

SUPERVISORS MEETING MINUTES

August 20, 2024

The regular meeting of the Sugarloaf Township Supervisors was held on Tuesday, August 20, 2024 at 6:30 P.M. as duly advertised in the Standard Speaker on December 15, 2023. In attendance was Chairman Joseph DiSabella, Supervisor Rick Weaver, Supervisor Richard Yost, Zoning Officer Henry Mieczynski, Township Office Manager Elizabeth Tolan and Attorney Joseph Baranko. Also in attendance was Tyle Kotch from Peter's Consultants.

Pledge of Allegiance to the Flag:

Public Comment on Items on Agenda Only: There was no public comment.

Ordinance No. 2 of 2024 Sugarloaf Industrial and Logistics LERTA: A motion was needed to proceed with advertising this ordinance and to set a public hearing time to hear public comment prior to the September Board of Supervisors Meeting. A motion was made by Supervisor Yost, seconded by Supervisor Weaver to approve the ordinance for advertising and to set a public hearing prior to the September Board of Supervisors meeting on September 17th at 6:00 PM. The motion passed unanimously.

Ordinance No. 3 of 2024 CSJMA Plant Expansion and Upgrade Funding A motion was needed to proceed with advertising this ordinance and to set a public hearing time to hear public comment prior to the September Board of Supervisors Meeting. A motion was made by Supervisor Weaver, seconded by Supervisor Yost, to approve the ordinance for advertising and to set a public hearing prior to the September Board of Supervisors meeting on September 17th at 6:15 PM. The motion passed unanimously.

Private Sewer Line Conveyance Agreement Sugarloaf Township/Hampton Inn: This agreement was presented to the Board of Supervisors for approval and endorsement. A motion was made by Chairman DiSabella, seconded by Supervisor Weaver, to approve this agreement. The motion passed unanimously, and the agreement was signed and notarized after the meeting.

Private Sewer Line Conveyance Agreement Sugarloaf Township/Top of the 80's Restaurant: This agreement was presented to the Board of Supervisors for approval and endorsement. A motion was made by Supervisor Weaver, seconded by Supervisor Yost, to approve this agreement. The motion passed unanimously, and the agreement was signed and notarized after the meeting.

Municipal Pension Plan Obligations for 2025:

The 2025 Financial Requirements and Minimum Municipal Obligations have been received from Thomas J. Anderson and Associates. Our minimum municipal obligations are recommended as follows:

MMO Police Pension Plan:	\$75,511
Non-Uniformed Pension Plan:	\$73,606

This recommendation was presented to the Board of Supervisors for approval. A motion was made by Supervisor Yost, seconded by Supervisor Weaver to approve the MMO for 2025. The motion passed unanimously, and documents were signed after the meeting for Thomas J. Anderson.

Minutes: Chairman DiSabella asked if there were any additions or corrections to the Minutes of the Regular Meeting on July 16, 2024. A motion was made by Supervisor Weaver, seconded by Supervisor Yost, to approve the minutes of the Regular Meeting as presented. The motion passed unanimously, and the minutes were placed on the front table for public review.

Minutes: Chairman DiSabella asked if there were any additions or corrections to the Minutes of the Special Meeting on August 12, 2024. A motion was made by Supervisor Weaver, seconded by Supervisor Yost, to approve the minutes of the Special Meeting as presented. The motion passed unanimously, and the minutes were placed on the front table for public review.

Bills: Supervisor Yost reviewed the Expenses Report of the General Fund for July 2024. A motion was made by Chairman DiSabella, seconded by Supervisor Weaver, to approve the bills as read, and to pay any and all bills in all funds that become due before the next regular meeting. The motion passed unanimously.

Financial Statement: Chairman DiSabella mentioned that the financial statement was attached to all agendas. A motion was made by Supervisor Weaver, seconded by Chairman DiSabella, to dispense the reading and approve the financial report. The motion passed unanimously. Supervisor Yost signed the Financial Statement.

Police Department:

Chairman DiSabella reviewed the police activity report for July 2024. There were 133 calls for service. Magistrate fines collected for July, 2024 amounted to \$959.30.

Fire Company: Chairman DiSabella reviewed the report for July 2024

Road Department:

The road department activity for July 2024 as well as road work under construction was reviewed by Supervisor Weaver. A special meeting was held on August 12, 2024 for review and consideration of phone quotes for a 2019 RAM 1500 Work Truck for the road department. Miracle Ford of Tamaqua was the low bidder at \$19,961 and the vehicle was purchased there. A complete Bid Talley is on the minutes of the August 12, 2024 Special Meeting. The retired work truck has been placed on Municibid for sale. The street sweeper was put on Municibid but received no bids. Conyngham Borough had an item on their agenda for their meeting to purchase the sweeper from us for \$600.00. A motion was made by Chairman DiSabella, seconded by Supervisor Yost to donate the sweeper to Conyngham Borough. The motion passed unanimously.

Zoning Report:

1. A Zoning Report was received from Zoning Officer Henry Mleczyński. There were 18 Permits issued and none denied, and two garbage related Notice of Violations issued.
2. There were 3 Zoning Hearings held on July 22, 2024. The Bolus hearing is continued to August 26, 2024; the hearing for Scott Boyle and Verizon were approved and the hearing for Fiumefreddo will stay open until August and will need a site inspection.
3. The Zoning Officer Henry Mleczyński confirmed with the Planning Commission that the Conyngham Sugarloaf Joint Sewer Authority's sewer upgrade project will need to come before the Planning Commission.

Emergency Management:

The EMA Deputy Coordinator provided an update to the board.

Sugarloaf Recreation Board: The Recreation Committee did not have a meeting in August.

