

THE TOBYHANNA TOWNSHIP ECONOMIC DEVELOPMENT AUTHORITY
REGULAR BUSINESS MEETING
JUNE 6, 2018

The June 2018 Regular Business Meeting of the Tobyhanna Township Economic Development Authority was held on June 6, 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 (Win) Miller, Solicitor John Dean, and Township Manager John Jablowski Jr. William Van Gilder is absent.

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 May 2, 2018 Regular Business Meeting, Win Miller seconds. Vote: All in favor; minutes accepted.
4. Solicitor's Report – none.
5. Old Business – none.
6. New Business
 - a. Anne Lamberton states that after a discussion with John Jablowski, more time is needed to prepare for the implementation of the PIL (Public Improvement Levy), so items do not move to the Board of Supervisors prematurely. John Jablowski states that the PIL area is defined as the Pocono Manor (also referenced as Alberta or Pocono Springs) (TM# 19/2/1/1) and Kalahari (TM# 19/2/1/1-4) properties. John Holahan asks if the Authority is looking to extend or rescind the resolution. John Jablowski replies that the PIL will still be in place, and the Authority will need to define the area it's effecting.

Anne Lamberton states that the Authority could consider expanding the area and having a meeting with the property owners. John Jablowski states he had a conference call with Alberta, and they requested that once the resolution is rescinded, look at creating a PIL only for their property. From a financing perspective, they want to know what the PIL is so it can be included in the lease structure. Alberta can't wait months to write contracts. John Dean states that if the Authority rescinds the resolution, there will be no PIL area. The Authority could consider rescinding the ordinance, and then amending the PIL area to include the Alberta property. From there, the Authority can expand the PIL area at a later date.

Robert Bossuyt states that Ron's Auto will be impacted by these changes. They don't know what's going on with the access road. John Jablowski replies the township has to give them access to their property. Until the land is surveyed, the township won't know how much of their land will be used. John Holahan states that this discussion has nothing to do with the PIL. Robert Bossuyt replies that it will if they are brought into the PIL. John Jablowski states that he will meet with Ron and Maureen next week.

Heidi Pickard asks if the area is expanded, how much of the SR 940 corridor would be brought into the PIL. Anne Lamberton suggests FedEx Drive to SR 314. Heidi Pickard asks if Kalahari is part of the PIL. Anne Lamberton states that they are trying to figure out how to do this legally. Kalahari is willing to be a part of this, but have asked for more time. John Jablowski states that Alberta needs to know the PIL so they can put it in their lease contracts. Now, Pocono Manor and Kalahari are included in the PIL. John Holahan states that the Authority needs money from Kalahari to do this project; how does their request for time effect our timeline? John Dean states that the Authority can rescind this resolution, and next month pass an adjusted resolution. Autumn Canfield asks if the current resolution can be modified. John Dean replies that the Authority could amend Resolution 2018-002 to eliminate the Kalahari property identified in subsection f.i. John Holahan motions to modify Resolution 2018-002 to eliminate Monroe County Parcel No. 19/2/1/1-4, pin 19635400083556, consisting of 150.95 acres and currently owned by Kalahari Resorts LLC, to remove the parcel from the public improvement levy area as indicated in the resolution, Win Miller seconds. Vote: motion carries.

John Dean states that the modification will be taken care of next month. Now, the Authority needs to see how it can help Kalahari. Anne Lamberton states that Kalahari is not opposed to the levy, they just need more time. Because the improved area is larger than the two original properties, it makes sense to include everyone that is benefitting from the change. John Holahan states that from there, the Authority can expand to areas that are not adjacent. John Jablowski will set up a meeting to discuss this with property owners. Anne Lamberton states that the PIL could be considered a comprehensive fee. The fee will be collected from the consumer, which will be used for an upgrade that will benefit the property. John Holahan suggests getting help marketing this. Anne Lamberton clarifies that Bob Bossuyt, John Jablowski, and Ron and Maureen of Ron's Auto will meet. It is important to keep facts straight.

