

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

AGENDA

June 7, 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. EXECUTIVE SESSION: PRIOR TO MEETING AT 6:00 P.M.

B. PUBLIC COMMENTS: (3 Minute Limit)

C. MEETING MINUTES:

(1) REGULAR BOS MEETING ON MAY 3, 2021

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the BOS Meeting Minutes from MAY 3, 2021.

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

D. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

(1) TURNING POINT OF LEHIGH VALLEY (DONATION REQUEST)

Turning Point of Lehigh Valley provides survivors of domestic and intimate partner abuse heal from the traumatic impact of abuse.

(2) PENNEAST/UGI PIPELINE PROJECT- MAY REPORT (NO MOTION)

(3) PENN KIDDER LIBRARY 3rd ANNUAL GOLF TOURNAMENT- (SPONSORSHIP)

June 28th at Jack Frost National Golf Club, cost \$50.00 to sponsor a hole.

E. TREASURER'S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 5/31/2021)

Township General Fund:	\$ 2,115,236.72	State Liquid Fuels Fund:	\$ 319,623.91
Sanitation Fund:	\$ 98,087.76	Payroll:	\$ 13,372.61
Septic Fund:	\$ 300,159.40	Debit Card	\$ 7,322.59
SALDO:	\$ 85,135.78	Fire Escrow:	\$ 23,349.00
Rent :	\$ 49.83		
TOTAL:			\$2,962,337.60

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 5/31/2021)

Account Ending: #1841 -	\$ 3,499,915.13	(3 month CD)
#5851 -	\$ 258,949.05	(6 month CD)
#1301 -	\$ 2,047,687.15	(13 month CD)
TOTAL:	\$ 5,806,551.33	

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 5/31/2021)

Account Ending:		
#0064	-	\$ 105,584.98
TOTAL:		\$ 105,584.98

TOTAL FUNDS ON DEPOSIT: \$ 8,874,473.91

1) **MOTION** made by Supervisor _____, Second by Supervisor _____ to accept Treasurer's Report for MAY 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 MAY 2021.

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

F. OLD BUSINESS

ROGER MECKES, CHAIRMAN

1) ORDINANCE NO. 3 OF 2021- AMENDING ORD. #2 OF 2021 -SHORT-TERM RENTAL ORDINANCE- "Unreasonable Noise" section 5

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ Ordinance No. 3 of 2021- Amending Ordinance No. 2 of 2021- Short-Term Rental Ordinance- "Unreasonable Noise" in section 5.

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

G. NEW BUSINESS:

ROGER MECKES, CHAIRMAN

1) DEVELOPER'S RELEASE OF ESCROW FUNDS - JOE LASCHENSKI LAND DEV.

Engineer reviewed cost estimate update and concurs with the request based on the construction status. (Release #1 \$24,770) see attached.

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ (# 1) of construction escrow funds \$ _____ for Joe Laschenski Land Development.

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

2) CONTROL SECURITY QUOTE -TRANSFER STATION SECURITY SYSTEM

Replace camera recorder at Transfer Station \$650.00. Monthly monitoring fee \$37.00.

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

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

CHRISTIAN BARTULOVICH, VICE CHAIRMAN

1) OPEN NEW ACCOUNT AT MCT- AMERICAN RESCUE PLAN FUNDS

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

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

H. PFT PARK AND RECREATION

**1) PURCHASE INFIELD MIX- MARTIN STONE QUARRY
2 LOADS- \$1,944.00**

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

ROLL CALL: JK___; SL___; CB ___; TC ___; RM___ MOTION _____

2) **FIELD CONDITIONER- MARZEN HARDWARE QUOTE**

\$21.00 per bag for a full pallet (40 bags) of the #50. Total cost of \$840.00.

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

ROLL CALL: JK___; SL___; CB ___; TC ___; RM___ MOTION _____

I. REPORTS:

ROGER MECKES, ROADMASTER

ROADMASTER REPORT FOR MAY 2021

TRANSFER STATION

1) **BULK AMOUNT for MAY 2021---\$ 1,414.00 Year to Date Total: \$ 3,743.00**

2020-2021 Residential Permits	(4)	200.00
2020-2021 Pro-Rated Permits	(16)	135.36
2021-2022 Residential Permit	(223)	<u>32,648.00</u>
TOTAL DEPOSITS		<u>\$34,397.36</u>

2) **ADMINISTRATIVE REPORTS -**

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

Administrative & Financial Requests: (See Attached Lists)

Submitted: 59 / Responded: 59/ Total Hours: 45.25 hrs.

