

A G E N D A
Board of Supervisors
Regular Business Meeting 7PM
March 19, 2019

1. Call Meeting to Order: Anne Lamberton, Chair
2. Pledge of Allegiance
3. Announcements: Executive Sessions - February 21, 2019, 4:00pm-5:10pm to discuss personnel
February 25, 2019, 11:30am-12:55pm-potential litigation
March 19, 2019, 5:00pm- potential litigation

Work Session is scheduled for Monday, March 25th at 5:00pm - zoning map changes

April BOS Meetings are scheduled for Tuesday, April 23rd at 6:00pm and 7:00pm
May BOS Meetings are scheduled for Monday, May 20th at 8:30am and 9:30am

4. Consider the Minutes of: February 19, 2019 Work Session
February 19, 2019 Regular Business Meeting
5. Treasurer's Report for February 2019
6. Bill Pack Total - \$636,776.30
7. Solicitor Report:
8. **Old Business:**
9. **New Business:**
 - A. Arrowhead Sewer Company- Hybrid Program
 - B. HRG Engineering, Mark Spatz - update on Pocono Hike and Bike
 - C. Consider HRG Engineering authorization for additional services - WB&E trailhead
 - D. Monroe County Historical Association - request for donation
 - E. Consider Pension System Professional Services Proposals
 - F. Zelenkofske Axelrod, LLC engagement letter - Annual DCED Report
10. Board of Supervisors Report/Comment
11. Public Questions and Comment

ADJOURNMENT

AUDIO AND VIDEO RECORDING IN PROGRESS

Before

THE TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS

In Re: Regular Business Meeting

Tobyhanna Township Government Center
105 Government Center Way
Pocono Pines, Pennsylvania 18350
Tuesday, March 19, 2019, beginning at 7:00 p.m.

PRESENT: ANNE LAMBERTON, Chairperson
JOHN J. HOLAHAN, III, Vice-Chairperson
HEIDI A. PICKARD, Board Member
DAVID CARBONE, Board Member
BRENDON J.E. CARROLL, Board Member

JONATHAN J. REISS, ESQUIRE, Solicitor

ALSO

PRESENT: John J. Jablowski, Jr.
Township Manager

Autumn Canfield
Assistant Township Manager

ORIGINAL

Panko Reporting
537 Sarah Street, Second Floor
Stroudsburg, Pennsylvania 18360
(570) 421-3620

1 MS. LAMBERTON: Okay. I would
2 like to call the board of supervisors regular
3 business meeting of March 19, 2019 to order.
4 Should we begin with the pledge of allegiance
5 again?

6 MR. HOLAHAN: We should.

7 MS. LAMBERTON: We should.

8 (Pledge of allegiance was
9 recited.)

10 MS. LAMBERTON: Thank you. We
11 have a few announcements. We had executive
12 sessions on February 21, 2019, from 4 p.m. to 5:10
13 p.m., to discuss personnel; February 25, 2019, from
14 11:30 a.m. to 12:55 p.m., potential litigation; and
15 March 19, from 5 p.m. to 6 p.m., potential
16 litigation.

17 We have a work session -- is
18 scheduled for Monday, March 25, at 5 p.m. This is
19 a continuation of the zoning map changes that Barb
20 had started, oh, gosh, maybe a month or so ago and
21 we got through most of the maps, but not all of
22 them. So I know the folks that are affected by any
23 of the changes have been notified. So we will meet
24 on the 25th, you're all welcome. We -- we like to
25 see all those smiling faces. But there's just some

1 simple changes and we want everybody aware of them.

2 MR. REISS: And it's just for
3 discussion.

4 MS. LAMBERTON: And it's just
5 for discussion. Thank you, Mr. Solicitor.

6 The April board of supervisors
7 meetings are scheduled for Tuesday, April 25, at 6
8 p.m. for a work session and 7 p.m. for our regular
9 business meeting.

10 MS. PICKARD: 23rd.

11 MS. LAMBERTON: What did I say?
12 26 -- 23rd, I'm sorry, I apologize. May board of
13 supervisors meeting is scheduled for May 20, 8:30
14 a.m. and 9:30 a.m.

15 Aren't we at -- or does TEC come
16 here now?

17 MS. CANFIELD: Yeah, they come
18 here now --

19 MS. LAMBERTON: They come here.
20 Tobyhanna Elementary Center, it's their government
21 day, so we honor them by having a meeting for them
22 during a 9:30 a.m. time period.

23 I will entertain a motion to
24 consider the minutes of February 19, 2019 work
25 session.

1 MR. CARROLL: So moved.

2 MS. PICKARD: Second.

3 MS. LAMBERTON: Motion and
4 second. Questions or comments from the board?

5 Seeing none. All in favor?

6 BOARD MEMBERS: Aye.

7 MS. LAMBERTON: I'll enter --
8 any opposed? Seeing none. Motion carries.

9 I will entertain a motion for
10 the February 19, 2019 regular business meeting.

11 MR. CARROLL: So moved.

12 MS. PICKARD: Second.

13 MR. HOLAHAN: I got the --

14 MS. LAMBERTON: Correction?

15 MR. HOLAHAN: Just one
16 correction and I can't find it now on the pages,
17 it's Hilgas, was misspelled. I don't know -- yes,
18 here we go, Page 19, Line 3, it's Robert and
19 Sherrie, it spells -- it's spelled H-I-L-G-A-S and
20 here it says L-A-S -- L-D-A-S. That's it.

