

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

AGENDA

May 3, 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: TO BE HELD AT 6:00 P.M. TO DISCUSS PERSONELLE

B. PUBLIC COMMENTS : (3 Minute Limit)

C. MEETING MINUTES:

(1) PUBLIC HEARING MEETING ON APRIL 5, 2021

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the BOS PUBLIC HEARING Meeting Minutes from APRIL 5, 2021.

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

(2) REGULAR BOS MEETING ON APRIL 5, 2021

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the BOS Meeting Minutes from APRIL 5, 2021.

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

D. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

(1) DIMMICK MEMORIAL LIBRARY SPRING NEWSLETTER & FUNDRAISER (NO MOTION)

(2) APRIL REPORT PENNEAST/UGI PIPELINE (NO MOTION)

(3) JIM THORPE ROTARY 24th SUMMER RECREATION PROGRAM- donation request

Jim Thorpe Rotary's Summer Recreation Program is being held from June 21st to August 12th, 2021 at Memorial Park. \$1,000.00 was donated 2019.

MOTION made by Supervisor _____, Second by Supervisor _____ to_____

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

(4) LETTER RECEIVED FROM RESIDENT REGARDING TRANSFER STATION FEES

(see attached)

E. TREASURER'S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 4/30/2021)

Township General Fund:	\$ 1,927,372.54	State Liquid Fuels Fund:	\$ 319,558.25
Sanitation Fund:	\$ 91,337.46	Park/Recreation:	\$ 0.00
Septic Fund:	\$ 284,555.35	Payroll:	\$ 9,247.52
SALDO:	\$ 87,825.15	Debit Card:	\$ 7,986.22
Rent :	\$ 48.94	Fire Escrow	\$ 23,349.00
TOTAL:			\$ 2,751,280.43

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 4/30/2021)

Account Ending: #1841 -	\$ 3,499,483.69	(3 month CD)
#5851 -	\$ 258,906.49	(6 month CD)
#1301 -	\$ 2,047,350.60	(13 month CD)
TOTAL:	\$ 5,805,740.78	

(c) JIM THORPE NEIGHBORHOOD BANK – Certificates of Deposit (as of 4/30/2021)

Account Ending:		
#0064 -	\$ 105,563.29	
TOTAL:	\$ 105,563.29	

TOTAL FUNDS ON DEPOSIT: \$ 8,662,584.50

- 1) **MOTION** made by Supervisor _____, Second by Supervisor _____ to accept Treasurer's Report for APRIL 2021 (Subject to Audit).

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

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

MOTION made by Supervisor _____, Second by Supervisor _____ to pay the bills for APRIL 2021.

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

F. OLD BUSINESS

ROGER MECKES, CHAIRMAN

- 1) **MUNICIPAL BUILDING ROOF REPLACEMENT**-Tabled from 4/5 meeting for a third quote. Family Restoration Home Imp., Murphy Lumber, John Fikentscher Construction; J.O.N Construction and Gerhard Roofing (see attached).

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

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

- 2) **RATIFY THE MOTION TO PURCHASE - SWEEPSTER BROOM – JOHN DEERE BACKHOE - tabled from 4/5 meeting for model # clarification**

5 Star Equipment submitted clarification. (see attached) signed proposal submitted on 4/19/2021.

MOTION made by Supervisor _____, Second by Supervisor _____, to _____ the purchase of 5 Star Equipment's 2021 Paladin 9 Ft. Sweepster Broom, total cost of \$13,785.00

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

- 3) **DISCUSSION: COLLECTION AGENCY- OPEN INVOICES**

Tabled from 4/5 BOS Meeting.

- 4) **COMPLAINT: CONSTABLE UNABLE TO SERVE**

Condition of property justify hiring a private investigator.

G. NEW BUSINESS:

ROGER MECKES, CHAIRMAN

- 1) **OPEN SEALED BIDS FOR THE 2021 ROAD PROGRAM**

MOTION made by Supervisor _____, Second by Supervisor _____ to accept the Bid from _____ for the amount of \$ _____ for the 2021 ROAD PROGRAM.

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

2) CONTROL SECURITY PROPOSAL- ALARM MONITORING

Monitoring Township Building & Transfer Station on Cellular Communications, monthly total \$74.00. ADT's monthly total \$141.62. Savings of \$67.62.

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

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

3) COMMUNITIES OF BELTZVILLE LAKE ESTATES; TOWAMENSING TRAILS & IML- Garbage Exemption

Letter and all required documents received, requesting exemption for the 2021-2022 garbage permit fees for residents of Beltzville Lake Estates; Towamensing Trails & IML.

