliminary Plan Natural Features (314.22).

**MOTION** made by Supervisor \_\_\_\_, Second by Supervisor \_\_\_\_ to \_\_\_\_ the waiver for **SALDO Sections**, Storm water Detention (464.322), Plan Scale (311.1), Preliminary Plan Natural Features (314.22), recommended by PC.

**ROLL CALL:** JK\_\_\_\_; SL\_\_\_\_; CB \_\_\_\_; TC\_\_\_\_; RM\_\_\_\_ **MOTION** \_\_\_\_\_

**TRANSFER STATION SUBDIVISION**

The Planning Commission recommended waiving SALDO requirements at their June 28, 2021 meeting.

**MOTION** made by Supervisor \_\_\_\_, Second by Supervisor \_\_\_\_, to \_\_\_\_ the waiving of **SALDO** requirements as recommended by the Planning Commission.

**ROLL CALL:** JK\_\_\_\_; SL\_\_\_\_; CB \_\_\_\_; TC\_\_\_\_; RM\_\_\_\_ **MOTION** \_\_\_\_\_

**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, August 2<sup>nd</sup>, at 7:00 p.m.***
- 2) ***The Park and Recreation will hold their monthly meeting on Thursday, July 15<sup>th</sup>, at 6:00 p.m.***
- 3) ***The Planning Commission will hold their monthly meeting on Monday, July 26<sup>th</sup>, at 6:00 p.m. (If needed).***
- 4) ***Electronic Recycling will take place at the Transfer Station on July 17<sup>th</sup> from 9:00 a.m.- 3:00 p.m. (or until trucks are full) for Penn Forest Township Residents ONLY.***

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

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