

A G E N D A
Board of Supervisors
Regular Business Meeting 6:00 PM
June 18, 2019

1. Call Meeting to Order: Anne Lamberton, Chair
2. Pledge of Allegiance
3. Announcements: May 20, 2019, 10:15am-10:45am Executive Session regarding personnel
28th Infantry Division Band Concert - July 2 at 7:30PM at PMWHS
Community Day July 13th 2PM to 9PM at Blanche D. Price Park
Blakeslee Survey Results Meeting- July 30th 6:00PM-Blakeslee Comm. Center
Fall Cleanup Day, August 24th 11AM to 3PM at Government Center
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 May 2019
6. Bill Pack Total - \$529,213.80
7. Solicitor Report: **Public Hearing** for proposed Property Maintenance Code Ordinance
Consider adopting Ordinance No. 550 - Property Maintenance Code

Authorize to advertise proposed Omnibus Zoning Ordinance
8. **Old Business:**
9. **New Business:**
 - A. Rettew Addendum #3 - Pocono Summit West Route 940 Improvement Project
 - B. Pennoni change of scope #3 - I-380 SB Ramp Realignment Project
 - C. MEA, Inc. 5611 Route 115 - request for Land Development procedural waiver
 - D. Donation request procedure - discussion
 - E. Board of Supervisors Meeting Minutes - discussion
 - F. Parks Master Site Plan Presentation by Ed Black
 - G. Blakeslee Community Association request for financial support
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
JUNE 18, 2019

The June 2019 Regular Business Meeting of the Tobyhanna Township Board of Supervisors (“Board”) was held on June 18, 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 6:01 PM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements:
 - a. The Board of Supervisors had an Executive Session on May 20, 2019 from 10:15AM to 10:45 AM.
 - b. The 28th Infantry Division Army Band will hold a concert July 2nd at 7:30PM at Pocono Mountain West High School.
 - c. Community Day will be July 13th from 2PM to 9PM at Blanche D. Price Park.
 - d. There will be a special meeting to discuss the Blakeslee Survey Results on July 30th at 6PM at the Blakeslee Community Center.
 - e. Fall Cleanup Day will be August 24th from 11AM to 3PM at the Tobyhanna Township Government Center.
4. Minutes
 - a. John Holahan motions to accept 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, Dave Carbone seconds. Vote: all in favor; motion carries.
5. Treasurer’s Report
 - a. Heidi Pickard states the report is missing some transfers. The Board agrees to table the Treasurer’s Report.
6. Bill Pack
 - a. Heidi Pickard motions to approve the bill pack in the amount of \$529,213.80, Brendon Carroll seconds. Vote: all in favor; motion carries.
7. Solicitor’s Report

- a. Public Hearing for proposed International Property Maintenance Code (IPMC) Ordinance. Jonathan Reiss states this is to update the code to adopt the 2015 edition of the IPMC. There is language in the ordinance to allow the Township to use the most up to date version of the code. The ordinance has been reviewed by Barbara Nichols and Bill Burton.

John Holahan motions to open the public hearing, Heidi Pickard seconds; hearing is open. Barbara Nichols believes she'll need assistance enforcing the code because it is very detailed. Jonathan Reiss states police officers have some discretion in enforcing the law and Barbara Nichols has similar discretion in enforcing this code.

Janet Spott asks how this is enforced for abandoned properties. Barbara Nichols replies the enforcement notice still goes to the property owners. Donna Knecht asks if Bureau Veritas is involved in enforcement. Anne Lambertson replies they will be involved in the structural issues. Trudi Denlinger asks how long it is between the notice of enforcement and corrective action. Jonathan Reiss replies after an enforcement notice is issued, action must be taken within 30 days. Barbara Nichols states there are limitations to township enforcement.

John Holahan motions to close the hearing, Heidi Pickard seconds. Vote: all in favor; hearing closed.

John Holahan motions to adopt Ordinance No. 550 - Property Maintenance Code, Heidi Pickard seconds. Vote: all in favor; motion carries.

- b. Authorize to advertise proposed Omnibus Zoning Ordinance. Jonathan Reiss states Barbara Nichols has discovered some additional items that need attention. The Board decides to discuss this further at the July work session.
- c. Peddling & Soliciting Ordinance discussion. Jonathan Reiss explains the current peddling and soliciting license offered by the township is not conducive to businesses like ice cream trucks. The Board directs Jonathan to create an ordinance for this matter and to revisit the peddling and soliciting ordinance for additional corrections.

