

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
OCTOBER 21, 2024

The October 2024 Regular Business Meeting of the Tobyhanna Township Board of Supervisors was held on October 21, 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, Rachel Schickling, Edward Tutrone and Ted Wolski. Also present are Solicitor, Harry Coleman, Esquire, and Assistant Manager Crystal Butler. Manager Robert Bartal appeared virtually.

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 an Executive Session was hold on September 16, 2024, from 7:30PM to 7:35PM for real estate and personnel matters.
4. Consider Minutes: Rachel Schickling makes a motion to approve August 19, 2024, Regular Business Meeting minutes; Edward Tutrone seconds. Mr. Tutrone states that there is a minor correction required under Manager’s Report “A”, Butler was spelled wrong. Vote: all in favor; motion carries. Joseph Colyer makes a motion to approve September 16, 2024, Regular Business Meeting minutes; Ted Wolski seconds. Rachel Schickling abstains. Vote: all in favor; motion carries.
5. Solicitors Report: Harry Coleman state there is no report this evening. Edward Tutrone asks for a list of litigation matters with the Township.
6. Manager’s Report:
 - a. Penn Strategies Report: Crystal Butler stated there is nothing new since the last report. Ms. Butler states that we are still waiting for a response on the RACP Grant.
 - b. Zoning and Septic Reports: Crystal Butler reviews the September 2023 and September 2024 zoning and septic reports.
 - c. Monroe County Meals on Wheels: Crystal Butler states that we received a thank you letter and Certificate of Appreciation from Monroe County Meals on Wheels for our participation in their collection.
 - d. Halloween Trick & Treating – October 31, 2024, from 5PM to 8PM: Crystal Butler announces that Halloween Trick or Treating will be on October 31, 2024, from 5PM to 8PM.
 - e. Discuss Committee Members for Warehouse Committee: Ted Wolski discusses the Warehouse Committee and asks that a third person be put on the committee. Bridget Meyer states that she is a land use attorney and would like to be on the Warehouse Committee. Ted Wolski makes a motion to add Ms. Meyer to the Warehouse Committee, Edward Tutrone seconds. Vote: all in favor; motion carries.

7. Committee Reports:

- a. PMRPC: Edward Tutrone states that they were under 13 hours. Mr. Tutrone states that they did approve to send draft 2 of their budget to the Township to be voted on.
- b. PMREMS: AJ Schrader states that there were 132 calls in Tobyhanna Township and that they responded to 702 calls as an organization. Mr. Schrader thanks the Township for attending the Regional Roundup. Mr. Schrader states that there were minor items that needed attention at the ESB Building and were taken care of within a few days and advised that we are always responsive to their requests.
- c. TTBF: Pete Huf states they are continuing to work on restoring the apparatus with the equipment they received. Mr. Huf states that they finalized the State Firefighters Grant and received the cordless power tools, and they are being placed on the apparatus.
- d. PSVFC: Patrick Best, Esquire introduces himself as the solicitor for PSVFC and will be working with the Supervisors to work through issues with the fire department.
- e. NID: Crystal Butler states they are hoping to schedule one last meeting for the year to receive the annual audit for NID and discuss bonds that are coming to date.
- f. PM COG: Crystal Butler states their meeting is this coming Monday and they will be opening bids for fuel, piping and anti-skids and a few other items.
- g. Library: John Ryan gives his monthly report.
- h. DPW/Vehicle Report: James Rafferty gives his report. Mr. Rafferty states that they have winterized the lodge and snack bar.
- i. STR: Crystal Butler states that as of today 772 permits have been issued with the CAP being 888. Ms. Butler states that there are 12 permits waiting for approval and 25 are working through their workflow and have not paid their fees. Ms. Butler states that the STR office has noticed a steady stream of STR permits not being renewed but being replaced with new applications. Mr. Tutrone asks if a new owner must go through the process that you would have to for a new application.

