

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

The July 2025 Regular Business Meeting of the Tobyhanna Township Board of Supervisors was held on July 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 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:
 - a. Robert Bartal announces that an executive session was held on June 16, 2025, from 7:15PM to 7:30PM for legal and personnel matters.
 - b. Robert Bartal announces that an executive session was held on July 7, 2025, from 12:00PM to 1:25PM for a legal matter related to Mackes Road Project. At that time present were Mr. Joseph Colyer, Mr. Edward Tutrone, Mr. Ted Wolski, Solicitor Harry Coleman, Manager Robert Bartal and Assistant Manager Crystal Butler.
 - c. Robert Bartal announces that an executive session was held on July 21, 2025, from 5:50PM to 6:00PM for a personnel matter and potential legal matter.
4. Consider Minutes: May 19, 2025, Regular Business Meeting; June 16, 2025, Regular Business Meeting: Joseph Colyer makes the motion to consider the minutes of May 19, 2025, Regular Business Meeting and June 16, 2025, Regular Business Meeting, Edward Tutrone seconds. Rachel Schickling abstains from May 19, 2025, meeting as she was not there. Vote: all in favor; motion carries.
5. Solicitors' Report: Harry Coleman states that he has four issues to report on this evening. Mr. Coleman states that he has been working with Zoning Officer, Lourdes Aponte, who has been extremely proactive on several enforcement matters. He states that he has been working with STR Enforcement Officer, Alexis Wilkinson and Assistant Manager Crystal Butler who have been extremely proactive on some STR matters. Mr. Coleman states that they have been working on Pocono Manor Investors LLC and JBPHL matters which are for consideration by the Board this evening.
6. Manager's Report:
 - a. Penn Strategies Report: Robert Bartal states that the Penn Strategies report is in the packets and there is nothing out the ordinary in it. Mr. Bartal states that Ms. Butler has an update on some of the grants that we are pursuing related to the I-380 project. Crystal Butler discusses the grants.
 - b. Zoning and Septic Reports: Robert Bartal reviews the June 2024 and June 2025 zoning and septic reports.

- c. Meals on Wheels Client Needs Pantry Drive – August 2025: Robert Bartal states that this coming August we will be participating in the Meals on Wheels Client Needs Pantry Drive. He states that we did participate in this last year. Mr. Bartal states that they have recently sent us a flyer for the most needed items and this will be placed on our Facebook page and website.
- d. National Night Out – Tuesday, August 5, 2025 – 5:30PM to 7:00PM: Robert Bartal states that National Night Out is Tuesday, August 5, 2025, from 5:30PM to 7:00PM. Mr. Bartal states that they have had a good response for the emergency services departments who have stated that they will be there along with a few independent vendors. Mr. Bartal states that we will have the cookout and Mr. Rafferty and his crew are sprucing up the park.

6. Committee Reports:

- a. PMRPC: Joseph Colyer states that there is nothing new, they are still over hours and are working to get that under control.
- b. PMREMS: No one is here.
- c. TTBF: Tia Fritz states that CJ would send their reports via email that he would pull from their reporting system but since 41 has come back into service, they are encountering an issue to do that because of the cadilink with their reporting software. Ms. Fritz states that any apparatus that goes out automatically goes to their reporting system and because most of the trucks are identified with their station and if they don't have members on that apparatus, it still shows in their report, they are waiting for clarification as to what they should do in that situation. Ms. Fritz gives their report.

Ms. Fritz states that the mini pumper that was purchased from Stroudsburg had hoses and fittings that were NY thread and have since been removed from the truck and switched over. She states that they have an abundance of hose that will not be used and are suggesting that the Township donate these hoses to the County Public Training Center. Ms. Fritz spoke with Bill Edinger who advised that they would be grateful to have these hoses.

Ms. Fritz states that they are still having issues with the fobs for fuel. A discussion was held.

- d. PSVFC: Their report is in the binders.
- e. TTVFC: Troy Counterman gives their report. Robert Bartal states that last fall Bureau of Fire applied for a grant for approximately \$174,000 for self-contained breathing apparatus through Firehouse Grants. Mr. Bartal states that he reached out to David Schultz to see if they heard anything about that grant and was advised that the grant hadn't been awarded yet and they are expecting it in the next couple of weeks. Mr. Bartal states that Mr. Counterman had sent an email stating that these packs were about to expire and we need to come up with a plan to replace them. A discussion was held.
- f. Thornhurst VFC: Dan Serfass gives a report.
- g. NID: Crystal Butler states that they recently received the annual assessment report that reflects the school district mileage change. Ms. Butler states that they are still waiting for

the annual audit and believes that Michelle Bisbing, the chair, is looking to potentially schedule a special meeting later this year. Ms. Butler states that she will advise the Board when they prepare to schedule this meeting.

