

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
SEPTEMBER 16, 2024

The September 2024 Regular Business Meeting of the Tobyhanna Township Board of Supervisors was held on September 16, 2024, at the Tobyhanna Township Government Center Building located at 105 Government Center Way, Pocono Pines, PA 18350.

Present are Supervisors John Kerrick, Joseph Colyer, Edward Tutrone and Ted Wolski. Also present are Solicitor, Harry Coleman, Esquire, Manager Robert Bartal and Assistant Manager Crystal Butler. Supervisor Rachel Schickling was not present.

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 that there was an executive session on August 19, 2024, from 7:50PM to 8:00PM for legal matters. John Kerrick announces that there was an executive session on September 10, 2024, from 4:30PM to 5:45PM for an information session and personnel matters.
4. Solicitors Report: Harry Coleman states that relative to the Lake Naomi Holding Tank, he prepared a Holding Tank Agreement. Mr. Coleman states that he reached out to the SEO, Jonathan Shupp regarding this Agreement and both himself and Mr. Shupp agree that it would be appropriate for the Board to authorize the Chairman to sign the Holding Tank Agreement with Lake Naomi. John Kerrick entertains that motion. Edward Tutrone makes the motion, Joseph Colyer seconds. Vote: all in favor; motion carries.
5. Manager's Report:
 - a. Penn Strategies Report: Robert Bartal states there is still no word on the RACP Grant.
 - b. Zoning and Septic Reports: Robert Bartal reviews the August 2023 and August 2024 zoning and septic reports.
 - c. PMWLL Upgrade to Blanche Price Park Baseball Field: Robert Bartal states that they had a request from Pocono Mountain West Little League to upgrade the backfield. Mr. Bartal states that they were only expanding the dirt part of the infield, and that Pocono Mountain West Little League supplied the dirt and DPW did the work for them. Mr. Bartal states that the field turned out beautiful.
7. Committee Reports:
 - a. PMRPC: Joseph Colyer states that they year to dates hours were under 116 last month and they are 89 hours over which is great compared to where they were. Robert Bartal states that their first budget meeting is tomorrow.
 - b. PMREMS: No report.
 - c. TTBF: Report is attached.
 - d. PSVFC: No report.

- e. NID: Crystal Butler states they are waiting for the audit to schedule the last meeting of the year.
- f. PM COG: Crystal Butler states the quantities have been put out to bid and they should be ready to open at this month's COG meeting.
- g. MCATO: Crystal Butler states there is no news. This is going to be taken off the agenda until they get new information.
- h. Library: John Ryan gives his monthly report. Edward Tutrone states that he can help with any historical questions.
- i. DPW/Vehicle Report: James Rafferty states that the Fall Cleanup was held this weekend, and it went well. Mr. Rafferty states that they need their garage back as it is currently housing the fire equipment and would like permission from the Board to rent a U-Haul truck to move the fire equipment to the ESB Building.
- j. STR: Crystal Butler states that as of this morning there are 785 active permits; 15 applications are in the queue waiting to be reviewed and 25 applicants are working through their tasks.

8. Discussion Items:

- a. Discuss Warehouses: Ted Wolski states that he found out last week that Carbon County passed a Curative Amendment and is hoping someone from Carbon County can talk about what was passed. Mr. Wolski states that our map is old and is wondering if that needs to be addressed at future meetings and would also like to know the process to do that. Beth Hurley, who was a part of the Curative Amendment process in Kidder Township discusses that process. John Kerrick suggests that Ted Wolski chair a committee along with Crystal Butler in this regard.
- b. Discuss Winter Operations: Robert Bartal states that in the past we have had help for DPW and that last year they handled it strictly on their own. Mr. Bartal states that we have 5 CDL drivers and a part-time driver who is called in for the smaller roads if needed. Mr. Bartal states that last year we bid this out twice and received no bids. James Rafferty states that they are more than capable of handling this as there were no problems last year.

9. Action Items:

- a. Consider Conditional Approval for Sewer District 1 for Force Main Inspections and Valve Replacement: Robert Bartal states they are looking for conditional approval to have T&M do a complete evaluation of the entire force main system including the valve and meter valves. Bob McHale states the T&M provided a force main analysis report which identified seven items of concern. Mr. McHale states the Kimberly Horn is going to oversee and replace the valve. Mr. Bartal states that they have reviewed this with Vince Pompo, who is in support of this. Joseph Colyer makes a motion for conditional approval for Sewer District 1 force main inspections and valve replacement, Ted Wolski seconds. Vote: all in favor; motion carries.
- b. Consider 2023 Minimum Municipal Obligation of Tobyhanna Township Non-Uniformed Employee's Pension Plan: Joseph Colyer makes a motion to make our Minimum

Municipal Obligation for the non-uniformed pension plan, Ted Wolski seconds. Edward Tutrone abstains. Vote: all in favor; motion carries.

