

THE TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
FEBRUARY 18, 2020

The February 2020 Regular Business Meeting of the Tobyhanna Township Board of Supervisors was held on February 18, 2020, at the Tobyhanna Township Government Center Building, 105 Government Center Way, Pocono Pines, Pennsylvania, 18350.

Present are Supervisors John Kerrick, David Carbone, Brendon Carroll, John Holahan, III, and Lloyd Vought. Solicitor Jonathan J. Reiss, Esquire, and Assistant Manager Autumn Canfield are also present.

1. John Kerrick calls the meeting to order at 6:00PM; a quorum is present.
2. The Pledge of Allegiance is recited.
3. John Kerrick states the Board held executive sessions on January 21, 2019 at 7:00 PM regarding legal matters, January 30, 2020 to regarding personnel, February 13, 2020 at 10:15AM regarding potential litigation, and February 18, 2020 at 4:30PM regarding personnel.
4. David Carbone motions to dispense with the reading and approve the minutes of January 6, 2020 Reorganizational Meeting, January 6, 2020 Regular Business Meeting, and the January 21, 2020 Special Meeting, Brendon Carroll seconds. Vote: all in favor; motion carries.
5. Brendon Carroll motions to approve the bill pack in the amount of \$451,598.89, David Carbone seconds. Heidi Pickard asks if the bills are available to review. Vote: all in favor; motions carries.
6. Treasurer Report: John Holahan motions to approve the December 2019 and January 2020 Treasurer's Report, David Carbone seconds. Vote: all in favor; motion carries.
7. Solicitor Report: None.
8. Old Business: None.
9. New Business:
 - a. Consider General Code Maplink Proposals: John Holahan motions to approve the proposal in the amount of \$6,490.00, Brendon Carroll seconds. Vote: all in favor; motion carries.
 - b. Consider Cohen Law Group Proposal for Cable Franchise Renewal Services: John Holahan motions to table, Brendon Carroll seconds. Vote: all in favor; the topic is tabled.
 - c. Consider Dell Microsoft 365 Quote: David Carbone motions to approve the Microsoft 365 Quote for \$712.32 per year, Brendon Carroll seconds. Vote: all in favor; motion carries.

John Holahan motions to approve application server purchase for \$4,328.82, Brendon Carroll seconds. Vote: all in favor; motion carries.
 - d. Consider Approving VSCP applicants: David Carbone motions to approve the applicants, Brendon Carroll seconds. Vote: all in favor; motion carries.

- e. Consider Resolution 2020-005 Multimodal Transportation Fund Grant Application: John Holahan motions to approve the grant application, Brendon Carroll seconds. Vote: all in favor; motion carries.
- f. CR Landscaping Request for Land Development Waiver: John Holahan motions to approve the waiver on the condition of obtaining a Highway Occupancy Permit and giving a revised plot plan reflecting setbacks and location of septic system, David Carbone seconds. Donna Knecht asks the location of the work. Matthew Helbers states it is on 940 in the Pocono Summit area. Vote: all in favor; motion carries.
- g. WaWa Request for Land Development Waiver: John Holahan motions to approve the waiver, Brendon Carroll seconds. Vote: all in favor; motion carries.
- h. DPW Committee Report: Brendon Carroll states repair proposals have been received. Brendon Carroll motions to approve proposal for Strausser's Construction in the amount of \$2,925.00, John Holahan seconds. Vote: all in favor; motions carries. David Carbone motions to approve proposals for Weaver's Roofing in the amount of \$1,825.00, John Holahan seconds. Vote: John Kerrick, David Carbone, John Holahan, and Lloyd Vought in favor, Brendon Carroll abstains; motion carries. David Carbone motions to approve the Lehigh Gap proposal for \$800.00, John Kerrick seconds. Vote: David Carbone, John Kerrick, Lloyd Vought in favor, John Holahan and Brendon Carroll abstain; motions carries.
- i. Review and Discuss Use of Township Building Policy: Autumn Canfield states the Census Bureau has requested the use of the Township Building for training. John Holahan motions to allow for the training. Jonathan Reiss explains the current policy and states if the Board wishes to change the policy then insurance coverage, fees and security deposits should be considered. Brendon Carroll states this might be burdensome and have unintended consequences. John Holahan agrees and withdraws his motion. The Board takes no action.
- j. Consider Resolution 2020-006 Township Manager: John Kerrick states this resolution appoints Robert R. Bartal as Township Manager. John Holahan motions to appoint Robert Bartal as Township Manager effective March 23, 2020, Brendon Carroll seconds. Stanley Menking asks how many people were interviewed and if the position advertised. John Kerrick replies one person and it was not advertised. Mike Erlsten asks if a resume for Robert Bartal is available and if Autumn Canfield was interviewed. John Kerrick states as of January 2020 she was not interviewed. Jonathan Reiss states Robert Bartal's resume may be subject to the Right-to-Know Law. Troy Counterman asks if the Staffing Needs Assessment has been completed. David Carbone states no. Heidi Pickard ask what Robert Bartal's salary will be. John Kerrick replies \$60,000.00. Vote: all in favor; motion carries.

10. Board of Supervisors Report: None

11. Public Comment:

- a. Ed Tutrone thanks Brendon Carroll for providing his physical address and expresses concerns about conflict of interest because he is renting from John Kerrick.
- b. Heidi Pickard asks about the status of the Union Contract. David Carbone states it is almost finished and will be on the next meeting's agenda.

- c. Heino Fette asks how Maplink will work. Matthew Helbers explains the use for Maplink. Heino Fette complains about violations in the township going unnoticed. Matthew Helbers offers to meet with him to review complaints.
- d. Autumn Canfield states Michelle Bisbing's appointment to the Planning Commission is set to expire March 2020. The Board will discuss at the next meeting. Jonathan Reiss states appointments should end with the calendar year and recommends adjusting the appointment to reflect.
- e. Doug Hein states he needs signatures from Brendon Carroll for the DCED Compliance Letter and an engagement letter for the auditors.
- f. Kelly Haul complains about a neighbor in regards to threats. David Carbone asks if she contacted the police. She replies yes. David Carbone states he and Brendon Carroll will meet with her after the meeting.
- g. Carole Turcotte asks if she can put up a small fence to deter people from pulling in off of Route 940. Matthew Helbers replies yes. She asks about signage regulations. Matthew Helbers discusses some recommendations based off the sign ordinance. Rick Hanna and Carole Turcotte asked about the status of the review of her Procedural Land Development Waiver (PLDW) and solicitor fees in comparison to others. Matthew Helbers explains the reasons and difference for PLDW and when the solicitor gets involved. Jonathan Reiss recommends to Carole Turcotte and Rick Hanna to meet with Bob McHale further about their concerns over their PLDW.
- h. Frank Starddor complains about the Aqua sewer rate hikes. Jonathan Reiss states Aqua is a private company and the township cannot control their rates. Aqua is governed by the Public Utility Commission.

12. John Kerrick motions to adjourn. Meeting adjourned at 6:47PM.

Minutes recorded by Crystal Butler

Respectfully submitted:



Crystal Butler, Township Secretary