8. Discussion Items:

- a. Discuss ESB Lease Agreement with PMREMS. Joseph Colyer states that he spoke with Logan and they did not feel the need for a Lease Agreement. Edward Tutrone states that the insurance company was pushing for a Lease Agreement. Harry Coleman states that this is good to have, and he will talk with PMREMS in this regard.
- b. Discuss Food Truck Ordinance: Lourdes Aponte discusses the current Food Truck Ordinance. Rachel Schickling states that this should go to the Planning Commission. Joseph Colyer states his concerns with the current food truck. Joseph Colyer makes a motion that this be sent to the Planning Commission for discussion, Ted Wolski seconds. Ted Wolski asks if there is only one food truck in the Township. Vote: all in favor; motion carries.
- c. Discuss Roof Inspection & Report Proposal: James Rafferty discusses this proposal. Edward Tutrone makes a motion to approve Martin Sobeck Consulting for \$762.00

oversee the project, Joseph Colyer seconds. Ted Wolski asks if this is a chargeable event. Vote: all in favor; motion carries.

- d. Discuss 2025 Road Paving: Crystal Butler discusses 2025 Road Paving project. Edward Tutrone makes a motion to put out for advertisement Gross Drive widening, Kalahari Boulevard and discuss with Tunkhannock about doing a joint bid so that it is seamless from one road to the other, Joseph Colyer seconds. Vote: all in favor; motion carries
- e. Discuss Purchase of Chipper: This matter is tabled to the 10/29/2024 Budget Meeting.
- f. Discuss Proposed Fire Ordinance Changes: This matter is tabled to the 11/18/2024 Regular Business Meeting.

9. Action Items:

- a. Consider Ratification of the Sale of Aerial Truck: Harry Coleman discusses the sale of the aerial truck. Mr. Coleman makes a recommendation to the Bard to ratify the sale of the aerial truck. Edward Tutrone states that the transcript is not correct. Mr. Tutrone states his concerns that no information was given to the Board about the sale of the truck. Joseph Colyer makes a motion to ratify the sale of the aerial truck, Rachel Schickling seconds. Vote: Edward Tutrone – no, Ted Wolski – yes, Joseph Colyer – yes, Rachel Schickling – yes, John Kerrick - yes; motion carries.
- b. Consider Approval to Disburse Funds from the Sale of the Aerial Truck: Joseph Colyer makes a motion to put on 10/29/2024, Budget Agenda, Ted seconds. Vote: all in favor; motion carries.
- c. Consider 2024 Volunteer Fire Relief Allocation: Edward Tutrone makes a motion to split it 50/50 between Pocono Summit and Bureau of Fire, Joseph Colyer seconds. Vote: all in favor; motion carries.
- d. Consider Payment Application #3 from Kobalt Construction for 2024 paving project in the amount of \$357,141.00: Rachel Schickling makes a motion to approve, Joseph Colyer seconds. Edward Tutrone abstains. Vote: all in favor; motion carries
- e. Consider Resolution No. 2024-013 Approving the 2025 Budget of the Pocono Mountain Regional Police Commission: Rachel Schickling makes a motion, Joseph Colyer seconds. John Kerrick asks if the Budget they sent us is the Budget they are voting on. A discussion was held. Rachel Schickling amends the motion to include Resolution 2024-23, Joseph Colyer amends his second. Vote: all in favor; motion carries.
- f. Consider Resolution No. 2024-014 Right-of-Way Grant for Verizon Pennsylvania LLC for I-380 Project: Joseph Colyer makes a motion to consider Resolution 2024-014 Right-of-Way Grant for Verizon, Rachel Schickling seconds. Vote: all in favor; motion carries.
- g. Consider Pioneer Change Order Request – Temporary Traffic Signal: Edward Tutrone makes a motion to table until the Budget Meeting on October 29, 2024, with Crystal Butler reaching out to Pioneer, Ted Wolski seconds. Vote: all in favor; motion carries.
- h. Consider H&K Group, Inc's Locust Ridge Quarry Drainage Easement Request: Evan Sowers, Senior Engineer with H&K Group gives a presentation. Joseph Colyer makes a

