

THE TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS  
WORK SESSION  
FEBRUARY 3, 2020

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The February 2020 Work Session of the Tobyhanna Township Board of Supervisors was held on February 3, 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 6:03PM; a quorum is present.
2. The Pledge of Allegiance is recited.
3. Solicitor Report:
  - a. Creation of Zoning District: Brendon Carroll motions to table to a separate work session with the Zoning Officer, John Holahan seconds. Vote: all in favor; motions carries.
  - b. Zoning Ordinance Amendment – Storage/Salvage Yard Discussion: The Board discusses differences in storage and salvage yards. Joe Colyer states he tows vehicles to his yard and only keeps them until he gets the titles back from PennDOT, no scrapping or dismantling. Brendon Carroll suggests adjusting the zoning ordinance to allow for this kind of use. Jonathan Reiss suggests tabling until further discussion and review from affected parties. John Holahan motions to table, Brendon Carroll seconds. Vote: all in favor; motion carries.
  - c. Omnibus Zoning Ordinance: Jonathan Reiss reviews previously discussed zoning amendments to correct errors in current zoning regulations and changes based on recent questions brought to the Zoning Officer. Matthew Helbers states that he is currently working with Will Oetinger on some of the proposed changes. The Board has consensus to review further with Matthew Helbers on proposed changes and corrections.
  - d. Slot Machine Nuisance Ordinance: Jonathan Reiss reviews the proposed ordinance from the attorney for the gaming industry on slot machine nuisance. He suggests not enacting the ordinance. The Board has consensus to take no action.
4. Assistant Manager Report:
  - a. Autumn Canfield states that Ed Black is prepared to present on the parks planning. The Board directs Autumn Canfield to place it on the next regular business meeting.
  - b. Autumn Canfield states the township should have an indemnification agreement for the use of the parking lot by outside contractors such as PennDOT while working in the area. She states that Jonathan Reiss is drafting an agreement to be signed prior to storing equipment. Jonathan Reiss states a Certificate of Insurance with the township as

additional insured should be included with the agreement. The Board has consensus to allow the agreements for use of the parking lot for storage.

5. Public Works Report: Brendon Carroll states a meeting with Crystal Butler was scheduled in lieu of a Public Works meeting to discuss phone contracts.
6. Finance Report:
  - a. Autumn Canfield states the Board was given an invoice tracker of recent projects with for review.
  - b. Interim Bill Pack: David Carbone motions to approve the Interim Bill Pack in the amount of \$18,075.56, Brendon Carroll seconds. Vote: all in favor; motion carries.
7. Committee Reports:
  - a. PMRPC: David Carbone states they are looking outfit new cars and get new computer systems for PMRPD.
  - b. PMREMS: Heidi Pickard states they had a reorganization meeting and received grant money from the LSA for a building remodel in the amount of \$315,000.00 and a fire grant.
  - c. Fire Commission: David Carbone states the first meeting will be on February 20, 2020.
  - d. EDA: John Holahan states the first meeting will be February 5, 2020.
  - e. NIDA: Autumn Canfield states the NIDA has not met yet.
  - f. PMCOG: Lloyd Vought states there was no quorum for the last meeting. The next meeting will be February 24, 2020.
8. Old Business:
  - a. Amending Passed Fee Schedule Discussion: Autumn Canfield states the fee schedule had been past at the previous meeting but the Board asked for further discussion at this meeting. John Holahan states there were questions about the land development process and waivers. Brendon Carroll states the fee schedule is lengthy and should be 'user friendly.' Autumn Canfield suggests having a separate meeting with the Zoning Officer to discuss further.
9. New Business:
  - a. Discussion on Progression of ACT 537 Sewage Planning: Bob McHale states a meeting was recently held with stakeholders in the Pocono Summit planning area. A funding plan is needed to submit an Act 537 Plan. Pinecrest and Aqua need to meet to discuss EDU reallocation for the planned service area. Bob McHale requests to restructure the phasing of the project. The Board has consensus to move forward with a meeting with Aqua/Pinecrest for EDU reallocation and restructuring the phasing of the project.

- b. RKR Hess Change of Scope #3 – Act 537 Plan Route 940 Special Study: Autumn Canfield reviews the change citing \$15,000.00 in additional expenditure for more studies. John Holahan motions to approve the Change of Scope for \$15,000.00, David Carbone seconds. Henio Fette asks who owns the railroad bed in the study area. The Board will verify the owner for the railroad bed. Vote: all in favor; motion carries.
- c. Workers Compensation Policy Notice: Jonathan Reiss states a notice from Brown and Brown Workers’ Comp Insurance was received. It states policy procedure in the event of a deficit of a trust and is looking for an acknowledgement of receipt. John Holahan motions to send back the acknowledgement, David Carbone seconds. Vote: all in favor; motion carries.
- d. Main Lodge Repairs: Autumn Canfield reviews needed repairs. David Carbone motions to approve the quote to fix the roof from Weaver’s for \$350.00 and table the deck repair, Brendon Carroll seconds. Vote: all in favor; motion carries.
- e. Phone System Quotes: Crystal Butler reviews the proposals received. Mike Erlsten recommends fiber service for the township. The Board directs Crystal Butler to get proposals for fiber service.

10. Board of Supervisors Report/Comment:

- a. Brendon Carroll asks if there was any follow up on the Hanna’s Farm Market request to look into the questions about land development and solicitor involvement. John Holahan states that it’s important to for the Zoning Officer to be able to verify information to prevent mistakes, but should be used only when necessary.

11. Public Questions/Comments:

- a. Heidi Pickard states the podium needs to be moved in future meetings.
- b. Juliet Dunham announces the Pot Pie Fundraiser was a success.
- c. Bob McHale asks about the MOU’s for Pocono Summit area and the 380 Relocation. Jonathan Reiss states Will Oetinger is finishing up the documents.
- d. Ed Tutrone asks Brendon Carroll if he has produced the proof of residence. Brendon Carroll replies his address is P. O. Box 760 Pocono Pines, PA 18350. Ed Tutrone states that is not a physical address. Jonathan Reiss states a Right-to-Know request can be made for the information.

12. Adjournment: John Kerrick motions to adjourn. Meeting adjourned at 7:35PM.

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Minutes recorded by Crystal Butler

Respectfully submitted:




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Crystal Butler, Township Secretary