21 MS. LAMBERTON: Very good.

22 Thank you.

23 MR. HOLAHAN: Not a big deal,
24 but --

25 MS. LAMBERTON: No, no.

1 MR. HOLAHAN: -- we've received
2 some guidance that we'll need to talk about --

3 MR. CARROLL: Yes --

4 MR. HOLAHAN: -- I think, too.
5 That's my only comment.

6 MS. LAMBERTON: Do I have a
7 motion and a second?

8 MR. HOLAHAN: We did, yeah.

9 MS. LAMBERTON: And with
10 corrections, do you amend your motion and second?

11 MR. CARROLL: Yes.

12 MS. PICKARD: Yes.

13 MS. LAMBERTON: All those in
14 favor?

15 BOARD MEMBERS: Aye.

16 MS. LAMBERTON: Any opposed?

17 Motion carries.

18 Treasurer's report for February
19 2019. Any questions or comments?

20 MR. HOLAHAN: I'll motion to
21 approve.

22 MS. PICKARD: Second.

23 MS. LAMBERTON: Motion and
24 second. Any questions or comments from the board?

25 Seeing none. All in favor?

1 BOARD MEMBERS: Aye.

2 MS. LAMBERTON: Any opposed?

3 Seeing none. Motion carries.

4 Bill pack total in the amount of
5 \$636,776.30.

6 MS. PICKARD: I'll move that we
7 approve the bill pack.

8 MR. CARROLL: Second.

9 MS. LAMBERTON: Motion and
10 second. Any questions or comments from the board?

11 Seeing none. All in favor?

12 BOARD MEMBERS: Aye.

13 MS. LAMBERTON: Any opposed?

14 Motion carries.

15 Solicitor's report. We already
16 had.

17 Do you have anything --

18 MR. REISS: Correct. I have
19 nothing more.

20 MS. LAMBERTON: Okay. Moving
21 on to new business. Arrowhead sewer company,
22 Hybrid Program.

23 MS. CANFIELD: Arrowhead had
24 reached out to us with a request to send a letter
25 to the DEP recognizing that they would like to

1 change their properties they have on their Hybrid
2 Program exempt list. So working with our SEO
3 Jonathan and Bob, we've worked through all the
4 concerns and now feel comfortable moving forward
5 with this letter. So we just need your approval on
6 that.

7 MR. HOLAHAN: Motion to
8 approve, authorizing the letter to be sent to DEP
9 on behalf of Arrowhead Lakes Sewer Authority.

10 MS. PICKARD: I'll second it.

11 MS. LAMBERTON: Motion and
12 second. Questions or comments from the board?

13 Questions or comments from the
14 public? I didn't know if anybody from Arrowhead
15 Lakes was here. No?

16 Seeing none. All in favor?

17 BOARD MEMBERS: Aye.

18 MS. LAMBERTON: Any opposed?

19 Motion carries.

20 HRG Engineering, Mark Spatz.
21 Update on Pocono Hike and Bike.

22 MR. MARK SPATZ: Good evening,
23 all.

24 MR. HOLAHAN: Hi, Mark.

25 MS. LAMBERTON: Hi, Mark.

1 MR. MARK SPATZ: It's been a
2 while.

3 MS. PICKARD: Yeah.

4 MR. MARK SPATZ: So --

5 MS. LAMBERTON: Did you bring
6 our permit? Ready to go?

7 Right? You know I'm gonna ask
8 every time I see you.

9 MR. MARK SPATZ: Yeah, I can --
10 I can bring the permit, they might not be valid but
11 --

12 MS. LAMBERTON: It's all right.

13 MR. MARK SPATZ: -- I've heard
14 of people doing that. Might spend a little time in
15 the pokey after that but -- yeah.

16 MS. LAMBERTON: We don't want
17 that.

18 MR. MARK SPATZ: We don't want
19 that.

20 So for the Pocono Hike and Bike
21 Trail, we submitted that last month. I'm not
22 exactly sure of the date. I think it was January
23 25 -- or February 25, I believe, somewhere around
24 there. We sent -- Autumn, you have some -- and
25 Julia has some e-mail correspondence with that. So

1 that plan is submitted. I have a -- a smaller copy
2 -- a reduction copy here of it as well. We sent
3 the -- the township PDF copies of that. If anybody
4 on the board wants reduced sizes, we would be more
5 than happy to print that off and send that to you.
6 I don't want to waste trees, though, if it's
7 something you're not interested in; so just let me
8 know.

9 I have this here right now, it
10 was 30 some odd sheets, 33 sheets, about 12 miles
11 of planning area.

12 MR. HOLAHAN: To scale?

13 MR. MARK SPATZ: Yes.

14 MR. HOLAHAN: Good.

15 MR. MARK SPATZ: That is not to
16 scale, but I can give you a to scale print, that's
17 at 45 percent full size. 50 percent wouldn't fit.

18 Along with that was the request
19 to the department -- yeah, it was sent on February
20 25, here it is -- a request to the department in
21 form of a letterhead on the township's -- on the
22 township's letterhead for request for review of the
23 plans in conformance with the -- the strike-off
24 letter the state has now for -- for bike trail
25 access.

1 In addition, a bike
2 accommodation study was submitted with the plans,
3 that reviews the 12 mile stretch, looks at any
4 concerns or whatnot in accordance with national
5 highway standards for -- for bike accesses along
6 roadways, things of that nature. And then goes
7 through, you know -- basically outlines the
8 concerns and then ways to remedy those concerns.

9 All the concerned items were
10 built into the plan set to address. There's -- the
11 only items that weren't that -- I guess were noted
12 on the study, but weren't really a concern for bike
13 access, it was just some of the guardrail along the
14 route, PennDOT -- you know, it's PennDOT's road.
15 The PennDOT guardrail, some of that could use a
16 little freshen up, so we did include that in the
17 report. Obviously a bicycle doesn't need a -- a
18 guiderail, that's more for vehicular safety. So we
19 did note that in the report, but we don't feel that
20 that -- hopefully that will stay outside the
21 purview of -- of the bike access.

