

THE TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
JULY 20, 2020

The July 2020 Regular Business Meeting of the Tobyhanna Township Board of Supervisors was held on July 20, 2020, via GoToMeeting due to COVID-19 restrictions.

Present are Supervisors John Kerrick, Brendon Carroll, and John Holahan, III. Lloyd Vought joins the meeting at 6:15PM. Solicitor Jonathan J. Reiss, Esq., Manager Robert Bartal, and Assistant Manager Autumn Canfield are also present. David Carbone is absent.

1. Chairman John Kerrick calls the meeting to order at 6:02PM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Zelenkofske Axelrod, LLC 2019 Township Audit Presentation {New Business Item A}: Jeff Weiss presents and reviews the township audit with the Board of supervisors.
4. Solicitor Report: Proposed Short Term Rental Discussion: Jonathan Reiss reviews the previous meeting for short term rentals and asks Matthew Helbers to list the recent changes made to the draft ordinance. The Board of Supervisors discuss holding an additional public meeting to continue the discussion on the ordinance. Comments are taken from the public both for and against short term rentals. The Board of Supervisors direct the Township staff to schedule another meeting to continue the discussion.
5. Announcements: John Kerrick announces executive sessions were held on June 25, 2020 at 8:30AM to 8:55AM for potential litigation; July 2, 2020 at 9:00AM to 10:05AM for legal action; and July 10, 2020 at 8:00AM to 8:15AM personnel.
6. Consider Minutes: Brendon Carroll motions to approve the minutes of June 15, 2020 Regular Business Meeting and the June 22, 2020 Special Meeting, John Holahan seconds. Vote: all in favor; motion carries.
7. Treasurer's Report: Brendon Carroll motions to approve the Treasurer's Report for June 2020, John Holahan seconds. Vote: all in favor; motion carries.
8. July 20, 2020 Bill Packs: Brendon Carroll motions to approve the July 20, 2020 Bill Pack at \$736,493.62, John Holahan seconds. Vote: all in favor; motion carries.
9. Old Business:
 - a. Consider Amendment to the LSA Grant Cooperation Agreement with MCIDA: Autumn Canfield reviews the agreement changes for the I-380 Ramp project. Brendon Carroll motions to approve the LSA Grant Amendment, John Holahan seconds. Vote: all in favor; motion carries.
10. New Business:

- a. Zelenkofske Axelrod, LLC 2019 Township Audit Presentation: Presented in the beginning of the meeting. Lloyd Vought asks for the list of outstanding checks mentioned in the financial statement on page 22 of the report. Brendon Carroll motions to approve the audit, John Holahan seconds. Vote: all in favor; motion carries.
- b. Consider Approving VSCP Applicants: Brendon Carroll motions to approve the applicants, John Holahan seconds. Vote: all in favor; motion carries.
- c. Monroe County Dead Cell Zone Project – Letter of Support: Brendon Carroll motions to sign the letter of support, John Holahan seconds. Vote: all in favor; motion carries.
- d. Consider T & M Engineering Proposal for Additional Services Related to Tobyhanna Township Sewer District No. 1: John Holahan motions to approve the proposal in the amount of \$800.00, Brendon Carroll seconds. John Kerrick and Brendon Carroll ask what the additional monies are for. Autumn Canfield states the extra amount is for covering the last of the work performed by T & M to complete the draft. Vote: all in favor; motion carries.
- e. Pocono Bike & Hike Trail Easement Agreement with Pocono Mountain School District: Brendon Carroll asks about the width of the cleared tread for the trail. John Holahan motions to authorize the Chairman to sign the agreement, Brendon Carroll seconds. Vote: all in favor; motion carries.
- f. Consider Property Maintenance Services Proposals: John Holahan motions to approve Bureau Veritas, Brendon Carroll seconds. Vote: all in favor; motion carries.
- g. Consider Pennoni Proposal for Stoney Hollow Road Bridge Evaluation: Brendon Carroll motions to have the Township manager request additional proposals to review, John Holahan seconds. Vote: all in favor; motion carries.
- h. Consider Second Amendment to the Sewer District No. 1 Agreement: Brendon Carroll motions to approve the amendment to the agreement, John Holahan seconds. Vote: all in favor; motion carries.
- i. Appoint Open Records Officer: Robert Bartal states the appointed Open Records Officer has just retired and recommends appointing Matthew Helbers as the Open Records Officer and Betsy Tiene as the Alternate Open Records Officer. Autumn Canfield states that Resolution 2008-022 lists the Township Secretary as the Open Records Officer. Jonathan Reiss suggests a resolution to change that pervious resolution. John Holahan motions to pass Resolution 2020-015 appointing Matthew Helbers the Open Records Officer and Betsy Tiene as the Alternate, Brendon Carroll seconds. Vote: all in favor; motion carries.
- j. Consider Resolution 2020-014 Reappointing Denis Hatch to the Zoning Hearing Board: Brendon Carroll motions to approve Resolution 2020-014, John Holahan seconds. Vote: all in favor; motion carries.

- k. Sketch Plan Review of Pinecrest PRD Phase 5/6 Amendment: Eric Woelfel reviews the proposed changes for Phase 5/6 of Pinecrest Development.
- l. Consider Moose Crossings LLC Preliminary/Final Land Development: Brendon Carroll motions to approve the land development plan based on the Township's Engineer Letter dated July 15, 2020, John Holahan seconds. Vote: all in favor; motion carries.

11. Board of Supervisors Report:

- a. Brendon Carroll updates the Board on the recent PMRPD Meeting. He states a shortfall of \$ 14,646.69 needs to be discussed at the upcoming budget meetings. The township may need to consider covering \$5,118.93 for its portion of police coverage.
- b. John Holahan asks about the remaining political signs around the township. Jonathan Reiss says you can't place restrictions on political signs. John Kerrick states a courtesy call could be made to the owner of the sign in question.
- c. Lloyd Vought asks if gun laws can be made at the municipal level. Jonathan Reiss states that municipal governments cannot regulate guns.
- d. John Holahan states the Board should have another short term rental meeting.

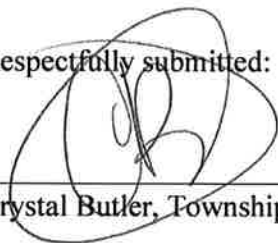
12. Public Questions and Comments:

- a. Juliet Dunham states the Clymer Library is open for walk-ins and appointment.
- b. Ed Tutrone states he wrote a letter to the township to have the antique fire truck topic put on the Board's agenda. John Kerrick states he will speak with the Chairman of the Fire Commission to schedule a special meeting.
- c. Mike Peterson from Stillwater Lake Estates asks about setting up a meeting regarding the I-380 Project.

13. Meeting adjourned at 8:20PM.

Minutes recorded by Crystal Butler

Respectfully submitted:



Crystal Butler, Township Secretary