

**PENN FOREST TOWNSHIP  
BOARD OF SUPERVISORS  
2010 STATE ROUTE 903  
JIM THORPE, PA 18229  
AMENDED  
SPECIAL MEETING  
TUESDAY, MARCH 14, 2023**

The Special 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 10:30 a.m.; Roll Call by Township Secretary

**Members:** Roger Meckes, Chairman  
Christian Bartulovich, Vice-Chairman  
Scott Lignore, Supervisor  
Patrick Holland, Supervisor  
James Denier, Supervisor

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

**A) ACCEPT RESIGNATION FROM TOWNSHIP EMPLOYEE- HEATHER SABA**

Heather Saba submitted her resignation on March 8, 2023, last day of work to be March 24, 2023.

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_, to \_\_\_\_\_ resignation from Heather Saba, Administrative Assistant #2, effective March 24, 2023.

**ROLL CALL:** RM\_\_\_\_; CB\_\_\_\_; SL\_\_\_\_; PH \_\_\_\_; JD\_\_\_\_ **MOTION**\_\_\_\_\_

**B) ADVERTISE FULL-TIME ADMINISTRATIVE ASSISTANT #2**

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor\_\_\_\_\_, to ADVERTISE for Full-time Administrative Assistant #2, rate of \$21.50 p/hr.

**ROLL CALL:** RM\_\_\_\_; CB\_\_\_\_; SL\_\_\_\_; PH \_\_\_\_; JD\_\_\_\_ **MOTION**\_\_\_\_\_

**C) RATIFY ACCEPTANCE- 2023 UNION CONTRACT-PENN FOREST TOWNSHIP AND TEAMSTER LOCAL 773-EFFECTIVE 1/18/2023**

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor\_\_\_\_\_, to \_\_\_\_\_ the 2023 Union Contract with Penn Forest Township and Teamster Local 773, effective 1/18/2023.

**ROLL CALL:** RM\_\_\_\_; CB\_\_\_\_; SL\_\_\_\_; PH \_\_\_\_; JD\_\_\_\_ **MOTION**\_\_\_\_\_

**D) REQUEST FROM THOMAS LAGER-ST. MARK'S & ST. JOHN'S EPISCOPAL CHURCH- PFT FIRE POLICE-TRAFFIC CONTROL**

Race Street Run in Jim Thorpe on Saturday, June 24, 2023 from 8:00 a.m.-10:30 a.m.

**MOTION** made by Supervisor \_\_\_\_, Second by Supervisor \_\_\_\_ to \_\_\_\_\_the request for PFT Fire Police for traffic control at the Race Street Run on 6/24 from 8-10:30 a.m.

**ROLL CALL:** RM\_\_\_\_; CB\_\_\_\_; SL\_\_\_\_; PH\_\_\_\_; JD\_\_\_\_ **MOTION**\_\_\_\_\_

**E) PUBLIC COMMENTS**

**AMENDED TO ADD:**

Supervisor Holland realized the urgency to have the computer set-up in Municipal Lobby prior to the next BOS meeting.

**MOTION** made by Supervisor Holland, Second by Supervisor Lignore, to amend the agenda to add a budget for the Ethernet cable & computer table in the lobby.

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

**MOTION** made by Supervisor Holland, Second by Supervisor Bartulovich, to budget up-to \$400.00 to get material for Kiosk in Muncipal Lobby.

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

**BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT \_\_\_\_\_ P.M.**

**MOTION** made by Supervisor \_\_\_\_, Second by Supervisor \_\_\_\_ to adjourn the meeting.

**ROLL CALL:** RM\_\_\_\_; CB\_\_\_\_; SL\_\_\_\_; PH\_\_\_\_; JD\_\_\_\_ **MOTION**\_\_\_\_\_

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**DANA VITALE**  
**SECRETARY**  
**PENN FOREST TOWNSHIP**

\_\_\_\_\_  
**ROGER MECKES**  
**CHAIRMAN, BOARD OF SUPERVISORS**  
**PENN FOREST TOWNSHIP**