- h. PM COG: Crystal Butler states that they have a meeting this Monday.
 - i. MCATO: Crystal Butler states they have a meeting coming up in August at the Pocono Township Building. Ms. Butler states that they have been updating MCATO representatives to ensure there are enough voting members from each municipality and hopefully they can start preparing Resolutions through a Resolution Committee.
 - j. Library: Susanne Penavich presents their monthly report.
 - k. DPW/Vehicle Report: James Rafferty gives his report and provides a status of the paving project. Edward Tutrone asks if they are striping lines this year. A discussion was held.
 - l. STR: Crystal Butler states that there have been 782 permits issued, and we are staying at a plateau losing a couple through title transfers and gaining a couple through either new owners or current owners looking to short-term rent.
 - m. Warehouse: Crystal Butler states that they have been doing a lot of work on some other Ordinances and have not gotten a chance to meet an address the Warehouse Ordinance.
7. Action Items:
- a. Consider Monroe County Conservation District E&S Plan Form: Robert Bartal states that we have recently become aware of the fact that we used to provide this checklist with our zoning application and somehow it came out of our permit application. Mr. Bartal states that we found out that some builders, developers and members of the public that were looking to build a home or disturb land were not aware of this. Mr. Bartal asks the Board's permission to start to let us include this to cover the Township that we have at least provided an applicant with this checklist which was prepared by the Monroe County Conservation District. A discussion was held. Joseph Colyer makes a motion to approve the checklist to the zoning application, Ted Wolski seconds. Vote: all in favor; motion carries.
 - b. Consider Confirmation of New Fire Police Members for Pocono Summit Volunteer Fire Company: Joseph Colyer makes a motion to approve, Ted Wolski seconds. Vote: all in favor; motion carries.
 - c. Consider Revised Landscape Plan of Back Road Studios: Annie, who works for a landscaping company close to Philadelphia, that specializes in the installation and management of native meadows has been employed by Back Road Studios to develop a plan for their property. A discussion was held. Edward Tutrone makes the motion to approve, Joseph Colyer and Ted Wolski second. Vote: all in favor; motion carries.
 - d. Consider Pocono Manor Investors, LP Petition Requesting Amendment of Tobyhanna Township Zoning Ordinance for Data Center Overlay: Ralph Matergia, representing Pocono Manor, states that by way of background their original Petition was filed on May 5, 2025, and no action was taken by the Board. Mr. Matergia states that the Board has asked the Petitioner to undertake an informal review of the proposed Ordinance with the

Township staff and Planning Commission have done that in the last two months or so. Mr. Matergia states that the results were changes to the Ordinance and those changes have been substituted by the staff. Mr. Matergia states that they are here this evening to ask the Board to act on the Petition by setting a hearing date and they are suggesting the September 15th for a formal hearing on the zoning amendment. Mr. Matergia states that that is sufficient time for a formal review by both planning commissions.

Joseph Colyer states that he has concerns and he doesn't like that this was an area that had been overlayed once before and now we are overlaying one parcel out of the three parcels that left. Mr. Colyer states that in his opinion they should be doing this on that district and not just one parcel.

Edward Tutrone states that he agrees with Mr. Colyer on this and doesn't see what harm it would be to do all three parcels in that section to make it a use in that area.

John Kerrick states that he gets their point but doesn't agree and if they want to change their parcels they should come in and do it themselves.

A discussion was held. Edward Tutrone makes a motion to send to our Planning Commission and Monroe County Planning Commission and set a hearing date of September 15, 2025, Rachel Schickling seconds. Vote: all in favor; motion carries.

