

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS  
REGULAR BUSINESS MEETING  
APRIL 21, 2025

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The April 2025 Regular Business Meeting of the Tobyhanna Township Board of Supervisors was held on April 21, 2025, 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 Manager Robert Bartal, Assistant Manager Crystal Butler and Solicitor, Harry Coleman, Esquire. 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 states that the May Board of Supervisors Regular Business Meeting will be held at 9:30AM for the 4<sup>th</sup> grade students at Tobyhanna Elementary Center to attend. Robert Bartal states that Pocono Mountain West Little League's opening day is April 26, 2025. Robert Bartal states that they learned today that an alternate agenda was placed on the Facebook page associated with Lake Naomi which stated that the elimination of short-term rentals was on the agenda. Mr. Bartal states that this is not on the agenda tonight and advises that the only place to look for an agenda is on the Township's website.
4. Solicitors' Report: Harry Coleman states that property on Long Pond Road which has been the subject of enforcement action by the Township has been 99.5% cleaned up. Mr. Coleman states that he has spoken with the neighbor who is satisfied except for carpeting on the second floor that he believes is the cause of some of the problems. The owner was asked to remove the carpeting, and Mr. Coleman will report back to the Board when the carpeting is removed.
5. Manager's Report:
  - a. Penn Strategies Report: Robert Bartal states there is nothing to report and the Penn Strategies report in in their binders.
  - b. Zoning and Septic Reports: Robert Bartal reviews the March 2024 and March 2025 zoning and septic reports.
  - c. Legacy Donation for Clymer Library: Robert Bartal states that the \$500.00 legacy donation is associated with the Clymer Library Brunch and House Tour which will take place on Wednesday, August 13, 2025. Edward Tutrone asks if the Township will be represented if the supervisors are unable to attend. Mr. Bartal states that the staff have gone to this event in the past.
  - d. Memorial Day Parade 2025 – May 26, 2025: Robert Bartal states the Memorial Day Parade will be held on May 26, 2025. Mr. Bartal states that they are looking for permission to close a stretch of the roads from 9:45AM to 11:15AM. Edward Tutrone makes the motion, Ted Wolski seconds. Vote: all in favor.

6. Committee Reports:

- a. PMRPC: Joseph Colyer states that they are still under hours.
- b. PMREMS: Report is in the packets.
- c. TTBF: No one is present.
- d. PSVFC: Their report is in the packets.
- e. Thornhurst VFC: Dan Serfass introduces himself as the new fire chief for Thornhurst Volunteer Fire Company. Mr. Serfass plans on coming to the meetings once a quarter to give an update on their fire company. Mr. Serfass states that for the first quarter of 2025 they had 14 calls and 3 were in Arrowhead Lakes in Tobyhanna Township.
- f. NID: Crystal Butler states there is no update currently. Ms. Butler states that their second meeting is going to be scheduled in June.
- g. PM COG: Crystal Butler states there is no update.
- h. MCATO: Crystal Butler states that they had their second meeting for the year and they stressed an appointment of a secondary representative member to be part of MCATO which is an Agenda item tonight.
- i. Library: John Ryan presents their monthly report.
- j. DPW/Vehicle Report: James Rafferty gives his report. Mr. Rafferty states that they put in new picnic areas at Austin T. Blakeslee and the Hike & Bike on Sullivan Trail. Mr. Rafferty advises the Board that a tree fell and crushed the fence at the back of the tennis courts and asks the Board how they want DPW to handle this. The Board advises DPW to have the fence removed.
- k. STR: Crystal Butler states that as of today there have been 798 permits issued.
- l. Warehouse: There is no report.

7. Action Items:

- a. Consider Appointment of secondary MCATO member: Crystal Butler states that this appointment would be an alternate for her position and discusses what this would entail. Ted Wolski makes a motion to appoint Ed Tutrone, John Kerrick seconds. Vote: all in favor; motion carries.
- b. Consider Resolution No. 2025-013 – MTF Grant I-380 Southbound Off Ramp Realignment Project: Crystal Butler states that they were not successful in securing another DCED MTF Grant for the I-380 project and after speaking with the grant writing company, they suggested that we reapply for this Grant. Joseph Colyer makes the motion, Ted Wolski seconds. Vote: all in favor; motion carries.
- c. Consider Bond Amount for Access to Stoney Hollow Road for Logging Project: Edward Tutrone states that after the last meeting, he spoke with Jim Apgar, who advised that they are going to use tri-axle trucks and that only 35 trucks were going to be used for the entire project. Mr. Tutrone states that he is not sure if they need an agreement or bond. Harry Coleman discusses the reason why we would need a bond amount. A discussion

was held. Edward Tutrone makes a motion to authorize Harry Coleman to prepare the agreement to allow them to go forward in so far as there is sufficient bond either from the Pocono Lake Preserve or their contractor, Ted Wolski seconds. Vote: all in favor; motion carries.

