

THE TOBYHANNA TOWNSHIP ECONOMIC DEVELOPMENT AUTHORITY
REGULAR BUSINESS MEETING
April 7, 2021

The April 2021 Regular Business Meeting of the Tobyhanna Township Economic Development Authority was held on April 7, 2021, on the GoToMeeting Platform due to COVID-19.

Present are: Adam Kerrick (virtually), Brendon Carroll, Rachel Schickling, John Holahan, III, Manager Robert Bartal, Daryl Morris (virtually as of 6:20 pm) and Shanna Williamson from Solicitor John Dean's firm (virtually). Ron Head is also present from 6pm to 6:25 pm.

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 from approximately 6:20pm.
4. Announcements: Mr. Carroll will schedule meetings with new members to discuss historical/outstanding projects. He will put out times to attempt to meet everyone's schedules.
5. Public Comment on Agenda Items only: none
6. Consider minutes of the Reorganization and Regular Business Meeting Minutes of January 4, 2021 Reorg Meeting, January 4, 2021 RBM, February 3, 2021 Meeting was cancelled – no minutes, and March 3, 2021 RBM. Rachael Schickling motions to approve, John Holahan III seconds. Yes motion carries 4-0.
7. Consider bill packs-
 - a. John Holahan III motions to approve the April 2021 Bill Pack for \$2,766.28. Rachael Schickling seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- yes, Brendon Carroll- yes, Daryl Morris- absent Yes motion carries 4-0
8. Solicitor's Report- Shanna Williams would like to address lease for Head property but will do so, if necessary, during next item since it is listed there.
9. Old Business:
 - a. TTEDA Audit confirmation letters signed by Mr. Carroll and Mr. Bartal and forwarded to Riley & Co. as requested by auditors.
 - b. Head property lease discussion. NOTE: Item moved ahead of (a) since Ron Head present to address EDA commissioners. He acknowledged hand delivery of lease termination notice. Here to ask for extension to end of September 2021. After discussion EDA agrees to extend past June 30, 2021 to on or before September 30, 2021 with Mr. Head agrees to vacate within 30 days of notice of sale after June 30, 2021. He also agrees to

allow realtor showings with 24 hours' notice. Every effort will be made to arrange showings during normal business hours. Shanna Williamson will draw up the formal agreement for signatures. John Holahan motions for Shanna Williamson to amend formal agreement and authorized chair or executive director to sign for EDA. Rachel Schickling seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- yes, Brendon Carroll- yes, Daryl Morris- yes motion carries 5-0.

- c. Bonding update information. Mr. Bartal advises Township insurance covers non-township employees on EDA board for \$100,000 (Mr. Kerrick as treasurer) and Mr. Romulus is bonded by Township for \$500,000 and Mr. Bartal for \$1,000,000. Consensus of all board members that they understood.

10. New Business

- a. Consider MOU with SEPOA. TT BOS asks TTEDA to reconsider approving MOU as written. John Holahan III, motions to authorize approving MOU as written. Rachel Schickling seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- yes, Brendon Carroll- yes, Daryl Morris- yes motion carries 5-0.
- b. Consider MOU with Dunne-Manning as presented. 24 hour right of first refusal discussed. Rachel Schickling motions approving MOU as written. John Holahan seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- yes, Brendon Carroll- yes, Daryl Morris- yes motion carries 5-0.
- c. Authorization for executive director to pay time sensitive bills. In order to avoid finance charges may have times certain bills need to be paid without commissioners' approval. Mr. Romulus will write check at direction of Mr. Bartal and 2 commissioners will sign the check. Check will then be included in bill pack. Adam Kerrick motions to approve and Rachael Schickling seconds. Vote: Rachel Schickling- yes, Adam Kerrick- yes, John Holahan, III,- yes, Brendon Carroll- yes, Daryl Morris- yes motion carries 5-0.
- d. Discussion of Board of Commissioners make-up. Cannot have 3 members of BOS as commissioners on EDA as per bylaw section 2.1. Neither John Holahan or Rachael Schickling wishes to step down. Impasse reached during discussions. Shanna Williamson will take under advisement and provide memo to EDA for resolution of the matter.

11. Public Comment on Non-Agenda Items-

- a. a. Ralph Gundrum asks status of PIL districts. Represents Kalahari and they are in favor of 1 taxpayer PIL but are willing to follow direction of EDA. Mr. Carroll plans to meet with all EDA members individually to discuss history of EDA and will put PIL on next month's agenda. Mr. Gundrum willing to meet with all EDA to discuss ideas. He is also concerned with Mr. Morris voting on the issue since he works for Kalahari as General Manager. Mr. Holahan also raises concern with Mr. Morris being on EDA since he is General Manager of

Kalahari. Is this a conflict? Shanna Williamson will investigate and provide memo after discussing with Mr. Dean since he has done some research on the issue.

12. Rachael Schickling motions to adjourn the meeting. Adam Kerrick seconds. All in favor.
Meeting adjourned at 6:47 PM.

Minutes recorded by Robert R. Bartal

Respectfully submitted:



John Holahan, Secretary