

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS SESSION
MARCH 7, 2022

The March Regular Business Meeting of the Tobyhanna Township Board of Supervisors (“Board”) was held on March 7, 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 Solicitor Harry Coleman, Robert Bartal, Manager, and Autumn Canfield, Assistant Manager.

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 states executive sessions were held on February 24, 2022 from 5:40PM to 6:00PM for potential litigation, on February 28, 2022 from 5:30PM to 7:20PM for real estate and potential litigation. He also states an informational session was held on February 24, 2022 from 6:00PM to 7:20PM for short term rental. John Kerrick states short term rental comments have been received and are being reviewed. He continues stating a meeting has been set for March 16, 2022 at 5:15PM for discussion and asks the public to hold comments for that meeting as this agenda is full.
4. Consider Minutes: Brendon Carroll motions to approve the minutes of January 18, 2022 Regular Business Meeting, Rachel Schickling seconds. Vote: all in favor; motion carries. Brendon Carroll motions to approve the minutes of February 7, 2022 Regular Business Meeting, Joseph Colyer seconds. Vote: all in favor; motion carries.
5. Solicitor’s Report: Harry Coleman states he has no report at this time and will provide a report for the next meeting.

{Discussion Item a. taken after Solicitors Report}

Discussion of Concept of New Layout for Dunne Manning Site: Dave Lear presents the new concept layout. He reviews changes and states some work still needs to be done for the entrance on the new Stillwater Drive. He discusses car staking for the parking lot area and minor movement of the proposed building from where it was originally planned. Robert Bartal asks for clarification on screening. Dave Lear states screening will be utilized proposed.

6. Manager’s Report:
 - a. Keiper Field Equipment Purchases: Robert Bartal reviews the request for a refrigerator and gas grill from Girls Softball Organization for Keiper Field. He states the refrigerator was \$1,252.00 and the gas grill was \$299 and came out of the Parks Budget.

- b. Fire Companies' Insurance Costs: Robert Bartal reviews the costs for the fire companies' vehicle insurances for the previous year as paid by the township. He states with the fire companies purchasing their own insurance will save the township \$2,555.00. He states the money for the insurance was budgeted for this year and asks the Board if they would like to pay the insurance for this year. David Carbone motions to approve paying the insurance costs for this year, Rachel Schickling seconds. Vote: all in favor; motion carries. Robert Bartal discuss dates for the following week for the Board to meet with the fire companies on the draft Fire Ordinance.

7. Discussion Items:

- a. Discussion of Concept of New Layout for Dunne Manning Site: (Taken after Solicitors Report)
- b. Discussion on COG Proposal for Fire and EMS Radios: Autumn Canfield states COG is looking for a letter agreeing to the concept of the 1/3 Split Agreement to pay for radios. John Kerrick asks when the expense would be paid. Autumn Canfield states when the contract is signed but are unsure when that time would be. John Kerrick expresses concern as to when the money would be needed. Joseph Colyer asks Troy Counterman if the cost COG has for the radios is incorrect. Troy Counterman states the cost COG has was not what they submitted. Brendon Carroll states more information is needed. The Board tables to the next meeting once more information is gathered and directs Robert Bartal to contact the county commission.
- c. Discussion on Rezoning Request from Glacial Till: Michael Kaspszyk reviews the request for his client, Pennsylvania Glacial Till. He states he would like to begin the process to request changing the zoning for a parcel used as an operating quarry. Harry Coleman reviews some of the issues for changing the zoning on the parcel to include land development hurdles. Michael Kaspszyk states they are not currently concerned with developing the property as much as having the ability to change to a more beneficial use. Rachel Schickling motions to accept the application for rezoning, David Carbone seconds. Vote: David Carbone, Brendon Carroll, Rachel Schickling, and Joseph Colyer in favor, John Kerrick abstains; motion carries.
- d. Discussion for Submission of Parks Grants: Robert Bartal states there are a few grants that could be submitted for walking trails and playground equipment for the park. Jason Fitzgerald reviews the available grants. Robert Bartal asks if the bridge work at Austin T. Blakeslee Park could be submitted for these grants. Jason Fitzgerald states the work could be submitted. Autumn Canfield asks when the grants would be awarded and if they could start work before its awarded. Jason Fitzgerald states you cannot start work until the grant is awarded and reviews the deadline dates. Robert Bartal asks Jason Fitzgerald if all three project could be submitted; walking trails, playground equipment and repairing the bridge. Jason Fitzgerald all three projects could be submitted but the maximum is a million dollars. Brendon Carroll motions to proceed with all three projects for the grants, Rachel Schickling seconds. Kelly Hixon states she did not receive an email for the parks committee and asks how equipment was selected for the grant submission. Crystal Butler states she had sent an email out for the parks meeting but there was not enough people to

hold a meeting. David Carbone states we could start with on grant and have a meeting for the other two grants. Vote: all in favor; motion carries.

