

THE TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS &  
ECONOMIC DEVELOPMENT AUTHORITY  
JOINT MEETING  
July 5, 2023

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The July Joint Meeting of the Tobyhanna Township Board of Supervisors and Economic Development Authority was held on July 5, 2023, at the Tobyhanna Township Government Center Building located at 105 Government Center Way, Pocono Pines, PA 18350.

Present are Supervisors John Kerrick, David Carbone, Brendon Carroll, Rachel Schickling, and Joseph Colyer. Also present are Solicitor, Harry Coleman, Esquire, Manager Robert Bartal, Assistant Manager Crystal Butler, and EDA Member Mike Murphy. EDA Member Adam Kerrick is not present.

1. John Kerrick calls the meeting to order at 6:00PM; a quorum is present.
2. Announcements: Harry Coleman calls the Economic Development Authority meeting to order.
3. EDA Business:
  - A. Nominate and Appoint Offices:
    - i. Brendon Carroll motions to nominate Rachel Schickling to serve as Chair, Mike Murphy seconds. Vote: all in favor; motion carries.
    - ii. Mike Murphy motions to nominate Brendon Carroll to serve as Vice Chair, Rachel Schickling seconds. Vote: all in favor; motion carries.
    - iii. Brendon Carroll motions to nominate Adam Kerrick to serve as Secretary, Mike Murphy seconds. Vote: all in favor; motion carries.
    - iv. Brendon Carroll motions to appoint Mike Murphy to serve as Treasurer, Rachel Schickling seconds. Vote: all in favor; motion carries.
    - v. Brendon Carroll motions to nominate Gregoire Romulus to serve as Assistant Treasurer, Mike Murphy seconds. Vote: all in favor.
    - vi. Brendon Carroll motions to nominate Harry Coleman, Esquire, to act as Solicitor, Mike Murphy seconds. Vote: all in favor; motion carries.
  - B. Announcements – No Regular Business Meetings were held December 2022 through June 2023.

Rachel Schickling states that they are trying to sell the EDA property.
  - C. Public Comment – Agenda items only.

Trudi Denlinger asks what property is being sold.
  - D. Consider the Minutes of the November 2, 2022, Economic Development Authority Regular Business Meeting: Brendon Carroll motions to consider the minutes of the November 2, 2022, Economic Development Authority Regular Business Meeting as presented, Mike Murphy seconds. Vote: all in favor; motion carries.

E. Bill Pack –

a. Ratify Bill Pack (November 1, 2022 – June 30, 2023) \$11,212.02: Brendon Carroll motions to ratify Bill Pack from November 1, 2022 – June 30, 2023, in the amount of \$11,212.02, Rachel Schickling seconds. Vote: all in favor; motion carries.

F. Old Business:

a. EDA property update – Update on Lot Joinder/Subdivision Application and property sale: Harry Coleman states there is an Agreement of Sale and reads a Resolution of the EDA authorizing the sale of real estate. Brendon Carroll motions to adopt the Resolution of the Agreement of Sale, Mike Murphy seconds. Troy Counterman asks if that is the property that the Township loaned money to the EDA to purchase. Lance Mirkin asks if this was the highest bid. Vote: all in favor; motion carries.

b. Dunn Manning Easement update: Harry Coleman states that the Sewer Easement with Dunn Manning is finalized and with Dunn Manning's counsel for review. The goal is to complete the subdivision plan for the August 2023 Planning Commission Meeting.

G. New Business:

a. Formal approval of EDA loan, dated May 25, 2023, from Township Ten Thousand Dollars (\$10,000): Brendon Carroll motions to approve EDA loan, Mike Murphy seconds. Troy Counterman asks how they are going to repay that loan. Vote: all in favor; motion carries.

b. Formal Approval of correspondence, dated March 30, 2023, to PA DOT reference sound barriers and I 380 Ramp Relocation Project: Brendon Carroll motions to approve the March 30, 2023, PA DOT reference sound barriers and I 380 Ramp Relocation Project, Mike Murphy seconds. Vote: all in favor; motion carries.

c. Approval of EDA 2022 Audit: Brendon Carroll motions to approve the Audit of December 31, 2022, for the Accumulative Depreciation in the amount of \$503,199.00, Rachel Schickling seconds. Vote: all in favor; motion carries.

d. Stay of future meetings: Rachel Schickling states the next meeting is scheduled for August 2, 2023, at 6:00 PM.

