

Before

THE TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS

In Re: Regular Business Meeting

Tobyhanna Township Government Center Building
105 Government Center Way
Pocono Pines, Pennsylvania 18350
Monday, May 9, 2016, beginning at 9:30 a.m.

PRESENT: ANNE LAMBERTON, Chairperson
JOHN J. HOLAHAN, III, Vice Chairperson
JOHN E. KERRICK, Board Member
DONALD J. MOYER, Board Member
HEIDI A. PICKARD, Board Member

JONATHAN J. REISS, ESQUIRE, Solicitor

PHYLLIS HAASE, Township Manager

ALSO PRESENT: Maureen Minnick, Zoning Officer

PANKO REPORTING
537 Sarah Street, Second Floor
Stroudsburg, Pennsylvania 18360
(570) 421-3620

2

1 MS. LAMBERTON: Good morning and
2 thank you for the 5th Grade Class TEC to visit with
3 us at our regular board meeting for the board of
4 supervisors. I would like to call the meeting to
5 order with the pledge of allegiance. Please stand.

6 (Pledge of Allegiance.)

7 MS. LAMBERTON: That was the
8 best Pledge of Allegiance we've had in a long time.
9 Thank you.

10 Who has artwork at Clymer
11 Library? I saw an article in today's paper that
12 TEC art students -- anybody? We'll have to take a
13 look and see. It looks beautiful.

14 We'll start with announcements.
15 Phyllis.

16 MS. HAASE: Yes, ma'am. I have
17 a few announcements. There was an executive
18 session, actually two held by the board of
19 supervisors April 22nd for personnel and May 2nd

20 for personnel. Also May 20th will be concert in
21 the park, so everyone can bring their lawn chairs
22 and blankets and come join us for a night of
23 entertainment. And May 30th Memorial Day Parade
24 will begin at I believe 10 o'clock, I believe.

25 MS. PICKARD: When is the

3

1 concert in the park, Phyllis?

2 MS. HAASE: It is from 6 to 8.

3 MS. LAMBERTON: Very good. Is
4 that all?

5 MS. HAASE: Yes, ma'am.

6 MS. LAMBERTON: Very good.

7 Thank you. I'll entertain a motion to consider the
8 minutes of March 14th, 2016 regular business
9 meeting.

10 MS. HAASE: I do have a few
11 corrections. Page 11, line 16, and should be at;
12 page 28, line 11, spelling correction VanGilder;
13 page 93, line 6, Matt should be spelled Mac; page
14 96, line 5 again Mac; and page 98, line 2, should
15 be sign, s-i-g-n.

16 MS. LAMBERTON: Thank you.

17 Okay.

18 MR. MOYER: I'll make a motion
19 to approve the March 14, 2016 regular business
20 meeting minutes.

21 MS. PICKARD: I'll second.

22 MS. LAMBERTON: I have a motion
23 and a second. Any questions or comments from the
24 board?

25 Any questions or comments from

4

1 the public? Seeing none, call the vote, John?

2 MR. KERRICK: In favor.

3 MS. LAMBERTON: Heidi?

4 MS. PICKARD: Vote in favor.

5 MS. LAMBERTON: John?

6 MR. HOLAHAN: Yes.

7 MS. LAMBERTON: Donny?

8 MR. MOYER: I vote in favor.

9 MS. LAMBERTON: I vote in favor.

10 Motion carries.

11 Now, just for the fifth grade
12 class, the minutes are kept of every meeting and

13 all that means is this lady over here is a
14 stenographer and she types down everything that's
15 said so that if anyone needs to go back and reflect
16 on something to help or assist with your memory or
17 whatever we might have voted on, it is posted every
18 month on our website for anybody for their viewing
19 or reading pleasure.

20 I'll entertain a motion for the
21 approval of the treasurer's report in the amount of
22 \$528,496.76.

23 MR. HOLAHAN: So moved.

24 MR. MOYER: Second.

25 MS. LAMBERTON: I have a motion

5

1 and a second. Any questions or comments from the
2 board?

3 MS. PICKARD: I just want to
4 comment that the \$73,000 that we returned to
5 Kalahari on the escrow was included in that.

6 MS. LAMBERTON: Yes. Any
7 questions or comments from the public? Seeing
8 none, call the vote, John?

9 MR. KERRICK: I will abstain.
10 MS. LAMBERTON: Heidi?
11 MS. PICKARD: I vote in favor.
12 MS. LAMBERTON: John?
13 MR. HOLAHAN: Aye.
14 MS. LAMBERTON: Donny.
15 MR. MOYER: Vote in favor.
16 MS. LAMBERTON: I'll abstain,
17 motion carries.
18 Solicitors report.
19 MR. REISS: I have two items
20 actually. There is a Resolution 2016-13, which
21 would approve the general reimbursement agreement
22 for the traffic signal at New Ventures Park. You
23 already actually approved the agreement, but this
24 is required as part of the package with PennDOT.
25 So I would need you to adopt Resolution 2016-13.

6

1 MS. PICKARD: I'll make a motion
2 that we approve Resolution 2016-13.
3 MR. MOYER: I'll second that
4 motion.
5 MS. LAMBERTON: I have a motion

6 and a second. Any questions or comments from the
7 board?

8 Any questions or comments from
9 the public? Seeing none, call the vote, John?

10 MR. KERRICK: In favor.

11 MS. LAMBERTON: Heidi?

12 MS. PICKARD: Vote in favor.

13 MS. LAMBERTON: John?

14 MR. HOLAHAN: Aye.

15 MS. LAMBERTON: Donny?

16 MR. MOYER: I vote in favor.

17 MS. LAMBERTON: I'll vote in
18 favor. Motion carries.

19 MR. REISS: And the other item
20 is also related to that project and it is a right
21 of way clearance certification that PennDOT
22 requires. At 1 o'clock today they're going to be
23 auditing the township's records. Those three
24 easements -- actually only two easements were
25 required and we've obtained those. They are

7

1 recorded at the recorder of deeds office. So I

2 need a motion by the board to approve the PennDOT
3 right of way clearance certificate.

