

THE TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
SEPTEMBER 20, 2021

The September 2021 Regular Business Meeting of the Tobyhanna Township Board of Supervisors was held on September 20, 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. Solicitor Harry Coleman and Manager Robert Bartal are also present. Assistant Manager Autumn Canfield is absent.

1. John Kerrick calls the meeting to order at 6:02PM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements: John Kerrick announces an executive session was held on September 7, 2021 from 6:40PM to 7:35PM for legal matters and personnel and again on September 20, 2021 from 5:45PM to 6:00PM.
4. Consider Minutes: David Carbone motions to approve the minutes of August 16, 2021 Regular Business Meeting and September 7, 2021 Work Session, Brendon Carroll seconds. Vote: all in favor; motion carries.
5. Treasurer's Report: Tabled.
6. Solicitor Report: Harry Coleman states the monthly report has been given to the Board and provides an update on Suburban Propane, Panther Waste Management Agreement, and the I 380 Off Ramp Realignment Project. He continues stating the Sullivan Trail matter will be going to a hearing and will keep the Board apprised. He states the draft MOU has been sent to the fire companies for review and asks the Board if there are any questions. The Board has no questions.
7. Manager's Report:
 - a. Monthly Updates from Long Nyquist and Penn Strategies: Robert Bartal reviews the updates included in their binders and states he is still working on details about possibly attending a lobbying event in Harrisburg with Long Nyquist for the I 380 Off Ramp Realignment Project.
 - b. August Zoning and Septic Report: Robert Bartal states the August 2021 Zoning Permits were 31 and the August 2020 Zoning Permits were 24 for an increase of 7. He continues stating the Septic Applications for 2021 was 18 and for 2020 was 21 for a decrease of 3.
 - c. 2022 MMO Announcement: Robert Bartal states that Act 205 requires the municipality to announce the yearly MMO amount and for 2022 it is \$32,546.00.
 - d. Township Building Polling Place Reminder: Robert Bartal reminds the Board that the Township Building will be utilized as a polling place for the November Elections.
 - e. Robert Bartal states Corey Burd has been hired as the new Road Master and will start October 4, 2021.

8. Old Business:

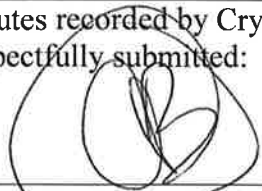
- a. Consider Long Nyquist Contract Renewal: Robert Bartal reviews Long Nyquist's services explaining they are Township's Lobbyist but has recently been unsuccessful in securing funding. Brendon Carroll states PennStrategies has been more successful and thinks they should be retained. The Board discusses Long Nyquist and PennStrategies services. Rachel Schickling motions to allow the contract to expire with Long Nyquist and not renew, John Holahan seconds. Vote: all in favor; motion carries.
- b. Consider PennStrategies Contract Renewal: John Holahan motions to renew the contract with PennStrategies at \$3,500.00 per month, Rachel Schickling seconds. Vote: all in favor; motion carries.
- c. Consider Agreement for Old Route 940 Right-of-way Monitoring Wells: Zach Nehme with MEA states there were minor grammatical errors he has highlighted and gives those changes to the Solicitor. Harry Coleman is comfortable with the Board approving the agreement pending the grammatical changes. John Holahan motions to enter into the agreement, Brendon Carroll seconds. Vote: all in favor; motion carries.

9. New Business:

- a. Consider Agreement with Zelenkofske Axelrod for Accounting of ARP Funds: Robert Bartal reviews the services provided and states the fee for the agreement will be approximately \$19,800.00. Rachel Schickling motions to have Robert Bartal execute the agreement, Brendon Carroll seconds. Vote: all in favor; motion carries.
- b. Consider Resolution 2021-020 Supplemental Appropriations of ARP Funds: Robert Bartal states the money has gone into the General Fund but on the recommendation of Zelenkofske Axelrod it should be put into its own fund. He continues stating this resolution allows for the transfer of those funds. John Holahan motions to approve the resolution, Brendon Carroll seconds. Vote: all in favor; motion carries.
- c. Consider SALDO Application for Pocono Pines Self Storage: Sarah Bue Morris, representative of Pocono Pines Self Storage, reviews recent changes to the plan based on comments from the Township Engineer and the Traffic Engineer. Brendon Carroll asks about septic for the lot. Sarah Bue Morris states an application has been submitted to make modifications to the existing septic. John Holahan motions to approve the land development condition on Bob McHale's September 15, 2021 Review Letter, Rachel Schickling seconds. Vote: all in favor; motion carries.
- d. Consider Bids for Winter Operations for 2021-2022: Robert Bartal states only one bid was received from H&K for Winter Ops. He continues stating they did not have the extra single axel truck originally requested but were able to supplement with a one-ton foreman truck. Harry Coleman states it is ok to accept the bid being it was the only one received even though they could not provide all the requested vehicles. John Holahan motions to award the bid to H&K, Brendon Carroll Seconds. Vote: all in favor; motion carries.

- e. Consider Release of Funds for PSVFC
 - i. Bunker Gear: Rachel Schickling motions to approve the release of funds in the amount of \$40,579.60 for Bunker Gear, Brendon Carroll seconds. Vote: all in favor; motion carriers.
 - ii. Vehicle Purchase Reimbursement: David Carbone motions to approve the release of funds in the amount of \$8,500.00 for a vehicle purchase, Brendon Carroll seconds. Vote: all in favor; motion carries.
 - f. Consider Release of PSA Escrow for Dunne Manning in the amount of \$4,500.00: John Holahan motions to release the funds, David Carbone seconds. Vote: all in favor; motion carries.
 - g. Consider Release of PSA Escrow for Dollar General in the Amount of \$1018.00: David Carbone motions to release the funds, Brendon Carroll seconds. Vote: all in favor; motion carries.
 - h. Consider Proposals for Klock Road Repair: Tabled.
 - i. Appoint PSATS Voting Delegate for Annual Business Meeting: John Holahan states he is unable to attend the Business meeting. Brendon Carroll motions to appoint Crystal Butler, Township Secretary as a Voting Delegate, David Carbone seconds. John Holahan states the Supervisors should instruct Crystal Butler on how they would like to vote. Vote: all in favor; motion carries.
10. Ratify September 7, 2021 Interim Bill Pack: Brendon Carroll motions to ratify the Interim Bill Pack in the amount of \$69,972.86, David Carbone seconds. Vote: all in favor; motion carries.
11. Consider September 20, 2021 Bill Pack: Brendon Carroll motions to approve the Bill Pack in the amount of \$427,960.46, David Carbone seconds. Vote: all in favor; motion carries.
12. Board of Supervisors Report:
- a. John Holahan reiterate the need for a short term rental meeting. John Kerrick states the Board is still reviewing the draft and wants to returns comments before scheduling.
13. Public Questions and Comments: None.
14. Meeting adjourned at 6:36PM.

Minutes recorded by Crystal Butler
Respectfully submitted:



Crystal Butler, Township Secretary