

THE TOBYHANNA TOWNSHIP ECONOMIC DEVELOPMENT AUTHORITY
REGULAR BUSINESS MEETING
JANUARY 4, 2021

The January 2021 Regular Business Meeting of the Tobyhanna Township Economic Development Authority was held on January 4, 2021, on the GoToMeeting Platform due to COVID-19.

Present are John Holahan, III, Adam Kerrick, Brendon Carroll, Rachel Schickling, Assistant Manager Autumn Canfield, and Solicitor John Dean.

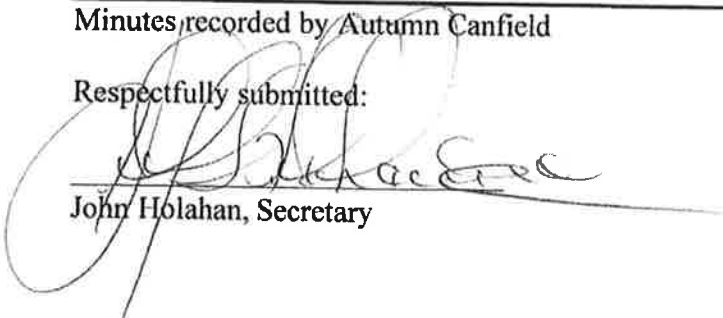
1. Brendon Carroll calls the meeting to order at 6:23PM. A quorum is present.
2. Roll call: Rachel Schickling- present, Adam Kerrick- present, John Holahan, III,- present, Brendon Carroll- present, Daryl Morris- absent.
3. Pledge of Allegiance is recited.
4. Announcements: Executive session for personnel was held on January 4th, 2021 from 6:15pm to 6:22pm.
5. Public Comment on Agenda Items only: none
6. Consider minutes of the Regular Business Meeting Minutes of November 4, 2020. John Holahan motions to dispense of the reading of the minutes approve the minutes as presented. Rachel Schickling seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- yes, Brendon Carroll- yes, Daryl Morris- absent motion carries 4-0.
7. Consider bill packs-
 - a. John Holahan motions to approve the December Bill Pack for \$37,639.27. Rachel Schickling seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- yes, Brendon Carroll- yes, Daryl Morris- absent motion carries 4-0
 - b. Rachel Schickling motions to ratify the January Bill Pack in the amount of \$739.86. Adam Kerrick seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- yes, Brendon Carroll- yes, Daryl Morris- absent motion carries 4-0
8. Solicitor's Report- Happy Holidays
9. Old Business:
 - a. Proposed letter to property owners- Ms. Canfield explains the authority reviewed this letter at a previous meeting and tabled the item in favor of having newly appointed members review. Item tabled until February meeting.

10. New Business

- a. 2021 Meeting Calendar- authorization to advertise- meetings are set by by-laws as the first Wednesday of each month. Rachel Schickling motions to authorize to advertise meetings. Adam Kerrick seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- yes, Brendon Carroll- yes, Daryl Morris- absent motion carries 4-0
 - b. EDA budget- Ms. Canfield explains a budget should be sent to supervisors. The document presented reflects current income from rental as well as estimated expenditures for 2021 based on 2020 actuals. Legal fees were adjusted for consideration of less work due to no longer pursuing property acquisition. Ms. Canfield stresses the main take away is that expenditures outweigh revenue and there is not enough in funds balance to cover the difference. Should the budget presented prove accurate, a loan from the Township will be needed. Mr. Dean explains budget needs to be adopted and then sent to the Supervisors. Mr. Holahan motions to adopt the proposed budget as presented. Rachel Schickling seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- yes, Brendon Carroll- yes, Daryl Morris- absent motion carries 4-0
 - c. [Item not on agenda] Consider authorization for Chair to send Budget to the Supervisors- John Holahan motions to authorize the Chair to present the proposed budget to the Tobyhanna Township Board of Supervisors. Adam Kerrick seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- yes, Brendon Carroll- yes, Daryl Morris- absent motion carries 4-0.
 - d. [Item not on agenda] Consider appointment of Finance Director for EDA- Brendon Carroll motions to appoint Robert Bartal as the Finance Director of the EDA. Rachel Schickling seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- yes, Brendon Carroll- yes, Daryl Morris- absent motion carries 4-0.
11. Public Comment on Non-Agenda Items- Mr. Holahan welcomes Mr. Kerrick to the EDA.
12. Brendon Carroll motions to adjourn the meeting. Adam Kerrick seconds. Meeting adjourned at 6:35PM.

Minutes recorded by Autumn Canfield

Respectfully submitted:


John Holahan, Secretary