

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

MEETING MINUTES

June 1, 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

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

A. MEETING MINUTES:

1) BOS REGULAR MEETING ON MAY 4, 2026

MOTION made by Supervisor Meckes, Second by Supervisor Bartulovich to approve the REGULAR MEETING Minutes from MAY 4, 2026

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

B. SECRETARY: ACKNOWLEDGE CORRESPONDENCE RECEIVED

1) THANK YOU LETTER FROM DIMMICK MEMORIAL LIBRARY FOR THE DONATION RECEIVED FROM THE TOWNSHIP

C. TREASURER'S REPORT:

(a) MAUCH CHUNK TRUST COMPANY (Statement balance as of 5/29/2026)

NEW General Fund:	\$ 4,031,439.04	State Liquid Fuels Fund:	\$ 275,821.69
Sanitation Fund:	\$ 629,966.15	Payroll:	\$ 6,580.91
Septic Fund:	\$ 362,374.23	Debit Card	\$ 5,000.00
SALDO:	\$ 36,615.14	Capital Reserve:	\$ 439,003.54
Fire Escrow	\$.00		

TOTAL: **\$5,786,800.70**

(b) MAUCH CHUNK TRUST COMPANY – Certificates of Deposit (as of 5/29/2026)

Account Ending: #1841 -	\$ 4,016,373.94 (3 month CD)
#5851 -	\$ 289,965.62 (6 month CD)
#1301 -	\$ 2,256,281.17 (12 month CD)

TOTAL: **\$ 6,562,620.73**

TOTAL FUNDS ON DEPOSIT: **\$ 12,349,421.43**

- 1) **MOTION** made by Supervisor Meckes, Second by Supervisor Holland to accept Treasurer's Report for MAY 2026 (Subject to Audit).

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

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

MOTION made by Supervisor Meckes, Second by Supervisor Holland to pay the bills for MAY 2026.

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

D. NEW BUSINESS

ROGER MECKES, CHAIRMAN

1) **PLAINFIELD SOLAR, LLC SUBSTANTIVE VALIDITY CHALLENGE TO THE ZONING ORDINANCE REGARDING SOLAR FARMS**

MOTION made by Supervisor Bartulovich, Second by Supervisor Holland, to OPPOSE this challenge.

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

2) **ADVERTISE THE 2026 LINE PAINTING OF TOWNSHIP ROADS**

MOTION made by Supervisor Meckes, Second by Supervisor Holland to advertise for the 2026 Line Painting of Township Roads.

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

CHRISTIAN BARTULOVICH, VICE CHAIRMAN

1) EIGHTH ANNUAL PENN KIDDER GOLF OUTING - HOLE SPONSORSHIP – \$50.00 PER HOLE

MOTION made by Supervisor Bartulovich, Second by Supervisor Holland, to sponsor (2) holes for the Eighth Annual Penn Kidder Golf Outing.

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

2) COUNCIL OF GOVERNMENTS \$100.00 DUES

MOTION made by Supervisor Bartulovich, Second by Supervisor Meckes, to pay the Council of Governments \$100.00 dues.

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

PATRICK HOLLAND, SUPERVISOR

1) AWARD BID: 2026 ROAD IMPROVEMENTS PROJECT

MOTION made by Supervisor Meckes, Second by Supervisor Holland to accept the BID from **H&K Group** in the amount of \$732,835.79 for the 2026 Road Improvements Project.

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

2) 903 LANDSCAPE SUPPLY QUOTE FOR RED MULCH (14) CUBIC YARDS- TOTAL COST \$703.00

MOTION made by Supervisor Holland, Second by Supervisor Bartulovich to purchase from 903 Landscape Supply for (14) cubic yards of red mulch, total cost up-to \$600.00.

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

3) RATIFY TO HIRE TRANSFER STATION EMPLOYEE- PHILIP VITALE- START DATE 5/27/26

MOTION made by Supervisor Holland, Second by Supervisor Denier to ratify to hire Philip Vitale to fill the vacant Transfer Station position, rate \$22.70p/hr.-start date 5/27/26.

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

4) PURCHASE LINE CHALK FOR SOFTBALL FIELD- EXTECH BUILDING MATERIALS- PALLET TOTAL COST \$729.25 with delivery.

MOTION made by Supervisor Holland, Second by Supervisor Bartulovich to purchase a pallet of line chalk for the park softball field from Extech Building Materials, total cost \$729.25.

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

5) PURCHASE KUBOTA BATTERY- TOTAL COST \$225.00

MOTION made by Supervisor Holland, Second by Supervisor Denier to purchase a replacement battery for the Kubota, total cost \$225.00.

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

6) PURCHASE STONE FOR THE PARK- BUDGET AMOUNT \$300.00

MOTION made by Supervisor Holland, Second by Supervisor Bartulovich to purchase stone for the park, budget of up-to \$300.00.

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

7) RATIFY THE WIND SHIELD REPLACEMENT FOR F350 CREW CAB FROM LIBERTY AUTO GLASS, TOTAL COST \$781.09

MOTION made by Supervisor Holland, Second by Supervisor Denier to ratify the windshield replacement for the F350 Crew Cab from Liberty Autoglass, total cost \$781.09.

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

8) THE INSPECTION, (2) TIRES & ALIGNMENT FOR THE F350 CREW CAB (IN SHOP) COST UP-TO \$1,000.00

MOTION made by Supervisor Holland, Second by Supervisor Bartulovich to approve the inspection, (2) tires and alignment for the F350 Crew Cab, total cost up-to \$1,000.00.

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

9) JOHN DEERE REPAIR

MOTION made by Supervisor Bartulovich, Second by Supervisor Holland to have 5Star repair the John Deere, cost up-to \$5,000.00.

