

A G E N D A
Board of Supervisors
Regular Business Meeting 9:30 AM
May 20, 2019

1. Call Meeting to Order: Anne Lamberton, Chair
2. Pledge of Allegiance
3. Announcements: Memorial Day Parade & Ceremony, May 27th - beginning 10:00am at T.E.C.
Community Day, July 13th - Noon to 9:00pm at Blanche D. Price Park
4. Consider the Minutes of: April 23, 2019 Work Session
April 23, 2019 Regular Business Meeting
April 30, 2019 Work Session
May 8, 2019 Work Session
5. Treasurer's Report for April 2019
6. Bill Pack Total - \$446,254.67
7. Solicitor Report:
 - Short Term Rental
 - IPMC [International Property Maintenance Code] discussion & authorization to advertise
8. **Old Business:**
9. **New Business:**
 - A. Consider Resolution 2019-010 Multimodal Transportation Fund Grant Application- from Commonwealth Financing Authority in an amount not to exceed \$3,000,000
 - B. Consider Resolution 2019-011 Multimodal Transportation Fund Grant Application- from Pennsylvania Department of Transportation in an amount not to exceed \$3,000,000
 - C. Proclamation for 28th Infantry Division Army Band
 - D. Proclamation for Tobyhanna Township 4th Grade Students
 - E. Blakeslee Village Survey Presentation
 - F. First Amendment to Multimodal Transportation Grant Agreement-Long Pond Rd. & Rt. 940 Realignment Project
 - G. Consider well isolation waiver request-Locus Development, 4194 Hemlock Trail, TM#19/5G/1/92
 - H. Consider First Keystone Bank Agreement & Resolution for Certificate of Deposit
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
MAY 20, 2019

The May 2019 Regular Business Meeting of the Tobyhanna Township Board of Supervisors ("Board") was held on May 20, 2019, 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 9:32 AM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements:
 - a. Anne Lamberton states the Memorial Day Parade & Ceremony is May 27th at 10AM at Tobyhanna Elementary Center.
 - b. Anne Lamberton states Community Day will be held July 13th from 2PM to 9PM at Blanche D. Price Park.
4. Minutes
 - a. Heidi Pickard motions to table the meeting minutes for the April 23, 2019 Work Session, April 23, 2019 Regular Business Meeting, April 30, 2019 Work Session, and May 8, 2019 Work Session, Brendon Carroll seconds. Vote: all in favor; minutes tabled.
5. Treasurer's Report
 - a. John Holahan motions to approve the Treasurer's Report for April 2019, Heidi Pickard seconds. Vote: all in favor; motion carries.
6. Bill Pack
 - a. David Carbone motions to approve the bill pack for \$446,254.67, Brendon Carroll seconds. Vote: all in favor; motion carries.
7. Solicitor's Report
 - a. Short Term Rentals (STRs). Jonathan Reiss states based on the recent Slice of Life LLC court decision, the current zoning ordinance makes STRs illegal. If the Board wants STRs to be legal, they must consider the following items: number of days or weekends available for rent, whether a room or the whole structure will be rented, maximum

duration of rentals, septic capacity, code enforcement issues, and ensuring the ordinance does not inadvertently include long term rentals.

Heidi Pickard states she is on the short term rental task force with the board of realtors, who are working on a model short term rental ordinance. Short term rentals in the area shouldn't be illegal.

John Holahan recuses himself from discussion due to a conflict of interest. Heidi Pickard states she also has a financial interest in short term rentals.

The Board discusses what number of people would be allowed in a rental and consider two people per bedroom plus four. The Board directs John Jablowski to contact the managers of the communities to get input on short term rentals.

The Board discusses what direction they should give Barbara Nichols, the Zoning Officer. Barbara Nichols explains that she enforces the number of people allowed in one house based on sewage capacity and the requirement of ADA compliance and sprinklers for buildings advertised to house over ten people.

The Board decides to adopt a grace period for STRs; the Zoning Officer should continue enforcement like nothing has changed. The Board discusses trying to enact an ordinance by Labor Day.

Brendon Carroll states he has no pecuniary interest in short term rentals.

- b. Property Maintenance Ordinance. Jonathan Reiss states that the Building Inspector has reviewed the ordinance. John Holahan motions to advertise for a hearing at the June 18th Regular Business Meeting, Heidi Pickard seconds. Vote: all in favor; motion carries.
- c. Zoning Ordinance Omnibus Amendment. The Tobyhanna Township Planning Commission recommends adoption of the amendment. The Monroe County Planning Commission issued a review memorandum. Anne Lamberton and Heidi Pickard state they would like time to review the comments before authorizing it for advertising. This item will be on the June meeting agenda.