Zoning & Septic Requests: Submitted: 44 / Responded: 44

J. ZONING DEPARTMENT - Kathryn Forry submitted Zoning Report for MAY 2021.

RAGGIO REVERSE SUBDIVISION-Conditional Approval

Proposed Reverse Subdivision for Parcels 23A-51-B157 and 23A-51-B158 (Raggio), Township Engineer comments and summarization: Bill Miller made a motion to accept waiver 333.31 (trees greater than 8 inches in caliper), Chris Rau Seconded, motion passed. Bill Miller made a motion to recommend conditional approval based on the engineer's comments in his letter of 5-18-21, Chris Rau seconded, motion passed.

a) **MOTION** made by Supervisor _____, Second by Supervisor _____ to _____ the waiver for **SALDO Section 333.31**, recommended by PC, contingent upon comments from the May 18, 2021 review letter be addressed and the final payment of any outstanding fees.

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

b) **MOTION** made by Supervisor _____, Second by Supervisor _____ to _____ and accept the **plan** as recommended by the Planning Commission, contingent upon comments from the May 18, 2021 review letter be addressed and the final payment of any outstanding fees.

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

MCCLUSKEY REVERSE SUBDIVISION-Conditional Approval

Proposed Reverse Subdivision for Parcels 22A-51-EV472 and 22A-51-EV473 (McCluskey), Township Engineer comments and summarization: Bill Miller made a motion to accept waivers 333.31 (trees greater than 8 inches in caliper) 333.15 (contour lines) and 331 (drawing to scale), Chris Rau Seconded, motion passed. Bill Miller made a motion to recommend conditional approval based on the engineer's comments in his letter of 5-19-21, Chris Rau seconded, motion passed.

a) **MOTION** made by Supervisor _____, Second by Supervisor _____ to _____ the waivers for **SALDO Section 333.31, 333.15 & 331** recommended by PC, contingent upon comments from the May 19, 2021 review letter be addressed and the final payment of any outstanding fees.

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

b) **MOTION** made by Supervisor _____, Second by Supervisor _____ to _____ and accept the **plan** as recommended by the Planning Commission, contingent upon comments from the May 19, 2021 review letter be addressed and the final payment of any outstanding fees.

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

MANNIX REVERSE SUBDIVISION-Conditional Approval

Proposed Reverse Subdivision for Parcels 22A-51-D2114 and 22A-51-D2115 (Mannix), Township Engineer comments and summarization: Bill Miller made a motion to accept waivers 333.31 (trees greater than 8 inches in caliper) 333.15 (contour lines) and 331 (drawing to scale), Chris Rau Seconded, motion passed. Bill Miller made a motion to recommend conditional approval based on the engineer's comments in his letter of 5-18-21, Chris Rau seconded, motion passed.

a) **MOTION** made by Supervisor _____, Second by Supervisor _____ to _____ the waivers for **SALDO Section 333.31, 333.15 & 331** recommended by PC, contingent upon comments from the May 18, 2021 review letter be addressed and the final payment of any outstanding fees.

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

b) **MOTION** made by Supervisor _____, Second by Supervisor _____ to _____ and accept the **plan** as recommended by the Planning Commission, contingent upon comments from the May 18, 2021 review letter be addressed and the final payment of any outstanding fees.

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

SCHWARTZ SUBDIVISION-Conditional Approval

Proposed Subdivision for Parcel 66C-51-B1504 (Schwartz), Township Engineer comments and summarization: Bill Miller made a motion to accept waiver 333.31 (trees greater than 8 inches in caliper), Chris Rau Seconded, motion passed. This property is in the Clean and Green program. The Schwartz' will remove it and pay the back taxes. Bill Miller made a motion to sign the 4A Module. Chris Rau seconded it, motion passed. Bill Miller made a motion to recommend conditional approval based on the engineer's comments in his letter of 5-20-21, Chris Rau seconded, motion passed.

a) MOTION made by Supervisor _____, Second by Supervisor _____ to _____ the waiver for **SALDO Section 333.31**, recommended by PC, contingent upon comments from the May 20, 2021 review letter be addressed and the final payment of any outstanding fees.

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

SCHWARTZ SEWAGE FACILITES PLANNING MODULE

As per the SEO, the board may consider granting Conditional Planning Module approval based on receipt of Components 4A and 4B from the Township Planning Commission and County Planning Commission.

RESOLUTION NO. 18 OF 2021- CONDITIONAL SEWAGE FACILITES PLANNING MODULE

b) MOTION made by Supervisor _____, Second by Supervisor _____ to _____ Resolution No. 18 of 2021- DEP Planning Module # 213920124-2.

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

c) MOTION made by Supervisor _____, Second by Supervisor _____ to _____ and accept the **plan** as recommended by the Planning Commission, contingent upon comments from the May 20, 2021 review letter be addressed and the final payment of any outstanding fees.

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 **TUESDAY, July 6, at 7:00 p.m.***
- 2) *The Park and Recreation will hold their monthly meeting on Thursday, June 17th, at 6:00 p.m.*
- 3) *The Planning Commission will hold their monthly meeting on Monday, June 28th, at 6:00 p.m. (If needed).*
- 4) *The Township Building will be closed on Monday, July 5th, in observance of Independence Day. Transfer Station will be open.*

DANA VITALE
TOWNSHIP SECRETARY

ROGER MECKES
CHAIRMAN, BOARD OF SUPERVISORS