

THE TOBYHANNA TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
FEBRUARY 13, 2017

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The February 2017 Regular Meeting of the Tobyhanna Township Board of Supervisors was held on February 13, 2017 at the Tobyhanna Township Government Center Building, 105 Government Center Way, Pocono Pines, Pennsylvania 18350.

Present were Supervisors Anne Lamberton, John J. Holahan III, Heidi A. Pickard, Brendon Carroll and John E. Kerrick, Solicitor Jonathan J. Reiss, Esquire and Township Manager John Jablowski Jr.

#### Executive Session

1. Chair Anne Lamberton called the meeting to order at 7:00 p.m. It was determined that a quorum was present.

2. Pledge of Allegiance was recited.

3. John Jablowski, Jr. made the following announcement:

The Knights of Columbus contacted the township advising that they are holding their convention this year at Kalahari in May, 2017. They have requested a letter of resolution from the Board which Mr. Jablowski, Jr. will prepare for the Board's approval at the March meeting to welcome them to our community and wish them the best at their convention. The Knights invited the Supervisors and myself to attend and present the resolution. All of the Board agrees.

4. The Board considers the minutes of December 12, 2016, Regular Business Meeting; January 3, 2017, Reorganization Meeting; January 3, 2017, Regular Business Meeting. Mr. John Holahan makes motion to accept these meeting minutes. Mr. Brendon Carroll seconded. Vote: All in favor; Motion carried.

5. Heidi Pickard presents the Treasurer's Report.

The Board considers the bill pack of January 3, 2017 in the amount of \$170,910.74. Mr. Holahan makes motion to accept this bill pack. Brendon Carroll seconded. Vote: 4 in favor, 1 abstained. Motion carries.

The Board considers the bill pack of February 13, 2017 in the amount of \$714,944.17. Heidi Pickard makes motion to accept this bill pack. Mr. Holahan seconded. Vote: 3 in favor; 1 abstaining due to business relationship; 1 abstaining as employee of Papillion & Moyer. Motion carries.

After receiving the tap in fees from Kalahari a check was made out in the amount of \$1,215,000 to transfer to Pocono Township for 324 EDUs for Phase 2 at Kalahari. Ms. Pickard requests a motion to approve that payment. Mr. Holahan makes motion to approve the payment of \$1,215,000 to Pocono Township for 324 EDUs for Phase 2 at Kalahari. Mr. Carroll seconded. Vote: 4 in favor; 1 abstained. Motion carries.

6. Jonathan J. Reiss, Esquire presents the Solicitor's Report.

Mr. Reiss requests authorization from the Board to advertise the draft ordinance of the sale of the sewer system to Aqua Pennsylvania Waste Water, Inc. This is just to prepare paperwork for the closing that would authorize the Chair or Vice Chair to sign necessary documents needed for closing. Ms. Pickard makes motion to advertise a public hearing. Mr. Carroll seconded. Vote: All in favor; motion carries.

Mr. Reiss requests the Sewer Authority schedule a special meeting to adopt a resolution similar to the above-mentioned draft ordinance. Mr. Jablowski, Jr. will schedule that for the March meeting. Board agrees.

7. John J. Jablowski, Jr. presents the Manager's Report.

Mr. Jablowski, Jr. discusses the Hike & Bike Trail status. There is a grant application for DCNR that closes in early April, 2017 so if the Board wants to take action the application would have to be submitted prior to April 2017. Funding was announced in December 2016, for funding in Spring of 2018. In order to submit the application, we would need Board action to enter into a consulting agreement with an engineer to work on designs and concepts. We have met with HRG who has forwarded proposals to do so. If the application is not submitted for this April, we must wait to submit in 2018 for funding in 2019.

Mr. Jablowski, Jr. continues to present the three components of the trail:

- a) The WB&E with bike lanes along 940

- b) Blakeslee Recreation Area
- c) The State Game Lands and other areas from Kalahari to Blakeslee.

The third option is a much more comprehensive project that would require the infusion of State capital for that to happen. The first two phases could be obtained through the Township's own sources.

Mr. Jablowski, Jr. states that there needs to be a study done before submitting application by an engineer that HRG has proposed \$6,000 to complete, and he would like to engage them to meet the April 2017 deadline. Mr. Holahan makes motion to authorize up to \$6,000 for the study to be completed. Mr. Carroll seconded. Vote: All in favor, motion carries.

8. Committee reports are presented.
  - A. Ms. Pickard presents the Pocono Mountain EMS Committee report. There were 520 calls which was up 102 calls from last year, an increase of 17%. Of these calls, 415 were billable and 105 were not. 377 were transports to local hospitals and 38 were treat-no-transports.
  - B. Mr. Jablowski, Jr. presents the Pocono Mountain Regional Police Commission and reports that the budget is in place and that there is a meeting scheduled for next week.
  - C. Ms. Pickard presents the Open Space Committee and reports that there is nothing new to report at this time and that committee is working with the Hike & Bike Trail efforts.
  - D. Mr. Holahan presents the Overlay Committee and reports that it is time for the Board of Supervisors to have a special meeting to look at and discuss the plans that the committee is looking for. The zoning and concept are ready for the Board to review. Mr. Holahan asks Mr. Jablowski, Jr. to send out the new zoning that Ann sent out to the rest of the Board and can be discussed at the next work session.
9. Old Business
  - A. Mr. Holahan makes motion to approve the agreement for Kalahari Boulevard snow removal. Mr. Carroll seconded. Vote: 4 in favor; 1 abstained. Motion Carries.