MOTION made by Supervisor ____, Second by Supervisor ____ to _____ Beltzville Lake Estates & Towamensing Trails & Indian Mountain Lakes for the 2021-2022 Garbage Permit Fees .

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

4) RESOLUTION NO. 15 OF 2021- DECLARATION OF DISASTER

MOTION made by Supervisor ____, Second by Supervisor ____ to _____ RESOLUTION NO. 15 OF 2021-DECLARATION OF DISASTER, to extend 60 days.

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

5) ORDINANCE NO.1 OF 2021- AMENDING THE ZONING ORDINANCE

MOTION made by Supervisor ____, Second by Supervisor ____ to _____ Ordinance No. 1 of 2021 - Amending Zoning Ordinance.

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

6) ORDINANCE NO. 2 OF 2021- SHORT-TERM RENTAL ORDINANCE

MOTION made by Supervisor ____, Second by Supervisor ____ to _____ Ordinance No. 2 of 2021- Short-Term Rental Ordinance.

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

7) RESOLUTION NO. 17 OF 2021- ESTABLISHING FEES - ORDINANCE NO. 2 OF 2021

MOTION made by Supervisor ____, Second by Supervisor ____ to _____ Resolution No. 2 of 2021- Establishing Fees pursuant to PFT Ordinance No. 2 of 2021

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

8) PURCHASE FILE CABINETS- MUNICIPAL OFFICE

4 Drawer Lateral File Cabinets- (see attached)

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

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

H. CHRISTIAN BARTULOVICH, VICE CHAIRMAN

1) RESOLUTION NO. 16 OF 2021- SUPPORT OF EQUALITY FOR FAIR FUNDING OF PA SCHOOL DISTRICTS

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ RESOLUTION NO. 16 OF 2021-FAIR FUNDING FOR PA SCHOOL DISTRICTS.

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

2) UNDERDOG QUOTE: REPLACE FIREWALL AND SWITCH (see attached)

Total cost of \$894.34

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

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

I. PFT PARK AND RECREATION

1) DISCUSSION: CONCRETE PADS - BLEACHERS

Township employee received pricing from Rockhill Concrete, Murphy Lumber & Smith's Hardware: 4 concrete pads for under bleachers at baseball & softball fields.
Total cost for material \$3,168.00.

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

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

2) DISCUSSION: PICNIC TABLE KITS/LUMBER

Pennsylvania Correctional Industries & Murphy Lumber submitted quotes (see attached).

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

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

3) DISCUSSION: SEPTIC TANK QUOTE

Walsh Construction quote of \$9,500.00 to supply and install 2,000 gallon 2 compartment septic tank.

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

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

J. REPORTS:

ROGER MECKES, ROADMASTER

ROADMASTER REPORT FOR APRIL 2021

TRANSFER STATION

1) BULK AMOUNT for APRIL 2021---\$ 546.00 Year to Date Total: \$ 2,329.00

2020-2021 Residential Permits	(4)	200.00
2020-2021 Commercial Permits	(0)	0.00
2020-2021 Pro-Rated Permits	(6)	73.92
TOTAL DEPOSITS		\$819.92

2) ADMINISTRATIVE REPORTS –

A) RIGHT-TO-KNOW REQUESTS FOR APRIL 2021-

Administrative & Financial Requests: (See Attached Lists)

Submitted: 30 / Responded: 30/ Total Hours: 24.25 hrs.

Zoning & Septic Requests: Submitted: 27 / Responded: 27

K. ZONING DEPARTMENT - Kathryn Forry submitted Zoning Report for APRIL 2021.

DOLLAR GENERAL EXTENSION LETTER

Time extension (90-day) request for Albrightsville Dollar General Land Development.

MOTION made by Supervisor ____, Second by Supervisor ____, to _____ the 90-day extension for the Albrightsville Dollar General Land Development.

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

INDIAN MOUNTAIN LAKE CIVIC EXTENSION LETTER

Time extension (90-day) request for Indian Mountain Lakes Land Development.

MOTION made by Supervisor ____, Second by Supervisor ____, to _____ the 90-day extension for the Indian Mountain Lakes Land Development.

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, June 7th, at 7:00 p.m.***
- 2) The Park and Recreation will hold their monthly meeting on Thursday, May 20th, at 6:00 p.m.***
- 3) The Planning Commission will hold their monthly meeting on Monday, May 24th, at 6:00 p.m. (If needed).***
- 5) The Township Building will be closed on Monday, May 31st, in observance of Memorial Day Holiday. Transfer Station will be open.***
- 6) 2021-2022 Garbage Invoices will be mailed out to resident's the first or second week in May.***

DANA VITALE
TOWNSHIP SECRETARY

ROGER MECKES
CHAIRMAN, BOARD OF SUPERVISORS