

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
FEBRUARY 18, 2025

The February 2025 Regular Business Meeting of the Tobyhanna Township Board of Supervisors was held on February 18, 2025, 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 Manager Robert Bartal, and Assistant Manager Crystal Butler. Solicitor, Harry Coleman, Esquire attended 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: None.
4. Consider Minutes: October 29, 2024, Budget Meeting; November 18, 2024, Regular Business Meeting; December 16, 2024, Regular Business Meeting; January 6, 2025, Reorganization Meeting: Ed Tutrone makes a motion to accept the minutes, Joseph Colyer seconds. Vote: all in favor; motion carries.
5. Solicitors' Report: Harry Coleman states that the Solicitor's Report was sent out last week. Mr. Coleman states that there are three additional matters to be brought before the Board: (1) the Beechwood Drive property, they were given an Order to allow them to serve the property owner by of publication. Publication has occurred and they are going to take action within the next forty-five days; (2) they are awaiting a second Order for Publication on a property on Route 115 in Blakeslee and he will report on this at the March meeting; and (3) they did receive a Briefing Schedule from Pennsylvania Commonwealth Court in the Township equipment litigation and they will be preparing Briefs in the next forty-five days.
6. Manager's Report:
 - a. Penn Strategies Report: Robert Bartal discusses report.
 - b. Zoning and Septic Reports: Robert Bartal reviews the January 2024 and January 2025 zoning and septic reports.
 - c. Monroe County Request for Polling Place: Robert Bartal states we received a letter requesting the use of the Township Building for the Municipal Primary on May 20, 2025, and the Municipal General Election on November 4, 2025. The Board is in favor.
7. Committee Reports:
 - a. PMRPC: Rachel Schickling states that the Township is down in, and they discussed a towing policy. Ms. Schickling states that they also attended the Inauguration.
 - b. PMREMS: Joseph Colyer states there is nothing to report.
 - c. TTBF: No one is here.

- d. PSVFC: Tyler Respoli states they submitted their report. Robert Bartal asks about the Bucks County Fire Training. Mr. Respoli responds that he has not received any call about this. Joseph Colyer states that he spoke with CJ Dickinson, and he will be reaching out.
- e. NID: Crystal Butler states that we will be scheduling the Reorganizational Meeting in March.
- f. PM COG: Crystal Butler states they did reorganize, and their conversations were with regard to the issues they are having with the fuel delivery contract which they are working on with the fuel company.
- g. MCATO: Crystal states that they passed the By-Laws, and she was appointed as Secretary/Treasurer. Their next meeting will be in May.
- h. Library: John Ryan presents their monthly report.
- i. DPW/Vehicle Report: James Rafferty gives the DPW monthly report. Edward Tutrone asks how they are on salt.
- j. STR: Crystal Butler states there are 775 permits issued out of 888 available, 20 permits awaiting approval and 15 active accounts currently working through their workflows which leaves approximately 810 permits. Edward Tutrone asks about a report, once a week, regarding the complaints. A discussion was held. Ted Wolski asks about a rolling counter of STR permits on the website. A discussion was held.
- j. Warehouse: Crystal Butler states they have finalized their comments into a small draft Zoning Ordinance Amendment. Ms. Butler will send this to the Board. A discussion was held.

8. Action Items:

- a. Consider Resolution 2025-006 LSA Grant for Blanche Price Park ADA Bathroom (Edited Resolution 2024-017 per DCED): Crystal Butler states that this Resolution had to be brought back to the Board as there has been more stringency at the State level when preparing and submitting paperwork and documentation for these Grants. Joseph Colyer makes the motion, Rachel Schickling seconds. Vote: all in favor; motion carries.
- b. Consider Resolution 2025-007 LSA Grant for Locust Ridge Ballfield Phase II (Edited Resolution 2024-020 per DCED): Rachel Schickling makes the motion, Joseph Colyer seconds. Vote: all in favor; motion carries.
- c. Consider Resolution 2025-008 – Resolution for Plan Revision for New Land Development – Kalahari Resort/KR SPE Act 537 Plan Amendment: Robert Bartal discusses the Resolution. Edward Tutrone makes the motion, Joseph Colyer seconds. Vote: all in favor; motion carries.
- d. Consider Approval of Pinecrest Lake PRD – Amended Phasing Schedule: Robert Bartal discusses the Amended Phasing Schedule. Edward Tutrone asks if there is a deadline that you must meet, or it is just an update. Brendon Carroll stated that they update this annually. Rachel Schickling makes the motion, Edward Tutrone seconds. Vote: all in favor; motion carries.

- e. Consider Tunkhannock Township's Request for John Buz EIT Credit for VSCP: Rachel Schickling makes the motion, Edward Tutrone seconds. Vote: all in favor; motion carries.
- f. Consider Awarding 2025 Paving Bid: Robert Bartal discusses the bids received. Mr. Bartal states we received 7 bids in total, 6 were prime contractors and 1 was not a prime contractor, they just wanted to see how the process of going through would be. Mr. Bartal states that Wayco was the lowest bid at \$730,932.26. John Kerrick asks about Gross Drive and a contribution from Lake Naomi. A discussion was held. Joseph Colyer makes the motion to accept Wayco's bid, Ted Wolski seconds. Vote: all in favor; motion carries. Mr. Bartal states that he reached out to Keystone Engineering for a proposal to oversee the project and they did send a proposal which will be put on the March Agenda.