- c. Consider Authorization to Advertise 2025 Paving: Robert Bartal discusses roads to be paved in 2025. Edward Tutrone makes the motion, Ted Wolski seconds. Edward Tutrone asks when going through the budget session and whether they want to add extra that can be done. Mr. Tutrone asks if Gross Drive is going to be widened. Vote: all in favor; motion carries.
- d. Consider Approval of Tobyhanna Township Bureau of Fire's Lease Renewal for 2025: Edward Tutrone makes the motion, Ted Wolski seconds. Vote: all in favor; motion carries. Edward Tutrone asks if there is a Lease Agreement with EMS.
- e. Consider Ratification of Waiver of Chapter 75-6 Fireworks Bond Requirement for Locust Lake Village and Lake Naomi: Joseph Colyer makes a motion to ratify that decision, Ted Wolski seconds. Vote: all in favor; motion carries.
- f. Consider Pay Application #2 from Kobalt Construction for 2024 paving project in the amount of \$124,030.00 and Change Order: Joseph Colyer makes a motion to pay application #2 from Kobalt Construction 2024 paving project in the amount of \$124,030.00 and Change Order, Ted Wolski seconds. Edward Tutrone abstains. Vote: all in favor; motion carries.
- g. Consider Authorization to Execute Penn-Tele-Data Agreement: Joseph Colyer makes that motion, Ted Wolski seconds. Vote: all in favor; motion carries.
- h. Consider Authorization to Execute Lake Naomi Holding Tank Agreement: This was handled in the solicitor's report.
- i. Consider Request of Support from Long Development LLC for Modification of Pine Crest Sewage Act 537 Plan: Scott Bastian is here to discuss. John Kerrick asks if there is any other sewer capacity. Ted Wolski asks about the environmental impact. Joseph Colyer makes a motion to work with them to get a support letter, Edward Tutrone seconds. Vote: all in favor; motion carries.
- j. Consider Ratification of the Sale of Aerial Truck: Harry Coleman speaks to the sale of the aerial truck and suggests that Court Report Donna Kenderdine transcribe the tape and defer the ratification until the October meeting. This matter is tabled until the October meeting.
- k. Consider Requests of Pocono Summit Volunteer Fire Company:
 - i. \$371.42 for inspection of 1987 AM General – M988.
 - ii. \$495.91 for inspection of 2006 E-One – Rescue Truck.


Edward Tutrone makes a motion that they pay the 2 bills for Ed's Towing for vehicle 3346 for \$371.42 and vehicle 3346 for \$495.91, Ted Wolski seconds. John Kerrick states that they are still waiting for information from Pocono Summit and would like to get that cleared up. Robert Bartal states that he would like to set up a meeting with the two chiefs to review that Ordinance so they can go over that information we do not have. Edward Tutrone asks to be present at that meeting. Joseph Colyer states that they agreed to make

changes to the Ordinance that they did not agree to and before we hold these people to a standard, we should do what we agreed to and change it to the way it was written. Vote: all in favor; motion carries

- l. Consider Penn Strategies Agreement for a Three-Month Extension: Robert Bartal discusses this Agreement. Joseph Colyer makes a motion to extend Penn Strategies agreement for three months, Ted Wolski seconds. Vote: all in favor; motion carries.
 - m. Consider Pennoni Associates' Agreement for Limited Engineering Services for Phase 1 Basin Monitoring: Robert Bartal discusses this agreement. Edward Tutrone asks if this should have been done by Pioneer Construction. Edward Tutrone makes a motion to move forward, Joseph Colyer seconds. Vote: all in favor; motion carries.
 - n. Consider Resolution No. 2024-012 – A Resolution of the Tobyhanna Township Board of Supervisors Monroe County, PA Authorizing the Destruction of Specific Records: Edward Tutrone makes the motion, Joseph Colyer seconds. Vote: all in favor; motion carries.
 - o. Consider Roof Repair for Government Center Building: James Rafferty discusses the roof repair. Edward Tutrone makes the motion, Joseph Colyer seconds. Vote: all in favor; motion carries.
 - p. Consider Authorization of Firehouse Grants to Apply for FY2024 AFG Grant for Fire Equipment for \$4,999.00: Robert Bartal discusses the grant. Pete Huf states there are 18 units at roughly \$10,000.00 a piece to be replaced. Ted Wolski asks about the total amount of the grant. Edward Tutrone asks if it is by seat per truck. Joseph Colyer makes the motion, Ted Wolski seconds. Vote: all in favor; motion carries.
 - q. Consider Approval to Contract Part-Time for Emergency Management Coordinator: Robert Bartal discusses this position. Ted Wolski asks Pete Huf to speak to this. Pete Huf discusses the need for an EMC. Joseph Colyer makes the motion, John Kerrick seconds. Brendon Carroll states that this warrants more than a starting DPW salary. Vote: all in favor; motion carries.
 - r. Consider Approval to Disburse Funds from the Sale of the Aerial Truck: This matter is tabled until the October meeting.
10. Treasurer's Report: July Treasurer's Report: Edward Tutrone makes a motion to approve the July Treasurer's Report, Joseph Colyer seconds. Vote: all in favor; motion carries.
11. Consider September 16, 2024, Bill Pack: \$450,317.54: Joseph Colyer makes a motion to approve September 16, 2024, Bill Pack in the amount of \$450,317.54, Ted Wolski seconds. Vote: all in favor; motion carries.
12. Board of Supervisors Report/Comment:
- Edward Tutrone asks about the evaluation of the aerial truck.
13. Public Comment:
- Frank Girgenti states that he appreciates the help with the property on Long Pond Road.
- Troy Counterman asks about the September 10th informational session.

14. Adjournment: Meeting adjourned at 7:21PM

Minutes recorded by Bethanne Eisler


Bethanne Eisler, Township Secretary