

THE TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION
JULY 6, 2021

The July 2021 Work Session Meeting of the Tobyhanna Township Board of Supervisors was held on July 6, 2021, at the Tobyhanna Township Municipal Building Meeting Room in Pocono Pines Pa.

Present are Supervisors John Kerrick, David Carbone, Brendon Carroll, John Holahan, III, and Rachel Schickling. Also present are Solicitor Harry T. Coleman and Assistant Manager Autumn Canfield. Manager Robert Bartal is absent.

1. Call Meeting to Order: John Kerrick calls the meeting to order at 6:00PM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements: John Kerrick announces an executive session was held on June 21, 2021 from 6:38PM to 7:00PM.
4. Minutes: David Carbone motions to approve the minutes of May 7, 2021 Special Joint Meeting of the Board of Supervisors and Fire Commission, the May 17, 2021 Work Session, The June 7, 2021 Work Session and the June 21, 2021 Regular Business meeting, Brendon Carroll seconds. Vote: Rachel Schickling abstains from voting on the May 17, 2021 Minutes as she was not present, all in favor; motion carries.
5. July 6, 2021 Bill Pack: David Carbone motions to approve the bill pack in the amount of \$70,373.02, Brendon Carroll seconds. Rachel Schickling asks if the Troy Mechanical Yearly Maintenance bill is tied to a contract and what the term is. Autumn Canfield states there is a contract with Troy Mechanical but is unsure what the term length is. The Board directs the staff to provide the contract for the Supervisors to review. David Carbone and Brendon Carroll amend their motion and second to hold the Troy Mechanical bill in the amount of \$4,450.00 until contract can be review and then staff can release. Vote: all in favor; motion carries.
6. Solicitor's Report:
 - a. Harry Coleman states he has set a date with both of the fire companies to discuss an MOU. He also states a 60-day stay has been granted for the township and 339 Sullivan Trail LLC appeal to attempt to negotiate an amiable resolution.
 - b. Harry Coleman presents the Board with three agreements for the land development of Tobyhanna Site LLC. He states he is happy and confident with the agreements and thanks the council for Tobyhanna Site for working with him. John Holahan motions to approve the Stormwater Maintenance Agreement, David Carbone seconds. Vote: David Carbone, Brendon Carroll, John Holahan, and Rachel Schickling in favor, John Kerrick abstains; motion carries. John Holahan motions to approve the Agreement for Highway Occupancy

Permit for Drainage Facilities, Rachel Schickling seconds. Vote: David Carbone, Brendon Carroll, John Holahan, and Rachel Schickling in favor, John Kerrick abstains; motion carries. David Carbone motions to approve the Land Development Agreement, John Holahan seconds. Vote: David Carbone, Brendon Carroll, John Holahan, and Rachel Schickling in favor, John Kerrick abstains; motion carries.

7. Manager's Report:

- a. Autumn Canfield states the reported pot hole on 3rd Street and Old Route 940 will be repaired.

8. Committee Reports

- a. PMRPC: David Carbone states some of the new police cars previously ordered have started coming in. He also states there will be additional enforcement around the area of the 423 bridge closing detour.
- b. PMREMS: Rachel Schickling reminds the Board of the upcoming Regional Round Up on August 5, 2021.
- c. Fire Commission: David Carbone states there is a meeting next week.
- d. EDA: Brendon Carroll states there is a meeting tomorrow.
- e. NIDA: No report.
- f. PMCOG: Autumn Canfield states Pick Up the Poconos will be held September 25, 2021. She also states bid quantities will be due soon.
- g. Library: Trudi Denlinger states a farewell will be held for Anne Hogya on July 19, 2021 at 12PM. She continues stating the new director has started working and a meet and greet for her will be held in September. She reviews the library's monthly statics and states a book sale will be held on August 12 through the 14.
- h. Short Term Rental Committee: John Holahan states the committee has been holding frequent meetings and plans to hold one next week. He states the committee has been working together on a draft ordinance by consensus. He also states that Locust Lake Village just recently changes their rules to have a two-week minimum on the rental properties in the community.