4 MR. KERRICK: So moved.

5 MS. LAMBERTON: I have a motion.

6 MR. MOYER: Second.

7 MS. LAMBERTON: I have a motion
8 and a second. Any questions or comments from the
9 board?

10 Questions or comments from the
11 public? Seeing none, call the vote, John?

12 MR. KERRICK: In favor.

13 MS. LAMBERTON: Heidi?

14 MS. PICKARD: I vote in favor.

15 MS. LAMBERTON: John?

16 MR. HOLAHAN: Yes.

17 MS. LAMBERTON: Donny?

18 MR. MOYER: I vote in favor.

19 MS. LAMBERTON: I'll vote in
20 favor. Motion carries.

21 MR. REISS: That's all I have.

22 Thank you.

23 MS. LAMBERTON: Thank you.

24 We'll move to item number 7 on our agenda,
25 manager's report.

1 MS. HAASE: Yes, ma'am. I don't
2 know how the board would like me to do this. Do
3 you want me to recap the reports that I've given or
4 anything that's changed?

5 MS. LAMBERTON: We've all
6 reviewed them. Does anyone have any questions on
7 the report that Phyllis had emailed to us
8 previously?

9 MR. KERRICK: I have a comment
10 on, not the last one, the one before that when we
11 were talking about the entrance to Emerald Lakes.

12 MS. HAASE: Yes.

13 MR. KERRICK: I though we were
14 holding off on the township installing any signs.

15 MS. HAASE: We are.

16 MR. KERRICK: Well, in your
17 thing, corrected me if I'm wrong, but you said that
18 we'd be installing signs after they got their HOP.

19 MS. HAASE: Correct. I believe
20 that was -- the decision of the board was the board
21 would not be installing the signs because Mr.
22 McHale had brought forward his concern that the
23 entrance did not have an HOP. So the board decided

24 at that time not to move forward with that until
25 Emerald Lakes acquired an HOP.

9

1 MR. KERRICK: Well, I still --
2 if in fact we voted on it, I'm still -- go on
3 record that I'm opposed to it because then we would
4 accept liability. I didn't think we voted on it.

5 MS. LAMBERTON: I thought that
6 that's how it was discussed too, if I remember
7 correctly. Maybe I'm wrong with my interpretation,
8 but I did think that Bob mentioned we did not want
9 to put signs up because of liability. And I think,
10 John, you commented, Kerrick, you commented on that
11 as well.

12 MR. KERRICK: Yeah, I thought we
13 were going to hold off and see if PennDOT made them
14 put them up, number one, which that would be
15 PennDOT's liability. I didn't want the township to
16 have the liability.

17 MS. HAASE: Okay. I can review
18 the minutes. That's something that Bob and I had
19 discussed and maybe if we misunderstood the

20 direction of the board we certainly can go back to
21 the minutes and review that. But it's my
22 understanding then, even if they do obtain an HOP
23 then it's the wishes of the board not to put the
24 signs up?

25 MS. LAMBERTON: That's how I

10

1 remember it.

2 MS. PICKARD: I also think that
3 we would talk about it at such time as that was
4 required.

5 MS. LAMBERTON: So bring it back
6 up for discussion once the HOP is acquired. Fair
7 enough?

8 MR. KERRICK: Fair enough.

9 MS. LAMBERTON: Okay.

10 MS. HAASE: And then also, as
11 Mr. Reiss had stated, the resolution that the board
12 just approved, PennDOT is requiring a new signature
13 page for the reimbursement agreement, so I will ask
14 the chair at the end of the meeting to sign that.

15 MS. LAMBERTON: Thank you.
16 Anything else?

17 MS. HAASE: No, ma'am. That's
18 it.

19 MS. LAMBERTON: Okay, we'll move
20 on to committee reports. Pocono Mountain Regional
21 Police Commission. Donny? They didn't have
22 anything really.

23 MR. MOYER: We really didn't
24 have nothing. We have a meeting tomorrow night, so
25 next month we should have something.

11

1 MS. LAMBERTON: And I had put
2 all the documents from the meeting up on the email
3 I should have sent to each of the board members, if
4 you guys had any questions.

5 Open space, Heidi?

6 MS. PICKARD: Well, Ann was here
7 last week, so there is a walk in the park on the
8 24th. I'll have the information on our website and
9 we talked about doing some maintenance with
10 Tunkhannock Township on getting the millings for
11 the parking lot.

12 MS. LAMBERTON: This is down at

13 Austin T. Blakeslee area, the rec area. Have any
14 of you guys gone down there? No. It's a beautiful
15 spot with a pavilion by the stream. Very nice.
16 You should show them their location, they might
17 want to take their family there.

18 MS. HAASE: I also wanted to
19 follow up, Ms. Sincavage had mentioned the two
20 structures they were looking to raze. We had
21 reached out to MCCD about two months ago and they
22 were requiring us to meet with them at their
23 office. We've asked them again to reconsider that
24 to meet onsite because we feel that that would be
25 beneficial for them to actually see what we are

12

1 willing to do and what we would like to do. So Mr.
2 Craig Todd is reviewing that and hopefully we can
3 schedule a meeting next week.

4 MS. LAMBERTON: Very good.
5 Overlay committee. Phyllis, John, Heidi, whoever
6 would like to speak to that. John, why don't you
7 do it.

8 MR. HOLAHAN: I wasn't at the
9 last meeting.

10 MS. LAMBERTON: Oh, I'm sorry.

11 MS. HAASE: Our next meeting is
12 scheduled for June 14th at 5 p.m. Our traffic
13 engineer is going to be joining us to discuss how
14 we can move forward with assisting developers in
15 that area with our HOP or access to the state
16 routes.

