

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

**AGENDA**

March 2, 2026

The Regular Monthly Meeting of the Penn Forest Township Board of Supervisors is being held at Penn's Peak, 325 Maury Road, 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 6:00 p.m. Roll Call by Township Secretary.

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

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

**A. EXECUTIVE SESSION:** To be held at 5:30 p.m. to discuss pending litigation and personnel.

**B. PUBLIC COMMENT ON THE BELOW ITEM ONLY:**

1) **ADOPT ORDINANCE NO. 1 OF 2026- PROPOSED AMENDMENTS TO THE PFT ZONING ORDINANCE OF 2011 (CHAPTER 240 OF THE CODE OF PFT)**

**MOTION** made by Supervisor \_\_\_\_, Second by Supervisor \_\_\_\_, to ADOPT Ordinance No. 1 of 2026 - Amendments to the PFT Zoning Ordinance of 2011(Chapter 240 of the code of PFT).

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

**C. MEETING MINUTES:**

**1) BOS REGULAR MEETING ON FEBRUARY 2, 2026 AND PUBLIC HEARING ON FEBRUARY 24, 2026**

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to approve the REGULAR MEETING Minutes from FEBRUARY 2, 2026, and PUBLIC HEARING from FEBRUARY 24, 2026.

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

**D. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED**

**1) ATTORNEYS NORRIS MCLAUGHLIN AND FROMHOLD ADAMS & JUN**

**E. TREASURER’S REPORT:**

**(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 2/27/2026)**

NEW General Fund:	\$ 3,624,200.41	State Liquid Fuels Fund:	\$ 4,584.37
Sanitation Fund:	\$ 715,873.36	Payroll:	\$ 1,522.54
Septic Fund:	\$ 306,480.52	Debit Card	\$ 4,664.75
SALDO:	\$ 38,500.88	Capital Reserve:	\$ 436,455.08
Fire Escrow	\$ 49,200.00		

**TOTAL:** **\$5,181,481.91**

**(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 2/27/2026)**

Account Ending: #1841 -	\$ 3,983,923.70 ( 3 month CD)
#5851 -	\$ 287,930.35 ( 6 month CD)
#1301 -	\$ 2,239,856.51 (12 month CD)

**TOTAL:** **\$ 6,511,710.56**

**TOTAL FUNDS ON DEPOSIT:** **\$ 11,693,192.47**

**1) MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to accept Treasurer’s Report for FEBRUARY 2026 (Subject to Audit).

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

**2) PAYMENT OF THE BILLS FOR FEBRUARY 2026**

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to pay the bills for FEBRUARY 2026.

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

**F. NEW BUSINESS**

**ROGER MECKES, CHAIRMAN**

**1) RATIFY THE REPLACEMENT PURCHASE- “STOP” BUTTON FOR THE TRANSFER STATION COMPACTOR- TOTAL COST \$184.13**

**MOTION** made by Supervisor \_\_\_\_, Second by Supervisor \_\_\_\_, to ratify the replacement purchase of a “Stop” Button for the Transfer Station Compactor, total cost \$184.13.

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

**2) JIM THORPE HIGH SCHOOL GIRLS SOCCER- DONATION REQUEST**

**MOTION** made by Supervisor \_\_\_\_, Second by Supervisor \_\_\_\_, to \_\_\_\_\_ to Jim Thorpe High School Girls Soccer.

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

**3) JIM THORPE YOUTH SOCCER DONATION REQUEST**

**MOTION** made by Supervisor \_\_\_\_, Second by Supervisor \_\_\_\_, to \_\_\_\_\_ to Jim Thorpe Youth Soccer.

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

**4) SARCINELLO PLANNING & GIS, LLC. AGREEMENT- ZONING ORDINANCE AMENDMENTS TO ADDRESS DATA CENTERS**

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

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

**PATRICK HOLLAND, SUPERVISOR**

**1) RATIFY THE REPAIR - 2019 F550 SUPER DUTY TIRE - PENN FOREST GARAGE TOTAL COST \$49.94**

**MOTION** made by Supervisor \_\_\_\_, Second by Supervisor \_\_\_\_, to ratify the repair to the 2019 F550 Super Duty tire, total cost \$49.94.

