

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

AGENDA

February 2, 2026

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 Patrick Holland, Supervisor James Denier, Supervisor Brandon Bell, Supervisor
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Office Staff:	Dana Vitale, Secretary
Solicitor:	Thomas S. Nanovic

A. MEETING MINUTES:

1) BOS 1/5/26 REORGANIZATION & REGULAR- 1/12/26 SPECIAL MEETING

MOTION made by Supervisor _____, Second by Supervisor _____ to approve the BOS MEETING Minutes from January 5, 2026, and January 12, 2026.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION** _____

B. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

1) THE SWORD TAG SOCIETY NORMAL SQUARE CHAPEL SPONSORSHIP TO HELP WITH THE RENOVATION OF THE HISTORIC CHAPEL

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

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION** _____

2) THE JIM THORPE ROTARY SUMMER RECREATION DONATION REQUEST

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

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION**_____

3) CARBON COUNTY PLANNING COMMISSION REVIEW LETTER REGARDING THE DRAFT ZONING ORDINANCE AMENDMENTS - DATA CENTERS AND DATA CENTER ACCESSORY USES

4) PETITIONS TO INTERVENE-SUBSTANTIVE VALIDITY CHALLENGE

C. TREASURER'S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 1/30/2026)

NEW General Fund:	\$ 4,102,859.40	State Liquid Fuels Fund:	\$ 286,002.02
Sanitation Fund:	\$ 702,412.07	Payroll:	\$ 1,496.85
Septic Fund:	\$ 268,044.49	Debit Card	\$ 2,900.36
SALDO:	\$ 34,959.13	Capital Reserve:	\$ 435,568.19
Fire Escrow	\$ 49,200.00		

TOTAL: **\$5,883,442.51**

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 1/30/2026)

Account Ending: #1841 -	\$ 3,983,923.70 (3 month CD)
#5851 -	\$ 287,930.35 (6 month CD)
#1301 -	\$ 2,234,163.98 (12 month CD)

TOTAL: **\$ 6,506,018.03**

TOTAL FUNDS ON DEPOSIT: **\$ 12,389,460.54**

1) MOTION made by Supervisor _____, Second by Supervisor _____ to accept Treasurer's Report for JANUARY 2026 (Subject to Audit).

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION**_____

2) PAYMENT OF THE BILLS FOR JANUARY 2025

MOTION made by Supervisor _____, Second by Supervisor _____ to pay the bills for JANUARY 2026.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION**_____

D. NEW BUSINESS

ROGER MECKES, CHAIRMAN

1) 2026 ELECTRONIC RECYCLING EVENTS- SCHEDULE THE DATE

Secretary reserved the following Saturday's 7/18/26 & 11/14/26, 2 trucks 9-1 or until trucks are full.

MOTION made by Supervisor _____, Second by Supervisor _____, to schedule July 18th & November 14th for the Electronic Recycling Event's at the Transfer Station.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION**_____

2) APPOINTMENT OF A DEPUTY TAX COLLECTOR (JOSIAH BEHRENS III) TO COLLECT AND SETTLE TAXES DURING ANY INCAPACITATION OF THE TAX COLLECTOR

MOTION made by Supervisor ____, Second by Supervisor ____, to appoint Josiah Behrens III as the Deputy Tax Collector.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION** _____

3) COMMUNITY LEASE PAYMENTS FOR FIRE TRUCKS- FIRE CO. #1 \$85,577.12 & #2 \$77,924.33

MOTION made by Supervisor ____, Second by Supervisor ____, to _____ disbursing \$85,577.12 to Fire Co. #1 and \$77,924.33 to Fire Co. #2.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION** _____

CHRISTIAN BARTULOVICH, VICE CHAIRMAN

1) RATIFY THE STATE INSPECTION FOR THE 2018 FORD INTERCEPTOR FROM PENN FOREST GARAGE, TOTAL COST \$127.58

MOTION made by Supervisor ____, Second by Supervisor ____, to ratify the inspection from Penn Forest Garage for the 2018 Ford Interceptor, total cost \$127.58.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION** _____

2) ESTABLISH A ONE-YEAR SOCIAL MEDIA INTERNSHIP PROGRAM AND AUTHORIZE A \$2,500 EDUCATIONAL SCHOLARSHIP TO BE AWARDED UPON SUCCESSFUL COMPLETION OF THE PROGRAM

MOTION made by Supervisor ____, Second by Supervisor ____, to establish a one-year Social Media Internship program and authorize a \$2,500.00 educational scholarship to be awarded upon successful completion of the program.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION** _____

PATRICK HOLLAND, SUPERVISOR

1) RATIFY THE REPAIR OF THE ELECTRICAL CONDUIT FOR COMPACTOR 3 & 4 AT THE TRANSFER STATION, WB ELECTRIC TOTAL COST \$702.46

