

A G E N D A
Board of Supervisors
Regular Business Meeting
April 17, 2018
7:00 PM

1. Call Meeting to Order: Anne Lamberton, Chair
2. Pledge of Allegiance
3. Announcements: Monday, May 14, 2018 Board of Supervisors Meeting at 9:30AM
4. Consider the Minutes of: April 3, 2018 Regular Business Meeting
5. Treasurer's Report for March 2018
6. Bill Pack Total: \$1,605,971.15
7. Solicitor Report:
8. **Old Business:**
9. **New Business:**
 - A. Resolution 2018-016 prohibiting Supervisors to receive health insurance coverage
 - B. Resolution 2018-017 approving Treasurer paying bills due before a meeting
 - C. Resolution 2018-018 approving submission of Grant application to PA DCNR
 - D. Request for Waiver of Land Development - PM West High School restroom addition
 - E. Consider 2018 Road Paving Project Bids
 - F. Consider Resolution 2018-019 Budget Reappropriations and Supplemental Appropriations
 - G. Assignment of Agreement for HOP for Stormwater and Traffic Signal Maintenance-New Ventures
 - H. Consider Reappointment of Planning Commission Member
 - I. Consider Closing Inactive Landmark and PLGIT Accounts
 - J. Consider TEC PTO Tricky Tray
 - K. Authorize Invitation to Bid
10. Board of Supervisors Report/Comment
11. Public Questions and Comment

ADJOURNMENT

AUDIO AND VIDEO RECORDING IN PROGRESS

THE TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
APRIL 17, 2018

The second April 2018 Regular Business Meeting of the Tobyhanna Township Board of Supervisors was held on April 17, 2018, at the Tobyhanna Township Government Center Building, 105 Government Center Way, Pocono Pines, Pennsylvania, 18350.

Present are Supervisors Anne Lamberton, John Holahan, III, Heidi A. Pickard, Brendon Carroll, David Carbone, Solicitor Jonathan J. Reiss, Esquire, and Township Manager John Jablowski Jr.

1. Chair Anne Lamberton calls the meeting to order at 7:00PM. It is determined that a quorum is present.
2. The Pledge of Allegiance is recited.
3. The Board enters Executive Session to discuss personnel and a legal issue at 7:00PM.
4. The Board returns from Executive Session at 7:11PM, meeting resumes.
5. Announcements
 - a. The Board of Supervisors meeting on Monday, May 14th is at 9:30AM at the Government Center. Tobyhanna Elementary Center's 4th grade class will be present for Government Day.
6. John Holahan motions to accept the meeting minutes for the April 3, 2018, Regular Business Meeting, David Carbone seconds. Vote: All in favor; minutes accepted.
7. Treasurer's Report
 - a. David Carbone motions to approve the treasurer's report, Brendon Carroll seconds. Heidi Pickard states that two bills from the BCRA seem incorrect. One bill is about \$10,000 lower than the other, but the EDUs didn't change. Autumn Canfield will look into the discrepancy.

Heidi Pickard states that there is an Aqua bill for \$157.70 for the township building under Sewer District No. 1. Autumn Canfield states that the bill was taken out of the wrong fund, and will correct it.
 - b. Heidi Pickard states that while she received a list from John on conference topics, she requests a breakdown of total cost. There are no receipts concerning a charge for \$614.55, or another \$300 for the airline. There is also a lunch meeting at Murphy's Loft that has no receipt, and Pickard asks for information concerning meeting topics and who attended. Additionally, there is another Space Needle

ticket charge, but that was supposedly included in the conference fee. Further, there is a dinner at Kalahari for \$258.32 that says Supervisors, PMEDC, and developers dinner meetings. Pickard asks for the names of who attended and the purpose of the meeting. Vote: all in favor, motion carries.

8. Bill Pack

- a. John Holahan motions to approve the bill pack in the amount of \$1,605,971.15, Brendon Carroll seconds. Vote: all in favor, motion carries.

9. Solicitor's Report – none.

10. Old Business – none.

11. New Business

- a. Resolution 2018-016 Prohibiting Supervisors to receive health insurance coverage. Heidi Pickard motions to adopt Resolution 2018-016 Prohibiting Supervisors to receive health insurance coverage, David Carbone seconds. Vote: all in favor, motion carries.
- b. Resolution 2018-017 approving Treasurer paying bills due before a meeting. John Holahan motions to approve Resolution 2018-017, David Carbone seconds. Heidi Pickard states there was a resolution already in place to approve certain bills before. Autumn Canfield replies that wording is confusing, but the resolution allows the township to pay bills by means other than a check.

Jonathan Reiss states that these bills will be listed on the bill list. The Board will approve a bill's dispersal, but it will not be paid by check. The Board will see the bills and approve them before they are paid. Heidi Pickard states that she is still confused by word "interim." Autumn Canfield states that she requested that interim bills remain, just in case. John Holahan asks how often do we run into this? Autumn Canfield replies that there are two bills that are consistently problematic.