22 There are some potholes that
23 really could use -- fixed up in the shoulder.
24 We're hopeful PennDOT will take a proactive role in
25 getting those patched up here after the winter

1 breaks, but we did include in our costing to -- to
2 have those repaired along with this project, just
3 because -- although we're hopeful on -- not
4 optimistic that they will, and, you know, that
5 would be addressed as part of the contractor for --
6 for this project.

7 Each area of crossing, where
8 we're crossing a -- an intersecting street, either
9 a large driveway, a township road or a state road,
10 we delineated basically dashed stripes across that
11 to kind of give it a little bit more attention to,
12 you know, a roadway coming into the -- to 940 so
13 they can see that it's kind of a -- the shoulder's
14 acting as a bike route. And then of course signage
15 and then the crossings that were talked about for
16 the project and some additional ones. Julia
17 coordinated with somebody at the township.

18 MR. JABLOWSKI: Camelot.

19 MR. MARK SPATZ: What's that?

20 MR. JABLOWSKI: Camelot?

21 MR. MARK SPATZ: Yeah, there's
22 some additional crossings. I think there was like
23 three or four -- I think there was like three or
24 four additional crossings we added to the project.

25 So we'll see, that -- that's

1 going to be, you know -- you can't get if you don't
2 ask, so they were added on to -- added on to what
3 we previously talked to PennDOT about. PennDOT's,
4 you know, doesn't -- they -- they really do try to
5 limit the amount of crossings, so they might have
6 some push back there, but again, you can't get if
7 you don't ask so --

8 MS. LAMBERTON: You're not
9 gonna draw them every ten feet or anything?

10 MR. MARK SPATZ: No, no, no, I
11 think there's only --

12 MS. PICKARD: We had done that,
13 we had like 12 or something. Didn't we have quite
14 a bit in the beginning?

15 MR. MARK SPATZ: We had a --

16 MS. PICKARD: And they --

17 MR. MARK SPATZ: -- lot in the
18 very beginning. They said, no --

19 MS. PICKARD: Yes.

20 MR. MARK SPATZ: -- you're
21 gonna have to cut back so we -- we shrank that back
22 down. I think it was like five or six, and then
23 now it's grown up to like eight or something of
24 that nature. I'd have to look -- I mean, it's all
25 on the plans, you can see it in there. I'd have to

1 count them up.

2 So that's really the status of
3 that. The -- there's some other permitting that's
4 taking place as well because we have the spur, the
5 WB&E segment that is the off-street, that the
6 township owns that right-of-way segment there, that
7 -- those plans are all done. That's in this set as
8 well, at the backside of it. We included all those
9 -- because it's kind of a dual role, that plan set.
10 One -- one part of it is, it goes to PennDOT for
11 the 940 approval, but also PennDOT is your funding
12 stream, so they have a funding review process as
13 well, so it's the same -- same set. So they're not
14 really reviewing the WB&E segment for the
15 permitting, but they are 'cause they're the funding
16 agency as well.

17 On that, there's two stream
18 crossings that will need -- that we anticipate need
19 permits. Those GP7s will be submitted here
20 shortly, within the next couple weeks, next week
21 actually, within the next week. And those we'll
22 process through. We anticipate those will -- will
23 take a shorter duration of time than the -- the
24 PennDOT review of the 940 additions.

25 We're working on easement, the

1 easements plats, that we'll be needing that
2 authorization for that, to draw up those plats and
3 give you sealed engineering plats for the right of
4 way request that you need from the school, because
5 the school has a right of way with the township for
6 their road to go through the -- the railroad, the
7 old railroad bed.

8 But vice versa, the township's
9 gonna need a little bit of easement from the
10 school, just to have the desired trail path that we
11 kind of talked about in order -- that was kind of
12 offset back a little bit farther and it's a little
13 bit more safe path. I think it's the best route.
14 Hopefully that's an easy collaborate effort to get
15 those easements, but we'll deliver those plats, and
16 I believe your solicitor's gonna work with the
17 district to get that.

18 MS. LAMBERTON: Have we
19 approached the school district yet?

20 MR. MARK SPATZ: We haven't.

21 MR. REISS: I spoke to the
22 solicitor a couple years ago about it, they just
23 wanted to see the plot as far as where --

24 MS. LAMBERTON: Like what it
25 is?

1 MR. REISS: -- it was gonna be.
2 Right.

3 MS. LAMBERTON: Okay.

4 MR. MARK SPATZ: So we'll --
5 we'll --

6 MS. LAMBERTON: And they were
7 amicable?

8 MR. REISS: At that time, yes.

9 MR. MARK SPATZ: Yeah. The
10 last part is the HOP for the trailhead and the long
11 saga of that. That we come to, I believe, the
12 understanding finally with the department on -- on
13 what's needed there. You guys have a supplement
14 before you this evening to -- we have to do some
15 additional plan work that was not anticipated, it's
16 not normal, but it's not -- it's just not a
17 requirement of what you have for a minimum use
18 driveway, but in this scenario it's what PennDOT
19 wants to see, so that's what we're gonna have to
20 produce, if you want to get this HOP permit. I
21 think it's about -- I think we're estimating like
22 2500 to 3,000 or something --

23 MR. HOLAHAN: 2 to 3.

24 MS. LAMBERTON: Yeah, 2 to
25 3,000.

1 MR. HOLAHAN: I -- I say two.

2 MS. PICKARD: I concur.

3 MR. MARK SPATZ: Well --

4 MS. LAMBERTON: I already
5 thought we had it.

6 MS. PICKARD: I did too. But
7 they want more for less.

8 MR. MARK SPATZ: Yeah.

9 MS. LAMBERTON: No, I mean, we
10 were never issued it.

11 MR. MARK SPATZ: We will try to
12 keep the cost to a minimum. You gotta understand
13 that this, you know -- a typical driveway permit of
14 that caliber, the minimum use driveway, usually
15 takes about two to three weeks to permit. It's
16 almost been nine months and we have not issued one
17 supplement for anything on that. So just the
18 coordination effort alone to kick this thing along
19 and keep working with the department to try to come
20 to a resolution for this, it's been pretty
21 sensitive, so this additional effort for providing
22 these plans that are not required, that's why we
23 had to submit something to the township.