- B. Mr. Holahan makes motion to advertise the ordinance toward medical marijuana. Mr. Carroll seconded. Vote: All in Favor; motion carries.
- C. Mr. Carroll requests that more time be taken to discuss the Land Development Exemption before advertising. The Board decides to table this until the March Work Session. Mr. Kerrick suggests that the question needing discussion is whether there can be more streamlining to ordinance and would like to discuss the guidelines. Mr. Reiss suggests that he can make himself available for questions and discussion. Mr. Carroll suggests that the Board discuss the guidelines, Mr. Reiss agrees that the Board discuss the guidelines. Mr. Jablowski, Jr. offers to distribute the site plan guidelines to the Board before the next work session.

10. New Business

- A. Mr. Jablowski, Jr. explains that there have been requests from businesses in the township to form a business association to help promote and stimulate the small businesses within the township. To foster a cooperative environment among the various businesses within the township there will be a formation meeting for the Tobyhanna Township Business Association on March 7, 2017.
- B. Mr. Jablowski, Jr. also states that on April 20<sup>th</sup> there will be a symposium bringing the small businesses together to bring in economic development advocacy organizations. Mr. Jablowski, Jr. stresses that the township's role is not to help promote the businesses but is certainly in the role to bring a forum to the businesses of those organizations that are out there to support what they do. The meeting will be held at the Clymer Library on April 20<sup>th</sup>, 2017.
- C. Michael Palko, 183 Fern Crest Road, agreement to return sewer EDUs. Mr. Holahan excuses himself from discussion as Mr. Palko is a client of his. Ms. Pickard makes motion to accept Mr. Palko's agreement to return sewer EDUs. Mr. Kerrick seconded. Vote: 4 in favor; 1 abstained. Motion carries.
- D. Mr. Jablowski, Jr. reports that in connection with our two fire companies, the Tobyhanna Township Volunteer Fire Company and the Pocono Summit Volunteer Fire Company we

met with emergency management coordinator and the people at the ISO, Insurance Safety Organization that calculates the safety ratings for fire insurance. This ultimately determines what your property insurance rates are and we are pleased to announce that right off the bat we have a better ISO rating. There is a 60-day period where they will do evaluations in partnership with the two fire companies for host testing, volunteer hours, equipment, etc. Bottom line for homeowners and property owners is that they will save money at the end of this process on their property insurance. Once the evaluation is completed, the Board will make an announcement so that the property owners can contact their insurance companies to let them know that their ISO rating has been approved and the insurance company will contact the ISO to get the updated rating. The ISO will reevaluate after 36 months from current evaluation and by then our ISO rating will be even better.

- E. Mr. Jablowski, Jr. explains that they are putting together an Emergency Response Plan for the Pocono Summit area which includes Kalahari. Working together with our local volunteer fire companies, EMS, hospitals and hazardous materials response teams to develop a comprehensive plan to deal with a situation if the need arises.

## 11. Department Updates

### A. Public Works

Ed Tutrone presented the Public Works report. PennBid will handle the equipment bid which will save us time and money. That will take place shortly.

There is a meeting with emergency responder personnel and the Board is invited, scheduled for next week to go over the bridge closure that will result in detour while being repaired. We will provide a map with the marked detour for the emergency responders and the school district. The closure is tentatively set for March 21.

We have put together a list of all the equipment that we don't need and will work with Mr. Jablowski, Jr. to advertise and sell it.

Treesmiths working with PPL approached us looking for an area they could park their trucks. We gave them permission to park in the Township's lower lot in return for taking down

a few dead trees that were on the property. They agreed which was a \$1200 savings.

B. Zoning

Maureen Minnick presented the zoning report.

We have scheduled a meeting with the property owner for Riverwalk Camp to follow up next week. We'll be meeting with Bill Burton, Mike Telpin, John Jablowski, Jr. to discuss what potentially she can do with what she has created on her property.

An appeal was filed regarding the 580T group and Mr. Reiss is working on a resolution for it.

A round table discussion with property owners' associations and contractors has been scheduled for next week to discuss the issues with our zoning regulations.

Mr. Kerrick asks if the dumpster was organized for the property owner that needed help removing a burnt structure from his property, and offers the use of his machine if needed. Mr. Tutrone is waiting to hear from the contractor on scheduling it and will let Mr. Kerrick know.

Mr. Jablowski, Jr. adds that Building Codes Enforcement Officer Bill Burton has office hours now at the Township building. With the efforts of Mr. Burton and Ms. Minnick, Mr. Jablowski, Jr. is initiating a "60-day rapid response" procedure that if all requirements of the rules and regulations are met, we would like to have applicants permitted and in operation within 60 days.

C. Finance

Ms. Pickard presented the finance report and stated that the audit is just about complete. The auditor complimented the administration and Board of Supervisors on the work they've done. We have three and a half years of pension audit information which will be provided to the auditors and the biannual evaluation of pension will be done this year as well.

12. BOS Report

Mr. Jablowski, Jr. suggests sending out communication or press release about the initiatives that are taking place such as the small business association as well as the new internship program that is

forming with the help of local colleges to give a better understanding of how local government operates. Mr. Jablowski asks the Board for authorization to put something together. Board agrees.

13. Public Questions

Does the community have input regarding the Hike & Bike Trail? Mr. Jablowski, Jr. responds that the community will have lots of input and will be forming a committee for this project.

Will there be anything done with the intersection of Hill Crest and Woodland as there is always water and ice there. Mr. Tutrone responds that it is on their list to address in the spring.

14. Anne Lamberton moved to adjourn the meeting; John Holahan III seconded.

Vote: All in favor; Motion carried.

Meeting adjourned at 7:42 p.m.

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Minutes recorded by Debra S. Jean.

Respectfully submitted:

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JOHN J. JABLOWSKI, JR., TOWNSHIP SECRETARY