

AGENDA

**Tobyhanna Township
Economic Development Authority
September 5, 2019
6:30 PM**

1. Call Meeting to Order: John Holahan, Chair
2. Pledge of Allegiance
3. Announcements
4. Minutes
 - a. August 7, 2019, Regular Meeting
5. Bill Pack - \$100.63 (Ratify)
6. Solicitor's Report
 - a. Update on PSA for Pocono Springs
7. Old Business
8. New Business
 - a. Resignation Letter - John Jablowski
 - b. EDA Bylaws Update
9. Public Comment
10. Adjournment

THE TOBYHANNA TOWNSHIP ECONOMIC DEVELOPMENT AUTHORITY
REGULAR BUSINESS MEETING
SEPTEMBER 5, 2019

The September 2019 Regular Business Meeting of the Tobyhanna Township Economic Development Authority was held on September 5, 2019, at the Tobyhanna Township Government Center Building, 105 Government Center Way, Pocono Pines, Pennsylvania, 18350.

Present are Commissioners John Holahan, III, William Van Gilder, Anne Lambertson, Assistant Township Manager Autumn Canfield, and Solicitor John Dean.

1. Chair John Holahan calls the meeting to order at 6:30PM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements – none.
4. Minutes
 - a. Anne Lambertson motions to accept the meeting minutes for the August 7, 2019 Regular Business Meeting, William Van Gilder seconds. Vote: all in favor; minutes accepted.
5. Bill Pack
 - a. Anne Lambertson motions to ratify bills in the amount of \$100.63, William Van Gilder seconds. Vote: all in favor; motion carries.
6. Solicitor's Report
 - a. Proposed Amendments for Bylaws. John Dean explains the Authority members received the bylaws to review and will need to vote on them under new business. Changes include altering the membership to two members of the Board of Supervisors.
 - b. Tenant at 118 Stillwater Drive. John Dean explains the tenant wants to leave September 18th and has no plans to pay further rent. By consensus, the Authority waives further rent charges to the tenant.
 - c. PSA for Pocono Springs. John Dean explains Pocono Springs would like to meet with members of the Board of Supervisors and the Authority and their respective solicitors to start agreements between the Board of Supervisors and Pocono Springs as well as the Authority and Pocono Springs. Pocono Springs will propose dates for a meeting soon.
 - d. John Dean explains he is working on a tax appeal to take the properties the Authority owns off of the tax rolls.
7. Old Business – none.

8. New Business

- a. Resignation Letter – John Jablowski. William Van Gilder motions to accept John Jablowski’s resignation letter contingent upon review of the letter, Anne Lamberton seconds. Vote: all in favor; motion carries.
- b. EDA Bylaws Update. The Authority discusses changes to the bylaws. William Van Gilder motions to adopt the bylaws as presented, Anne Lamberton seconds. Mike Christian asks about Section 2.12; what if a member has an existing interest? John Dean replies they would need to recuse themselves on that vote. Vote: all in favor; motion carries.

9. Commissioners’ Report

- a. John Holahan states New Hampshire doesn’t have state sales tax, but he was charged a tax for meals and rentals on prepared food.
- b. The Authority decides it should have a fully staffed Authority before filling vacant positions. The Authority discusses how to appoint someone as Executive Director.

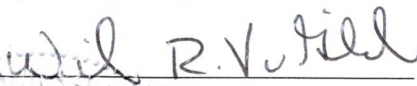
10. The Authority enters executive session at 6:47PM to discuss real estate. The Authority returns from executive session at 7:33PM.

11. Public Comment – none.

12. Anne Lamberton motions to adjourn, William Van Gilder seconds; meeting adjourned at 7:34PM.

Minutes recorded by Julia Heilakka

Respectfully submitted:



William Van Gilder, Secretary