Robert Bartal states that they need to consider unit pricing for bringing the millings to recrown Caughbaugh Road. James Rafferty discusses. Joseph Colyer makes the motion, Edward Tutrone seconds. Vote: all in favor; motion carries.
- g. Consider Awarding Digitization Project: Crystal discusses the digitization project. Joseph Colyer makes a motion to go with Top Copy at \$152,899.00, Ted Wolski seconds. Vote: all in favor; motion carries.
- h. Consider License Agreement Between Tobyhanna Township and Stillwater Estates Property Owner's Association for Pavillion: Robert Bartal discusses the Agreement. Rachel Schickling makes a motion to consider the License Agreement between Tobyhanna Township and Stillwater Estates Property Owner's Association, Joseph Colyer seconds. Edward Tutrone abstains. Vote: all in favor, motion carries.
- i. Consider T&M 2025 Proposal for Professional Engineering Services for Sewer District 1 Management Task: Robert Bartal discusses the proposal. Rachel Schickling makes a motion to accept T&M 2025 Proposal for Professional Services, Edward Tutrone seconds. Vote: all in favor; motion carries.

9. Discussion Items:

- a. Discuss Emergency Management Coordinator position: Edward Tutrone states that he asked this to be placed on the agenda. Mr. Tutrone states that at the January Reorganization Meeting it was discussed that Pete Huf had taken a job as a paid Fire Chief in Coatesville. Mr. Huf did confirm this at the January 14th Work Session. Mr. Tutrone would like to advertise for this position. John Kerrick stated that last year they put him through school, and he is up on the training. A discussion was held. This matter is tabled for next month for the Board to discuss with Mr. Huf.
- b. Discuss Evergreen Farms Request for Act 537 Amendment/EDU Reallocation: Mark Bahnick, Van Cleef Engineering; Andrew Miklos, property owner; Joseph Piperato, Esquire and Joshua Schaff, Engineer for Aqua are here to present. Mark Bahnick discusses their request and the project. A discussion was held. Harry Coleman states he spoke with Vince Pompo, Esquire, the Township's special counsel for water and sewer related issues. Mr. Pompo indicated that he would be happy to investigate this on behalf of the Township. Mr. Coleman suggests that a Professional Services Agreement be established to have Mr. Pompo investigate this matter. Robert Bartal states that we can draw up the Agreement and have the developer sign it and have Mr. Pompo investigate

this. Edward Tutrone makes the motion, Joseph Colyer seconds. All in favor; motion carries.

10. Treasurer's Report:

- a. December's Treasurer's Report: Rachel Schickling makes the motion, Edward Tutrone seconds. Vote: all in favor; motion carries.
- b. January's Treasurer's Report: Rachel Schickling makes the motion, Edward Tutrone seconds. Vote: all in favor; motion carries.

11. Consider February 18, 2025, Bill Pack: \$1,526,007.86: Ted Wolski makes the motion, Edward Tutrone seconds. Vote: Edward Tutrone, Ted Wolski and John Kerrick – yes; Joseph Colyer, Rachel Schickling abstain; motion carries.

12. Board of Supervisors Report/Comment:

Ted Wolski addresses issues with the STR Cap. This will be placed on the March Agenda.

Edward Tutrone asks when they are going to have another work session on the Fire Ordinance. John Kerrick states that he will email everyone to get it set up.

Edward Tutrone states they he received an email from Fred Buck, counsel for TTFVC, that came from Harry Coleman on February 9th. Mr. Tutrone reads the email. A discussion was held.

13. Public Comment:

Mike Erlsten, Pocono Lake, asks for clarification of the Warehouse Ordinance. Mr. Erlsten also asks for virtual meetings.

Scott Manta, Blakeslee, discusses issues with Evergreen Farms and asks the Board not to grant exceptions to this property.

Kelly Hixon, Blakeslee, asks about the map quadrants and why Station 42 is not being dispatched in the Blakeslee area.

Jim Smyth, Blakeslee, discusses concerns with STR Cap.

Frank Girgenti asks about a status on the Fahey property.

Juliet Dunham asks the Board for a letter of support to request increased signage near the reconfiguration of Stillwater Drive.

Michael Camino, Emerald Lakes, thanks the Board for their help with cleaning up a property in Emerald Lakes. Mr. Camino asks when the I-380 Project will be complete. Mr. Camino discusses issues with STR Cap.

Victor Chung discusses STR Cap.

Joe Calbaka, Board of Greenwood Acres, discusses issues they are having with a property owner who has several Cease & Desists Orders and asks what the Board's position is.

Wendy Manley states that we require the STR License number be posted in their listing and she is not comfortable putting that number on her listing. Ms. Manley asks to reinstate virtual meetings.

Justin Spall, property manager, gives a statement regarding the STR Cap.

Tammy Livesey discusses STR problems in Greenwood Acres. Ms. Livesey asks how many violations they need to have before their license is suspended.

Bob Woodward, Blakeslee, asks who is benefiting from STR's.

Michael Camino asks how many fines have been assessed for nuisance complaints.

14. Adjournment: Meeting adjourned at 8:385PM.

Minutes recorded by Bethanne Eisler


Bethanne Eisler, Township Secretary