24 MS. PICKARD: Can I just ask,
25 if you can answer --

1 MR. MARK SPATZ: Yeah.

2 MS. PICKARD: -- why we're
3 doing a minimum use but it has to be constructed in
4 accordance with low volume?

5 MR. MARK SPATZ: Because that's
6 what they want.

7 MR. HOLAHAN: Okay.

8 MR. MARK SPATZ: I mean, it's a
9 question I --

10 MR. HOLAHAN: I get it.

11 MR. MARK SPATZ: Yeah, that's
12 --

13 MR. HOLAHAN: Yeah.

14 MR. MARK SPATZ: At the end of
15 the day, they -- they are concerned about the
16 future growth of the trailhead exceeding the
17 minimum use thresholds --

18 MS. LAMBERTON: So what is
19 that, 750, 700 --

20 MR. MARK SPATZ: No, it's 50 ve
21 -- 50 trips a day.

22 MS. LAMBERTON: Minimum?

23 MR. MARK SPATZ: Max for a --

24 MS. LAMBERTON: No, no. I mean
25 the minimum use driveway.

1 MR. MARK SPATZ: Yeah, minimum
2 use driveway is a max of --

3 MS. LAMBERTON: But your low
4 volume --

5 MR. MARK SPATZ: Yes, so low
6 volume goes up to 200 some odd. So they want it --

7 MS. LAMBERTON: I hope we have
8 that many people that use it.

9 MS. PICKARD: Yeah.

10 MR. MARK SPATZ: Well, and I --
11 and I think that's where I'm -- we were going, you
12 know, for -- during the -- all the correspondence
13 with PennDOT would take months to get a reply. I
14 mean, even the township, I believe, was reaching
15 out for months and was not getting a response and I
16 mean like since like July. We didn't get responses
17 till like November. So it's been a little bit of a
18 pain, the process. They're busy, you know, it is
19 what it is.

20 But ultimately they were saying
21 about traffic counts, we were talking about needing
22 to get traffic counts. I was getting prepared to
23 do that, it's a little difficult because the trails
24 -- what kind of threw them off initially is,
25 they're like, well, isn't this associated with a

1 park?

2 I'm like, no, there's -- there's
3 no park there --

4 MS. LAMBERTON: Eventually it's
5 gonna go all the way to one.

6 MR. MARK SPATZ: But they're --
7 they're used to like a municipal park --

8 MS. LAMBERTON: And a track
9 around it.

10 MR. MARK SPATZ: -- that has a
11 trail, that the parking lot's a dual purpose.

12 MS. LAMBERTON: Right.

13 MR. MARK SPATZ: So that's kind
14 of how they're initially reacting to it. And it's
15 like, no, no, no, there's no park, look at the --
16 you know, look at the plans, look at the mapping,
17 you know, it's -- you have a location map but look
18 at this thing.

19 And they'll say, oh, okay, well
20 -- and then months would go by.

21 Say, what -- what are we gonna
22 do here, do we need traffic counts or what?

23 They'll say, yeah, we're gonna
24 need some traffic counts.

25 Okay. So we were trying to

1 figure out how to get traffic counts. It's kind of
2 difficult to get traffic counts on dirt because the
3 normal strip that you put down doesn't really work
4 on dirt and gravel so we're gonna lit -- literally
5 use deer cams to try to get that. We've talked
6 with PennDOT some more.

7 And they're like, no, no, no,
8 you don't need counts. You know, what we can do --
9 after we kind of talk with them even more and more
10 -- I don't know if the municipality helped along
11 that process, but eventually Melissa said, we'll
12 permit this as a minimum use, we're comfortable
13 with that, we want you to build it to low volume
14 standards.

15 We just need some -- some quick
16 plans to -- to get this through, dirty plans.

17 Then we'll say, okay, can you
18 send us a sample of what dirty plans --

19 And then they send us low volume
20 driveway permit plans, which are a pretty extensive
21 effort to put together. So that's kind of the --
22 what we have to -- to jump -- the hoops we have to
23 jump through to get this.

24 But at the end of the day, we're
25 at the finish line, we just want to get this in,

1 done, and get this opened up. And there will be
2 some paving required. You're gonna need to pave
3 back to the edge of the (inaudible) as a result of
4 this, so that I can show that on the plan and --

5 MS. LAMBERTON: When can we
6 anticipate the HOP permit?

7 MR. MARK SPATZ: Well, that's
8 -- I mean --

9 MS. PICKARD: Two and a half
10 months?

11 MR. MARK SPATZ: Yeah.

12 MS. LAMBERTON: It shouldn't.
13 It should take less than 30 days. They've had
14 everything for --

15 MS. PICKARD: (Inaudible) --

16 MS. LAMBERTON: No, I'm just
17 saying.

18 MR. MARK SPATZ: It should be
19 quick but I -- I mean, you -- when John asked me,
20 hey, how -- you know, we're submitting the minimum
21 use driveway permit and it was last May. How long
22 does that usually take, Mark? Ah, two to three
23 weeks.

