

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
NOVEMBER 18, 2024

The November 2024 Regular Business Meeting of the Tobyhanna Township Board of Supervisors was held on November 18, 2024, at the Tobyhanna Township Government Center Building located at 105 Government Center Way, Pocono Pines, PA 18350.

Present are Supervisors John Kerrick, Rachel Schickling, Joseph Colyer, Edward Tutrone and Ted Wolski. 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: None.
4. Solicitors Report: Harry Coleman states that they have been assisting the STR Officer and Zoning Officer with various enforcement matters. Mr. Coleman states that the neighbor that had attended previous meetings to complain about the deplorable conditions at the house next door, they are working with the complainant and neighbor and that is being corrected.

Mr. Coleman states that later in the agenda there is a discussion regarding Fire Ordinance. Mr. Coleman speaks to the yellow edits and states that back in September 2023 Mr. Colyer motioned to approve those edits. Mr. Coleman states if there are additional changes as requested by Mr. Tutrone, that they can be addressed all at once.

- a. Public Hearing – Amended Final Plan – Phase 5 “B” – Pinecrest Lake P.R.D. Edward Tutrone motions to open the hearing, Ted Wolski seconds. Vote: all in favor; motion carries.

Harry Coleman states a quorum is present.

Brendon Carroll of Pinecrest Lake P.R.D. states that back in 2003 Phases 5 & 6 of Pinecrest Lake P.R.D. had a final approval for 77 units, 76 townhomes and 1 single family unit at the time. The project progressed with 35 townhomes. Mr. Carroll states that the market has changed, and they came back to the Board in 2020 to amend the final plan of Phases 5 & 6 to approve 9 single units instead of 20 townhome units. Mr. Carroll states that they are here this evening to request the Board approve another amendment to Phase 5 “B”. They are taking 20 townhome units and asking for approval of 10 single family units. Mr. Coleman states that the Township Engineer, Bob McHale, did issue a report on October 16, 2024, approving this plan.

John Kerrick entertains a motion to close the hearing. Edward Tutrone motions to close the hearing, Ted Wolski seconds. Vote: all in favor; motion carries.

Rachel Schickling motions to approve the final plan of Phase 5 “B” – Pinecrest Lake P.R.D., Edward Tutrone seconds. Vote: all in favor; motion carries.

5. Manager's Report:

- a. Penn Strategies Report: Robert Bartal states that we were not awarded the RACP grant that we were hoping to use for improvements to the Township owned facilities. Mr. Bartal states that Crystal Butler has applied for other grants. Mr. Tutrone asks about the extension to the DCED Grant. Crystal Butler discusses the extension.
- b. Zoning and Septic Reports: Robert Bartal reviews the October 2023 and October 2024 zoning and septic reports.
- c. Panther Waste Pick Up at Clymer Library: Robert Bartal states that Panther Waste picks up at Clymer Library as part of an agreement they provide a dumpster. Mr. Bartal states that the library was having issues with the public dumping of trash and were looking to move to another waste service. Mr. Bartal states that he put the library in touch with Panther Waste and as of today, they have resolved the issue and had a lock put on the dumpster.

7. Committee Reports:

- a. PMRPC: Joseph Colyer states that they are under-hours and there were no real changes. John Kerrick asks if they approved their budget. Edward Tutrone and Joseph Colyer discuss the budget.
- b. PMREMS: Joseph Colyer states that Austin Schrader has the draft Lease and will get that to us as soon as possible.
- c. TTBF: Pete Huf states he has no progress unless someone has any questions. Edward Tutrone asks about the control center with the mapping. Mr. Huf states that it is a work in progress.
- d. PSVFC: Tyler Rispoli states report is in their packets.
- e. NID: Crystal Butler states there is no update. Ms. Butler states that Zelenkofske Axelrod has provided the final audit for NID, EDA and the Township.
- f. PM COG: Crystal Butler states that the meeting was cancelled, and the next meeting will be in December.
- g. Library: Suzanne Penavic, President of the Board of Clymer Library presents their monthly report.
- h. DPW/Vehicle Report: Crystal Butler discusses DPW's monthly report. Robert Bartal states that they received a thank-you note from the Challenger League as DPW was instrumental in keeping the park in nice shape. Mr. Bartal states that they used our fields due to the handicap accessible playground. Rachel Schickling states that the trail on Sullivan Trail has been swept and looks so nice.
- i. STR: Crystal Butler states that there are 763 current permits out of the 888 cap. Ms. Butler states that there are 6 approvals to be reviewed and approximately 25 accounts working through their renewal workflow. Ms. Butler states that we have hit a nice plateau.
- j. Warehouse: Ted Wolski states that their first meeting is Friday, November 22, 2024.