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

**2) RATIFY TO HIRE TOWNSHIP LABORER- NICO VITALE- START DATE 2/23/26**

**MOTION** made by Supervisor \_\_\_\_, Second by Supervisor \_\_\_\_, to ratify to hire Township Laborer, Nico Vitale- hourly rate \$22.70, start date 2/23/26.

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

**3) PURSUE CONTINUING EDUCATION FOR THE MAINTENANCE/ROADCREW DEPARTMENT**

**MOTION** made by Supervisor \_\_\_\_, Second by Supervisor \_\_\_\_, to pursue continuing education for the Maintenance/Roadcrew Department.

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

**G. PFT PARK AND RECREATION**

**1) PURCHASE\INSTALL CAMERA INSIDE CONCESSION STAND - CONTROL SECURITY QUOTE – CAMERA \$135.00, INSTALL \$95.00, TOTAL COST \$230.00**

**MOTION** made by Supervisor \_\_\_\_, Second by Supervisor \_\_\_\_, to \_\_\_\_\_ purchase\install camera inside concession stand, Control Security total cost \$230.00.

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

**2) “TOUCH -A- TRUCK” EVENT ON MAY 30, 2026 - \$1,200.00 BUDGET REQUEST**

**MOTION** made by Supervisor \_\_\_\_, Second by Supervisor \_\_\_\_, to \_\_\_\_\_ a budget of \$1,200.00 for the “Touch-A-Truck” Event on May 30, 2026.

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

**H. REPORTS:**

**PATRICK HOLLAND, ROADMASTER**

**ROADMASTER REPORT FOR FEBRUARY 2026**

**TRANSFER STATION –**

**1) BULK AMOUNT for FEBRUARY 2026---\$340.00 Year to Date Total: \$1,171.00**

2026 Prorated Residential Permit	(6)	806.40
2026 Residential Permit	(49)	<u>6,544.29</u>

**TOTAL DEPOSITS**      **\$7,690.69**

**2) ADMINISTRATIVE REPORTS –**

**A) RIGHT-TO-KNOW REQUESTS FOR FEBRUARY 2026-**

**Administrative & Financial Requests:**

Submitted: 1 Responded: 1

**Building, Zoning & Septic Requests:**

Submitted: 52 Responded: 52

Total Hours: 58 hrs.

**I. ZONING DEPARTMENT:** Greg Loftus submitted the Zoning Report for FEBRUARY 2026.

**J. BUILDING DEPARTMENT:** Amos Valenti submitted the UCC Report for FEBRUARY 2026.

**KOCHER- LOT JOINDER OF LANDS (12A-51-AP300, AP321 & AP323) MOUNT  
POCAHONTAS TIME EXTENSION UNTIL APRIL 6, 2026**

**MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to \_\_\_\_\_ the Kocher Lot Joinder of Lands time extension until April 6, 2026, as recommended by the Planning Commission.

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

**DESSERT- PLAN OF LOT CONSOLIDATION (22A-51-EV1245 & EV1246) TOWAMENSING TRAILS**

**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 February 11, 2026, review letter be addressed and the final payment of any outstanding fees.

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

**FISKIN- PRELIMINARY/FINAL LOT LINE REVISION PLAN- (22A-51-C1212 & C1213)  
TOWAMENSING TRAILS**

**a) MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to accept the **plan** as recommended by the Planning Commission contingent upon Engineer's comments from February 12, 2026, review letter and the County review letter from February 17, 2026, be addressed and the final payment of any outstanding fees.

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

**WOOD/CONRAD- PRELIMINARY/FINAL LOT LINE REVISION PLAN- (22A-51-EV1311 &  
EV1312) TOWAMENSING TRAILS**

**a) MOTION** made by Supervisor \_\_\_\_\_, Second by Supervisor \_\_\_\_\_ to accept the **plan** as recommended by the Planning Commission contingent upon Engineer's comments from February 12, 2026, review letter and the County review letter from February 17, 2026, be addressed and the final payment of any outstanding fees.

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

**K. 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, April 6<sup>th</sup>, at 7:00 p.m.***
- 2) Park and Recreation will hold their monthly meeting on Wednesday, March 18<sup>th</sup>, at 6:30 p.m. at the Municipal Bldg.***
- 3) The Planning Commission will hold their monthly meeting on Monday, March 23<sup>rd</sup>, at 6:00 p.m. (If needed).***

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

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