8. Old Business - none.

9. New Business

- a. Consider Resolution 2019-010 Multimodal Transportation Fund Grant Application - from Commonwealth Financing Authority in an amount not to exceed \$3,000,000. Heidi Pickard motions to adopt Resolution 2019-010, Dave Carbone seconds. Anne Lamberton states this application is for a project in Pocono Summit. Vote: all in favor; motion carries.

- b. Consider Resolution 2019-011 Multimodal Transportation Fund Grant Application - from PennDOT in an amount not to exceed \$3,000,000. John Holahan motions to adopt Resolution 2019-011, Heidi Pickard seconds. Vote: all in favor; motion carries. John Jablowski states the grants are due June 30th and should be announced in November.
- c. Proclamation for 28th Infantry Division Army Band. John Holahan motions to approve the proclamation, Heidi Pickard seconds. Vote: all in favor; motion carries. The band will perform on July 2nd at 7:30PM at the Pocono Mountain West High School.
- d. Proclamation for Tobyhanna Township 4th Grade Students. John Holahan motions to accept the proclamation, Brendon Carroll seconds. Vote: all in favor; motion carries.
- e. Blakeslee Village Survey Presentation. The Board decides this item should have its own meeting. John Holahan motions to table the Blakeslee Village Survey Presentation, Heidi Pickard seconds. Vote: all in favor; motion carries.
- f. First Amendment to Multimodal Transportation Grant Agreement - Long Pond Rd & Rt. 940 Realignment Project. Brendon Carroll motions to accept the amendment, David Carbone seconds. John Jablowski clarifies that this is a one-year extension to the grant awarded in 2016. Vote: all in favor; motion carries.
- g. Consider well isolation waiver request - Locus Development, 4194 Hemlock Trail, TM#19/5G/1/92. John Holahan motions to approve the well isolation waiver request, Brendon Carroll seconds. Vote: all in favor; motion carries.
- h. Consider First Keystone Bank Agreement & Resolution for Certificate of Deposit. Heidi Pickard motions to accept the agreement, David Carbone seconds. Vote: all in favor; motion carries.

10. Board of Supervisors' Report

- a. Officer Price of Pocono Mountain Regional Police Department introduces himself.

11. Public Comment

- a. Leanne Campbell asks the Board to explain their roles and their jobs in the area. The Board members introduce themselves and their positions. The township staff in attendance introduce themselves.
- b. Stanley Menking states tomorrow is the Primary Election. Anne Lamberton explains the election process for board members.
- c. Leanne Campbell asks who on the Board is elected. Anne Lamberton replies the five board members are elected. Leanne Campbell asks how positions are chosen. John

Holahan states it is decided by the Board. Anne Lamberton describes reorganizational meetings. Jonathan Reiss explains a solicitor's role within the township.

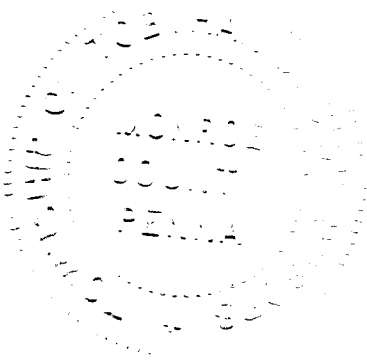
- d. Brendon Carroll states the Board will have an executive session following the meeting regarding personnel.

12. John Holahan motions to adjourn, Brendon Carroll seconds; meeting adjourned at 10:13AM.

Minutes recorded by Matthew Helbers

Respectfully submitted:


Julia Heilakka, Township Secretary



CONFLICT OF INTEREST DISCLOSURE

I, John Holahan, hereby disclose that I have a conflict of interest with regard to Short term Rental Discussion. I am unable to vote on; discuss; or participate in any Township action with respect to Short term Rental.

_____ because of my relationship with the matter, as follows: I own Rentals

By: 

Dated: 20 May 2019

Received this 20th day of May, 2019.

Julia Ann Heulakka
Township Secretary

CONFLICT OF INTEREST DISCLOSURE

I, Heidi A. Pickard, hereby disclose that I have a conflict of interest with regard to Short term Rentals. I am unable to vote on; discuss; or participate in any Township action with respect to

_____ because of my relationship with the matter, as follows: Manage Short term rentals

Heidi A. Pickard
By:

Dated: 5-20-19

Received this 20th day of
May, 2019.

Julia Ann Hubakka
Township Secretary