Michael Erlsten asks if there is any possibility of fees for using a credit card? Heidi Pickard states that there are no discounts, only avoiding late fees. Melissa Price asks if Canfield has tried to negotiate the date of payment. Autumn Canfield replies yes. Vote – Heidi Pickard opposed; Anne Lamberton, John Holahan, Brendon Carroll, and David Carbone in favor; motion carries.

- c. Resolution 2018-018 approving submission of Grant application to PA DCNR. Anne Lamberton states that this item is tabled. In order to submit the grant for a project, the township must submit for a grant for a study. Jason Fitzgerald has offered to do the study as part of his regular fee so the Board can apply for the

project grant sooner.

- d. Request for Waiver of Land Development – Pocono Mountain West High School Restroom addition. John Holahan motions to grant a waiver to the Pocono Mountain School District for their addition, Heidi Pickard seconds. Michael Erlsten asks where this will go. Anne Lamberton replies that they are putting in a small restroom off of one of their buildings. The Board has a letter of recommendation from Barbara Nichols stating that the project has met all of the requirements. Vote: all in favor; motion carries.
- e. Consider 2018 Road Paving Project Bids. David Carbone motions to table, Brendon Carroll seconds. Brendon Carroll states there are a lot of deficiencies in the scope of work, specifically no base repair in the bid. He feels that the Board should be more involved in the process. The Board put out a bid with liquidated damages, and that makes the bid generally unattractive and will cost the township more money. Heidi Pickard states that they went over this in the DPW meeting, and no base repair was needed. Brendon Carroll disagrees, and believes base repair is necessary.

Michael Erlsten asks what roads are on the bid. Brendon Carroll replies the majority of the work is in Lake Naomi: Deer Trail Road, Naomi Pines, Crestview Lane, and others. Anne Lamberton asks if this coincides with the ten-year plan. Michael Erlsten asks if this includes drainage or subbase repair. Brendon Carroll replies no.

Jonathan Reiss states that the Board may table this for two weeks. Damages for not completing work on time is standard in municipal paving contracts. Brendon Carroll states PennDOT's October 15th deadline is more reasonable than August 31st. The work should be scheduled to avoid Lake Naomi's busy season: before July 4th or after Labor Day. Heidi Pickard states that if the scope of work is changed, the project must be rebid. Wendy Freeman states that Redwood Terrace needs repair. Anne Lamberton suggests John Jablowski, Heidi Pickard, and David Carbone drive around with Wendy Freeman. Vote: Heidi Pickard opposed; Anne Lamberton, John Holahan, and Brendon Carroll, David Carbone in favor, motion carries.

- f. Consider Resolution 2018-019 Budget Reappropriations and Supplemental Appropriations. [This resolution is now 2018-018 because item C was tabled.] Heidi Pickard motions to approve Resolution 2018-018 Budget Reappropriations and Supplemental Appropriations, David Carbone seconds. Juliet Dunham asks the Board to define supplemental appropriations for the edification of the gallery. Autumn Canfield states that reappropriations is moving money from one fund or subaccount to another fund or subaccount. Supplemental appropriations take into account that revenue is increasing as well as expenditures.

Melissa Price asks what the Board is reappropriating. Autumn Canfield states that it would be easier to show her; Melissa Price will receive a copy of the resolution.

Heidi Pickard states that many of these are from the finance department and sewage enforcement officer to salary for the Community Engagement Coordinator. John Jablowski states that the SEO and finance department had health care and other expenses that no longer exist. Dave Manter needed to be put into the budget. There is no impact to budget, the money is merely shifted around. Heidi Pickard states that a lot of the supplemental was purchasing EDUs. Other items shifted funds from a traffic study into public improvement. Vote: all in favor; motion carries.

- g. Assignment of Agreement for HOP for Stormwater and Traffic Signal Maintenance - New Ventures. Jonathan Reiss recommends tabling this item because he is waiting for information regarding any financial securities that are posted. Until he has the information, no action should be taken. John Holahan motions to table, Heidi Pickard seconds. Vote: all in favor; motion carries.
- h. Consider Reappointment of Planning Commission Member. John Holahan states that the Board received a letter from Michael Christian. Brendon Carroll motions to reappoint Anne Lamberton to the Planning Commission, David Carbone seconds. John Holahan states that he wishes Michael Christian was here to talk about this because he brought up good point about having two Board members on the Planning Commission. Holahan would like another resident of the township on the Planning Commission. John Holahan speaks against the motion.

