

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

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

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

1. John Kerrick calls the meeting to order at 6:01PM, a quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements: John Kerrick states an executive session was held on July 5, 2022 from 6:45PM to 7:10PM for personnel and legal and on July 18, 2022 from 5:30PM to 6:00PM for legal. He also states National Night Out will be held on August 2, 2022 at 5:30PM in Blanche Price Park.
4. Consider Minutes: Brendon Carroll motions to approve the minutes of the June 20, 2022 Regular Business Meeting and the July 5, 2022 Regular Business Meeting, Joseph Colyer seconds. Vote: all in favor; motion carries.
5. Solicitor’s Report: Harry Coleman reviews recent legal matters and states John Kerrick had received a response from the State’s Ethics Commission. He continues stating Mr. Kerrick was correct in his abstention in the vote for the Short Term Rental Ordinance. Harry Coleman continues his review and states a settlement agreement with Campstead POA regarding sewage tanks has been drafted and is seeking approval of the agreement from the Board. Brendon Carroll motions to approve the amended agreement with Campstead POA, Joseph Colyer seconds. Vote: all in favor; motion carries.
6. Manager’s Report:
 - a. Monthly Report from Penn Strategies: Robert Bartal reviews the monthly Penn Strategies Report provided to the Board.
 - b. June Zoning and Septic Report: Robert Bartal reviews the June 2021 and June 2022 zoning and septic report.
7. Committee Reports:
 - a. PMRPC: Brendon Carroll states call volume is down. He continues stating the Township was under 124 hours for the month of June and over 58 hours for the year.
 - b. PMREMS: Joseph Colyer states PMREMS provided a report that has been given to the Board.
 - c. NIDA: No report.
 - d. PMCOG: Crystal Butler reviews the previous meeting for COG stating there was no new information regarding the radios for the fire companies.
 - e. Library: John Bloyce reviews the Library Report. He also states there were 1,919 visits in May and 3,203 books were circulated.

- f. STR: Crystal Butler states 3 letters of interest have been received for the STR Committee. Robert Bartal states the request for STR Enforcement Proposals have been sent out.
- g. DPW/Vehicle Report: Corey Burd reviews the DPW Report and states there were no major vehicle repairs for the month. He requests the Board's approval for a pole light for one of the DPW vehicles. The Board discusses lighting equipment for township DPW vehicles. Autumn Canfield states she can look into possible grants for the pole light. Brendon Carroll motions to approve the purchase of a pole light not to exceed \$1,500.00, Joseph Colyer seconds. Vote: all in favor; motion carries.

8. Discussion Items:

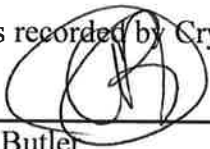
- a. Discuss Township Roads for Next Year's Trimming and Paving: Robert Bartal and Corey Burd reviews the list of roads provided to the Board. The Board discuss the current year's roads and the proposed roads for the next year. Brendon Carrol states he would like to review the 10 year road plan previously developed. The item is tabled.
- b. Discuss Outdoor AED Devices: Autumn Canfield reviews the information for the outdoor AED devices. Corey Burd discusses proposed locations and installation process. The Board directs Autumn Canfield to pursue getting the devices.
- c. Discuss Construction Inspection Services and Invoices for Hudock Road Relocation Project: Chris McDermott of Reilly Associates reviews the provided construction reports and related invoices. The Board express concerns the inspection services went over the amount originally approved in Reilly's proposal. Brendon Carroll motions to approve the first invoice in the amount of \$35,435.98, Joseph Colyer seconds. Vote: Brendon Carroll, Rachel Schickling, and Joseph Colyer in favor, John Kerrick abstains; motion carries. The Board tables the second invoice until further review.
- d. Discuss Dog Park Equipment Purchase: Robert Bartal states additional \$12,500.00 for dog agility equipment and benches will be needed to complete the park. Brendon Carroll motions to approve the deduction from the parks fund in the amount of \$12,500.00, Joseph Colyer second. Vote: all in favor; motion carries.
- e. Discuss Resolution for Distribution of Funds for Fire Tax: John Kerrick states a draft resolution has been presented to the Board. Brendon Carroll states he has question about the draft. The Board tables this item until a meeting with the fire companies can be scheduled to discuss.
- f. Discuss Sending Draft Ordinances to the Township and County Planning Commissions: The Board would like to discuss the proposed ordinances in a joint meeting with the township Planning Commission and table the item.

9. Action Items:

- a. Consider Reappointment of Rachel Schickling to the Planning Commission for a 4 Year Term Ending July 2026: Brendon Carroll motions to appoint Rachel Schickling for a 4 year term ending 2026, Joseph Colyer seconds. Vote: John Kerrick, Brendon Carroll, and Joseph Colyer in favor, Rachel Schickling abstains; motion carries.
- b. Consider Dunne Manning Planning Module for Septic: Brendon Carroll motions to approve the planning module to be forwarded to DEP, Rachel Schickling seconds. Vote: all in favor; motion carries.

- c. Consider Application for Tax Exemption for 117 Stillwater Drive: Brendon Carroll motions for the staff to submit the Tax Exemption Application for 117 Stillwater Drive, Rachel Schickling seconds. Vote: all in favor; motion carries.
 - d. Consider EDA Loan Increase: Robert Bartal reviews the request stating there is an invoice for the EDA Annual Audit that will need to be paid. Brendon Carroll motions to extend the loan amount an additional \$6,250.00, Rachel Schickling seconds. Vote: all in favor; motion carries.
 - e. Consider Payment in the Amount of \$30,662.37 to Pioneer Construction Company for Stored Materials for the I-380 Off Ramp Realignment Project: Rachel Schickling motions to approve the payment in the amount of \$30,622.37, Brendon Carroll seconds. Vote: all in favor; motion carries.
 - f. Consider Act 537 Update: Harry Coleman reviews the request for additional sewage capacity for the sewer service area from Pocono Township. Rachel Schickling motions to approve the request, Joseph Colyer seconds. Vote: Brendon Carroll, Rachel Schickling, and Joseph Colyer in favor, John Kerrick abstains; motion carries.
10. Treasurer's Report: Brendon Carroll reviews the June Treasurer's Report. Rachel Schickling motions to approve the treasurer's report, Joseph Colyer seconds. Vote: all in favor; motion carries.
11. Consider July 18, 2022 Bill Pack: Joseph Colyer motions to approve the bill pack in the amount of \$469,832.12, Brendon Carroll seconds. Heidi Pickard asks a question about a PennDot bill. Vote: all in favor; motion carries.
12. Board of Supervisors Report/Comment: None.
13. Public Comment:
- a. Heino Fetty asks about allowable cost over run percentage for a job in regards to Reilly Proposal. He also asks for an update on the I-380 Off Ramp Realignment Project.
 - b. Ed Tutrone requests \$114,000.00 from the Fire Tax Fund to put towards the principle on the new aerial truck. The Board discusses fire expenses, funds, and the proposed Fire Companies Ordinance.
14. Adjournment: The meeting adjourns at 7:18PM
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Minutes recorded by Crystal Butler



Crystal Butler
Township Secretary