

TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
JUNE 16, 2025

The June 2025 Regular Business Meeting of the Tobyhanna Township Board of Supervisors was held on June 16, 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, Rached Schickling, Edward Tutrone and Ted Wolski. Also present are Manager Robert Bartal, Assistant Manager Crystal Butler and Solicitor, Harry Coleman, Esquire.

1. John Kerrick calls the meeting to order at 6:00PM; a quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements: There were no announcements.
4. Solicitors' Report: Harry Coleman states that there is nothing to report this evening.
5. Manager's Report:
 - a. Penn Strategies Report: Robert Bartal states that the report is in their binders. Mr. Bartal states that Crystal Butler is putting in applications for grants. Ms. Butler discusses the grants. Edward Tutrone asks if Bob could contact Penn Strategies and let them know that 41 is no longer defunct in case there are any grants available to them.
 - b. Zoning and Septic Reports: Robert Bartal reviews the May 2024 and May 2025 zoning and septic reports.
 - c. KMIT Risk Assessment Report: Robert Bartal states that they received the risk assessment evaluation and the score is 91%, which is a slight increase. Mr. Bartal states that the biggest thing that has hurt us is not having physicals for all employees.
 - d. Sun Meals To-Go Program – June 18th through August – 4PM-7PM: Robert Bartal states that they had received a request from Sun Meals To Go which is sponsored by the Department of Agriculture which is scheduled to start June 18th through August from 4PM to 7PM. Mr. Bartal states that they provide packets of meals for a full week for families with children. A discussion was held. Ted Wolski makes a motion to approve, Joseph Colyer seconds. Edward Tutrone asks about little league use of the parking lot. A discussion was held. Vote: all in favor; motion carries.
 - e. National Night Out – Tuesday, August 5, 2025: Robert Bartal announces that National Night Out is Tuesday, August 5, 2025, from 5:30PM to 7:00PM. Mr. Bartal states that they have received a good response from all emergency responders.
 - f. Jacob Franzo Eagle Scout Report: Robert Bartal states that they received a request from a young man who is a junior at Pocono Mountain East to do his Eagle Scout project and wanted to know if he could freshen up the dugouts with a fresh coat of paint. Mr. Bartal states that he and James Rafferty met with him and he seems like a responsible kid. Mr. Rafferty states that he will be starting in the middle of July.

- g. Jenny Harrison – Zoning Assistant Started 6/11/2025: Robert Bartal announces that Jenny Harrison has been hired as the zoning assistant and started on June 11, 2025.

6. Committee Reports:

- a. PMRPC: Rachel Schickling states there were 2 commendations given to an EMS member and an off-duty police officer who assisted a gentleman who had a heart attack at Walmart. Ms. Schickling states that their hours are up a little bit, but they are working to get them down. She states that they are going to begin working on the budget.
- b. PMREMS: Joseph Colyer states that they are almost fully staffed and they are moving forward with sending out bids for the new building on Route 611.
- c. TTBF: They have nothing.
- d. PSVFC: Their report is in the binders.
- e. TTVFC: Troy Counterman states that they have gone back to running the QRS calls which are calls that they are automatically dispatched to for heart attacks, strokes, respiratory arrest. Mr. Counterman states that they are doing this to help out the ambulance corp. and they are also running accidents with injuries.
- f. Thornhurst VFC: No one is present.
- g. NID: Crystal Butler states that they did have their last meeting of the year. Ms. Butler states that it doesn't look like they are going to have to schedule a special meeting but will be pushing up their reorganization meet to late January or early February next year as there will be additional information to review from Municipality on the TIF.
- h. PM COG: Crystal Butler states that this is nothing new but does believe they will be seeing new quantities request for bids which will go out towards the end of the summer or fall.
- i. MCATO: Crystal Butler states that their next meeting is August 6, 2025.
- j. Library: John Ryan presents their monthly report.
- k. DPW/Vehicle Report: James Rafferty gives his report.
- l. STR: Crystal Butler states that they continue to see a plateau in the number of permits. Ms. Butler states that there are currently 785 active permits.
- m. Warehouse: Ted Wolski states that they are to talk about this later in the agenda.

7. Action Items:

- a. Consider 2025 Bike4Chai Non-Profit Cycling Event Request for Use of Blanche Price Park Main Lodge on August 13, 2025, 6:30am to 9:30am: Joseph Colyer makes a motion to allow, Rachel Schickling seconds. Vote: all in favor; motion carries.
- b. Consider Approval of Agreement of Sale of FedEx Drive Strip between Randy Hoffman, et al, Tobyhanna Township and FEDEX Freight – S.B. Interstate 380 Ramp Improvement Project: Crystal Butler states that the reason the Agreement is including all 3 parties is that the Township is going to be having certain responsibilities as a part of that Agreement when it comes to recording the plan and making sure closing actually occurs.

Ms. Butler states that this is the strip of land by moving Randy Hoffman to FedEx so that FedEx Drive can be widened. Rachel Schickling makes the motion, Edward Tutrone seconds. Vote: all in favor; motion carries.