17 MS. LAMBERTON: Would you like
18 to explain what the overlay is for?

19 MS. HAASE: Yes. In
20 Blakeslee -- everyone knows where Blakeslee is at,
21 right? We're looking at improving that section of
22 the township and we're trying to find ways that we
23 could help developers making permit process a
24 little easier to move into our area and hopefully
25 then provide jobs for our area, for our residents,

13

1 perhaps your parents or someone that you know. And
2 then hopefully be able to develop and we can grow
3 that area and have it flourish a little bit more
4 than it is. So we are looking at improving our
5 ordinances, improving items for the developers

6 whether it would be stormwater improvements or
7 access improvements to the state routes.

8 MR. HOLAHAN: If I can make a
9 comment as well. We're looking to make it like a
10 pretty cool place to kind of hang out too, so we're
11 looking at like some wider sidewalks, maybe some
12 cafÈs. You can go down there and get maybe a milk
13 shake or something like this to walk around. You
14 could -- there might be fountains down there and
15 things like this, maybe a little place to kind of
16 run around, keeping the traffic away, so it will be
17 a neat place to go. So if you ever go on vacation
18 and you go to these nice little villages and it's
19 got all those neat stuff downtown, that's what
20 we're looking to do down in Blakeslee as well.
21 That's going to take a long time. Your children
22 will be able to enjoy them, okay, but we need your
23 vote when you get to that age to help us out.
24 Okay?

25 MS. LAMBERTON: Is that all for

14

1 overlay committee?

2 MS. HAASE: Yes.

3 MS. LAMBERTON: Pocono Mountain
4 Regional EMS.

5 MS. PICKARD: I neglected to let
6 Denise know we had the meeting earlier today.

7 MR. HOLAHAN: So she will be
8 here at 7 tonight?

9 MS. PICKARD: She'll be here at
10 7 tonight. But -- so I didn't get the statistics,
11 but I'll get those and forward those to you. And I
12 think we mentioned before, Phyllis mentioned in her
13 report that Denise and Lenny Deaver came in and did
14 CPR training and AED training for us. We had six
15 or seven of our staff and some of Jack Rader's, so
16 we're ready if any of you drop.

17 MS. LAMBERTON: Thanks. I feel
18 so much better now, thank you.

19 Is anyone here from Thornhurst
20 Ambulance? Seeing none, we'll move on to old
21 business. Proposed zoning ordinance. I believe it
22 looks like we're currently in the stages of working
23 on that.

24 MS. HAASE: We are. The
25 direction that the zoning officer was given at the

1 last meeting was to look at an interstate overlay
2 for billboards and we'll be discussing that at the
3 work session in June.

4 MS. LAMBERTON: Wonderful. The
5 LERTA, we also need the areas to be detected on
6 what we want to --

7 MS. HAASE: Did the board wish
8 to move forward with that? The direction we
9 received last time was to wait for the overlay.

10 MS. LAMBERTON: Yeah. I
11 believe -- is that the consensus of the board? We
12 need that to be on the back burner until we decide
13 on what's going to be where.

14 MS. HAASE: Would you want me to
15 keep that on the agenda?

16 MS. LAMBERTON: Yes, please.
17 Thank you.

18 Moving on to new business.
19 Kalahari Resorts. Request to waive pool permit
20 fee. I will entertain a motion.

21 MR. MOYER: I'll make a motion
22 we waive the pool fee.

23 MS. PICKARD: I'll second the

24 motion.

25 MS. LAMBERTON: I have a motion

16

1 and a second. Any questions or comments from the
2 board?

3 MR. HOLAHAN: Yes. Why are we
4 considering waiving the fee? My understanding is
5 that when the application was first made it was
6 inadvertently left out of the application, so the
7 square footage wasn't calculated into the fee
8 structure, is that correct?

9 MS. HAASE: Yes and no. When
10 Kalahari submitted it, they were submitting for the
11 buildings, and their pool company was going to
12 submit for the pools separately. And that step,
13 Newman Pools, that kind of was skipped over. The
14 township didn't detect it and Kalahari assumed --
15 it's my understanding assumed that it was done by
16 Newman Brothers, which that did not occur.

17 MR. HOLAHAN: Okay. So it just
18 wasn't in -- but had it been in initially, would
19 the fee that we're -- that are paid now, been
20 included in the overall fee.

21 MS. HAASE: Yes, sir.

22 MR. HOLAHAN: I speak against
23 the motion.

24 MR. KERRICK: If you look at
25 some of that documentation, it looks like something

17

1 was changed. Is that true or did they make a
2 mistake on their application? If you look where
3 they have it typed, it's all -- I don't have it in
4 front of me, I can get it, the square footage, but
5 then it's reduced. You can see that somebody
6 changed it on the application.

7 MS. HAASE: Yes. When Kalahari
8 Resorts submitted the square footage it was
9 different. The engineering or I'm sorry,
10 architect, it's an architect firm, ADCI, since it
11 was such a large building, we decided it would be
12 best to have them kind of break down the square
13 footage. So there's a difference initially of what
14 Kalahari submitted versus ADCI. At that time we
15 had a discussion and what they were including was
16 patios, I think some balconies that we would not

17 have permitted, so that's where we blacked out. I
18 think it was 9,000 and change in square footage.

19 MR. KERRICK: There's a posted
20 note here.

21 MS. HAASE: We backed it out --

22 MR. KERRICK: 9478.

23 MS. HAASE: -- so the figure
24 would work with what Kalahari was submitting.

25 MR. KERRICK: Okay. Thank you.

18

1 MR. HOLAHAN: Anyway, I speak
2 against the motion to waive it. They need to pay
3 it like anybody else would. I understand the
4 oversight, but should pay the fee. That's what's
5 in our fee structure. That's in our agreements. I
6 think they should hold to that.

