

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS  
REGULAR BUSINESS MEETING  
NOVEMBER 15, 2021

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The November 2021 Regular Business Meeting of the Tobyhanna Township Board of Supervisors (“Board”) was held on November 15, 2021, at the Tobyhanna Township Government Center located at 105 Government Center Way, Pocono Pines, PA 18350.

John Kerrick, David Carbone, Brendon Carroll, John J. Holahan, III, and Rachel Schickling are present. Also present is Harry Coleman, Solicitor, Robert Bartal, Manger, 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: None.
4. Consider Minutes: Brendon Carroll motions to approve the minutes of October 14, 2021 Budget Session, October 18, 2021 Regular Business Meeting, and November 3, 2021 Budget Session, Rachel Schickling seconds. Vote: John Kerrick, Brendon Carroll, and Rachel Schickling in favor, John Holahan abstains, and David Carbone abstains from the November 3<sup>rd</sup> 2021 Budget Meeting; motion carries.
5. Treasurer’s Report: Brendon Carroll review the October Treasurer’s Report. John Holahan motions to approve the Treasurer’s Report, David Carbone seconds. Vote: all in favor; motion carries.
6. DPW Vehicle Report: Brendon Carroll states some information is missing on the report and are preparing to schedule a meeting.
7. Solicitors Report:
  - a. Consider Rescinding Prior Action of the Board Raising the Library Millage Rate: Harry Coleman reviews the prior vote to increase the millage rate and the process of filing the declaratory judgment. He recommends to rescind the prior vote to clean up the minutes while working on filing the judgement. The Board discusses a possible MOU until the declaratory action is made. Trudi Denlinger states the Library is in favor of a MOU and believes the Board should not rescind the prior vote. She continues stating the Library will not move forward until a judgement is issued. The item is tabled.
  - b. Authorize the Solicitor to File Declaratory Judgement to the Court of Common Pleas: Rachel Schickling motions to authorize the solicitor to file the declaratory judgement, Brendon Carroll seconds. Vote: all in favor; motion carries.
  - c. Consider Waiver of Land Development and Process for ADA Ramp at 2582 Rt. 940 Pocono Summit: Harry Coleman reviews the request from the applicant for an ADA Ramp. He continues stating that Monroe County Planning Commission does not review

ADA Ramps creating a small discrepancy in the township ordinance. He recommends granting a waiver for the ADA ramp. John Holahan motions to approve the land development waiver, Rachel Schickling seconds. Vote: all in favor; motion carries.

- d. Consider Formal Conditional Approval of Land Development and Process for Side Corp/Suburban Propane: Harry Coleman reviews the request from Side Corp/Suburban Propane and the prior Conditional Use Hearing. He recommends the Board approve land development waiver conditioned on Crystal Butler's November 9<sup>th</sup>, 2021 email. John Holahan motions to approve the waiver of land development with the conditions, Rachel Schickling seconds. Vote: all in favor; motion carries.
- e. Consider Cramer Cashway Inc Lot Joinder and Municipal Land Tax Transfer: Harry Coleman reviews the request for lot joinder stating the parcel will become a part of Coolbaugh and will have very minimal impact to the collected taxes. David Carbone motions to approve the lot joinder and municipal tax land transfer, Rachel Schickling seconds. Vote: John Kerrick, David Carbone, John J. Holahan, III, and Rachel Schickling are in favor, Brendon Carroll abstains; motion carries.

8. Manager's Report:

- a. Monthly Report from Penn Strategies: Robert Bartal reviews the report provided by Penn Strategies and states the report has been included in their binders.
- b. October 2021 Zoning and Septic Report: Robert Bartal reviews the Zoning and Septic Report stating the zoning was up 8 from 2020 and septic was down 18 from 2020.
- c. Update on Grant Writer for Private Purposes: Tabled.
- d. Pocono Lions Club Legacy Donation: Robert Bartal reviews the request stating this is a Legacy Donation and the check is a part of this bill pack.
- e. New DPW Personnel Hire: Robert Bartal announces that a new DPW member has been hired named James Rafferty.

9. Old Business: None.

10. New Business:

- a. Authorize to Advertise Proposed 2022 Township Budget: Rachel Schickling asks about salary projections. Robert Bartal states those have been included in the budget. John Holahan motions to authorize to advertise, Brendon Carroll seconds. Vote: all in favor; motion carries.
- b. Authorize to Advertise 2022 Reorganizational Meeting – January 3rd, 2022 at 3:00PM: David Carbone motions to authorize to advertise, Brendon Carroll seconds. Vote: all in favor; motion carries.

- c. Authorize to Advertise Boards/Commissions Vacancies: David Carbone motions to authorize to advertise, Brendon Carroll seconds. Vote: all in favor; motion carries.
  - d. Consider Resolution 2021-023 County Hazard Mitigation Update: David Carbone motions to approve the resolution, Brendon Carroll seconds. Vote: all in favor; motion carries.
  - e. Consider Renewing Laserfiche Support Software with General Code: David Carbone motions to approve the proposal in the amount of \$1,323.00, Brendon Carroll seconds. Vote: all in favor; motion carries.
  - f. Authorize Manager to execute Landlord Waiver for Panther Waste: John Holahan motions to authorize, David Carbone seconds. Vote: all in favor; motion carries.
11. Consider Bill Pack: Rachel Schickling motions to approve the bill pack in the amount of \$760,193.94, John Holahan seconds. Vote: all in favor; motion carries.
12. Board of Supervisors Report/Comment:
- a. David Carbone asks the fire companies if they have prepared their Rescue 1 Documents. Fire companies responded they will provide those documents soon.
13. Public Comment:
- a. Heino Fette asks to meet with the DPW Committee Supervisors.
  - b. Bill Mullen thanks Board for work done on Hungry Hill Site. He continues stating there are decaying trees on Sullivan Trail and wants the Board to request PennDot to address.

Adjournment: The meeting adjourns at 6:38PM

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Minutes recorded by Crystal Butler



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Crystal Butler  
Township Secretary