- c. Consider Approval of Agreement of Sale of Basin #2 between Randy Hoffman, etal and Tobyhanna Township – S.B. Interstate 380 Ramp Improvement Project: Joseph Colyer makes the motion, Rachel Schickling seconds. Vote: all in favor; motion carries.
- d. Consider Approval of Hoffman Traffic Signal Easement Agreement – S.B. Interstate 380 Ramp Improvement Project: Joseph Colyer makes the motion, Rachel Schickling seconds. Vote: all in favor; motion carries.
- e. Consider Approval of Partial Assumption of Stormwater Management System & Maintenance Agreement Between Tobyhanna Township and Randy Hoffman, etal – S.B. Interstate 380 Ramp Improvement Project: Joseph Colyer makes the motion, Edward Tutrone seconds. Vote: all in favor; motion carries.
- f. Consider Approval of Agreement of Sale Between Bogoljub & Lenka Mitic and Tobyhanna Township – S.B. Interstate 380 Ramp Improvement Project: Joseph Colyer makes the motion, Rachel Schickling seconds. Vote: all in favor; motion carries.
- g. Consider Approval of Mitic Traffic Signal Easement Agreement – S.B. Interstate 380 Ramp Improvement Project: Joseph Colyer makes the motion, Rachel Schickling seconds. Vote: all in favor; motion carries.
- h. Consider Request of Pocono Summit Volunteer Fire Company in the amount of \$125.00 for 2011 Chevrolet Tahoe Repairs: Joseph Colyer states that this is a Township vehicle and no motion is required.
- i. Consider Estimate from Northeast Signal & Electric Company Inc. for 2025 Annual Preventative Maintenance in the amount of \$6,700.00: Edward Tutrone makes a motion the motion, Joseph Colyer seconds. Edward Tutrone asks if this is the same as last year. Robert Bartal discusses. Vote: all in favor; motion carries.
- j. Consider Approval of Fire Response Plan Map: Robert Bartal states that there was a meeting with all 3 fire chiefs. Mr. Bartal states that he was able to obtain the maps dating back to 2018 and the 3 chiefs wanted to go back to the maps that were in effect in 2020. Mr. Bartal states that they ran into a bit of a problem as when the maps were redone the areas within Coolbaugh and Tunkhannock have been removed, and we cannot approve coverage for those areas. Mr. Tutrone pointed out that he went over the map with a representative and prior to this meeting, everyone was ok with this. A discussion was held. Ted Wolski makes this motion, Joseph Colyer seconds. Vote: all in favor; motion carries.
- k. Consider Appointment of Emergency Manager Coordinator: Robert Bartal states that Troy Counterman and Tia Fritz have submitted letters of interest for this position. Mr. Tutrone states that with the Federal Government you must have NIMS 300 & 400 to get any federal aid. Mr. Tutrone states that Tia Fritz did state in her letter that she does not have that and will be working on that in the next year. A discussion was held. Joseph Colyer makes a motion to appoint Troy Counterman, the Emergency Management Coordinator and Tia Fritz, the Assistant Emergency Coordinator, Ted Wolski seconds. Vote: all in favor; motion carries.
- l. Consider Executing Memorandum of Understanding with FedEx for I-380 Project: Robert Bartal states that the Memorandum of Understanding has been reviewed by Marc Wolfe, the attorney handling the land acquisitions. Mr. Bartal states that they really didn't this was necessary and as it was originally written it wasn't termed a

Memorandum. A discussion was held. Edward Tutrone makes the motion, Joseph Colyer seconds. Vote: all in favor; motion carries.

8. Discussion Items:

- a. Discuss Warehouse Ordinance Amendment: Ted Wolski states that they have a proposed Warehouse Amendment and Bridgette Meyer is going to explain to the Board what changes were made and what were not made. Bridgette Meyer stated that there were only two changes made. Ms. Meyer states that they heard what the Board said regarding the setbacks, and they have eliminated specific setbacks for this use so the use would be subject to the same setbacks as the other uses in the Commercial Industrial District. Ms. Meyer stated that they took Data Center out because there is a separate Ordinance concerning Data Center currently working through the Planning Commission. Ms. Meyer states that everything else is the same as the last time around. A discussion was held. The Board states that they would like to compare the two side by side, the current existing Ordinance, to this current Amendment. This is tabled until the July meeting.

9. Treasurer's Report: May's Treasurer's Report: Rachel Schickling makes a motion to approve May's Treasurer's Report, Joseph Colyer seconds. Vote: all in favor, motion carries.

10. Consider June 16, 2025, Bill Pack: \$627,172.39: Edward Tutrone makes a motion to approve June 16, 2025, Bill Pack in the amount of \$627,172.39, Joseph Colyer seconds. Vote: all in favor, motion carries.

11. Board of Supervisors Report/Comment:

Ted Wolski asks how they are looking to stream the meetings. Crystal Butler states that she has started to test the theory and discusses same. A discussion was held.

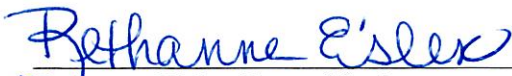
12. Public Comment:

Juliette Dunham states that Pocono Mountain School District does remote meetings and they go well each month. Ms. Dunham states that maybe they should ask them for their advice on this situation.

Joe Buono, 266 Aspen Road, states that he attended the May 19th meeting and asked if they would consider replenishing the area on the right of way near his home to address the water situation. A discussion was held.

13. Adjournment: Meeting adjourned at 7:03PM

Minutes recorded by Bethanne Eisler


Bethanne Eisler, Township Secretary