- b. Audit Proposal – John Jablowski. Riley and Company does audits for the township, and he would like to have a firm in place for the EDA. The Authority never received the proposal, so this item is tabled until next meeting.
- c. Review and discussion of PIL eligible uses. John Jablowski asked Tom Bowen to draw up eligible uses for the PIL monies. Under the resolution, proceeds must benefit the defined PIL area. For example, if there's a sewer plant off of the site that needs to

be upgraded to benefit the area, PIL funds can be used for that. Anne Lamberton asks if the Authority would need to redraw the area to include the plant? John Jablowski replies no, it serves the area so it is allowed. A regional trolley that services the area could also be funded. Any project funded by the PIL must have demonstrable benefit to the service area. Improvements, like sewer lines or a park, would be owned by the EDA. For example, building a parking garage on the Pocono Manor property would be public and the EDA would have to own it or lease it. John Dean states that the EDA could own improvements and be a lessee of the land. John Jablowski states that concerning tax exempt bond financing, Pocono Manor could own the site, but the EDA could have a 99-year lease, with a twenty year note. In theory, at the end of 20 years, as long as the bond is paid off, the lease can be abolished. Anne Lamberton asks if this money could be used for sidewalks. John Dean replies yes.

John Jablowski states that the township is pursuing a BUILD grant, which used to be called a TIGER grant. The township can apply for up to \$25 million. The grant stresses alternative transportation, so he is considering a walking trail. The brown area on the map in the binders would be the proposed trail. The township is considering another bridge over I-380 that has a bike lane. John Holahan states that Chris Casper warned that federal funds can't necessarily be comingled. John Jablowski states that Chris Casper is part of the United States Department of Commerce Economic Development Administration. They seem excited about the grant, and tend to prefer facilities over transport. Thus, he is focusing on the water project in Pocono Summit West. The township needs to own the facility for a period of time. John Holahan states that Casper seems anxious to work on the township's behalf. Anne Lamberton states that the Board of Supervisors approved the testing and installation of two wells on PMSD. John Jablowski states that Casper suggested applying for certain facets of the grant.

John Dean states that Tom Bowen's write up is important for the Board to have in their packet. John Holahan finds the inclusion of Number 11, soft costs, favorable, because those are startup expenses. The levy could take care of the soft costs. John Jablowski states that no revenue will be generated on the Pocono Manor property until sales occur in 2021. The Authority must be cognizant that there's no revenue. The downside of having Pocono Springs is that banks are lending on a potential project, which will raise costs. John Holahan suggests being wary of making PIL areas so confined that they become silos. John Jablowski states that letters of understanding and MOUs (Memorandums of Understanding) are occurring now. Alberta needs to know what the PIL will be so they can include that number in their contracts.

Anne Lamberton requests that John Jablowski set up meetings with property owners along the discussed SR 940 corridor. At a minimum, Randy Hoffman, 84 Lumber, and Alex Holtzman should be met with. John Holahan suggests meeting with owners individually. John Jablowski states that other than Alberta and Kalahari, he has talked

to no one else. Anne Lamberton states that the reception of introducing a highway improvement plan was good, and people were shocked that a township was doing this regionally. John Holahan states that the Authority should be more defined on the strategy before the township moves forward, because the expectations of the improvements should not exceed the reality. John Jablowski states that if the levy is in place, the EDA must demonstrate how the money will be used. John Dean states that sewer and utilities don't need to be owned, and the Authority should be able to pay for construction and other improvements. Anne Lamberton states that properties become more developable when owners do not have to worry about huge sewer mounds.

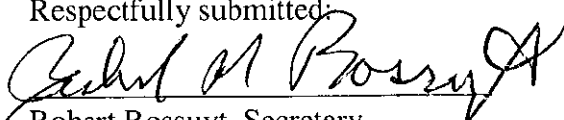
Heidi Pickard asks if the Authority could impose a later initiation date for Kalahari. Anne Lamberton replies that they do not know when Kalahari will be ready. If money needs to be borrowed in anticipation of PIL money, the Authority would borrow money; this stays out of the township. John Jablowski states that the additional uses for PIL money is also included in Tom Bowen's packet. The Authority can buy and sell land. The township must complete appraisals and other requirements, but the Authority is more efficient. John Dean states that the Authority has different financing options available that the township cannot do, and also separates the township from liability for projects. John Jablowski states that they wrote a check for \$20,000-30,000 out of the PIL fund, and the Authority is waiting on Alberta for reimbursement.

John Holahan asks if the Authority has directors and officers for errors and omissions insurance. John Holahan motions to get errors and omissions insurance and to get the Authority bonded, Robert Bossuyt seconds. Vote: motion carries. John Dean states that this must be a separate policy from township, and will require \$1 million coverage minimum, and suggests getting a binder immediately. Autumn Canfield will contact Joyce, Brown & Brown, and Knowles Associates for quotes on insurance. John Holahan motions to authorize staff to accept the best bid, Robert Bossuyt seconds. Vote: motion carries.

7. Public Comment – none.
8. John Holahan motions to adjourn; meeting adjourned at 6:57 PM.

Minutes recorded by Julia Heilakka

Respectfully submitted:


Robert Bossuyt, Secretary