

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS SESSION
JANUARY 18, 2022

The January Regular Business Meeting of the Tobyhanna Township Board of Supervisors (“Board”) was held on January 18, 2022, at the Tobyhanna Township Government Center located at 105 Government Center Way, Pocono Pines, PA 18350.

John Kerrick, David Carbone virtually, Brendon Carroll, Rachel Schickling, and Joseph Colyer are present. Also present is Harry Coleman, Solicitor, Robert Bartal, Manager, and Autumn Canfield, Assistant Manager.

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 states an executive session was held on January 12, 2022 from 5:30PM to 7:00PM for possible litigation and personnel.
4. Consider Minutes: Brendon Carroll motions to approve the minutes of December 6, 2021 Regular Business Meeting, Rachel Schickling seconds. Vote: all in favor; motion carries.
5. Solicitor’s Report: Harry Coleman states his report has been given to the Board.
 - a. Authorize to Send to Monroe County Planning Commission and the Township Planning Commission:
 - i. Zoning Ordinance Amendment for Open Space/Country Resort
 - ii. Zoning Ordinance Amendment for Noise

Harry Coleman states he has reviewed the amendments and the next steps would be to send to the planning commissions for their review. Rachel Schickling motions to send both Zoning Ordinance Amendments to the planning commissions, Brendon Carroll seconds. Vote: all in favor; motion carries.

- b. Authorize to Advertise Public Hearing for Ordinance/Amendments:
 - i. Zoning Ordinance Amendment for Open Space/Country Resort
 - ii. Zoning Ordinance Amendment for Noise
 - iii. Farm Animal Ordinance

Harry Coleman recommends sending the Farm Animal Ordinance to the Township Planning Commission for their review and feedback. Brendon Carroll motions to send the Farm Animal Ordinance to the Township Planning Commission, David Carbone seconds. Vote: all in favor; motion carries. Harry Coleman also states the Board can authorize to advertise the ordinance and the ordinance amendments. Rachel Schickling motions to authorize to advertise all three ordinances, Brendon Carroll seconds. Vote: all in favor; the motion carries.

6. Manager's Report:

- a. Monthly Report from Penn Strategies: Robert Bartal states the report has been provided to the Board. He continues stating Penn Strategies is working with the fire companies for additional information on the grant for the radios.
- b. December 2021 Zoning and Septic Report: Robert Bartal reviews the Zoning and Septic Report stating the septic applications are down 9 from 2020 and zoning permits are up 11 from 2020. He states in December 2021 Tobyhanna Site put in several permits for signs which lead to an increase.
- c. Monroe County Request for Polling Place: Robert Bartal reviews the request and the dates of the election. He states one of the questions on the request form asks if political signs are allowed to be placed at the Township Building. Harry Coleman reviews recent case law he has been involved in and states signs can be placed at the building but they need to be removed after the election. The Board has consensus to hold elections at the Township Building.
- d. Welcome New Part Time DPW Driver: Robert Bartal welcomes Jessi Passerini to the Department of Public Works.

7. Committee Reports:

- a. PMRPC: David Carbone reviews the reorganizational meeting. He states cars have been ordered and the commission is looking to hire new police officers.
- b. PMREMS: Rachel Schickling states a meeting is coming up and Joseph Colyer will be attending.
- c. Fire Commission: David Carbone states a draft fire ordinance is being worked on. He continues stating that Safety Battalion 1 has been working on the study and appointing a new fire commission has been put on hold for the time being.
- d. EDA: Brendon Carroll states Rachel Schickling has been appointed as the new Chair for the EDA. He states the process for the minor subdivision of the EDA property has been started. Rachel Schickling states they are still working on the PIL with Kalahari.
- e. NIDA: No report.
- f. PMCOG: Autumn Canfield states the last meeting had very little attendance and ended up being a work session.
- g. Library: John Bloyce reviews the library report. He states there is a new director coming on board along with a new trustee. He continues stating there was a one week shut down in the beginning of January for cleaning. He also reads a statement from the Trustees regarding the declaratory judgement.

- h. STR: David Carbone states the Board had some legal questions regarding Short Term Rentals and is having the solicitor look into those questions. He also states there are two companies the Board is going to meet with for running the STR program.
- i. DPW/Vehicle Report: Corey Burd reviews the recent purchase of a leaf vacuum. He also reviews some work to be done to the township building as well as to some of the park buildings. He states tree trimming and road paving lists have been distributed to the Board. He also discusses a possible new purchase of a trailer.

8. Discussion Items:

- a. Discuss Tobyhanna Site Change Order Request for Huddock Road Apron: Robert Bartal reviews the prior request and discussion at the previous meeting. The Board discuss different options for the material to be used on the apron. Rachel Schickling motions to rescind the December 20, 2021 denial decision, David Carbone seconds. Vote: Rachel Schickling, David Carbone, and Brendon Carroll vote in favor, John Kerrick and Joseph Colyer abstain; motion carries. Brendon Carroll motions to approve asphalt pavement with painted markings, Rachel Schickling seconds. Vote: Rachel Schickling, David Carbone, Brendon Carroll, and Joseph Colyer vote in favor, John Kerrick abstains; motion carries.