24 MS. LAMBERTON: Right. That's
25 where my mind went with that.

1 MR. MARK SPATZ: So I can't --
2 I mean --

3 MS. LAMBERTON: So you're gonna
4 call them tomorrow for me, right, and make sure
5 that they're working on it and they're gonna get it
6 to us so we can put it out to bid and get it done
7 for people for the su --

8 MR. MARK SPATZ: Well, it's --
9 I mean, it's -- it's all there, it's just, you
10 know, you have a barrier.

11 MS. LAMBERTON: Just promise me
12 you'll call them tomorrow, okay?

13 MR. MARK SPATZ: I'll call them
14 --

15 MS. LAMBERTON: There you go.
16 That's all I was looking for.

17 MR. HOLAHAN: I'll make a
18 motion that we authorize the additional services --

19 MR. CARROLL: Second.

20 MR. HOLAHAN: -- rate between 2
21 and \$3,000.

22 MS. LAMBERTON: I have a motion
23 and a second. Any questions or comments from the
24 board?

25 MS. PICKARD: Get it done.

1 MS. LAMBERTON: Right?

2 All those in favor?

3 BOARD MEMBERS: Aye.

4 MS. LAMBERTON: Anyone opposed?

5 Seeing none. Motion carries.

6 Thank you.

7 MR. MARK SPATZ: Last -- last
8 thing on this. I believe your budget for the
9 construction of this trail and everything is
10 500,000, I believe that's true.

11 MR. JABLOWSKI: That -- the
12 grant that we received I think was 550.

13 MS. PICKARD: The grant we
14 have.

15 MR. MARK SPATZ: 550.

16 MR. JABLOWSKI: 550, yeah.

17 MS. LAMBERTON: Our project
18 cost estimates are coming in about a hundred fifty
19 thousand less.

20 MS. LAMBERTON: Perfect.

21 MR. MARK SPATZ: So --

22 MR. HOLAHAN: Even with the
23 additional paving and all those things still? Did
24 you figure that in for the trailhead?

25 MR. MARK SPATZ: Yeah, that's

1 nothing.

2 MR. HOLAHAN: Not a big deal?

3 MR. MARK SPATZ: That's

4 nothing.

5 MR. HOLAHAN: All right.

6 MR. MARK SPATZ: I mean --

7 MR. HOLAHAN: Cool.

8 MR. MARK SPATZ: -- a couple
9 thousand. So think about that, there's -- I don't
10 know, you know, we did not include -- we talked
11 about things like signalize costs and things of
12 that nature, that can chew that away quick, but
13 there might, you know -- it's really just what's
14 your best utilization of that, that's really up to
15 the board. You definitely want to use all your
16 grant money.

17 MR. HOLAHAN: Right.

18 MR. MARK SPATZ: You don't --
19 you don't send grant dollars back.

20 MS. PICKARD: So the extra
21 three crossings, will that chew some of that up or
22 --

23 MR. MARK SPATZ: No, that's
24 already in there. I mean, at the end of the day,
25 those kind of things, it's -- it's striping. The

1 crossings are a little bit more because those are
2 thermoplast, that -- that real --

3 MS. PICKARD: Okay.

4 MR. MARK SPATZ: -- thick, but
5 -- but the normal striping that's done in the
6 shoulder, that's just white paint. So it's just
7 not expensive.

8 MS. LAMBERTON: Great. Thank
9 you.

10 MS. PICKARD: Great. Thank
11 you.

12 MS. LAMBERTON: Let me know how
13 you make out tomorrow when you call.

14 MR. MARK SPATZ: I will. As
15 soon as I call, I'll call you, 7:00 --

16 MS. LAMBERTON: Could you
17 please?

18 MR. MARK SPATZ: -- right
19 after.

20 MS. LAMBERTON: I'm up. That
21 sounds great. I appreciate that.

22 MR. HOLAHAN: Isn't Melissa the
23 one having the baby?

24 MS. PICKARD: Yeah --

25 MS. LAMBERTON: Yeah, she could

1 be in labor. It's okay.

2 MR. HOLAHAN: You better get on
3 that.

4 MS. LAMBERTON: Monroe County
5 Historical Association, request for donation.

6 MR. HOLAHAN: What did we give
7 last year?

8 MS. LAMBERTON: 250, I think.
9 Right?

10 MR. JABLOWSKI: Yes.

11 MS. LAMBERTON: Yes. I'm
12 getting a yes. Two yeses.

13 MR. HOLAHAN: That would be my
14 motion, to approve up to 250.

15 MR. CARROLL: Second.

16 MS. LAMBERTON: Motion and
17 second. Questions or comments from the board? No?
18 Seeing none. All in favor?

19 BOARD MEMBERS: Aye.

20 MS. LAMBERTON: Any opposed?
21 Seeing none. Motion carries.

22 Consider pension system
23 professional services proposal. They were a lot.
24 It was like a root canal getting through this.

25 Would you like to speak to --

1 Heidi or Autumn, do either one of you would like to
2 speak to --

3 MS. PICKARD: Well, we did meet
4 and we went through with -- Autumn and John and
5 Janice sat in as well. There was some we just
6 threw out because they weren't providing all the
7 services. Then we kind of really delved into the
8 finances and -- and the other thing. I think all
9 in all because of the nature of our time table,
10 that we really feel that it's best to stick with
11 Conrad Siegel and they're dealing with Schwab,
12 correct?