8. Discussion Items:

- a. Discuss Proposed Fire Ordinance Changes: John Kerrick states they need to set a date for a work session. Mr. Kerrick states to tentatively schedule it for Monday, November 25, 2024, at 5:00 PM. Edward Tutrone makes a motion to advertise the work session of the Fire Ordinance Amendments on Monday, November 25, 2024, at 6:00 PM, Ted Wolski seconds. Vote: all in favor; motion carries.

Joseph Colyer makes a motion to advertise the Fire Ordinance, Rachel Schickling seconds. Vote: all in favor; motion carries.

9. Action Items:

- a. Consider Authorization to Advertise Proposed 2025 Budget: Edward Tutrone thanks the staff for their work on the budget. Edward Tutrone makes that motion to advertise the proposed 2025 Budget, Joseph Colyer seconds. John Kerrick states that half of the budget goes to Emergency Services and that they need to put some money away because it goes up every year. A discussion was held. Vote: all in favor; motion carries.
- b. Consider Approval of 2023 Financial Audit Report: Rachel Goucher, Zelenkofske Axelrod Supervisor on the audit discusses the 2023 Financial Audit Report. Rachel Schickling makes motion to approve the 2023 Financial Audit Report, Joseph Colyer seconds. Vote: all in favor; motion carries.
- c. Consider Approval of Revised Right-To-Know form: Crystal Butler discusses the revised Right-To-Know form. Rachel Schickling makes a motion to approve the revised Right-To-Know form, Edward Tutrone seconds. Vote: all in favor; motion carries.
- d. Consider Requests of Pocono Summit Volunteer Fire Company: Robert Bartal discusses their requests for additional monies for maintenance of some of their vehicles that the Township does not own. Mr. Bartal states that this was put on the agenda so that the Board can approve them.
 - i. \$17,007.00 for fire gear: Edward Tutrone makes a motion to approve, \$17,007.00 for fire gear, Rachel Schickling seconds. Vote: Joseph Colyer no; John Kerrick, Rachel Schickling, Edward Tutrone, Ted Wolski yes; motion carries.
 - ii. \$3,859.00 – Tires for 33 Fire Engine: Joseph Colyer makes a motion to approve \$3,859.00 for tires for 33 Fire Engine, Edward Tutrone seconds. Vote: all in favor; motion carries.
 - iii. \$2,291.40 – Tires for 33 Tanker: Edward Tutrone makes a motion to approve \$2,291.40 for ties for 33 Tanker, Joseph Colyer seconds. Vote: all in favor; motion carries.
 - iv. \$629.91 – E-One Rescue Repair: Edward Tutrone makes a motion to approve \$629.91 for E-One Rescue Repair, Ted Wolski seconds. Vote: all in favor; motion carries.
- e. Consider Resolution 2024-017 Authorization to Make Application for Statewide LSA Grant Not to Exceed \$1,000,000.00: Crystal Butler discusses grant. A discussion was

held. Edward Tutrone makes a motion to approve application, Ted Wolski seconds.
Vote: all in favor; motion carries.

f. Consider New Copier Lease: Crystal Butler discusses copier lease. Ted Wolski makes a motion to adopt the Toshiba for \$235.56 a month, Rachel Schickling seconds. Vote: all in favor; motion carries.

g. Consider Grant Administration Contract of Penn Strategies for January 1, 2025, through December 31, 2025: Robert Bartal discusses Penn Strategies Administration Contract. Mr. Tutrone asks about a clause for us to get out if they fall back again. Edward Tutrone makes a motion to accept Penn Strategies contact for 1/1/2025 through 12/31/2025 with the addition of an opt out clause of 60 days, Ted Wolski seconds. Vote: all in favor; motion carries.

10. Consider September's Treasurer's Report: Joseph Colyer makes a motion to accept September's Treasurer's Report, Rachel Schickling seconds. Vote: all in favor; motion carries.

11. Consider November 18, 2024, Bill Pack: \$1,731,302.62: Rachel Schickling makes a motion to approve November 18, 2024, Bill Pack in the amount of \$1,731,302.62, Joseph Colyer seconds. Vote: all in favor; motion carries.

11. Board of Supervisors Report/Comment:

Edward Tutrone states that he has been asking since February for service on the west end and why Tunkhannock cannot be put into service in the Blakeslee area.

12. Public Comment:

Johnny Gentile – RLE Towing asks to be put on the towing list with Pocono Mountain Regional Police Department.

13. Adjournment: Meeting adjourned at 7:05PM.

Minutes recorded by Bethanne Eisler


Bethanne Eisler, Township Secretary