7 MS. LAMBERTON: I have a motion
8 and a second on the floor. Any other questions or
9 comments from the board?

10 Any questions or comments from
11 the public? Seeing none, call the vote, John?

12 MR. KERRICK: In favor.

13 MS. LAMBERTON: Heidi?

14 MS. PICKARD: Vote in favor.
15 MS. LAMBERTON: John?
16 MR. HOLAHAN: Ney.
17 MS. LAMBERTON: Donny?
18 MR. MOYER: I vote in favor.
19 MS. LAMBERTON: I'll abstain.
20 Motion carries.
21 MS. LAMBERTON: Clymer Library
22 presentation. Laura Laspee, our director of Clymer
23 Library is here.
24 MR. HOLAHAN: There's no talking
25 in the library.

19

1 MS. LASPEE: Good morning
2 everyone. What we thought we would do today is
3 just give a 2015 overview of how the Library is
4 doing. So we made a nice Power point presentation
5 and if anyone has any questions, just stop me along
6 the way and you can see how the library is doing.
7 Do you all know where the library is? You've all
8 visited, right, beginning of the year, right, fifth
9 grade. Okay.

10 We had 12,262 patrons. That
11 means those are library card holders. So hopefully
12 all of you are library card holders. Last year we
13 had 33,059 visits, that's how many people came into
14 the library last year. We had 50,854 items taken
15 out on cards, so that's a lot. We had 4,009
16 computer users and wifi users. Our whole entire
17 building, you can come in and use your wireless
18 device. So we track that now. And references --
19 that's reference questions asked, so that's 8680
20 questions that were asked. So anyone that comes in
21 and asks where a book is or if we have something or
22 where a bathroom is, it's a reference question, so
23 we track all of those questions. We track them
24 everyday. Next.

25 We've had 186 children's

20

1 programs and that includes the summer reading
2 programs. We had 83 adult programs and that's
3 author visits, game nights, any kind of talks that
4 people use the library for. We had 19 programs and
5 we are trying to really make that a higher number.
6 So what we thought was if everyone can -- when we

7 can get the kids when they're young, and we can
8 keep them engaged and entertained in the library,
9 they'll continue to use it as teens and then adults
10 and be lifelong learners at the library. So we're
11 really working on that. But overall we have 5052
12 people come to our programs. That's really
13 awesome. We're really happy about that.

14 Okay. Now we come to the
15 revenue and expense part. As you see, our highest
16 revenue, the money that the library takes in,
17 that's what revenue is, comes from taxes. And we
18 get taxes from Tobyhanna Township and Tunkhannock
19 Township. So we really rely on taxes. We also get
20 a little bit of money from state aid. That's a
21 formula that the State of Pennsylvania figures out,
22 and it's based on a number of things, patrons,
23 circulation, items, tax payers. It's a formula I
24 haven't been able to figure out yet, but we leave
25 it to them to figure it out.

21

1 And then contributions, that's
2 any kind of -- any kind of money that people will

1 books and they help our -- they help any of our
2 patrons with any kind of questions that they have,
3 so we can't thank our volunteers enough for the
4 service that they provide to the library.

5 MS. PICKARD: How old do you
6 have to be to be a volunteer?

7 MS. LASPEE: Student volunteers
8 are about 14. They're not allowed behind the desk
9 because there's money exchanged and things like
10 that, so our student volunteers will put books
11 away, make our shelves look nice, clean the books.
12 Anyone that's over 18 can work behind the desk.

13 And we have strived to keep our
14 facilities -- we keep improving our facilities all
15 within our budget. So we've put new parking lights
16 in so that the parking lot is well lit and safe.
17 We have new pavers that when you walk into the
18 library you keep seeing the little brick pavers
19 that we have with people's names on it, that makes
20 our entrance look very, very nice. We've painted
21 in the last year. We've replaced part of our HVAC.
22 We have a new storage container shed that's behind
23 our dumpsters for our items and, now we have -- our
24 whole entire library is wifi connected. So we only

25 had parts of it before, but now every part of the

23

1 library is. And we have the new children's
2 learning center which is an all in one computer
3 that kids can use and there's games that they learn
4 on that computer, so that's nice. But we can
5 always do more. We always have to do more.

6 We are looking to replace both
7 the front and the back roof of the library. It's
8 showing its age. We'd like to have new computers
9 and software for our patrons and our staff to keep
10 up with the new technology. We'd like to have more
11 safe and efficient lighting in the library, so that
12 it's energy savings. We have to replace our
13 remaining HVA system. We'd like to replace our
14 ceiling fans and we'd like to put automated doors
15 for the people with disabilities and the elderly so
16 that, you know, people can just hit the button and
17 come in. We are looking for mobile shelving to
18 have our space be condensed and it'll be more
19 efficient for other things in the collection to
20 come in. And we'd also like to have a stationary

18 drawings.

19 Now, of course, we can always
20 use more funding, so we are looking for grants,
21 donations and or loans to help with our design or
22 refreshing project that we have at the library.
23 So we're doing great things with the library, but
24 we can always do more. And we are hoping that we
25 have ideas and people that are really excited about

25

1 coming to the library. It's your library. We want
2 to make it the best library for everyone.

3 MS. LAMBERTON: Thank you very
4 much.

5 MS. LASPEE: Any questions?

6 MR. KERRICK: When they
7 register, the difference between Tobyhanna
8 residence and Tunkhannock numbers, I know you serve
9 both, I'm just curious.