13 MR. JABLOWSKI: Yes.

14 MS. LAMBERTON: That's what it
15 said, yeah.

16 MS. PICKARD: So we really need
17 to move on this because Morgan Stanley is pulling
18 the plug on March 31.

19 MS. LAMBERTON: Is that your
20 motion?

21 MS. PICKARD: So I would make a
22 motion that we would approve staying with Conrad
23 Siegel but moving the funds for Charles Schwab as
24 per their proposal. I don't know if Jonathan has
25 any other --

1 MR. REISS: No, I --

2 MS. PICKARD: -- any other
3 questions.

4 MR. REISS: I -- my concern
5 was Act 44, but they all submitted paperwork to
6 show they were in compliance.

7 MR. HOLAHAN: I'll second it.

8 MS. LAMBERTON: Motion and
9 second. Any questions or comments from the board?
10 No?

11 Seeing none. All in favor.

12 BOARD MEMBERS: Aye.

13 MS. LAMBERTON: Any opposed?
14 Motion carries.

15 MR. JABLOWSKI: I just -- just
16 so you know, to expedite that process we actually
17 have all the paperwork for it so --

18 MS. CANFIELD: And one of the
19 things --

20 MS. LAMBERTON: Is it a go?

21 MS. CANFIELD: -- paperwork is a
22 resolution. John, you had mentioned --

23 MS. PICKARD: Do we need to
24 make one?

25 MR. JABLOWSKI: There --

1 there's a --

2 MS. LAMBERTON: Resolution?

3 MR. JABLOWSKI: -- resolution
4 the board would need to authorize.

5 MS. CANFIELD: So the
6 difficulty here is that at the end of the month we
7 have to have everything out of Morgan Stanley. So
8 one of the things that was sent to us today in
9 regards to the proposals, is if we were to choose
10 to go with Conrad Siegel, was the paperwork and one
11 of those things that we were unaware of was gonna
12 be included, is a resolution for the board so --

13 MR. JABLOWSKI: It's more of
14 financial institution resolution --

15 MR. HOLAHAN: Makes sense.

16 MR. JABLOWSKI: -- open a bank
17 account, so it's --

18 MS. PICKARD: I make a motion
19 that we approve that financial resolution --

20 MS. LAMBERTON: Do you want to
21 look at it?

22 MR. JABLOWSKI: Contingent
23 upon the solicitor's review.

24 MR. REISS: Sure.

25 MS. LAMBERTON: Oh, contingent

1 upon Jonathan --

2 MS. PICKARD: Contingent upon
3 Jonathan's review. Do we need a number on that?

4 MR. JABLOWSKI: I -- I don't
5 think it's a number, it's more like when you open
6 up a bank account --

7 MS. PICKARD: Okay.

8 MR. JABLOWSKI: -- there's a
9 resolution, so there isn't --

10 MR. CARROLL: A corporate
11 resolution.

12 MS. PICKARD: Okay. All right.

13 MR. JABLOWSKI: More like that
14 than actually --

15 MS. PICKARD: So my motion is
16 with Jonathan's approval.

17 MS. LAMBERTON: I have a
18 motion. Do I have a second?

19 MR. CARROLL: Second.

20 MS. LAMBERTON: Motion and
21 second. Questions or comments from the board?

22 Seeing none. All in favor?

23 BOARD MEMBERS: Aye.

24 MS. LAMBERTON: Any opposed?

25 Motion carries.

1 I got this now because this is
2 the same guy that does the lottery numbers.
3 Zelenkofske Axelrod, LLC engagement letter, annual
4 DCED report.

5 MS. PICKARD: I did have a
6 question. I have an engagement letter, do we have
7 the DCED report that was due? I didn't see it in
8 the --

9 MS. CANFIELD: They're here
10 currently, the ones you wanted, the DC -- this is
11 the engagement letter to have them do that.

12 MS. LAMBERTON: Have them
13 finish it.

14 MS. PICKARD: Isn't it due the
15 15th?

16 MS. CANFIELD: It's due --

17 MS. PICKARD: It's always been
18 March 15.

19 MR. HOLAHAN: March 31.

20 MS. PICKARD: All right. Well,
21 I'll make a motion we approve the engagement
22 letter.

23 MR. HOLAHAN: Second.

24 MS. LAMBERTON: Motion and
25 second. Questions or comments from the board?

1 Seeing none. All in favor?

2 BOARD MEMBERS: Aye.

3 MS. LAMBERTON: Any opposed?

4 Motion carries.

5 Board of supervisors repor --
6 oh, you know, I just saw Denise.

7 I should have called on you
8 sooner. I'm sorry.

9 MS. DENISE DOREMUS: That's
10 okay.

11 MS. LAMBERTON: Anything with
12 the EMS that you'd like to report?

13 MS. DENISE DOREMUS: Well, The
14 Easter egg hunt --

15 MS. PICKARD: I forgot about
16 that.

17 MS. DENISE DOREMUS: -- is on
18 April 13, at Mount Pocono, in the fields over there
19 where they have the -- the fair. And actually
20 Tobyhanna finally leveled off. I think you're like
21 across the board now, like the month-wise. It --
22 it stopped, you know, going up; so that's a little
23 better. Even though this week at Kalahari, it's
24 been crazy. But it -- it -- it bounces back and
25 forth, but I think you're finally stabilized.

1 MS. LAMBERTON: Great. Thank
2 you.

3 MS. DENISE DOREMUS: And so
4 far, I think --

5 MS. LAMBERTON: Heidi mentioned
6 about the --

7 MS. PICKARD: Subscription --

8 MS. LAMBERTON: -- subscription
9 going out?

10 MS. DENISE DOREMUS: Oh, yeah.
11 That's going out, that already went out. I think
12 it was mailed out last Monday, it started, right --
13 right, Jeanine? Yeah. So already they're already
14 in the mail.