- d. Consider Land Development Approval of MSJ Properties Land Development: Deanna Schmoyer, representing MSJ Properties, discusses their land development project. Harry Coleman states that he will prepare the agreements. Edward Tutrone makes a motion to consider the land development approval of MSJ Properties as long as everything is in compliance with Bob McHale's letter dated December 26, 2024, and Harry Coleman's letter of January 3, 2025, subject to project #2024-002, Review #2, John Kerrick seconds. Vote: all in favor; motion carries.
- e. Consider New STR Contract for Permitting and Enforcement Software: Crystal Butler states that they have been using GovOS for the last three years and their three-year contract is expiring. Ms. Butler states that they have two proposals, one from GovOS, which is a renewal and one from Avenue Insights. Ms. Butler discusses both proposals. A discussion was held. Ted Wolski makes a motion that we stick with GovOS for one-year and reexamine after six months, Joseph Colyer seconds. Vote: all in favor; motion carries.
- f. Consider Proposals for Locust Ridge Rehabilitation Project: Crystal Butlers states that they were awarded earlier in the year the Greenways, Trails & Recreation Grant in the amount of \$243,110.00. Ms. Butler states that they were able to get a ninja warrior court, an outdoor exercise pavilion and 2 soccer goals for \$270,594.00 after working with two costars vendors. Ms. Butler states that we have \$240,00000 and a match of approximately \$40,000. Joseph Colyer asks if anyone has reached out to Locust Ridge Quarry regarding this project. Ms. Butler says that she has left messages but has not spoken directly with anyone to advise them of this project.
- i. Recreation Resource USA for \$241,449.00: Ted Wolski makes a motion to accept Recreation Resource USA's bid for \$241.449.00, Joseph Colyer seconds. Vote: all in favor; motion carries.
- ii. Forever Lawn for \$29,145.00: Ted Wolski makes a motion to accept Forever Lawn's bid for \$29,145.00, Joseph Colyer seconds. Vote: all in favor; motion carries.

Edward Tutrone asks about redoing the parks committee and getting input from the public. John Kerrick states that we should advertise for the parks committee and appoint a committee at our next meeting.

Joseph Colyer states that Keiper Park parking is pretty bad and people are parking on both sides of the road which is causing dangerous conditions. A discussion was held.

- g. Consider T&M 2025 Sewer District 1 Management Proposal – Part 2: Robert Bartal discusses the proposal. Edward Tutrone makes a motion to move forward with the proposal of T&M 2025 Sewer District 1, Joseph Colyer seconds. Vote: all in favor; motion carries.
- h. Consider Letter of Intent for Verizon Utility Relocation for I-380 Project: This matter was tabled.

- i. Consider Bids for Stoney Hollow Resurfacing Project: Robert Bartal states that we are working in conjunction with Tunkhannock Township to do a seal coat on Stoney Hollow Road. Mr. Bartal states the cost for the Township will be \$169,460.00, which is \$20,000.00 under what was anticipated. Edward Tutrone makes a motion that we move forward with Tunkhannock Township to do the Stoney Hollow project, Ted Wolski seconds. Vote: all in favor; motion carries.
- j. Consider Request of Pocono Summit Volunteer Fire Company:
  - i. \$2,237.04 for inspection of 2016 Ford – Police Interceptor
  - ii. \$ 405.00 for Engine 33-1-2.
  - iii. \$ 881.29 for Tanker 33-2-3.Joseph Colyer makes the motion, Edward Tutrone seconds. Vote: all in favor; motion carries.
- k. Resolution 2025-014 – Memorializing I-380 Acquisitions with Dunne Manning: John Kerrick states that this is not needed and removed from the agenda.

8. Discussion Items:

- a. Discuss Emergency Management Position: Edward Tutrone states that we should advertise for this position as Pete Huf is 2 hours away. Robert Bartal asks how they want to advertise. The Board of Supervisors advise that we advertise this as a volunteer position on the Township website.
  - b. Discuss Fire Ordinance Second Work Session: John Kerrick states that we should advertise a work session for the beginning of May.
  - c. Discuss Lake Naomi Club Proposed Pickleball Courts HOP Application: Tigh Meckes from Keystone Engineering discusses the low volume HOP plan for Lake Naomi Club at the north end of their property. Mr. Meckes states that PennDOT will not issue their HOP permit without a use and Lake Naomi Club needs to discuss this project with their members prior to moving forward. Mr. Meckes states that PennDOT requires Township comments regarding the HOP and advises that they can provide the minutes from tonight's meeting along with any comments from the Board, as this would satisfy PennDOT's review and issuance of the permit. Harry Coleman states that this is tough for the Board to offer comments on something that is projected and asks if it is premature to bring it before the Board without specific plans. A discussion was held. BJ Muzzy from Lake Naomi discusses the project. The Board of Supervisors advises that they are not averse to this project.
  - d. Discuss Commercial District: This matter was tabled.
9. Treasurer's Report: March's Treasurer's Report: Edward Tutrone makes a motion to approve the March's Treasurer's Report, Joseph Colyer seconds. Vote: all in favor, motion carries.
10. Consider April 21, 2025, Bill Pack: \$597,145.42: Edward Tutrone makes a motion to approve April 21, 2025, Bill Pack in the amount of \$597,145.42, Joseph Colyer seconds. Vote: all in favor, motion carries.

11. Board of Supervisors Report/Comment:

Ted Wolski asks if there is any movement with being able to broadcast these meetings. Crystal discusses the options. A discussion was held.

Joseph Colyer advises Harry Coleman that he does not feel comfortable doing a lease on the trucks and equipment and believes that this should be an MOU. Edward Tutrone stated that he contacted CJ Dickenson prior to the meeting to make sure that they received the license information for 41. Mr. Tutrone states that the insurance is under the Bureau of Fire and unless they commandeer them to drive, they are not under their insurance. A discussion was held.

Edward Tutrone.

12. Public Comment:

Kim Briggs Olizarowicz asks about the Parks Committee being on the agenda so we can move forward with projects.

Bridget Meyer discusses data centers. A discussion was held.

13. Adjournment: Meeting adjourned at 7:30PM

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Minutes recorded by Bethanne Eisler

  
Bethanne Eisler, Township Secretary