

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS SESSION
OCTOBER 3, 2022

The October Regular Business Meeting of the Tobyhanna Township Board of Supervisors (“Board”) was held on October 3, 2022, at the Tobyhanna Township Government Center located at 105 Government Center Way, Pocono Pines, PA 18350.

John Kerrick, David Carbone, Brendon Carroll, Rachel Schickling, and Joseph Colyer are present. Also present is Solicitor Harry Coleman, and Robert Bartal, 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 announces an executive session was held on September 27, 2022 from 7:30PM to 7:50PM for legal. Bob Bartal states and executive session was held on September 29, 2022 from 6:00PM to 7:00PM for legal and October 3, 2022 from 5:45Pm to 6:00PM for legal.
4. Solicitor’s Report: Harry Coleman reviews the Solicitor’s Report stating he is looking for approval of an Escrow Agreement with Kalahari. Brendon Carroll motions to approve the agreement subject to review by special counsel, David Carbone seconds. Vote: David Carbone, Brendon Carroll, Rachel Schickling, and Joseph Colyer in favor, John Kerrick abstains; motion carries.
 - a. Public Hearing Ordinance No. 572 Short Term Rental Ordinance Amendment: (erroneously referred to as Ordinance No. 571 throughout the meeting. During the Public Comment Section, a vote was taken to correct the number of the approved ordinance to Ordinance No. 572 by a motion from Joseph Colyer and second by Rachel Schickling. The motion carried with John Kerrick abstaining.) Harry Coleman reviews the ordinance amendment and states the minor changes to the ordinance include the removal of exemptions for camps, cabins, and cottages, remove the requirement for “will serve” letters from central sewer systems and remove ‘Monroe County Assessor’ as it pertains to the floor plan.

Brendon Carroll motions to open the hearing, Davis Carbone seconds. Vote: all in favor; motion carries.

Wendy Manley asks about the reason for the changes. Harry Coleman explains the change with camps, cabins and cottages exemptions made the ordinance easier to administer. Robert Bartal states that Aqua was non-committal in providing a ‘will serve’ letter so that section of the ordinance was removed to not hold up the permit process. He continues to state the mention of ‘Monroe County Assessor’ was removed as plans are no longer record at the county so hand drawn plans would be accepted. Ricky Cortez asks about camps, cabins, and cottages and septic ramifications.

Brendon Carroll motions to close the hearing, Joseph Colyer seconds. Vote: David Carbone, Brendon Carroll, Rachel Schickling, and Joseph Colyer in favor, John Kerrick abstains; motion carries.

Brendon Carroll motions to adopt Ordinance No. 572, Rachel Schickling seconds. Vote: David Carbone, Brendon Carroll, Rachel Schickling, and Joseph Colyer in favor, John Kerrick abstains; motion carries.

5. Manager's Report: No report.

6. Discussion Items:

- a. Discuss Request for ZHB Fee Reimbursement – 115 Cypress Court: This Item was tabled for further research.
- b. Discuss SALDO and Zoning Ordinance Amendment Comments: Crystal Butler presents the comments and recommended changes from the planning commissions. Harry Coleman reviews the recommended changes and states they are de minimus in nature. Brendon Carroll motions to authorize to advertise the SALDO and Zoning Ordinance Amendments, Rachel Schickling seconds. Vote: all in favor; motion carries.
- c. Discuss EDA and ZHB Member Vacancy Appointment – LOI's: The Board would like the vacancies to be posted on the website and Facebook. Brendon Carroll motions to post the vacancies, Joseph Colyer seconds. Vote: all in favor; motion carries.
- d. Discuss STR Committee Appointments: The Board discusses makeup and mission of STR Committee and states they will review letters of interest.
- e. Discuss Hudock Road Inspection Service: This item is tabled.

7. Action Items:

- a. Consider Awarding 2023 Tree Trimming Bid: Robert Bartal KC Tree Services bid and states it was the only bid received. Rachel Schickling motions to accept the base bid in the amount of \$81,300.00, Brendon Carroll seconds. Vote: John Kerrick, David Carbone, Brendon Carroll, Rachel Schickling in favor, Joseph Colyer abstains; motion carries.
- b. Consider Stillwater Estates Property Owners Association's Request for Letter for Support for LSA Grant: Robert Bartal reviews the request. Mike Peterson of Stillwater Estates Property Owners Association discusses the LSA grant they are pursuing. Brendon Carroll states the township is pursuing its own LSA Grant. The Board tables this item.
- c. Consider Proclamation for John W. Briggs: This item is tabled.

8. Consider October 3, 2022 Bill Pack: Rachel Schickling motions to approve the bill pack in the amount of \$105,410.46, Brendon Carroll seconds. Vote: all in favor; motion carries.

9. Board of Supervisors Report/Comment: None.

10. Public Comment:

- a. Wendy Manley asks about the launch of the STR Program and costs. Robert Bartal reviews the tentative plan for launching the program and some of the cost associated with administration of the program.
- b. Joe Crandall asks about effective dates of the STR Ordinance and amendment.
- c. Vikki Mebius asks where STR permits are being posted and enforcement process.
- d. Ed Tutrone corrects the Board's ordinance number from the earlier hearing. The Board corrects the ordinance number with a vote as noted above.
- e. M. Lipa states the STR fee is too excessive. She also states the occupancy is too low.
- f. Michael Camino asks about overages for the STR fees and when the fee gets paid.
- g. Garrett Nann asks about STR application requirements.
- h. Ricky Cortez asks about effective dates and violations for the STR ordinance.

11. Adjournment: The meeting adjourns at 7:10PM.

Minutes recorded by Crystal Butler



Crystal Butler
Township Secretary

