

THE TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS AND
ECONOMIC DEVELOPMENT AUTHORITY
JOINT WORK SESSION
MARCH 2, 2020

A Joint Work Session of the Tobyhanna Township Board of Supervisors and the Economic Development Authority was held on March 2, 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 Economic Development Authority Commissioners Rachel Schickling, and Mike Christian. Solicitors Jonathan J. Reiss, Esq., Jack Dean, Esq., and Assistant Manager Autumn Canfield are also present. Lloyd Vought and William Van Gilder are not present.

1. John Kerrick asks John Holahan to call the meeting to order for both boards. John Holahan calls the meeting to order at 6:00PM; a quorum is present for both boards.
2. The Pledge of Allegiance is recited.
3. Solicitor Report: Jonathan Reiss states he will not be at the March 16, 2020 Regular Business Meeting and Peter Nelson will be attending in his place. No Report.
4. Assistant Manager Report: Autumn Canfield notifies the Board of Supervisors a letter from Tunkhannock Township was received verifying reimbursement to Tobyhanna Township of the Volunteer Firefighter Credit for their volunteer living in Tobyhanna Township.
5. Public Works Report: No report.
6. Finance Report: Doug Hein states the Liquid Fuel allocations were received today in the amount of \$331,191.00.
 - a. Project Reports: No Report.
 - b. Interim Bill Pack: Brendon Carroll motions to approve the interim bill pack in the amount of \$13,171.95, David Carbone seconds. Vote: all Supervisors in favor; motion carries.
7. Committee Report:
 - a. PMRPC: No Report.
 - b. PMREMS: Denise Doremus states Tobyhanna Township had 106 calls in March, 542 total calls for the month, and 1096 total calls for the current year.
 - c. Fire Commission: David Carbone states a presentation was given by JLN Associates to conduct a needs assessment for the township's emergency response. The Fire Commission will consider the assessment and may start a task force to discuss emergency services.
 - d. EDA: John Holahan states the EDA needs an amendment to the loan agreement with Tobyhanna Township to increase the loan in the amount of \$50,000.00 to a total of \$600,000.00. Mike Christian motions to approve the increase request, Brendon Carroll

seconds. Vote: all EDA Commissioners in favor, motion carries. The request will be on the Board of Supervisors next regular business meeting.

- e. NID: No report.
 - f. PM COG: No report.
8. Old Business: None.
9. New Business:
- a. Reappoint Michelle Bisbing to the Planning Commission: Tabled.
 - b. Village Commercial Zoning District: Matthew Helbers reviews the currently proposed Village Commercial Zoning District and how it may also apply to the Pocono Pines area by Route 940 & 423. He discusses future planning for the area in regards to the proposed criteria for the district. Sam Keiper asks about creating non-conforming properties with this proposed zoning district. Matthew Helbers states he would need to research how many lots would become non-conforming but mentions there are already a lot of non-conforming lots in the proposed area. He offers to meet with Sam Keiper to discuss further. The Board directs Matthew Helbers to research the number of lots the proposed ordinance would make non-conforming.
 - c. Engineer Summaries – RKR Hess and Pennoni: Earl Armitage with Pennoni reviews the status of the I-380 off ramp realignment project and discusses phasing. He recommends continuing with the process of getting permits from PennDOT and DEP this year and hopes to start the project next year.

Russ Scott and Wayne Gross with RKR Hess review the status of the water/waste water project for the Pocono Summit area. They review the recently updated plan area and discuss possible phasing to try to coincide with the I-380 project. Reallocation of EDUs from the Pinecrest Aqua plant, along with financing options are needed to submit the Act 537 Plan.

Earl Armitage discusses intersection road work changes east of I-380. Property owners were contacted to research future land development that may affect the road improvements. A formal recommendation is forthcoming.
 - d. Status and Challenges Presentation: Autumn Canfield states she has included an overview of the discussed projects in the Board's paperwork.
 - e. Overall Funding Discussion: Autumn Canfield presents the possible funding options for the discussed projects. John Holahan states the EDA is still proposing a 1% Public Improvement Levy (PIL) outlined through districts. A meeting was held with property owners on the west side of I-380. John Kerrick asks if a levy can be started now with currently operating property owners and expanded later. John Holahan replies yes, and they are still in discussions with property owners.
 - f. Moving Township Road Discussion: Deanna Schmoyer of D & D Engineering and General Construction states for future development of a parcel on Harvest Lane, their firm will be requesting the abandonment and relocation of Huddock Road. Jonathan Reiss states the

abandonment and relocation of the road would need to be by agreement with the effected parcel owners and recorded at the county. Bob McHale states a permanent utility easement for the gas line would also be needed along with a sub division plan.

g. Consider Union Contract: Tabled.

10. Board of Supervisors Report:

- a. John Holahan states there needs to be discussion on library funding.
- b. Brendon Carroll states he has a Costars bid for a 2020 Ford Explorer for the new township manger at \$37,481.00. John Holahan motions to approve the purchase, David Carbone seconds. Heidi Pickard asks if this vehicle is for commuting to and from work. Brendon Carroll replies yes. Vote: all Supervisors in favor, motion carries.

11. Public Comment:

- a. Stanley Menking states Supervisor Lloyd Vought needed to take his wife to the emergency room and that is why he couldn't be present.
- b. Anne Lamberton thanks the boards for moving forward with the projects. The boards should put the PIL District in action so that the ACT 537 plan can move forward and make adjustments to the district as time goes on. She asks for clarification on what the levy can be used for. The Board explains what areas in which the levies can be used.

12. John Kerrick motions to adjourn. Meeting adjourned at 7:14PM.

Minutes recorded by Crystal Butler

Respectfully submitted:



Crystal Butler, Township Secretary