- motion for our solicitor to work with their solicitor on the agreement, Ted Wolski seconds. Vote: all in favor; motion carries.
- i. Consider RKR Hess's Request for Approval to Increase Initial Scoping: Rachel Schickling makes a motion to consider RKR Hess for approval to increase Initial Scoping Budget, Edward Tutrone seconds. Vote: all in favor; motion carries.
 - j. Consider Authorization of Staff to Discuss with Property Owners RKR Hess Act 537 Proposal for Addressing PA DEP Comment Re Antidegradation Analysis: Rachel Schickling makes the motion, Edward Tutrone seconds. Vote: all in favor; motion carries.
 - k. Consider Conditional Approval of Zunino Minor Subdivision: Kerry Hahn from Hanover Engineering is here to present. Edward Tutrone makes a motion to approve conditioned on Bob McHale's September 23, 2024, review letter, Rachel Schickling seconds. Vote: all in favor; motion carries
 - l. Consider Purchase of Dump Truck: This matter is tabled to the 10/29/2024 Budget Meeting.
 - m. Consider 2024-205 Tree Trimming Bid: Edward Tutrone makes a motion to move forward with tree trimming bid for base of \$92,430.00 and additional of \$17,100.00, Rachel Schickling seconds. Vote: all in favor; motion carries.
 - n. Consider Well Isolation Waiver for 358 Canoebrook Road: Rachel Schickling makes a motion to approve the Well Isolation Waiver for 358 Canoebrook Road, Ted Wolski seconds. Vote: all in favor; motion carries.
 - o. Consider Well Isolation Waiver for 136 State Avenue: Rachel Schickling makes a motion to approve the Well Isolation Waiver for 136 State Avenue, Ted Wolski seconds. Vote: all in favor; motion carries.
 - p. Consider Well Isolation Waiver for 3279 Beech Ridge Drive: Rachel Schickling makes a motion to approve the Well Isolation Waiver for 3279 Beech Ridge Drive, Ted Wolski seconds. Vote: all in favor; motion carries.
 - q. Consider Well Isolation Waiver for 6299 Laurel Road: Rachel Schickling makes a motion to approve the Well Isolation Waiver for 6299 Laurel Road, Ted Wolski seconds. Vote: all in favor; motion carries.
 - r. Consider Resolution No. 2024-015 Authorizing Application for PennDOT Multimodal Grant in the amount of \$1,000,000.00: Rachel Schickling makes a motion to consider authorizing application, Ted Wolski seconds. Vote: all in favor; motion carries.
 - s. Consider Resolution No. 2024-016 Waiver of Subdivision for I-380 Realignment Project Right-of-Ways: Harry Coleman discusses Resolution. Ted Wolski makes a motion to pass Resolution 2024-016, Edward Tutrone seconds. Vote: all in favor; motion carries.
10. Treasurer's Report: August's Treasurer's Report: Rachel Schickling makes a motion to approve August's Treasurer's Report, Joseph Colyer seconds. Vote: all in favor; motion carries.
11. Consider October 21, 2024, Bill Pack: \$745,944.33: Joseph Colyer makes a motion to approve October 21, 2024, Bill Pack in the amount of \$745,944.33, Ted Wolski seconds.

Vote: Edward Tutrone – yes, Ted Wolski – yes, Joseph Colyer – yes, Rachel Schickling in favor and abstains from Keiper Plumbing check; motion carries.

12. Board of Supervisors Report/Comment: None.

13. Public Comment: None.

Shawn Gallagher, Esquire representing RLE Enterprises, asks for an update or if there is anything else they need to do to get on the towing list.

Edward Tutrone states that he received an email from Gary Hoffman regarding coverage area maps and will send to the Board members.

14. Adjournment: Meeting adjourned at 7:21PM

Minutes recorded by Bethanne Eisler


Bethanne Eisler, Township Secretary