

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
August 21, 2023

The July Regular Business Meeting of the Tobyhanna Township Board of Supervisors was held on August 21, 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 and Assistant Manager Crystal Butler.

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 states that an executive session was held on July 17, 2023, from 5:30PM to 5:58PM for legal and personnel. Mr. Kerrick states that an executive session was held on July 17, 2023, from 7:25PM to 7:45PM for legal. Robert Bartal states that an executive session was held on August 21, 2023, from 5:30PM to 6:00PM personnel.
4. Consider Minutes: Rachel Schickling motions to approve the minutes of the June 19, 2023, Regular Business Meeting, July 5, 2023, Joint Board of Supervisors/Economic Development Authority; and July 17, 2023, Regular Business Meeting as presented, Joseph Colyer seconds. Vote: all in favor; motion carries.
5. Solicitor Report: Mr. Coleman states that a litigation report was sent to the Board of Supervisors on August 5, 2023.

Mr. Coleman advises that he received an Advice of Counsel Opinion from the Pennsylvania State Ethics Commission stating that it would not be a conflict of interest for Mr. Colyer and Mr. Carbone to vote on issues regarding the fire department.

Mr. Coleman states that he received a Deed of Dedication from the developer dedicating to the Township St. Luke's Way and the Hudock Road cul-de-sac. Mr. Coleman is asking for a motion to authorize the Vice-Chairman to sign the Deed of Dedication for St. Luke's Way and the Hudock Road cul-de-sac from Tobyhanna Site LLC. Mr. Bartal asked if the Township Engineer should review this before it is signed, and Mr. Coleman said yes. John Kerrick entertains the motion with the review of the Township Engineer. Brendon Carroll makes the motion, David Carbone seconds. Vote: 4-0, John Kerrick abstains; motion carries.

Mr. Coleman requests the Board for a motion to advertise the Resolution adopting the Deed of Dedication of St. Luke's Way and the Hudock Road cul-de-sac along with a motion to advertise the vacation of the unused portion of Hudock Road. John Kerrick entertains a motion for permission to advertise. Rachel Schickling and Joseph Colyer motion to grant permission to advertise. David Carbone seconds. Vote: 4-0, John Kerrick abstains; motion carries.

Mr. Coleman states that the Township is looking into refinancing a vehicle. Mr. Coleman states that the Township must follow the Local Government Unit Debt in terms of

refinancing. Mr. Coleman has made a call to counsel for DCED concerning this issue and will report to the Board at the next meeting.

- a. Direction of the Board for Solicitor to confer with Vince Pompo on Kalahari Summary Judgment.

{Agenda Item taken out of order: Mr. Coleman states that since this is in litigation, he discussed this matter with the Board in an executive session. This matter is tabled.}

6. Manager's Report:

- a. Penn Strategies Report: Robert Bartal states that Penn Strategies has reached out to set up a meeting within the next two weeks to plan the strategy for next year.
- b. Zoning and Septic Reports: Robert Bartal reviews the July 2022 and July 2023 zoning and septic reports.
- c. Legacy Donation for PMREMS Regional Roundup – August 31, 2023: Robert Bartal announces that the PMREMS Regional Roundup will take place on August 31, 2023, from 5:30PM to 9:00PM at Skytop Lodge.

7. Committee Reports:

- a. PMRPC: Brendon Carroll states they are under 72 hours for the month, and they are still over about 410 hours for the year. Mr. Carroll states that through the summer, crime is down.
- b. PMREMS: Joseph Colyer states they received one of the new ambulances. Mr. Colyer states that coverage in the building is solid, very few shifts are uncovered now.

{Agenda Item taken out of order: Austin Schraeder (?) from PMREMS states that last month was a busy month. There were 153 responses and 62% of those calls required patient transfer to the hospital. Mr. Schraeder stated that they have hired 8 new employees.}

- c. TTBF: Reports are in packet.
- d. PSVFC: Report is in packet.
- e. NID: Crystal Butler states there is no meeting scheduled until next year.
- f. PM COG: Crystal Butler states that they did have their July meeting and they are still working with other Townships regarding Act 167.
- g. MCATO: Crystal Butler states that they had a work session in August and started working through the new by-laws and dues for the association. Ms. Butler states that they are looking to meet in September to appoint a Board and pass the by-laws.
- h. Library: No report.
- i. DPW/Vehicle Report: James Rafferty states they haven't had any breakdowns. Mr. Rafferty states that with all the rain issues, they have finished the shoulder and swale

repairs in Camelot and Lake Naomi. David Carbone states that he received calls stating that they did a great job. Mr. Rafferty states that they restriped the township building, Locust Ridge, and the fire department.