Juliet Dunham states that entertaining Michael Christian's letter of interest is a good idea, and asks the Board to consider tabling this item until Michael Christian can be present. Two members being the same on the Board of Supervisors and Planning Commission is disheartening. The Commission acts in an advisory capacity to the Board, and should have more neutrality. With two members of the Board of Supervisors on the Planning Commission, the neutrality is diluted. Michael Christian is experienced and could be very beneficial. Term expirations are a great time to change members, because it casts no aspersions on Anne Lamberton. Melissa Price states that she agrees with Juliet Dunham. Out of over 8,000 residents, there are plenty of people to diversify the boards and commissions. Vote: John Holahan and Heidi Pickard opposed; Brendon Carroll, David Carbone, and Anne Lamberton in favor; motion carries.
- i. Consider Closing Inactive Landmark and PLGIT Accounts. John Holahan motions to close inactive Landmark and PLGIT accounts, Brendon Carroll seconds. Vote: all in favor; motion carries.
- j. Consider TEC PTO Tricky Tray. There is discussion concerning if the Board has contributed to this in the past, and the Board believes they have never donated to this before. Brendon Carroll motions to donate \$100 for a basket, David Carbone seconds. Vote: all in favor; motion carries.
- k. Authorize Invitation to Bid. John Holahan motions to authorize an invitation to bid for the testing of three existing public supply water wells, and the construction

and testing of up to four wells that will supply water to the Pocono Summit West Water System, David Carbone seconds. Heidi Pickard asks for an update on this and the Act 537 plan. John Jablowski states they are running concurrently. Heidi Pickard asks if this is funded by grants. John Jablowski replies that the township is working on a PA small water and sewer grant.

Michael Erlsten asks why wells are being drilled on a school district property. John Jablowski states that the township is looking at creating public water for the business district from I-380 to the high school. The area would have fire hydrants. RKR Hess has identified four sites as potential well sites. This drilling must occur when school is out of session. Michael Erlsten asks if this water be used for the Alberta project. John Jablowski replies no, that's a different watershed. The Board needs to determine if there is enough water. Once that's determined, then discussions begin. The plan is to predrill wells. John Holahan states the following specifics: there is an 8-hour drill down, a 72-hour constant rate pump test, and the insulation of a 12-inch diameter hole with an 8-inch steel casing. These tests will determine flow rate and capacity. Vote: all in favor; motions carries.

12. Board of Supervisors' Report

- a. Anne Lamberton sent an email concerning a donation to the Clymer Library. Brendon Carroll motions to approve a donation of \$500 to Clymer Library, David Carbone seconds. Juliet Dunham states that this is for the house tour. Jeff Evans states that he's been in the area for over 45 years. He extends congratulations to Board of Supervisors concerning planned economic growth. The areas that thrive around the nation are those that have a plan. He has heard that Tobyhanna Township is the envy of the county. He hopes that the Board continues to look at public water systems. Vote: all in favor; motion carries.
- b. Anne Lamberton received a request for a waiver of all fees at 106 Camp Minsi Rd for the Boy Scouts. John Holahan motions to waive the fees, Brendon Carroll seconds. Anne Lamberton states that the fee would normally be \$223, and Dave Manter waived his SEO fees. Vote: all in favor; motion carries.
- c. Heidi Pickard asks for an update on the Act 537 Plan. John Jablowski states that he will have it prepared for the next meeting. Brendon Carroll states that the school did not want to spray, so that is holding up the process.

13. Public Comment

- a. Diane Lake states that the medical marijuana site was in the news, and asks if a site has been picked. John Jablowski replies that the company was originally looking at vacant piece of land. The Commonwealth dictates that facilities must be open in a certain time frame. To the township's knowledge, the company was not ready. The Board was not notified of any change. Juliet Dunham states that the story ran on WNEP, WBRE, and the Pocono Record. The news reported one

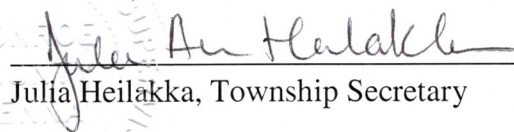
site had opened in Scranton, and two other sites should be open by the end of the year. John Jablowski states that there have been no zoning requests. The license was approved for a place in Tobyhanna Township, but the township has not been contacted.

- b. Bill Van Gilder asks the Board to consider adopting a dark sky ordinance. Anne Lamberton states that one of the reasons to have density versus sprawl concerning business locations was so the township can maintain the interior rural nature of the SR 940 corridor. Bill Van Gilder replies that it is an inaccurate assumption that the bookends won't be a problem, so the township should look into a dark sky ordinance. John Holahan replies that Lake Naomi is very tough concerning lighting. John Jablowski will pursue a dark sky ordinance.
- c. John Holahan states that two hydrogen atoms walk into a bar. One says to the other, "I've lost an electron." The other asks if he is sure. The electron replies, "I'm positive."
- d. John Holahan states that the news just announced that Barbara Bush passed. The Board holds a moment of silence.

14. John Holahan motions to adjourn, meeting adjourned at 8:02PM.

Minutes recorded by Julia Heilakka

Respectfully submitted:


Julia Heilakka, Township Secretary