H. Public Comment: None.

I. EDA Adjournment: Brendon Carroll motions to adjourn the NIDA Meeting, Rachel Schickling, and Steve Pine second. Vote: all in favor; motion carries. The NIDA meeting is adjourned at 6:16PM.

Board of Supervisors Business:

4. Solicitors Report: Harry Coleman states that Resolution 2023-10 was adopted by the Board on April 3, 2023. It was noted at the time that the Township does have a Fire Tax which was established by Tobyhanna Township in May of 1985. Tobyhanna Township Bureau of Fire, Station 44 was recognized as a fire company in the Township and is entitled to receive a discretionary share of the Township's Fire Tax with Pocono Summit Volunteer Fire Company.

{Agenda Item taken out of order: Brendon Carroll motions to do a 50/50 split distribution between the 2 fire companies, Rachel Schickling seconds. Mr. Tutrone asks how they are giving the money to TTBF when they are not named. Troy Counterman states that Mr. Huff has no stake in the game and only wants to keep TTVFC out. Michael Camino states his opinion on the Fire Tax. Vote: 3-0, David Carbone and Joseph Colyer abstain; motion carries.}

5. Manager's Report:

- a. Request of Emily Riccardi regarding holding wedding ceremony on October 13, 2023, at Austin T. Blakeslee Park: Robert Bartal states that a request was made to have their wedding at Austin T. Blakeslee Park on October 13, 2023, and wanted permission from the Board. Mr. Bartal states if the Board is fine with it, he will let them know they can have their ceremony there, but we are not granting them formal permission.
- b. Update on Multimodel Transportation Fund Grants Match Waiver Request: Robert Bartal stated that he submitted a request to PennDOT to waive the 30% grant match for all grants related to the I 380 projects. Mr. Bartal states that on June 28, 2023, we received correspondence that they were waiving the grant match.

(Not an Item) Robert Bartal states the Corey Byrd, our Roadmaster, submitted his letter of resignation effective July 5, 2023. Jim Rafferty is the new Roadmaster starting July 6, 2023.

6. Discussion Items:

- a. Discuss Clymer Library Increase from 094. Mills to .188 Mills for 2024 Tax Year: Rachel Schickling motions to approve Clymer Library increase from 094. Mills to .188 Mill for 2024 Tax Year, David Carbone seconds. Brendon Carroll states that he would like to look at an increase in a similar millage for Emergency Services. Vote: all in favor; motion carries. Trudi Denlinger thanks the Board.
- b. Discuss adding a one-day special event insurance policy requirement for all lodge rentals going forward. Robert Bartal states that we had received about setting up a bounce house at the lodge. Mr. Bartal reached out to our insurance carrier with our concerns, and they recommended that the Township require a special event policy for any lodge rentals. Joseph Colyer motions to add one-day special event insurance policy requirement for all lodge rentals, Brendon Carroll seconds. Doria Workheiser asks if they are going to require that they sign a waiver. Lance Mirkin asks if they are going to require guests to sign a waiver. Heino Fette asks why alcohol is allowed on Township property. Vote: all in favor; motion carries.

7. Action Items:

- a. Consider Percentage Distribution of Fire Tax as per Resolution No. 2023-010: This matter was discussed earlier.
  - b. Consider Conditional Land Development approval to 109 Realty, LLC.: Matt Evans, Keystone Engineers, reviews the development plan for 109 Realty LLC. Brendon Carroll motions that based on Bob McHale's review letter of June 23, 2023, to approve the land development of 109 Realty LLC, Rachel Schickling seconds. Vote: 4-0, John Kerrick abstains; motion carries.
8. Consider July 5, 2023, Bill Pack: \$210,960.087: Brendon Carroll motions to approve July 5, 2023, Bill Pack in the amount of \$210,960.087, Rachel Schickling seconds. Vote: all in favor; motion carries.
9. Board of Supervisors Report/Comment: None

10. Public Comment:

Peter Huff addresses comments made regarding his background.

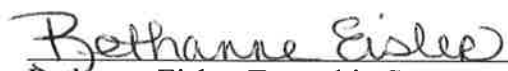
Ed Tutrone asks if the Township will do a Mutual Aid Agreement with Tobyhanna Township Volunteer Fire Company.

Kelly Hixon asks (1) if they are bringing back Community Day and (2) if a turning lane or turning signal can be put at Route 115 and Route 940.

11. Adjournment: Meeting adjourned at 7:13 PM.

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Minutes recorded by Bethanne Eisler

  
Bethanne Eisler, Township Secretary