9. Old Business:

- a. Consider Clymer Library Donation Request: Autumn Canfield states the staff and Supervisors had budgeted \$500.00 for the annual House Tour and asks Trudi Denlinger if the Brunch and Silent Auction would essentially be replacing the House Tour. Trudi states it would be in place of the tour. John Holahan motions to approve the library request in the amount of \$500.00, Rachel Schickling seconds. Vote: all in favor; motion carries.

10. New Business:

- a. Consider Release of Financial Security for Blakeslee Storage King LLC: Brendon Carroll motions to release the full amount of \$55,510.95 conditioned on Bob McHale's email dated June 30, 2021, John Holahan seconds. Autumn Canfield clarifies that only outstanding condition is the final inspection from Monroe County Conservation District which appears to be backed up and may take a long time. She recommends releasing 95% of the Financial Security and retaining the 5% until the final inspection can be completed. John Holahan agrees and withdraws his motion. Motion dies. Brendon Carroll motions to release 95% and hold 5% until final MCCD Inspection is conducted and the administrative staff can release upon receipt of final inspection report, John Holahan seconds. Vote: all in favor; motion carries.
- b. Consider Tobyhanna Site LLC OPC Amount: David Carbone motions to approve the OPC in the amount of \$894,342.46 for the site improvements and \$415,101.39 for the Hudock Road Relocation, John Holahan seconds. Brendon Carroll would like to take a further look into the SALDO as to the amounts retained for financial security. Vote: David Carbone, Brendon Carroll, John Holahan, and Rachel Schickling in favor, John Kerrick abstains; motion carries.
- c. Consider T&M Proposal for Hudock Road Construction Inspections: John Kerrick feels the estimated \$55,000.00 might be too expensive. He would like to search for other prices. The Board agrees. Item tabled.
- d. Accept Emergency Management Coordinator's Resignation: John Holahan motions to accept the resignation, David Carbone seconds. Vote: all in favor; motion carries. Autumn Canfield will check for training requirements prior to posting for letter of interest.
- e. Consider Waiver of Fees and Escrow for Blakeslee Community Center Building Addition: John Holahan motions to waive fees and escrow for the Blakeslee Community Center to add an addition to incorporate ADA complaint bathrooms and storage, Brendon Carroll seconds. Vote: all in favor; motion carries. Tammy Livizey ask the Board for a Full Land Development Waiver for the addition. John Holahan motions to approve the Full Land Development Waiver, David Carbone seconds. Vote: all in favor; motion carries.
- f. Lake Naomi Request for Stop Signs: David Carbone states an extensive traffic study would need to be conducted and there is a good chance they would not be able to get stop signs. He states he would like to arrange a meeting with Lake Naomi to brainstorm ideas to help reduce speeding and increase safety to the area. He mentioned electric speed reading devices might be an idea. No action was taken on this item at this time.

11. Board of Supervisor Report:

- a. Rachel Schickling states a resident relayed a thanks to her for Robert Bartal stating he was very responsive and helpful.
- b. Brendon Carroll states he and Rachel Schickling have a meeting with Bureau Veritas to clarify responsibilities and review enforcement expectations and procedures.

- c. John Holahan expresses his concerns about PennDOTs review comments for Hudock Road Requirements to Harry Coleman. The Board discusses some of the procedure with PennDOT for the Review Process.

12. Public Comment:

- a. Trudi Denlinger asks if the Board will ever consider going back to an in office Zoning Officer. John Kerrick states the Board has discussed that option.
- b. Ron Habakus thanks the staff and the Board for their hard work and professionalism.
- c. Pat Stromy relays some traffic concern regarding accidents with poles and trees on lines.

13. Adjournment: Meeting adjourning at 6:59PM.

Minutes recorded by Crystal Butler

Respectfully submitted:



Crystal Butler, Township Secretary