

AGENDA

**Tobyhanna Township
Economic Development Authority
May 2, 2018
6:00 PM**

1. Call Meeting to Order: Anne Lamberton, Chair
2. Pledge of Allegiance
3. Consider the Minutes of: April 4, 2018, Regular Meeting
4. Old Business
5. New Business
 - a. Request to Tobyhanna Township for Interim Financing
6. Public Comment
7. Adjournment

THE TOBYHANNA TOWNSHIP ECONOMIC DEVELOPMENT AUTHORITY
REGULAR BUSINESS MEETING
MAY 2, 2018

The May 2018 Regular Business Meeting of the Tobyhanna Township Economic Development Authority (“Authority”) was held on May 2, 2018, at the Tobyhanna Township Government Center Building, 105 Government Center Way, Pocono Pines, Pennsylvania, 18350.

Present are Anne Lamberton, John Holahan, III, Robert Bossuyt, Edwin Miller, and Township Manager John Jablowski Jr. Solicitor Mark Bufalino and William Van Gilder arrive during the meeting. Solicitor John Dean is not present.

1. Chair Anne Lamberton calls the meeting to order at 6:00PM. It is determined that a quorum is present.
2. The Pledge of Allegiance is recited.
3. John Holahan motions to accept the meeting minutes for the April 4, 2018 Regular Business Meeting, Robert Bossuyt seconds. Vote: All in favor; minutes accepted.
4. Solicitor’s Report – none.
5. Old Business – none.
6. New Business
 - a. Request to Tobyhanna Township for Interim Financing. William Van Gilder arrives at 6:01PM. John Jablowski states that there is a \$117,000 allocation in the township’s budget for the Authority. He met with Riley and Company and asked for a proposal for auditing the Authority for 2018. Riley advised how to set up the books correctly. The township has paid Stevens & Lee \$38,000 to set up the Public Improvement Levy (PIL). Alberta will reimburse the township. Riley has suggested that the Authority pays the bills because it is not a township expense. Because the bill is already paid, Riley suggested the Authority pay the township, and then Alberta reimburses the Authority. He suggests borrowing money from the township to pay the township, another \$53,000 bill from Stevens & Lee, and legal bills from John Dean. The authority should pay its bills. John Holahan motions to borrow \$117,000 from the township. William Van Gilder seconds. Vote: motion carries.
 - b. John Jablowski states that he will have a proposal from Riley and Company for the next meeting.
 - c. Robert Bossuyt asks if the Authority has checking accounts set up. John Jablowski replies yes, from ESSA and First Northern. ESSA will be used for

operating. First Northern will retain excess funds, and the Authority will also work with M & T Bank. Mark Bufalino arrives at 6:07PM.

- d. William Van Gilder states that he met with John Jablowski and has a summary of the direction and scope of the project.
- e. John Jablowski states under the resolution that was passed, any funds raised in a district must benefit that district. There should be a plan and an annual budget for the Authority as well as each district. The most pressing need is a plan for the Pocono Springs development. He would like to present a plan and a budget before the levy is imposed.
- f. John Holahan suggests making sure the community understands what is occurring, and how the community will benefit. John Jablowski replies that districts don't have to be geographically contiguous. Thus, Pocono Springs and Blanche Price Park could be one district. The funds generated by Pocono Springs could be used to benefit the park.

William Van Gilder asks if the Authority needs to own the park? John Jablowski replies that the park is in public hands, but is unsure of ownership requirements. Mark Bufalino will research if the Authority must own the land. John Holahan states that a splash park in Blanche Price would be great. William Van Gilder states that Mountain View Park is a well thought out and planned park.

John Jablowski states a 99-year lease counts as ownership for bonds. In the bond market, they like to look at the ownership of the property. Once the loan is paid off, the township has the option to extinguish the lease early. Tobyhanna Township owns Blanche Price Park. The vision in Pocono Springs is for a 5-acre park. The Authority should consider how the PIL will benefit the public.

John Holahan states that if the PIL works, the Authority could use it in the Pocono Pines area and Blakeslee.

- g. John Jablowski states that he is hoping for the announcement of awards for the RCAP grant in July. The township asked for \$19.97 million, and the hope is \$10 million this year and \$10 million next year. EConsult's work is mostly concluded, because they did third-party analysis. This authority is not involved in the TIF. With a PIL, parties pay 100% of taxes; there are no tax breaks. There's a base taxation that exists, which remains. Incremental taxes generated by the improvements on property helps pay for the infrastructure. This should generate an immediate \$500,000 benefit to the school district.
- h. William Van Gilder states that concerning the pool, every community has a pool that's nicer than the one in Blanche Price Park. John Holahan replies that splash park could be feasible.

- i. John Holahan asks about the timing for the budget. John Jablowski replies the sooner the better. He is still working with Kalahari. The Authority discusses allowing the businesses to keep a portion of the taxes collected to defer cost. Mark Bufalino states any administrative fee must be imposed uniformly.
- j. The Authority discusses additional districts for Pocono Summit and Blakeslee.
- k. John Holahan asks what is going on with Gert's. John Jablowski replies that he is waiting for Anthony to call back. The township does have a proposal from Pennoni for road improvement.
- l. Anne Lamberton asks if the Authority can dictate architectural designs. Mark Bufalino states that it is not allowed as a township, but the Authority should be able to; he will research. John Jablowski states that authorities were created to shore up deficiencies in 2nd Class Township Code. William Van Gilder asks if the Planning Commission can filter design. Mark Bufalino states that the idea of the authority is to be an island unto itself. Anne Lamberton suggests creating a planning subcommittee.
- m. John Jablowski states that Plumstead Township has a dark sky ordinance.
- n. John Jablowski states that Kalahari is familiar with a premier resort tax in Wisconsin. All hotels pay in and have a say for how the money is used, like buying a firetruck. For the Authority, the money must be used in the district.

7. Meeting adjourned at 6:44 PM.

Minutes recorded by Julia Heilakka

Respectfully submitted:



Robert M. Bossuyt, Secretary

