

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

MEETING MINUTES

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: was held at 5:30 p.m. to discuss pending litigation and personnel.

B. PUBLIC COMMENT ON THE BELOW ITEM ONLY:

Linda Christman, Helen Katz, Ashleigh Davis, Elaine Canavelle

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 Meckes, Second by Supervisor Denier, 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=yes; CB=yes; PH=yes; JD=yes; BB=yes **MOTION PASSED**

C. MEETING MINUTES:

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

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

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

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 Meckes, Second by Supervisor Holland to accept Treasurer's Report for FEBRUARY 2026 (Subject to Audit).

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

2) PAYMENT OF THE BILLS FOR FEBRUARY 2026

MOTION made by Supervisor Meckes, Second by Supervisor Bartulovich to pay the bills for FEBRUARY 2026.

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

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

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

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

MOTION made by Supervisor Meckes, Second by Supervisor Bell, to donate \$1,500.00 to Jim Thorpe High School Girls Soccer.

ROLL CALL: RM-yes; CB-abstain; PH-no; JD-yes; BB-yes **MOTION PASSED**

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

MOTION made by Supervisor Meckes, Second by Supervisor Denier, to donate \$1,500.00 to Jim Thorpe Youth Soccer.

ROLL CALL: RM-yes; CB-abstain; PH-no; JD-yes; BB-yes **MOTION PASSED**

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

MOTION made by Supervisor Meckes, Second by Supervisor Bartulovich, to table until next month’s meeting.

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

PATRICK HOLLAND, SUPERVISOR

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

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

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

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

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

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

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

MOTION made by Supervisor Holland, Second by Supervisor Bartulovich, to pursue continuing education for the Maintenance/Roadcrew Department, total cost up to \$2,000.00.

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

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 Meckes, Second by Supervisor Bell, to approve the purchase\install of camera inside concession stand, Control Security total cost \$230.00.

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

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

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

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

H. REPORTS:

PATRICK HOLLAND, ROADMASTER

ROADMASTER REPORT FOR FEBRUARY 2026

Snow flowing putting down lots of salt & cinder. Getting ready for grass season.

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 Meckes, Second by Supervisor Denier to grant the Kocher Lot Joinder of Lands time extension until April 6, 2026, as recommended by the Planning Commission.

ROLL CALL: RM=yes; CB=yes; PH=yes; JD=yes; BB=yes **MOTION PASSED**

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

a) MOTION made by Supervisor Meckes, Second by Supervisor Bell 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=yes; CB=yes; PH=yes; JD=yes; BB=yes **MOTION PASSED**

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

a) MOTION made by Supervisor Bartulovich, Second by Supervisor Holland 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=yes; CB=yes; PH=yes; JD=yes; BB=yes **MOTION PASSED**

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

a) MOTION made by Supervisor Bartulovich, Second by Supervisor Holland 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=yes; CB=yes; PH=yes; JD=yes; BB=yes **MOTION PASSED**

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

None

BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT 7:20 P.M.

MOTION to adjourn meeting by Supervisor Meckes, Second by Supervisor Holland

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

REMINDERS:

- 1) The Next Regular Board of Supervisors Meeting will be held Monday, April 6th, at 7:00 p.m.***
- 2) Park and Recreation will hold their monthly meeting on Wednesday, March 18th, at 6:30 p.m. at the Municipal Bldg.***
- 3) The Planning Commission will hold their monthly meeting on Monday, March 23rd, at 6:00 p.m. (If needed).***

DANA VITALE
TOWNSHIP SECRETARY

ROGER MECKES
CHAIRMAN, BOARD OF SUPERVISORS