

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
OCTOBER 18, 2021

The October 2021 Regular Business Meeting of the Tobyhanna Township Board of Supervisors (“Board”) was held on October 18, 2021, at the Tobyhanna Township Government Center located at 105 Government Center Way, Pocono Pines, PA 18350.

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

1. 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 that an executive session was held on October 4, 2021, from 7:05PM to 7:40PM for legal matters. He also states Trick or Treat Hours will be held from 4:00PM to 7:00PM on October 31, 2021, and TEC will hold their Trunk or Treat on October 30, 2021, from 6:00PM to 9:00PM. John Kerrick also states a roundtable was held on short term rentals and there was no decision made and was just discussion.
4. Public Hearing Ordinance No. 565 Amending Zoning Code/Zoning Map Change: Owen Coleman reviews the process for the public hearing and has the Board open the hearing. Autumn Canfield states a few phone calls were received with some questions which she answered and one letter was returned undeliverable. Brendon Carroll motions to open the public hearing, David Carbone and Rachel Schickling second. Vote: all in favor; the public hearing is open.

John Kerrick asks if there are any questions from the public on the Zoning Map change. Gene Smith asks what happens to the residents affected by the change. Autumn Canfield states the newly zoned commercials properties will still have a residential use. Abbey Spector, Zoning Officer, states any legal use of the parcel prior to the zoning map change will remain. James Smith asks why his property is changing. Brendon Carroll states that parcel was spilt zoned and they were changing the whole parcel to be commercial. He continues stating a lot of the changes were spilt zoned properties the Township was attempting to correct to be one zone. Robert Bartal reviews an email from Harry Coleman regarding the impact to properties changing from residential to commercial. He reads that the residential use would continue and be non-conforming moving forward. Eugene Murry asks for the Township’s appraisal for his property. The Board asks Autumn Canfield to print the appraisal.

Brendon Carroll motions to close the public meeting, David Carbone seconds. Vote: all in favor; the public hearing is closed.

Brendon Carroll motions to adopt Ordinance No. 565, David Carbone seconds. Vote: all in favor, the ordinance is adopted.

5. Consider Minutes: Brendon Carroll motions to approve the minutes of September 20, 2021 Regular Business Meeting, September 30, 2021 Budget Session, and October 4, 2021 Work Session, Rachel Schickling seconds. Vote: all in favor; motion carries.
6. Treasurer's Report: Brendon Carrol reviews the August 2021 Treasurer's Report. David Carbone motions to approve the August 2021 Treasurer's Report, Rachel Schickling seconds. Vote: all in favor; motion carries. Brendon Carroll reviews the change between the August and September 2021 Treasurer's report to include receiving ARP Funds. David Carbone motions to approve the September 2021 Treasurer's Report, Rachel Schickling seconds. Vote: all in favor; motion carries.
7. Solicitor's Report: Owen Coleman apologizes as the law firm has recently had a heavy court appearance schedule and states the Solicitor's Report has been provided to the Board.
8. Manager's Report:
 - a. Monthly Report from Penn Strategies: Robert Bartal reviews the report provided by Penn Strategies and states a grant has been submitted for Kalahari and another grant will be submitted soon for the I380 Pocono Summit Project.
 - b. September 2021 Zoning and Septic Report: Robert Bartal reviews the Zoning and Septic Report stating the zoning was down 9 from 2020 and septic was down 19 from 2020. He states he checked with the office staff and they report this time last year was a major ramp up after Covid restrictions were lessened.
9. Old Business:
 - a. Consider Panther Waste Management Agreement: Rachel Schickling motions to approve the management agreement, Brendon Carroll seconds. Vote: all in favor; motion carries.
 - b. Consider Zelenkofske Axelrod for Township Audit Services for 2021, 2022, and 2023: Brendon Carroll motions to accept the proposal from Zelenkofske Axelrod for Township audit services, David Carbone seconds. Vote: all in favor; motion carries.
10. New Business:
 - a. Action to Create ARP Fund: Robert Bartal states the auditor recommends creating a separate fund for the money. Rachel Schickling motions to create the fund, Brendon Carroll seconds. Vote: all in favor; motion carries.
 - b. (b. Fencing Proposal for Blanche Price Dog Park, c. Retention Wall for Blanche Price Park, and d. Concession Stand Roll Doors considered all together): Robert Bartal reviews the proposals considered by the DPW Committee and are the lowest prices received. David Carbone motions to approve the proposals for the fencing for \$8,050.00, the retaining wall for \$8,150.00, and the concession stand roll doors for \$8,200.00, Brendon Carroll seconds. Vote: all in favor; motion carries.

e. Consider Clymer Library Tan Request: Robert Bartal states the request was for 2 years. Brendon Carroll states he believes it has to be done annually. Brendon Carroll motions to approve the 1-year request for the Tax Anticipation Note for Clymer Library in the amount of \$34,000.00, David Carbone seconds. Vote: all in favor; motion carries.

f. Authorize to Advertise Ordinance to Amend Pension Plan: Brendon Carroll motions to authorize to advertise the ordinance, David Carbone Seconds. Vote: all in favor; motion carries.

g. Consider Tobyhanna Township EDA Loan for \$25,000.000: Brendon Carroll states the EDA needs additional money for some legal fees and they are working with a realtor to get the property listed. Ed Tutrone asks what the loan is for. John Kerrick states it is for legal fees to list the property. David Carbone motions to approve the loan in the amount of \$25,000.00, John Kerrick seconds. Vote: all in favor; motion carries.

h. Consider Safety Battalion 1 Proposal: Brendon Carroll motions to approve the proposal from Safety Battalion 1, Rachel Schickling seconds. Vote: all in favor; motion carries.

11. Ratify October 4, 2021 Interim Bill Pack: David Carbone motions to ratify the Interim Bill Pack in the amount of \$97,806.51, Brendon Carroll seconds. Vote: all in favor; motion carries.

12. Consider October 18, 2021 Bill Pack: Brendon Carroll motions to approve the Bill Pack in the amount of \$398,757.05, David Carbone seconds. Vote: all in favor; motion carries.

13. Board of Supervisors Report/Comment:

a. Rachel Schickling asks about using the Township's Grant Writer for Stillwater Lakes Estates POA. Robert Bartal states he will look in to the uses of the Township's Grant Writer for private purposes.

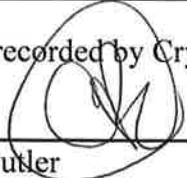
14. Public Comment:

a. Wendy Manley asks for an update on the Short Term Rental Ordinance. John Kerrick states comments have been given to John Holahan for the short term rental committee. The Board quickly reviews some of their comments that were passed on. Wendy Manley stresses waiting to long to pass an ordinance.

b. Kelly Fae offers services from Air BNB.

Adjournment: The meeting adjourns at 6:40PM

Minutes recorded by Crystal Butler


Crystal Butler
Township Secretary