15 MS. LAMBERTON: Wonderful.

16 MR. HOLAHAN: So is the check.

17 MS. DENISE DOREMUS: If anybody
18 has any questions in the township, they can call.

19 MS. PICKARD: Yeah.

20 MS. LAMBERTON: Thank you.

21 MS. PICKARD: And just as a
22 (inaudible) 'cause we have a lot of people here --

23 MS. LAMBERTON: He's gonna send
24 you a big check, he said.

25 MS. DENISE DOREMUS: Thank you.

1 MS. PICKARD: We have our
2 regional resources newsletter, our e-newsletter.
3 So if you're not signed up and you want to be, go
4 see Denise with your e-mail address, it's amazing,
5 really good information.

6 MS. DENISE DOREMUS: Well, they
7 can sign up themselves on pmrems.org. Everything's
8 on there that we do. We actually have it -- two in
9 May, we have our first annual golf tournament,
10 we're starting, another fund-raiser so --

11 MS. JEANINE HOFBAUER: May 31?

12 MS. DENISE DOREMUS: May 31.

13 MS. PICKARD: And we have
14 another test drive at Ray Price, when is that?

15 MS. DENISE DOREMUS: That is
16 June 1.

17 MS. PICKARD: So you take a
18 test drive and we get 20 bucks?

19 MS. JEANINE HOFBAUER: \$20,
20 yeah, for licensed test drivers who take a test
21 drive and \$20 goes to the EMS.

22 MS. PICKARD: Yep.

23 MS. LAMBERTON: Anyone else?
24 Anybody from the board? No? Seeing none --

25 Yes.

1 MS. CANFIELD: We did have a
2 concern regarding the minutes.

3 MS. LAMBERTON: Oh, Brendon,
4 I'm sorry, you brought that -- and John, you
5 mentioned that. I'm sorry. We did have a document
6 come over and it was out of the township news
7 publication, if I remember correctly.

8 MS. PICKARD: We've talked
9 about this in the past before --

10 MS. LAMBERTON: Did you see it?

11 MR. REISS: Yes.

12 MS. LAMBERTON: Okay.

13 MR. REISS: Actually I was the
14 one who brought it to staff's attention. I had --
15 when I first became -- took over for Patrick, I had
16 spoken to Margie about how she keeps the minute
17 book and the ordinance book and I'm not sure that
18 it's in compliance with the Second-Class Township
19 Code. They're supposed to be kept in locked books,
20 so that they can't be altered or changed. You can
21 keep extra copies out for photocopying and right to
22 know, that sort of stuff, but the actual minute
23 books -- and you can purchase them from PSATS and
24 other -- other companies, are supposed to be in
25 these locked books.

1 The problem I see is, you have
2 transcribed minutes, which are very -- a lot of
3 pages. You're gonna blow through any money you put
4 set aside for these minute books probably in one
5 meeting or a couple meetings. If you read those
6 question and answers, they go back to basically
7 something that I've been saying all along, is that
8 these minute meetings are really supposed to be
9 business meeting minutes not verbatim transcripts
10 of what was said in the meeting.

11 And one of the questions
12 specifically says, well, what has to be in them?
13 It's not a lot. It's -- it has to be that the ac
14 -- the subject matter following the agenda, the
15 action that was taken, the names of people and
16 generally -- not a verbatim statement of what they
17 said, but the general sense of what they said.

18 MS. LAMBERTON: Summary.

19 MR. REISS: And that's about
20 it. The other problem I have with the transcripts
21 are that those can come up if you were involved in
22 litigation and could come back to haunt you because
23 you said something that now is verbatim as opposed
24 to just general minutes.

25 So first of all, my

1 recommendation is that you go back to general
2 business minutes, but secondly, I think township
3 staff needs to review how they're maintaining the
4 minutes and ordinances to make sure they're in
5 compliance with the Second-Class Township Code.

6 MS. LAMBERTON: Very good.

7 MR. CARROLL: It was a good
8 call (inaudible).

9 MS. LAMBERTON: Yeah.

10 MR. CARROLL: I don't know what
11 -- what happens after we get them.

12 MR. HOLAHAN: And I would
13 caution the members of this board of being too
14 loquacious or verbose, and I can go on, but that
15 would cost us more money in the minute books.

16 MS. LAMBERTON: So the staff,
17 if you could kindly review this, and then --

18 MR. JABLOWSKI: We'll put the
19 minutes in the book.

20 MS. LAMBERTON: So can you do
21 locked cabinets like you do with personnel? It has
22 to be a locked book?

23 MR. REISS: Right.

24 MS. CANFIELD: PSATS sells
25 them, I believe. Julia got me some info, but they

1 are \$55, and we'd use approximately one per meeting
2 verbatim minutes. And if we were to do all of our
3 backlog that we have in those books, it would be
4 almost \$11,000.

5 MS. LAMBERTON: I'm trying to
6 cut this meeting short, I really am.

7 MR. HOLAHAN: And please do not
8 put the chuckles in the minutes.

9 MS. LAMBERTON: Okay.

10 MR. REISS: Too late. They're
11 there.

12 MS. LAMBERTON: Okay. We'll
13 leave that up to Mr. Jablowski and Miss Canfield.

14 Anything else?

15 MR. HOLAHAN: Motion to
16 adjourn.

17 MS. LAMBERTON: Ah, hang on.
18 We got one --

19 MR. CARROLL: I got one
20 question.

21 MS. LAMBERTON: Sure.

22 MR. CARROLL: Is -- how is the
23 board in our new meeting schedule with back to back
24 --

25 MS. LAMBERTON: Oh.

1 MR. CARROLL: -- meetings,
2 there's like a lot of information and then the
3 public sitting here for two -- I don't --

4 MS. LAMBERTON: No, actually --

5 MR. CARROLL: (Inaudible) --

6 MS. LAMBERTON: -- I got to
7 tell you, I've been thinking about that as well.
8 And I think we should go like to -- back to every
9 two weeks. We have so much going -- do you miss
10 us, Brendon?

