

THE TOBYHANNA TOWNSHIP ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR BUSINESS MEETING  
March 3, 2021

---

The March 2021 Regular Business Meeting of the Tobyhanna Township Economic Development Authority was held on March 3, 2021, on the GoToMeeting Platform due to COVID-19.

Present are: Adam Kerrick, Brendon Carroll, Rachel Schickling, Manager Robert Bartal, Daryl Morris and Solicitor John Dean. Absent is John Holahan, III.

1. Brendon Carroll calls the meeting to order at 6:00 PM. A quorum is present.
2. Pledge of Allegiance is recited.
3. Roll call: Rachel Schickling- present, Adam Kerrick- present, John Holahan, III,- absent, Brendon Carroll- present, Daryl Morris- present.
4. Announcements: Website went down this morning, copy of agenda held up in front of camera with notice to contact township if copy desired. Mr. Carroll will try to schedule WS to get new members up to speed before next scheduled meeting, email will be circulated. Executive session will be held after today's meeting regarding personnel.
5. Public Comment on Agenda Items only: none
6. Consider minutes of the Reorganization and Regular Business Meeting Minutes of January 4, 2021. Brendon Carroll tabled since there was not time to review in advance. Bob Bartal will circulate to everyone along with March 3, 2021 minutes for consideration at April meeting.
7. Consider bill packs-
  - a. Rachael Schickling motions to approve the February Bill Pack for \$150.22. Adam Kerrick seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- absent, Brendon Carroll- yes, Daryl Morris- yes motion carries 4-0
  - b. Rachel Schickling motions to ratify the March Bill Pack in the amount of \$2719.85. Adam Kerrick seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- absent, Brendon Carroll- yes, Daryl Morris- yes motion carries 4-0
8. Solicitor's Report- Reviewed MOU under new business, legally satisfactory but be aware obligation includes potential purchase of property which is unidentified. Discussion that it likely originally referred to Luzzi property which is now being purchased by Township. Section II number 2 will need to be deleted. Recommendation to send back to BOS to remove that section.
9. Old Business: none

10. New Business

- a. Approve professional services engagement letter – Riley and Company for 2020 audit in the amount of \$ 5500.00 Adam Kerrick motions to authorize payment. Rachel Schickling seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- absent Brendon Carroll- yes, Daryl Morris- yes motion carries 4-0
- b. Head Property Lease discussion. Leased property purchased few years ago by EDA. Owner it was purchased from have been renting for \$400.00/month. Desire to consider placing property for sale and provide notice to renter to vacate. 60-day notice required to vacate by lease. Rachel Schickling motions for Mr. Bartal to draft letter to Heads to vacate in 90 days and send to Mr. Dean for review and send out upon this review. Adam Kerrick seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- absent, Brendon Carroll- yes, Daryl Morris- yes motion carries 4-0.
- c. Consider MOU with SEPOA. Rachael Schickling motions to approve sending MOU back to BOS after removal of Section II, number 2 from the MOU as recommended by Attorney Dean. This section relates to potential purchase of unspecified property by EDA. Adam Kerrick seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- absent, Brendon Carroll- yes, Daryl Morris- yes motion carries 4-0.

11. Public Comment on Non-Agenda Items- None.

12. Rachael Schickling motions to adjourn the meeting. Adam Kerrick seconds. Meeting adjourned at 6:23PM.

---

Minutes recorded by Robert Bartal

Respectfully submitted:



John Holahan, Secretary