10 MS. LASPEE: I do. I have those
11 numbers back at the library.

12 MR. KERRICK: Okay. I just was
13 curious, going off the top of your head.

14 MS. LASPEE: I'm thinking it's
15 around 6400 for Tunkhannock, and then Tobyhanna
16 about 7000, something like that.

17 MR. KERRICK: About 60/40,
18 50/50.

19 MS. LAMBERTON: That's
20 wonderful, yeah. Nice to hear.

21 MR. KERRICK: That's great.

22 MR. HOLAHAN: Ms. Laspee, which
23 books need the most cleaning? Like which ones are
24 the dustiest?

25 MR. CACCHIONE: Oh, I can answer

26

1 that, because I've tried to clean the children's
2 books.

3 MR. HOLAHAN: Children's books.
4 I would think that they would get used more often,
5 is that what it is?

6 MS. CACCHIONE: Sticky fingers.

7 MR. HOLAHAN: Oh. I'm thinking
8 the ones that had the most amount of dust. Like
9 some literatures, like Oliver Twist or something
10 like that. No.

11 MS. LASPEE: The dirtiest really
12 are children's books. They are the easiest to
13 clean because they have all plastic ones.

14 MR. HOLAHAN: Young children's,
15 not folks like these.

16 MS. LASPEE: Young children.

17 MS. LAMBERTON: Thank you for
18 all you do. That's wonderful. And your programs,
19 you've proven to really take them to the best of
20 your ability. Thank you very much for that.

21 MS. LASPEE: Thank you. Thanks
22 for allowing us to come in and share this.

23 MS. LAMBERTON: It's a huge
24 community resource, so we appreciate it. Thank you
25 very much.

27

1 MS. PICKARD: As I said earlier,
2 we're just so excited to see the artwork from the
3 TEC students that are there. That's just a
4 fantastic idea.

5 MS. LASPEE: I worked really
6 hard with partnering with the school to have the

7 art come into the library. And also to get every
8 single grade over to the library for the visit.
9 When I came in it was kindergarten through 5th
10 grade that came into the library. We now have
11 every grade come in and visit the library. So I'm
12 really proud of that.

13 MS. LAMBERTON: That's
14 fantastic.

15 MS. PICKARD: Thank you.

16 MS. LASPEE: You're welcome.

17 MS. LAMBERTON: Thank you for
18 your time. We appreciate it.

19 Moving on to our next item,
20 consider awarding the 2016 bituminous seal coat
21 bid. I'll entertain a motion.

22 MR. HOLAHAN: So moved.

23 MS. LAMBERTON: Should we
24 clarify the motion? I'll entertain a motion,
25 John --

28

1 MR. HOLAHAN: Yep, go ahead.

2 MS. LAMBERTON: Pocono Spray

3 Patching appears to be the low bidder in the amount

4 of \$24,288.15. Will you amend your motion?

5 MR. HOLAHAN: I'll amend the
6 motion to accept that bid.

7 MS. LAMBERTON: Very good. I
8 have a motion. Do I have a second?

9 MS. PICKARD: I'll second that
10 as long as all the requisite information was
11 provided.

12 MS. HAASE: It was.

13 MS. LAMBERTON: Very good. I
14 have a motion, I have a second. Any questions?

15 MR. KERRICK: I have a question
16 for Mr. Tutrone. Did you do any reference with
17 Pocono Spray Patch.

18 MR. TUTRONE: Not in any kind
19 official -- I did talk to a few communities that
20 have used them and they have been satisfied with
21 them. Actually PennDOT is using them to do some of
22 their pothole patches.

23 MR. KERRICK: I knew they did
24 the potholes, I didn't know about as far as the
25 regular tar and chip.

1 MR. TUTRONE: They have done
2 PennDOT work before and I've talked to John Murphy
3 the owner, and, as a matter of fact, I talked to
4 him last Friday. He said he has to get his
5 equipment calibrated for the state.

6 MR. MOYER: Was that the only
7 bid?

8 MS. LAMBERTON: No, there is
9 four. You have to scroll all the way down. They
10 are the lowest. Very good.

11 Any other questions or comments
12 from the board? Any questions or comments from the
13 public? Seeing none, call the vote, John?

14 MR. KERRICK: In favor.

15 MS. LAMBERTON: Heidi?

16 MS. PICKARD: I vote in favor.

17 MS. LAMBERTON: John?

18 MR. HOLAHAN: Aye.

19 MS. LAMBERTON: Donny?

20 MR. MOYER: I vote in favor.

21 MS. LAMBERTON: I'll vote in
22 favor. Motion carries.

23 Moving on, Locust Lake Village
24 Property Owners Association fireworks display on

25 September 4th, 2016. Is that something that needs

30

1 board approval?

2 MS. HAASE: Yes.

3 MS. LAMBERTON: I'll entertain a
4 motion to approve fireworks display for Locust Lake
5 Village Property Owners Association on September
6 4th, 2016.

7 MS. PICKARD: So moved.

8 MS. LAMBERTON: I have a motion.
9 Do I of have a second?

10 MR. KERRICK: Second.

11 MS. LAMBERTON: I have a motion
12 and a second. Questions or comments from the
13 board? Questions or comments from the public?
14 Seeing none, call the vote, John?

15 MR. KERRICK: In favor.

16 MS. LAMBERTON: Heidi?

17 MS. PICKARD: I vote in favor.

18 MS. LAMBERTON: John?

19 MR. HOLAHAN: Aye.

20 MS. LAMBERTON: Donny?

21 MR. MOYER: I vote in favor.

22 MS. LAMBERTON: I'll vote in
23 favor. Motion carries.

24 Moving on to our item 10E,
25 complaint policy. Everyone have a chance to review

31

1 it?