8. Old Business - none.

9. New Business

- a. Rettew Addendum #3 - Pocono Summit West Route 940 Improvement Project. John Jablowski states this is the final design for wetland mitigation. John Holahan motions to approve the proposal, Heidi Pickard seconds. Vote: all in favor; motion carries.
- b. Pennoni change of scope - I-380 Realignment Project. John Jablowski states this is funded primarily through a PennDOT multimodal grant. Heidi Pickard states the change is \$280,000. John Holahan motions to approve the change of scope, Heidi Pickard

seconds. Keith Flynn asks when the project will begin. Anne Lamberton states it should be out for bid by the fall. Vote: all in favor; motion carries.

- c. MEA, Inc. 5611 Route 115 - request for Land Development procedural waiver. John Holahan motions to approve the waiver subject to the conditions of the June 13, 2019 zoning officer's review letter, Dave Carbone seconds. Vote: all in favor; motion carries.
- d. Donation request procedure - discussion. The Board decides to discuss this at the July 3, 2019 Work Session.
- e. Board of Supervisors Meeting Minutes - discussion. The Board directs Julia Heilakka to have new employees write their minutes in her style. Steve Pine states the meetings are recorded and can be referenced if there isn't enough detail in the minutes.
- f. Parks Master Site Plan Presentation by Ed Black. Ed Black gives a presentation on draft master site plans for Blanche Price Park, Keiper Park, and Locust Ridge Ball Field. Jerry Spott asks if pump tracks would be township staffed. Steve Pine states pump tracks wouldn't need supervision. Becky Meadus asks how many employees are currently dedicated to maintaining the parks. Anne Lamberton replies five people.

Keith Flynn states he believes the building and maintenance costs are better spent elsewhere. David Carbone states this is strictly preliminary. Keith Flynn asks why the Pocono Bike & Hike Trail's signs have come down. David Carbone replies they've been removed because it's not open yet. Anne Lamberton states the trail needs a Highway Occupancy Permit before it can be opened.

Donna Knecht states she wants the lodge winterized.

Ed Black will present again at the August 20, 2019 Regular Business Meeting. The Board discusses grants for the project.

- g. Request for Financial Assistance. Trudi Denlinger states the Blakeslee Community Center has received a match grant of \$44,721 for repairs. Tammy Livziey states the building had to be eligible to be on the State Historical Registry in order to apply for the grant. Trudi Denlinger states they are asking the Board for \$8,099 to contribute to the match grant. The Board agrees to reach out to community members in an attempt to gather donations. The Board will discuss this at their next work session.

10. Board of Supervisors' Report

- a. David Carbone states the Fire Commission recommends adoption of the Firefighter Credit & Allowance Program (FCAP). This gives volunteer firefighters tax relief. David Carbone motions to adopt the Program. Jonathan Reiss states this requires an ordinance. David Carbone amends his motion to authorize Jonathan to draft an ordinance to adopt the FCAP, Heidi Pickard seconds.

Ed Tutrone thanks the Board on behalf of TTVFC. Jonathan Reiss states he will also put the clothing stipend in the ordinance. Ed Tutrone states the clothing stipend is \$595 and will only apply to active firefighters.

- b. John Holahan states he, David Carbone, and Heidi Pickard were in executive session with Jack Dean and John Jablowski on June 13, 2019 from 10:13 to 10:23 regarding personnel.

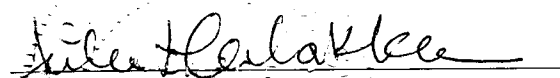
11. Public Comment

- a. Jerry Spott asks if the FCAP would apply to PSVFC if they get back together. Jonathan Reiss states the ordinance can be worded so that it would apply to active fire companies.
- b. Juliet Dunham states Clymer Library's open house was very successful. The Clymer Library house tour will be August 7th; tickets are on sale now. Trudi Denlinger thanks the Board for being sponsors of the house tour.
- c. Bill Mullen expresses concern over the state of the Hungry Hill Memorial.
- d. Tom Campson thanks DPW for cleaning up Sullivan Trail and expresses concern over the increasing litter problem in the township. The Board discusses options to clean up the township.
- e. Anne Lamberton states the Board held an executive session on June 18, 2019 from 5PM to 6PM and will be in executive session immediately following the meeting.
- f. Patrick Timothy states the District Attorney's investigation of Pocono Summit Volunteer Fire Company (PSVFC) is closed and nothing of consequence was found. PSVFC now wants to be reinstated as a fire company for Tobyhanna Township. Jerry Spott states he supports PSVFC and it is important to have the fire company in the area for faster response times. John Holahan states the Fire Commission has been discussing options. Anne Lamberton directs PSVFC members to attend the next Fire Commission meeting.

12. Meeting adjourned at 8:02. The Board enters Executive Session

Minutes recorded by Matthew Helbers

Respectfully submitted:


Julia Heilakka, Township Secretary