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

10) OLD STAGE ROAD HEADWALLS-BRADCO SUPPLY CO.- TOTAL COST \$17,844.00

MOTION made by Supervisor _____, Second by Supervisor _____ to _____ the quote from Bradco Supply Co. for Headwalls, total cost \$17,844.00.

NO ACTION TAKEN

11) RATIFY TO HIRE RICH MATSICK LABORER\ROAD CREW- START DATE 6/18/26

MOTION made by Supervisor Holland, Second by Supervisor Denier to ratify to hire Rich Matsick to fill the vacant Laborer\Roadcrew position, rate \$22.70p/hr.-start date 6/22/26.

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

BRANDON BELL, SUPERVISOR

1) ADOPT RESOLUTION NO. 6 OF 2026 – URGING THE PENNSYLVANIA GENERAL ASSEMBLY TO REAUTHORIZE CHAPTER 53 OF TITLE 35 OF THE PENNSYLVANIA CONSOLIDATED STATUTES WITH 911 SURCHARGE INCREASE TO SUPPORT NG911 SYSTEM ACROSS THE COMMONWEALTH

MOTION made by Supervisor Bell, Second by Supervisor Bartulovich to adopt Resolution No. 6 of 2026- 911 Public Safety Emergency Telephone Act Surcharge Increase.

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

2) 911 SURCHARGE LETTER OF SUPPORT

MOTION made by Supervisor Bell, Second by Supervisor Meckes to send a 911 Surcharge Letter of Support to the enumerated elected officials.

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

E. PFT PARK AND RECREATION

1) 2026 FALL FEST \$2,000.00 BUDGET REQUEST

MOTION made by Supervisor Meckes, Second by Supervisor Bell, to approve the 2026 Fall Fest \$2,000.00 budget request.

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

2) 2026 TRUNK OR TREAT \$750.00 BUDGET REQUEST

MOTION made by Supervisor Meckes, Second by Supervisor Denier, to approve the 2026 Truck or Treat \$750.00 budget request.

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

F. REPORTS:

PATRICK HOLLAND, ROADMASTER

ROADMASTER REPORT FOR MAY 2026

Grass is growing, guys are working well. Call the office with any issues.

TRANSFER STATION –

1) BULK AMOUNT for MAY 2026---\$623.00 Year to Date Total: \$2,598.00

2026 Prorated Residential Permit	(10)	984.96
2026 Residential Permit	(17)	<u>2,550.00</u>

TOTAL DEPOSITS \$4,157.96

2) ADMINISTRATIVE REPORTS –

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

Administrative & Financial Requests:

Submitted: 10 Responded: 10

Building, Zoning & Septic Requests:

Submitted: 92 Responded: 92

Total Hours: 71.25

G. ZONING DEPARTMENT: Greg Loftus reviewed the Zoning Report for MAY 2026.

H. BUILDING DEPARTMENT: Amos Valenti reviewed the UCC Report for MAY 2026.

MAZZELLA ENTERPRISE'S STORAGE UNITS (51-51-A8.03 & A8.04)-TIME EXTENSION UNTIL DECEMBER 30, 2026

MOTION made by Supervisor Bartulovich, Second by Supervisor Holland to grant Mazzella Enterprise's Storage Units time extension until September 30, 2026, as recommended by the Planning Commission.

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

KOCHER LOT JOINDER OF LANDS (12A-51-AP300, AP321 & AP323) -TIME EXTENSION UNTIL JULY 27, 2026

MOTION made by Supervisor Meckes, Second by Supervisor Bartulovich to grant Kocher Lot Joinder time extension until July 27, 2026, as recommended by the Planning Commission.

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

GETZ LOT JOINDER AND MINOR SUBDIVISION (11-51-A12 A13,A5,A6, & A7.05) -TIME EXTENSION UNTIL JULY 27, 2026

MOTION made by Supervisor Meckes, Second by Supervisor Bartulovich to grant Getz Lot Joinder and Minor Subdivision time extension until July 27, 2026, as recommended by the Planning Commission.

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

R&R PREMIER HOMES, LLC REVERSE SUBDIVISION PLAN (22A-51-A41 & A42) -

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 May 1, 2026, review letter and the County review letter from April 21, 2026, be addressed and the final payment of any outstanding fees.

Letter from DEP received May 27, 2026, stating no Sewage Planning Modules are required for this project.

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

NUREK LOT JOINER OF LANDS (22A-51-C1296, C1298)

a) MOTION made by Supervisor Meckes, Second by Supervisor Denier to accept the **plan** as recommended by the Planning Commission contingent upon Engineer's comments from May 14, 2026, review letter (County review letter not received) be addressed and the final payment of any outstanding fees.

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

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

Alexia Spain- presented to the BOS that she applied for a Special Occasion Permit for the Dylan P. Dailey Annual cornhole tournament, scheduled for August 15, 2026, at Pocono Camp and Glamp in Jim Thorpe PA. She provided a presentation packet with information about the event and proof of insurance.

Dana Lezoche-STR- discussed the possibility for changing the Short Term Rental Ordinance.

BEING NO FURTHER BUSINESS, MEETING WAS ADJOURNED AT 8:43 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, July 6th, at 7:00 p.m.***
- 2) Park and Recreation will hold their monthly meeting on Wednesday, June 17th, at 6:30 p.m. at the Municipal Bldg.***
- 3) The Planning Commission will hold their monthly meeting on Monday, June 22nd, at 6:00 p.m. (If needed).***
- 4) The Township Building will be closed on Friday, July 3rd, in observance of Independence Day. The Transfer Station is closed.***

DANA VITALE
TOWNSHIP SECRETARY

ROGER MECKES
CHAIRMAN, BOARD OF SUPERVISORS