2 MR. HOLAHAN: I did. I was good
3 with that. I'll make a motion that we adopt that
4 complaint policy.

5 MS. LAMBERTON: I have a motion.

6 MS. PICKARD: I'll second.

7 MS. LAMBERTON: And a second.

8 Any questions or comments from the board?

9 Questions or comments from the public? Seeing
10 none, call the vote, John?

11 MR. KERRICK: In favor.

12 MS. LAMBERTON: Heidi?

13 MS. PICKARD: I vote in favor.

14 MS. LAMBERTON: John?

15 MR. HOLAHAN: Aye.

16 MS. LAMBERTON: Donny?

17 MR. MOYER: I vote in favor.

18 MS. LAMBERTON: I vote in favor.

19 Motion carries.

20 I'll entertain a motion to
21 consider accepting proposal to conduct an audit for
22 the LSA Grant for the Old Route 940 bridge
23 rehabilitation project.

24 MR. HOLAHAN: So moved.

25 MS. LAMBERTON: I have a motion.

32

1 Do I have a second?

2 MR. MOYER: Second.

3 MS. LAMBERTON: Any questions or
4 comments from board? Phyllis had something to
5 bring to our attention.

6 MS. HAASE: I do. There is
7 actually two proposals. If we can specify which
8 one.

9 MR. HOLAHAN: Between the Riley
10 and --

11 MS. LAMBERTON: Yes. Which one
12 are we accepting?

13 MR. HOLAHAN: My recommendation
14 is Riley.

15 MS. LAMBERTON: I have a motion.
16 Is that your second?
17 MR. MOYER: I amend my second.
18 MS. LAMBERTON: So we clarified
19 that it's Riley. I'm sorry about that. Any
20 questions or comments from the board? Any
21 questions or comments from the public? Seeing
22 none, call the vote, John?
23 MR. KERRICK: In favor.
24 MS. LAMBERTON: Heidi?
25 MS. PICKARD: Vote in favor.

33

1 MS. LAMBERTON: John?
2 MR. HOLAHAN: Aye.
3 MS. LAMBERTON: Donny?
4 MR. MOYER: I vote in favor.
5 MS. LAMBERTON: I'll vote in
6 favor. Motion carries.
7 Entertain a motion to request a
8 waiver of land development for Robert Tutrone CR
9 Landscaping, 280 square foot pergola.
10 MR. HOLAHAN: I make a motion

11 that we waive the -- let him build the plan for the
12 pergola request.

13 MS. LAMBERTON: I have a motion.
14 Do I have a second?

15 MS. PICKARD: I second the
16 motion.

17 MS. LAMBERTON: I have a motion
18 and a second. Questions or comments from the
19 board? Any questions or comments from the public?
20 Seeing none, call the vote, John?

21 MR. KERRICK: In favor.

22 MS. LAMBERTON: Heidi?

23 MS. PICKARD: I vote in favor.

24 MS. LAMBERTON: John?

25 MR. HOLAHAN: Aye.

34

1 MS. LAMBERTON: Donny?

2 MR. MOYER: I vote in favor.

3 MS. LAMBERTON: I vote in favor.

4 Motion carries.

5 Moving on to Kurt Faraczek from
6 Arrowhead Lakes is requesting a waiver for \$150.00
7 administrative fee. I'll entertain a motion.

8 MR. HOLAHAN: I have to announce
9 I have a relationship with the Faraczeks and will
10 be abstaining from the discussion or vote.

11 MS. PICKARD: I'll make a motion
12 that we approve the \$150.00 administrative fee
13 waiver.

14 MS. LAMBERTON: I have motion.
15 Do I have a second?

16 MR. KERRICK: I'll second that.

17 MS. LAMBERTON: I have a motion
18 and second. Any questions or comments from the
19 board? Questions or comments from the public?
20 Seeing none, call the vote, John.

21 MR. KERRICK: In favor.

22 MS. LAMBERTON: Heidi?

23 MS. PICKARD: I vote in favor.

24 MS. LAMBERTON: Donny?

25 MR. MOYER: I vote in favor.

35

1 MS. LAMBERTON: I vote in favor.

2 Motion carries.

3 I'll move on to board of

4 supervisor report or comment, but before we do, if
5 I could, kids, you're in for a real treat today.
6 We have State Representative Jack Rader here.

7 MR. RADER: Dressed up.

8 MS. LAMBERTON: Dressed up as
9 always. He just wanted to come up and say a few
10 words to the 5th grade class at Tobyhanna
11 Elementary today. If you would, please, Jack.

12 MS. RADER: Well, thank you so
13 much for inviting me up there.

14 It's really great to see
15 children who are interested in government here
16 because it's really the driving force of our
17 country. People have to get involved in voting.
18 And in order to vote you have to know what you're
19 voting for. So many people go to the poles who
20 don't know what they are voting for. So it's good
21 to see an interest to find out what's happening
22 locally because the local government is, actually,
23 I think the most important government in
24 Pennsylvania because of our commonwealth. So a lot
25 of things happen locally. It's nature control,

1 land use plans, a lot of things are happening right
2 here. So it's important that you guys are involved
3 and know what's going on. So don't just come once
4 and watch them mess up because they will, but come
5 more than once and it's really an interesting thing
6 once you're here for a while. And they go very
7 fast, but they know what they're doing and they
8 talk about the issues and they understand those.
9 So if you have questions I'm sure they'll be happy
10 to help you with them.

11 So I'm glad to see all of you
12 here today. My office is right over there. If you
13 guys have any questions, your parents do, come over
14 and talk to me. Thank you.

15 MS. LAMBERTON: Thank you, Jack.

16 MS. PICKARD: Jack, they might
17 be interested, I saw that on your weekly flyer
18 there that were two bills so that the school funds
19 don't get -- if we don't adopt a budget then
20 they'll still be able to have school.