11 MR. CARROLL: No, but you can
12 have a --

13 MS. LAMBERTON: No, it's true.

14 MR. CARROLL: But I don't know,
15 it's -- it's -- to have two separate meetings maybe
16 or -- I don't know.

17 MS. LAMBERTON: Instead of
18 having work session, then board meeting, would the
19 board be okay with going back to having a work
20 session maybe on the first week and a board meeting
21 on the third week like we have, so then we'd only
22 have to reschedule for just the work sessions?

23 MR. HOLAHAN: So you have to
24 take out police commission, EDA, fire commission,
25 planning commission, yeah, if you can fit it in

1 between all those.

2 MS. LAMBERTON: Okay. Good.

3 MR. HOLAHAN: Yeah.

4 MS. LAMBERTON: So we'll do the
5 first week for a work session --

6 MS. PICKARD: Oh, I want -- I
7 have a question here, because when we do a work
8 session, the intent, when we talked about this, was
9 not to vote on things and not to redo the meeting,
10 it was to talk about these projects and different
11 things we have going on.

12 MS. LAMBERTON: So I think we
13 should have two board meetings. What if the staff
14 needs something like --

15 MS. CARROLL: Well, we didn't
16 like that either. I don't -- I don't -- is that --

17 MS. LAMBERTON: But why --
18 what's the difference? Isn't it better if we're
19 all here to be able to act on something and we have
20 public that has a question, we can answer it, we
21 can still have discussion, there's no reason we
22 can't have --

23 MS. PICKARD: -- but we didn't
24 have discussions and that's why we said we were
25 gonna do it this way, to have a work session before

1 the discussion, so --

2 MR. HOLAHAN: Right. But it
3 seemed a little ridiculous to have a meeting, talk
4 about something for 15 minutes, and then not vote
5 on it.

6 MS. LAMBERTON: Right.

7 MS. PICKARD: I know. Yeah.

8 MS. LAMBERTON: So let's just
9 -- let -- let's think about it, guys, if you would,
10 please, because I do -- I think that we have so
11 much coming up in the spring that I just feel that
12 the agenda -- no disrespect -- needs to just be
13 shorter and we keep everybody's attention and I
14 didn't forget about you, okay? And I don't know. I
15 think we should at least circle back around --

16 MS. PICKARD: Can we talk about
17 it next week --

18 MS. LAMBERTON: And we can talk
19 about it --

20 MS. PICKARD: -- at the work
21 session?

22 MS. LAMBERTON: We'll talk
23 about it next Monday --

24 MS. PICKARD: At the work
25 session.

1 MS. LAMBERTON: -- and then
2 we'll go from there.

3 MR. JABLOWSKI: Okay. Thank
4 you.

5 MS. LAMBERTON: All right? I
6 am so sorry, I didn't mean to hold you up. Please
7 if you can stand and give your name.

8 MS. KELLY HIXON: Kelly Hixon,
9 H-I-X-O-N.

10 MS. LAMBERTON: Nice to see you
11 again.

12 MS. KELLY HIXON: It's nice to
13 see you.

14 Just wondering about the parks
15 committee --

16 MS. PICKARD: We just approved
17 it and nobody wanted to know who --

18 MS. LAMBERTON: I'm sorry,
19 would you like to read the names?

20 MS. PICKARD: But you are on
21 it.

22 MR. HOLAHAN: Well,
23 congratulations.

24 MS. KELLY HIXON: Do you have
25 the other names out of curiosity?

1 MR. CARBONE: Yeah, we have Mr.
2 Rinehimer, Donna Knecht, George Gallagher, Kelly
3 Hixon, Vicky VanGilder. And then we have two
4 alternates, we have Crystal Banks and Andrew Fetty.

5 MR. HOLAHAN: Good.

6 MR. CARBONE: They will be the
7 two alternates.

8 MS. LAMBERTON: Oh, I'm excited
9 you're on it and thanks for coming to find out.

10 Yes?

11 MS. KELLY HIXON: I'm kind of
12 -- was getting out of the softball coaching thing,
13 but I just --

14 MS. LAMBERTON: Oh, no.

15 MS. KELLY HIXON: -- back into
16 it.

17 MS. PICKARD: Oh,
18 congratulations.

19 MS. LAMBERTON: Good.

20 MS. KELLY HIXON: No, no.

21 MS. LAMBERTON: That's
22 wonderful.

23 MS. KELLY HIXON: I want out of
24 doing this.

25 MS. LAMBERTON: Thank you.

1 Yeah. I look forward to your committee.

2 Anyone else?

3 Seeing none. Motion to adjourn.

4 MR. CARROLL: Make a motion.

5 MS. LAMBERTON: Thank you all
6 for attending.

7 (Meeting concluded at 7:32
8 p.m.)

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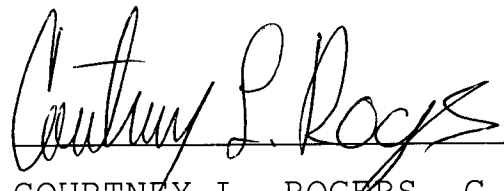
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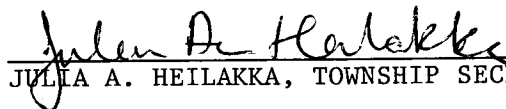
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I hereby certify that the proceedings and evidence are contained fully and accurately, to the best of my ability, in the notes taken by me at the meeting in the above matter; and that the foregoing is a true and correct transcript of the same.

ORIGINAL


COURTNEY L. ROGERS, C.R.

Respectfully submitted:


JULIA A. HEILAKKA, TOWNSHIP SECRETARY