

**A G E N D A**  
**Board of Supervisors**  
**Work Session 8:30AM**  
**November 6, 2019**

1. Call Meeting to Order: Anne Lamberton, Chair
2. Pledge of Allegiance
3. **Solicitor Report:**
4. **Interim Manager Report:**
  - Project Reports – task trackers
5. **Public Works Report:**
6. **Finance Report:**
  - Discuss purchase of front mow tractor
7. **Committee Reports: PMRPC • PMREMS • Fire Commission • EDA • NID • PM COG**
8. **Old Business:**
9. **New Business:**
  - A. Tobyhanna Elementary Center faculty & staff - Old Route 940 adopt a highway sign
  - B. Discuss draft zoning ordinance and zoning map changes
  - C. Discuss resolution recognizing Fire Companies
  - D. Request for waiver of ZHB fees for Kamal Trucking, Inc Hearing [continued]
  - E. Review Township building retrofit design
  - F. Review proposed low pressure sewer lines at Tobyhanna Township Government Center
  - G. RKR Hess - Pocono Summit West 4" force main
  - H. Pennoni -Traffic Impact Study fair share
10. Board of Supervisors Report/Comment
11. Public Questions and Comment

**ADJOURNMENT**

**AUDIO AND VIDEO RECORDING IN PROGRESS**

THE TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS  
WORK SESSION  
NOVEMBER 6, 2019

---

A November 2019 Work Session of the Tobyhanna Township Board of Supervisors (“Board”) was held on November 6, 2019, at the Tobyhanna Township Government Center Building, 105 Government Center Way, Pocono Pines, Pennsylvania, 18350.

Present are Supervisors Anne Lamberton, John Holahan, III (by phone), Heidi A. Pickard, David Carbone, Brendon Carroll, and Interim Manager Autumn Canfield. Solicitor Jonathan J. Reiss, Esquire, is not present.

1. Chair Anne Lamberton calls the meeting to order at 8:30AM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. John Holahan establishes that he can hear audience and the audience can hear him.
4. Interim Manager Report
  - a. Autumn Canfield explains task trackers will be available soon, and asks the Board for direction on the playset donation. The Board decides to decline the play equipment.
5. Public Works Report: none.
6. Finance Report: [Discussed in Item 9]
7. Committee Reports: [Discussed in Item 11]
8. New Business
  - a. [Item H] Pennoni – Traffic Impact Study Fair Share. Earl Armitage explains he was asked to provide an update for the project. Pennoni conducted a feasibility study for the SR 940 corridor and considered full buildout for the area in two phases: Phase 1 has no bridge improvements, Phase 2 does. For the Point of Access Study, PennDOT agreed conceptually to put two intersections on SR 940: one halfway between I-380 and SR 314, and one that replaces the SR 314 interchange. PennDOT should contact Pennoni soon.

Earl Armitage explains the next phase is the traffic impact study. The feasibility study assumed half of the Pocono Springs buildout, the redevelopment of the gas station, and partial development of the Hoffman property. With only these assumptions, the capacity for improvements without bridge construction is exhausted.

Earl Armitage explains the fair share calculations were based on trips to each site, and calculated contributions accordingly. Bob McHale states these calculations do not include any trips for the properties north of SR 940 and east of I-380. Earl Armitage suggests

meeting with all of the property owners in the area to discuss this. Joe Hanyon suggests creating a fund to help build money for development.

Earl Armitage does not want to apply for a PennDOT scoping meeting without talking to all property owners. The Board wants to meet with property owners next week. Chris McDermott of Riley Associates states he represents property owner Robert Sherigan, who is interested in this meeting.

- b. [Item B] Discuss draft zoning ordinance and zoning map changes. Joe Hanyon requests zoning changes on Long Pond Rd. and Sullivan Trail. The Board discusses possible outcomes of changing the zoning from Residential (R) to Commercial (C) and Commercial Industrial (CI). Bob McHale states that the 537 area is already at capacity. DEP may not like the Board creating a new commercial area and not including it in the 537 service area. Matthew Helbers states that Joe Hanyon suggests changing 50 properties; 32 are currently solely SFDs and will have lot size and nonconformance problems. Nine properties are operating a business, six are vacant, and four are in recorded residential subdivisions, where there may be deed restrictions or covenants on properties. There is discussion on the Kamal Trucking property.

Bob McHale states clustering properties may prevent spot zoning. The Board directs Joe Hanyon, Jonathan Reiss, Matthew Helbers, Wayne Gross, and Bob McHale to meet.