21 MR. RADER: Yes. We tried to do
22 that last year. You guys probably won't understand
23 because you just go to school and you're happy to
24 be there, but last year the school funding was held
25 up. We tried to pass the budget three or four

1 times and the governor didn't go along with it so
2 he held up some of the spending. So this year
3 we're trying to -- we're doing it for human
4 services also. We are trying to pass something
5 that if we do have a budget impasse, that the
6 schools will still be funded, human services will
7 still be funded, and that's really important
8 because all of us want the schools to get their
9 money. All of us want human services to be funded,
10 and it didn't happen last time. But it should
11 never happen that way again, I don't think. So
12 hopefully -- I know we'll pass it. Hopefully the
13 governor will sign it.

14 MS. LAMBERTON: Before you
15 leave, Jack, do any of the students have any
16 questions that they would like to have taken back
17 to Harrisburg? That's where Jack works out of and
18 he has the ear of our governor. So if anybody
19 would like to have anything said to Governor Wolfe
20 now is the time.

21 MR. RADER: I see a smile. Do

22 you have any questions? Do you have any answers?

23 I need more answers than questions.

24 MS. LAMBERTON: But that's
25 Jack's job, as state representative, he takes our

38

1 voice back to Harrisburg to speak on behalf of the
2 tax payers from the areas that he represents.

3 MR. RADER: And it's important
4 that people talk to me so I know how they feel
5 about different issues and I'm here to represent
6 them and represent you. So when you talk to me,
7 tell me what your issues are and that's what I
8 should be working on in Harrisburg.

9 MS. LAMBERTON: So it's a treat
10 to have you. Thank you very much for stopping in.

11 MR. MOYER: Thank you, Jack.

12 MS. LAMBERTON: Board of
13 supervisors reports or comments? Anything from the
14 board.

15 MR. HOLAHAN: I do.

16 MS. LAMBERTON: Mr. Holahan.

17 MR. HOLAHAN: I went on a field
18 trip to Hershey. Anybody been out to Hershey?

19 Right? Guess what? I didn't get to do any fun
20 stuff. It was all business. But we went out there
21 because we go to a convention that's called PSATS,
22 it's an acronym, it's an abbreviation for the
23 Pennsylvania State Association of Township
24 Supervisors. So, anyway, supervisors from all over
25 the state go out there and we go to class all day.

39

1 First of all, I take that back, we go to a meeting
2 first, sometimes they are little boring. No,
3 they're not, but we conduct some business, and some
4 of the things that we've done is we've come up with
5 some ideas from other townships around the state,
6 and we kind of pass these things called
7 resolutions. These resolutions are the ideas that
8 we as a group think that we should be doing in our
9 communities. When we pass these resolutions we
10 take them back to Representative Rader and other
11 representatives from the other areas in the state
12 so that Representative Rader goes to the governor
13 and to the other representatives and they'll vote
14 on some of these things. So we're out there doing

15 that.

16 So now here's some real exciting
17 stuff that I did. I learned if I bring my I-phone
18 for business, and that's what I'm doing, is I'm
19 actually reading the minutes and the agenda being
20 on my I-phone, I'm not reading emails or playing
21 games here, and I've got my I-pad back there, but
22 it's plugged in. So I learned what are the rules
23 when you use your personal device for government
24 business? It might not sound like much to you all,
25 but it's scary to us. So I'm going to stop doing

40

1 that. And then land use, how about when residents
2 and ordinances clash, how about when we pass rules
3 up here and the residents don't like the ones that
4 we pass? They say we don't want to do that. We
5 want to put signs in front of our businesses, we
6 don't want you to tell us what to do. How do we
7 resolve some of that kind of stuff. Let's see.
8 Stormwater regulations, that's boring, you don't
9 want to know about that.

10 Oh, we listened to the auditor
11 general, we listened to the governor, Governor

12 Wolfe was there and he spoke well. He did a nice
13 job. Congressman Lou Barletta spoke with us. He's
14 very good in speaking, right? He was very good.
15 And then, oh, Terry Madonna. Terry Madonna is a
16 polster. He's one of those guys -- ever watch TV,
17 your folks ever make you watch TV on like Sunday
18 morning, Meet the Press and that kind of stuff,
19 it's like, oh, man, I don't want to listen anymore?
20 But he's one of the guys that says this is what the
21 politicians are doing, this is what they're really
22 thinking. He was very good. If you ever get a
23 chance to listen to Terry Madonna, you want to do
24 that. And then, let's see, oh we had a report from
25 the office of open records. Do you know that your

41

1 folks can come in here and request information
2 about what we're doing at any time? It's the right
3 to know. None of this is secret. So the things
4 that we talked about today, we were actually given
5 the agenda and we were given a little bit of
6 homework, so when we got here we know what we're
7 going to speak about and that way we don't have to

8 have -- we're not going to have a whole lot of
9 discussion because we've already kind of read this
10 stuff.

11 And the last thing was a
12 motivational presentation by some guy named Kim
13 Kuhn (phonetic). I wasn't motivated. You ever
14 listen to somebody come in and try to cheer you up?
15 Everybody stand up and get all excited and stuff
16 like that? I wasn't. But that was me. There was
17 other people that were excited. That concludes my
18 report of my field trip to PSATS.

19 MS. LAMBERTON: Thank you.
20 Anyone else from the board?

21 MR. HOLAHAN: And while I'm on a
22 roll, Chair Lambertson, could we have Mr. Tutrone
23 stand up and tell us what he does with the
24 township, with the DPW?

25 MS. LAMBERTON: Absolutely. Ed,

42

1 why don't you come up front here and tell the 5th
2 grade class of Tobyhanna Elementary Center what it
3 is that you do.

4 MR. HOLAHAN: This is the cool

5 stuff that happens at the township.