8. Discussion Items:

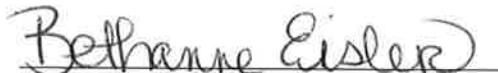
- a. Discuss 2024 Budget Meeting dates for 9/26/2-23, 10/10/2023, 10/24/2023: David Carbone motions to advertise 2024 Budget Meeting dates, Joseph Colyer seconds. Vote: all in favor; motion carries.
- b. Discuss expiring Zoning Hearing Board Seat/Prior Letter of Interest: Rachel Schickling motions to appoint Joseph Crandall to Zoning Hearing Board, David Carbone seconds. Vote: all in favor; motion carries.

9. Action Items:

- a. Consider approval of 2022 Financial Audit Report: Rachel Schickling motion to approve 2022 Financial Audit Report, David Carbone seconds. Vote: all in favor; motion carries.
- b. Consider Resolution No. 2023-011 Reappropriations and Supplemental Transfers: Rachel Schickling motions to approve Resolution No. 2023-011 Reappropriations and Supplemental Transfers; David Carbone seconds. Vote: all in favor; motion carries.
- c. Consider Resolution No. 2023-012 for authorization of the Chairman to execute Agreements and Supplements for PennDOT Multimodal Grants: Brendon Carroll motions to approve Resolution No. 2023-102 for authorization of the Chairman to execute Agreements and Supplements for PennDOT Multimodal Grants, Rachel Schickling seconds. Vote: all in favor; motion carries.
- d. Consider approval of Zelenkofske Axelrod LLC Audit of fire department: Rachel Schickling motions to approve Zelenkofske Axelrod LLC Audit of fire department, Brendon Carroll seconds. Vote: all in favor; motion carries.
- e. Consider RETTEW's Addendum No. 9 for Wetland Mitigation/I-380 project: Rachel Schickling motions to consider RETTEW's Addendum No. 9 for Wetland Mitigation, Brendon Carroll seconds. Vote: all in favor; motion carries.
- f. Consider amendment for Tobyhanna Site LLC's Landscaping Plan: Rachel Schickling motions to approve amendment of Tobyhanna Site LLC's Landscaping Plan, David Carbone seconds. Vote: all in favor; motion carries.
- g. Consider authorization to advertise Ordinance for Hudock Road Vacation: This was previously discussed.
- h. Consider authorization for advertising Public Hearing for General Obligation Note: This was previously discussed.

- i. Consider 2023-2024 Penn Strategies Proposal: Jason Fitzgerald states that there is no proposed rated increase for next year and they are looking forward to continue working with the Township. Brendon Carroll motions to approve the 2023-2024 Penn Strategies Proposal, Joseph Colyer seconds. Ed Tutrone asks how much it costs. John Kerrick states \$4,000 a month. Vote: all in favor; motion carries.
10. Treasurer's Report: July Treasurer's Report: David Carbone motions to approve July Treasurer's Report, Rachel Schickling seconds. Vote: all in favor; motion carries.
11. Bill Pack:
 - a. Ratify August 7, 2023, Bill Pack: \$1,238,469.87: Brendon Carroll motions to ratify August 7, 2023, Bill Pack in the amount of \$1,238,469.87, David Carbone seconds. Vote: all in favor; motion carries.
 - b. Consider August 21, 2013, Bill Pack: \$180,820.94: Brendon Carroll motions to consider August 21, 2023, Bill Pack in the amount of \$180,820.94, David Carbone seconds. Vote: all in favor; motion carries.
12. Board of Supervisors Report/Comment: None.
13. Public Comment: None.
14. Adjournment: Meeting adjourned at 6:26PM.

Minutes recorded by Bethanne Eisler


Bethanne Eisler, Township Secretary