MOTION made by Supervisor ____, Second by Supervisor ____, to RATIFY the repair of the electrical conduit at the Transfer Station, total cost \$702.46.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION** _____

2) PURCHASE (4) SAFETY KITS FOR WORK TRUCKS (SEE ATTACHED)

MOTION made by Supervisor ____, Second by Supervisor ____, to _____ (4) Safety Kits for work trucks, total cost \$_____.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION** _____

3) PENN FOREST TOWNSHIP TRAIL PRESENTATION

4) PENN FOREST TOWNSHIP TRAIL GRANT FUNDING

MOTION made by Supervisor _____, Second by Supervisor _____ to apply for grant funding to cover the trail costs.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION** _____

JAMES DENIER, SUPERVISOR

1) RESOLUTION NO. 5 OF 2026 - GOVERNMENT / MUNICIPAL / PUBLIC FUNDS

BANKING RESOLUTION- Authorizing Signatures for all accounts at MCT: adding Brandon Bell and deleting Scott Lignore.

MOTION made by Supervisor _____, Second by Supervisor _____ to adopt Resolution No. 5 of 2026 – MCT Authorized Signatures, adding Brandon Bell and deleting Scott Lignore.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION** _____

E. PFT PARK AND RECREATION

1) SCHEDULE EASTER EGG HUNT FOR 3/28/26- RAIN DATE 3/29/26 AT 1:00 P.M.- BUDGET REQUEST UP TO \$1,000.00

MOTION made by Supervisor _____, Second by Supervisor _____ to schedule the Easter Egg Hunt for 3/28/26- rain date 3/29/26 at 1:00 pm., budget up to \$1,000.00.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION** _____

2) SCHEDULE THE TOUCH -A-TRUCK EVENT

MOTION made by Supervisor _____, Second by Supervisor _____ to schedule the Touch-A-Truck Event for May 30, 2026.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION** _____

F. REPORTS:

PATRICK HOLLAND, ROADMASTER

ROADMASTER REPORT FOR JANUARY 2026

TRANSFER STATION –

1) BULK AMOUNT for JANUARY 2026---\$702.00 Year to Date Total: \$702.00

2026 Prorated Residential Permit	(2)	296.88
2026 Commercial Permit	(2)	600.00
2026 Residential Permit	(277)	<u>41,316.59</u>

TOTAL DEPOSITS \$42,915.47

2) ADMINISTRATIVE REPORTS –

A) RIGHT-TO-KNOW REQUESTS FOR JANUARY 2026-

Administrative & Financial Requests:

Submitted: 2 Responded: 2

Building, Zoning & Septic Requests:

Submitted: 95 Responded: 95

Total Hours: 79.25 hrs.

G. ZONING DEPARTMENT: Greg Loftus submitted the Zoning Report for JANUARY 2026.

H. BUILDING DEPARTMENT: Philip Prout submitted the UCC Report for JANUARY 2026.

POCONO CAMP & GLAMP PROPOSED LAND DEVELOPMENT PLAN-(51-51-A2) TIME EXTENSION UNTIL APRIL 28, 2026

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ the Pocono Camp & Glamp time extension until April 28, 2026, as recommended by the Planning Commission.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION** _____

WOERNER PRELIMINARY/FINAL LOT LINE REVISION PLAN (12A-51-CP948 &12A-51-CP950) MT. POCAHONTAS

a) MOTION made by Supervisor _____, Second by Supervisor _____ to accept the **plan** as recommended by the Planning Commission contingent upon Engineer's comments from the January 21,2026 review letter be addressed; the Carbon County January 20,2026 letter and the final payment of any outstanding fees.

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ **MOTION** _____

I. PUBLIC COMMENTS: NON AGENDA ITEMS (3 Minute Limit)

BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT _____ P.M.

MOTION to adjourn meeting by Supervisor _____, Second by Supervisor _____

ROLL CALL: RM____; CB____; PH ____; JD____; BB____ MOTION_____

REMINDERS:

- 1) *The Next Regular Board of Supervisors Meeting will be held Monday, March 2nd, at 7:00 p.m.*
- 2) *Park and Recreation will hold their monthly meeting on Wednesday, February 18th, at 6:30 p.m. at the Municipal Bldg.*
- 3) *The Planning Commission will hold their monthly meeting on Monday, February 23rd, at 6:00 p.m. (If needed).*
- 4) *The Township Office will be closed on Monday, February 16th in observance of the President's Day Holiday. The Transfer Station will be CLOSED.*

DANA VITALE
TOWNSHIP SECRETARY

ROGER MECKES
CHAIRMAN, BOARD OF SUPERVISORS