- e. Consider 864 South Shore Drive Planning Module: Crystal Butler states that this has gone through the normal steps of a planning module, to the Planning Commission and now to the Board of Supervisors. Ms. Butler states that there were some questions at the Planning Commission regarding why they were considering the planning module. Ms. Butler states that after discussions with the Sewage Enforcement Officer and Michelle Bisbing, Chair of the Planning Commission, they have decided that moving forward an engineer will come and provide a brief explanation and overview of the planning module. Ms. Butler states that with this module they were coming up against a deadline for the Board of Supervisors to provide their approval before being sent to DEP. Steven, an engineer with Keystone Engineering provides an overview of the planning module. Joseph Colyer makes the motion to approve the planning module, Ed Tutrone seconds. Vote: all in favor, motion carries.
- f. Consider Proclamation for National Night Out 2025: Crystal Butler reads the Proclamation for National Night Out. Joseph Colyer makes the motion, Ted Wolski seconds. Vote: all in favor, motion carries.
- g. Consider Petition for a Zoning Ordinance Text and Map Amendment of JBPHL: Julie Von Spreckelsen, Esquire, counsel for JBPHL Investments, LLC is here to present. Ms. Von Spreckelsen states that JBPHL Investments is requesting a zoning ordinance text and map amendment and if adopted it would permit the rezoning of seven parcels located at Old Route 940, Altemose Road and Route 940 from R1 district to the Commercial District. Ms. Von Spreckelsen states that the other part of the amendment would allow text amendments to permit self-storage facilities within the Commercial District.

Craig Rancamp(?), the land planner discusses the advantages to this Petition. Mr. Rancamp states that self-storage facilities are the least impactful use with very little traffic generated and very little activity on the site. Mr. Rancamp discusses why self-storage facilities make a difference in our community. A discussion was held.

John Kerrick asks if this is going to be climate controlled and a single-story building. Mr. Rancamp states that he believes the indication is to make it a single story and not climate controlled. A discussion was held.

Joseph Colyer makes a motion to authorize to send to both the Township Planning Commission, Monroe County Planning Commission and advertise hearing date for September 15, 2025, Ted Wolski seconds. Vote: all in favor; motion carries.

- h. Consider Barracuda Back Up Renewal 2025-2026 Quote in the amount of \$3,579.60: Ted Wolski asks if we received other quotes. Crystal Butler states our IT Specialist is familiar with the software in the backup process. Joseph Colyer makes a motion for the renewal in the amount of \$3,579.60, Edward Tutrone seconds. Vote: all in favor; motion carries.
- i. Consider Updated Fire Coverage Maps: Edward Tutrone states that the three fire companies met to basically clean up the 44/41 area and the 33 area. Mr. Tutrone discusses the updated fire coverage map. Edward Tutrone makes a motion to approve updated fire coverage map, Joseph Colyer seconds. Rachel Schickling asks if they are still utilizing the Depot. Edward Tutrone states that they are. A discussion was held. Vote: all in favor; motion carries.

8. Discussion Items:

- a. Discuss 2026 Budget Meeting Date: September 23, 2025, October 7, 2025, and October 28, 2025: Ted Wolski asks where do these dates come from. John Kerrick states the staff. Robert Bartal states that they have other meetings that they need to schedule around. A discussion was held. The Board of Supervisors agree to Monday, September 22, 2025, at 6:00PM; Monday, October 6, 2025, at 9:30AM and Tuesday, October 28, 2025, at 6:00PM. Ted Wolski makes a motion to authorize to advertise, Joseph Colyer seconds. Vote: all in favor; motion carries.
 - b. Discuss 2026 Tree Trimming & Paving: Jame Rafferty discusses the roads for tree trimming and paving for 2026. John Kerrick asks if they are doing work on manholes in Camelot. Mr. Rafferty states that they are not. Edward Tutrone asks if they are overlaying Gross Drive. A discussion was held. Gross Drive will be put on as an alternative.
 - c. Discuss SFM Consulting Services: John Kerrick would like SFM Consulting and DCED to come to our next meeting to give a presentation regarding our zoning.
9. Treasurer's Report: June's Treasurer's Report: Joseph Colyer makes a motion to approve June's Treasurer's Report, Ted Wolski seconds. Vote: all in favor, motion carries.
10. Consider July 21, 2025, Bill Pack: \$1,027,204.20: Edward Tutrone asks if this includes paving. Crystal Butler states that it does not. James Rafferty states that they still have to do a

checklist with Wayco and the Keystone has to submit everything. Joseph Colyer makes a motion to approve July 21, 2025, Bill Pack in the amount of \$1,027,204.20, Edward Tutrone seconds. Rachel Schickling abstains as there is a Keiper bill in the packet. Vote: all in favor, motion carries.

11. Board of Supervisors Report/Comment: None.


12. Public Comment:

Joan Lippi, Blakeslee, asks Harry Coleman about the executive session for the Mackes Road project and if there is anything that he could advise them on this matter. Harry Coleman discusses the informational session held with representatives of Mackes Road.

Bridgette Meyer provides her comments regarding data centers as conditional uses.

13. Adjournment: Meeting adjourned at 7:52PM

Minutes recorded by Bethanne Eisler


Bethanne Eisler, Township Secretary