8. Action Items:

- a. Consider Fire Companies' Insurance Costs: (Action taken in Manager's Report)
- b. Consider Amendment for Pocono Pines Self Storage: Sara Bue Morris reviews the amendments to the land development plan for Pocono Pines Self Storage. John Kerrick asks if Bob McHale reviewed the changes. Sara Bue Morris states Bob McHale recommended conditional approval in his March 2, 2022 Review Letter. Rachel Schickling motions to approve the amendment based on Bob McHale's March 2, 2022 Review Letter, Brendon Carroll seconds. Vote: all in favor; motion carries.

9. Consider March 7, 2022 Bill Pack: Brendon Carroll motions to approve the bill pack in the amount of \$58,517.55, Joseph Colyer seconds. Vote: all in favor; motion carries.

10. Board of Supervisors Report/Comment: No comment.

11. Public Comment: John Kerrick states comments have been received via the website.

- a. Michael Camino makes a comment regarding short term rentals. He states changes should be made to the draft ordinance and the Board should consider some of the comments submitted and follow the county draft closer.
- b. William Zhou makes a comment regarding short term rentals. He references the 218 International Building Code and asks about housing types. Brendon Carroll and Joseph Colyer states the transient use changes the type of housing per the code.
- c. Thomas Anderson makes a comment on short term rentals. He states it has taken the township a long time to craft the ordinance. John Kerrick reviews the timeline of drafting the ordinance to include multiple public meetings and a committee. Thomas Anderson asks about the 10-person maximum and believes its not enforceable.
- d. Monica Mangin makes a comment on short term rentals. She expresses concerns about losing the family component in rentals with the current draft ordinance. She states current maximum would limit families.
- e. Iris Otano makes a comment on short term rental. She express concerns on the limited capacity.
- f. Tom Cochran makes a comment on short term rental. He express concerns on the 10-person maximum. He also express concerns about the age limit for rentals and fines.
- g. Xavier Ramirez makes a comment on short term rentals. He express concerns on the 10-person maximum. He also express concerns about the age limit and believes it will damage the local economy.

- h. Ruslan Kolyuzhko makes a comment on short term rentals. He states there are bad rental owners and good rental owner and it all depends on the management. He wants the Board to consider changes to the ordinance.
- i. Seth Walski makes a comment on short term rentals. He appreciates the work the Board has done and hopes to continue to work on the draft ordinance.
- j. Wendy Manley asks if the building code official be at the March 16th meeting. The will check on his availability. Wendy Manley states there needs to be a discussion on the length of time that is considered a short term rental and inquires about a meeting held on February 24th, 2022. Brendon Carroll states the February 24th executive session was presentations from the third party administration companies looking to do the STR Administration. Wendy Manley wants to start a standing committee for short term rental.
- k. Jennifer (does not state last name) makes a comment on short term rentals. She discusses how the Poconos have been a destination location and how STR impacts the community positively. She express concerns about the occupancy limits and regulating personal property rights.
- l. Anthony Rallo makes a comment on short term rentals. He express concerns on capacity level and has questions on which codes will be cited for the capacity. Rachel Schickling discuss septic loads and bedrooms. Anthony Rallo asks which specific building code is referenced for the capacity limit. Joseph Colyer states its section 310.3 in the IBC 2015.
- m. Bruce Freedman makes a comment on short term rentals. He states rental owners are being demonized and wants the Board to work with the responsible owners on a solution for STR.
- n. Danielle (does not state last name) states she is an owner of a cleaning company and express concerns of the regulations affecting their business.
- o. Ricky Cortez makes a comment on short term rentals. He reviews data from Pocono Mountain Vacation Bureau and expresses concerns on capacity issue.

12. Adjournment: The meeting adjourns at 8:04PM when building lost power.

Minutes recorded by Crystal Butler



Crystal Butler
Township Secretary