Items b. through e. are tabled except for e. v. - Labor Union Negotiations Committee. John Kerrick recommends appointing Brendon Carroll and David Carbone. Rachel Schickling motions to appoint Brendon Carroll and David Carbone to the committee, David Carbone seconds. Vote: all in favor; motion carries.

9. Action Items:

- a. Consider Tobyhanna Township/Kalahari/PMI Amendment No. 5 to Sewer District No. 1 Agreement: Rachel Schickling motions to confirm the action taken at the January 3, 2022 meeting and approve the agreement, Brendon Carroll and David Carbone second. Vote: Rachel Schickling, David Carbone, Brendon Carroll, and Joseph Colyer vote in favor, John Kerrick abstains; motion carries.
- b. Consider Second Amendment to the Local Share Account Cooperation and Funding Procedure Agreement for the Long Pond & State Route 940 Realignment Project: Autumn Canfield reviews the amendment. Rachel Schickling motions to approve the amendment, Brendon Carroll seconds. Vote: all in favor; motion carries.
- c. Consider Release of Remaining Financial Security for New Venture Park Lot 100 and Lot 110: Brendon Carroll motions to release \$10,004.47 for Lot 100, Rachel Schickling seconds. Vote: all in favor; motion carries. Brendon Carroll motions to release \$9,471.01 for Lot 110, Rachel Schickling seconds. Vote: all in favor; motion carries.
- d. Consider 117 Stillwater Drive Demolition Proposals: Robert Bartal reviews the proposal and recommends the Hoffman Proposal as it was the cheapest. He states he did look into the cost of the DPW to do the demo and it would be close to the Hoffman Proposal, but they would still need someone to deal with the sewer line. Rachel Schickling motions to

approve the Hoffman Proposal, Brendon Carroll seconds. Vote: all in favor; motion carries.

- e. Consider PMREMS Request for Quarterly Distribution of 2022 Contributions: Rachel Schickling motions to approve the request, Brendon Carroll seconds. Vote: all in favor; motion carries.
- f. Consider Clymer Library's Request for Quarterly Distribution of 2022 Contributions: Rachel Schickling motions to approve the request, Brendon Carroll seconds. Vote: all in favor; motion carries.
- g. Consider Aqua Agreement for Utility Road Cuts: Crystal Butler reviews the agreement stating the Solicitor helped put it together. David Carbone motions to approve the agreement, Brendon Carroll seconds. Vote: all in favor; motion carries.
- h. Consider Resolution 2022-006 Authorization for Borton Lawson to Make Application to DEP for Equalization Tank Project: Harry Coleman reviews the resolution. David Carbone motions to approve the resolution, Brendon Carroll seconds. Vote: Rachel Schickling, David Carbone, Brendon Carroll, and Joseph Colyer vote in favor, John Kerrick abstains; Motion carries.

10. Treasurer's Report: Brendon Carroll reviews the November and December Treasurer's Report. Rachel Schickling motions to approve the November and December Treasurer's Report, Brendon Carroll seconds. Vote: all in favor; motion carries.

11. Consider January 18, 2022 Bill Pack: Brendon Carroll motions to approve the bill pack in the amount of \$493,249.15, David Carbone seconds. Vote: all in favor; motion carries.

12. Board of Supervisors Report/Comment:

- a. David Carbone states he attended a meeting with commissioners, and he is looking into ARP updates to see if it could fund the radios for the fire companies. He also states he spoke with Logan Steele with PMREMS regarding funding and increase call volume.
- b. John Kerrick states he received an email regarding DCNR parks grant. David Carbone states the fences have been completed for the dog park and is looking to meet with the Parks Committee for equipment ideas.

13. Public Comment:

- a. Heidi Pickard gives an EMS Call Update. She states the number of calls for Tobyhanna Township in 2021 was 1,424, up 11.6% for the year. She states the reorganizational meeting is coming up.
- b. Ed Tutrone and David Meaney states the fire companies also attended the meeting with the county commissioners regarding the radios. They discuss the number of radios and the possibility of splitting the cost up into thirds.

- c. Wendy Manley asks if the two company for STR's has submitted bids and also asks if a request for proposal had been made. David Carbone states the Board has not decided what part of the program the companies would be doing yet. Wendy Manley also asks for confirmation on time for next open meeting. David Carbone states the plan is to aim for end of February for a meeting and is considering a roundtable discussion and accepting questions. Wendy Manley asks what the legal issues are the Board is seeking answers to from the solicitor. Harry Coleman states he will not be discussing those at this time. Brendon Carroll states the Board had questions and wanted the chance to review their thoughts and concerns with the solicitor.
- d. Maryanne Deamore states she saw surveyors with a weather balloon trying to plan to build a cell tower on Third Street. Robert Bartal states an application for a cell tower has not been submitted.
- e. David Carbone states repairs have started on the 423 bridge near Lake Naomi.

14. Adjournment: The meeting adjourns at 7:23PM

Minutes recorded by Crystal Butler



Crystal Butler
Township Secretary