6 MR. ED TUTRONE: Good morning.
7 My name is Ed Tutrone. I'm the superintendent of
8 the department of public works. The department of
9 public works with the township encompasses all of
10 the road maintenance for the township roads, not
11 the state roads. We take care of all the buildings
12 and grounds for all the buildings that the township
13 owns, your parks that you play, the people who play
14 little league, we take care of all the ballfields.
15 We have the park over here in Blanche Price, we take
16 care of that. There's numerous playground
17 equipment there. Also we are at Keiper field, if
18 anybody is familiar with that. There's a ballfield
19 there with playground equipment. And we help with
20 the Austin T. Blakeslee Park that they partnership
21 between us and Tunkhannock Township. So we take
22 care of all those grounds. Our biggest role,
23 though, is with the roads. We plow the roads so
24 you guys can get to school on those snowy winter
25 days and we take care of fixing all the potholes

1 and repaving everything.

2 We have various pieces of
3 equipment and machinery and after the meeting, if
4 you guys have some time we could give you a brief
5 tour of the building and of the equipment that we
6 have. The guys are out on the road today, so some
7 of the stuff is not here. You probably actually
8 saw the signs when you came up to the meeting
9 today, they're working right on the street just
10 below us here. So that's pretty much in a nutshell
11 what we do. Is there any questions about that?

12 MR. HOLAHAN: Mr. Tutrone, could
13 you give them your cell phone number in case they
14 have any complaints about the roads or something
15 like that or if their folks have any complaints?

16 MS. PICKARD: You have to fill
17 out a form. We just voted on that.

18 MR. HOLAHAN: Oh, never mind.
19 You gotta fill out the form.

20 MR. ED TUTRONE: If there is any
21 problems or complaints or you see anything that
22 might be unsafe out there, you call the township
23 and we will get out and take care of it
24 immediately. Anything else? Anybody? Thank you.

25 MS. LAMBERTON: Thank you very

1 much. Any questions from the audience?

2 MR. HOLAHAN: I have a question
3 for them. So like what are you studying right now?
4 What's the main subject? Sir, in front there.
5 What are you studying right now?

6 A STUDENT: Like the
7 constitution.

8 MR. HOLAHAN: The constitution.
9 Very cool. So this is appropriate to be here at
10 this time when you're studying the constitution.

11 MR. MOYER: Yep.

12 MR. HOLAHAN: Anybody else?
13 Exciting.

14 A STUDENT: I have a question
15 about the new business. It says down here the
16 request of the \$150.00 administration fee for
17 Arrowhead Lakes. What's that about?

18 MS. LAMBERTON: That was an
19 actual fee for someone applying for a septic permit
20 and it was issued to them. There was some question
21 within the township actually. So it moved it into
22 a developer's fee, if I'm not mistaken and the

23 person -- a professional service fee, and the
24 person owned a lot in Arrowhead Lakes, so they're
25 not really a developer, they're just building a

45

1 house, so we wanted to waive that fee because
2 they're not technically what is considered a
3 developer that would build a bunch of houses.

4 A STUDENT: Thank you.

5 MS. LAMBERTON: You're welcome.

6 MS. DEWITSKY: Could you explain
7 to them what the fees are all about, why you charge
8 a fee?

9 MS. LAMBERTON: Actually, we
10 have our zoning officer here, Maureen Minnick, not
11 to throw you under the bus, but she would best
12 describe what she does and this would answer a lot
13 of the fee structure for your students.

14 MR. HOLAHAN: And she's very
15 loquacious, so you're going to have to limit her on
16 her statement time.

17 MS. MINNICK: Does anybody have
18 any pools in their backyard or sheds in their

19 backyard?

20 MR. HOLAHAN: Get their names.

21 MS. MINNICK: So in order for
22 your parents to put those sheds or pools in your
23 backyard they have to come into the township and
24 apply for a zoning permit. Those zoning permits
25 would allow your folks to put that in. My duty as

46

1 the zoning officer would go and I would make sure
2 that it's placed right, that it's on the amount of
3 stone, that it meets the setbacks within the
4 township. The fees are to cover those expenses, to
5 cover everything from my time and my secretaries
6 time to do those permits. Okay.

7 MS. HAASE: It also includes the
8 time of our finance department for taking the
9 monies, depositing the monies, filling out the
10 forms, so we calculate all the time that the entire
11 staff in the township would put into reviewing or
12 processing a certain application, and off of that
13 then that's how we come up with fees. And then the
14 fees, once a year, are presented in front of our
15 board of supervisors and they approve the fees.

16 Fortunately we have not needed to adjust them or
17 change them in many years, but those fees are all
18 approved by our board of supervisors. So in order
19 for them to be waived, they are the only ones
20 pertaining to those type of permits that have the
21 authority to do that.

22 MR. HOLAHAN: I'd like to make a
23 comment in that Ms. Minnick's job is not just to --
24 it's not about just compliance, making sure that
25 everybody is following the rules, but it's for the

47

1 safety of the residence as well. So sometimes
2 these structures that are built back there, you
3 have to make sure that they're built properly so
4 nobody gets injured by that. And that's her
5 overall job. So we kind of came up with some
6 ordinances to regulate those things to keep people
7 safe. And then it's Ms. Minnick's job to enforce
8 it. She does a great job.

9 MS. MINNICK: Thank you.

10 MS. LAMBERTON: Anyone else?
11 Seeing none I'll entertain a motion to adjourn.

12 MR. MOYER: So move.
13 MS. PICKARD: Second.
14 MS. LAMBERTON: All in favor?
15 (All say aye.)
16 (Meeting concluded at 10:19
17 a.m.)

18 ---
19
20
21
22
23
24
25

48

1
2
3
4
5
6
7
8

I hereby certify that the
proceedings and evidence are contained fully and

9 accurately in the notes taken by me at the meeting
10 in the above matter; and that the foregoing is a
11 true and correct transcript of the same.

12

13

14

15

JOSEPHINE HOLLMAN, C.R.

16

17

18

19

20

21

22

23

24

25