Joe Colyer states the Board must reconsider their nonconforming use ordinance because it is not valid. The Board directs Matthew Helbers to pursue an amendment to allow towing businesses.

- c. [Item D] Request for waiver of ZHB fees for Kamal Trucking, Inc Hearing (continued). Joe Hanyon states the hearing was short because one of the three available members had to leave at 7pm. Brendon Carroll motions to waive the additional Zoning Hearing Board fees for tomorrow's hearing, Heidi Pickard seconds. Vote: all in favor; motion carries.

9. [Item 6] Finance Report: Discuss Purchase of Front Mow Tractor. The DPW committee will meet on Thursday to discuss this.

#### 10. Return to New Business

- a. [Item A] Tobyhanna Elementary Center faculty & staff – Old Route 940 adopt a highway sign. The Board decides there is no discussion needed for this item.
- b. [Item C] Discuss resolution recognizing Fire Companies. Autumn Canfield explains this was recommended by the Fire Commission. Gary Hoffman of the Monroe County Control Center states it will take about 60 days to reinstate Pocono Summit Volunteer Fire Company (PSVFC); if any other townships plans to reinstate them, it is easier to do the programming in one batch. The Board discusses parameters for reinstating PSVFC. Ed Tutrone states the Board never gave Pocono Mountain Volunteer Fire Company

(PMVFC) primary coverage, and the resolution should state primary companies. The Board decides Jonathan Reiss should be available for the next Fire Commission meeting.

- c. [Item E] Review Township building retrofit design. The Board directs Autumn Canfield to proceed.
- d. [Item F] Review proposed low pressure sewer lines. Randy Hoffman explains the St. Maximilian Kolbe's sewer system is failing, and is requesting a right-of-way to tie in to the sewer system. Aqua is not aware of this yet. By consensus, the Board is willing to grant the easement. The Board directs Bob McHale to work with Randy Hoffman and Dave Manter to prepare for this, and directs Jonathan Reiss to write up a draft easement.
- e. [Item G] RKR Hess – Pocono Summit West 4" force main. Wayne Gross states he is working on the Act 537 plan, and is considering using a dry line owned by Randy Hoffman and an interim pump station to accommodate flow, which will require 8 pumps, with pairs in series. This would eliminate the high school's problem, but shift it to the township. Alternatively, the 6" line by the school could be extended through wetlands.

Bob McHale discusses possible alternatives. The project must be phased due to cost, but the Act 537 requires the entire construction and financing plan. The Board needs to decide what direction to take. The overall project with new force main is projected at \$26 million, including a plant upgrade. The existing cost now is \$21 million. Wayne Gross states they have not done cost estimates on boring through wetlands.

The Board directs Bob McHale to call Aqua (owner of the Pinecrest sewer plant) and talk to them. Lou Brill states he was told Aqua does not want the system. Bob McHale clarifies Aqua will take over the system but they don't want to pay for it.

The Board discusses what Aqua may purchase. Bob McHale states the Board needs to discuss how this will be paid for. The Board discusses contacting FedEx, Dunne Manning, Randy Hoffman, and Aqua to discuss ideas. Bob McHale states this project will cost \$20 million for under 100,000 gallons per day, and that the 537 requires the funding be in place. The Board wants a meeting with Aqua, Bob McHale, Dunne Manning, Brendon Carroll, FedEx, Randy Hoffman, Jason Fitzgerald, and Long & Nyquist to discuss funding options.

- f. [Not on Agenda] ESSA interest rates. Doug Hein state interest rates have declined because the Federal Reserve dropped their interest rate by 75 basis points. There is nothing ESSA can do to increase rates. The Board discusses financing options, and decides to have the Finance Committee meet to consider this.

11. [Item 7] Committee Reports: none.

12. Public Comment


- a. Stanley Menking states if the election results remain the same, there will be a Democrat on the Board for the first time in 59 years.
- b. Bob McHale states regarding the wetland mitigation for Stillwater Drive, Rettew has identified two sites that can accommodate the wetland mitigation, depending on which road plan for Stillwater is used. This project requires wetland mitigation, and a soil scientist must complete a site characteristic study. The Board tells Bob McHale to move forward with wetland mitigation with Rettew.

13. Meeting adjourned at 10:00AM.

---

Minutes recorded by Julia Heilakka

Respectfully submitted:

  
\_\_\_\_\_  
Julia Heilakka, Township Secretary