Tomhicken Recreation Board: The Tomhicken Committee met on July 17, 2024 and their minutes have been received. One matter of returning concern is the condition of the basketball court. The committee reports complaints from residents regarding tripping and turning of ankles. Township Office Manager Elizabeth Tolan will place a call into Keystone Sports for a quote for a grant application to try to secure funding for this project. There was a request to advertise the Community Day rescheduling to August 24, from 12:00 pm to 6:00 pm. The advertisement was placed with the Standard Speaker the next day. The committee also asked if the floors could be done as they have been in previous years. The hall will be empty

on August 31st and September 1st. The municipal office placed a call the next day to Knecht's to see if this could be done.

Planning Commission:

The Planning Commission met on August 5, 2024 and the minutes have been received.

Subdivision/Lot Consolidation/Land Development:

Laputka:

1. Received a letter from Twin Oaks stating that they received a revised Plan and except for any comments or concerns from the Zoning Officer, they recommend that the subdivision Plan is acceptable for approval with three stipulations. The stipulations were met.
2. Received a Review Letter from the Zoning Officer, Henry Mleczynski, with no comments that need to be addressed.
3. The Final Rolled Plans were approved and signed by the Planning Commission at their meeting on August 5, 2024. They were presented to the Supervisors for approval. A motion was made by Supervisor Yost, seconded by Supervisor Weaver to approve the Final Plans. The motion passed unanimously, and the plans were signed and sealed after the meeting.

Crossroads XOX, LLC:

Received letter from PADEP stating approval of NPDES Permit.

Crossroads XOX Lot Consolidation:

Engineer Peters Consultants previously stated that the Final Rolled Plans were complete and were ready for approval. The Plans were then approved by the Planning Commission and Supervisors and signed by both. The Plans were not recorded at Luzerne County within the required 90-day period from the Subdivision approval, according to Jim Vozar, there is an issue with the property title. Per Attorney Fagan, the PLANS ARE NOW VOID. It was confirmed with Jim Vozar that Crossroads XOX, LLC Building #4 Land Development Project falls within this Lot Consolidation Project also. Attorney Peter Fagan stated at this time, the Planning Commission will have to wait and see what Crossroads will propose.

Trella Bellagio Fields:

1. The Final Rolled Plans with the removed landscaped islands were approved and signed by the Planning Commission at their meeting on August 5, 2024. They were presented to the Supervisors for approval. A motion was made by Chairman DiSabella, seconded by Supervisor Yost, to approve the Final Plans. The motion passed unanimously, and the plans were signed and sealed after the meeting.

Reakes Minor Subdivision:

1. A notice was received stating that the County Engineer has no comments that need to be addressed.
2. An Approval Letter was received from the DEP.
3. The Final Rolled Plans have been received. They were approved and signed by the Planning Commission at their meeting on August 5, 2024. They were presented to the Supervisors for approval. A motion was made by Supervisor Weaver, seconded by Supervisor Yost, to approve the Final Plans. The motion passed unanimously, and the plans were signed and sealed after the meeting.

Sugarloaf Industrial & Logistics Holdings:

1. Received letter from Attorney Baranko stating that the Supervisor's tabled the LERTA Request at their July meeting pending receipt of the metes and bounds description for Lot 3.
2. A 90 Day Extension Request was received from the client's Engineer, Kimley-Horn. The current time frame expires on August 28, 2024 so therefore the extension will take them until November 26, 2024. The Planning Commission approved the 90 Day Extension, and it was presented to the Supervisors for approval. A motion was made by Supervisor Yost, seconded by Supervisor Weaver, to approve the 90 Day Extension. The motion passed unanimously.

Old Business:

National Night Out: On Tuesday, August 6th, 2024 the first annual National Night Out was held on Sugarloaf Municipal Property. While the weather did not cooperate, the event was moved indoors during the storm and the event was still successful. Many families participated in the children's games, observation of emergency vehicles, the drone demonstration, tricky trays and the free food and prizes. The food trucks that attended expressed their satisfaction with the event, and an enjoyable time was had by all. \$815.00 was raised from the tricky trays which were given to the Police Department, the Fire Department and Emergency Management. Many thanks to volunteer Nancy Gorski for all of her hard work and spirit in helping make the event a success, along with municipal employees who pitched in to help with the event.

Electronic Recycling: The totals have been calculated for the Electronics Recycling Event. Our costs for advertising and recycling costs were \$4850.00. Our income from car fees was \$2033.00. Our grant reimbursement will be \$2425.00. That leaves the total cost to the municipality for holding the event at \$392.00. Next year's event will be held in Butler Township.

Correspondence:

1. A letter was received from PA DEP regarding the receipt of the Final Report from Mr. Ashok Patel of SAI Sugarloaf Realty LLC.
2. The Luzerne County DA's office has sent a "Save the Date" invitation for a Veterans Day Brunch. Veterans are invited to attend free. RSVP information is on the community bulletin board.
3. Elite Revenue has sent correspondence for any liens in house for an upset sale in September. Jennifer Barrett is on the list, and we have provided the tax claim bureau information regarding magisterial judgement we have for payment for the owner's sewer bill, as well as charges not paid since then for her sewer service. The total amount we will seek if the property is sold is \$737.15.
4. Notice of NPDES permit application regarding the Renewal of Permit for Pilot Travel Centers, LLC.

Public Comment (Residents and Taxpayers only) 5-minute limit:

Resident Andrew Anderson commented on the tractor trailer traffic and construction vehicles coming down and up RT 93. Mentioned that there was an accident when a concrete truck hit a van with a family with two children on board. There was also a construction vehicle that hit a van. The board said that both they and the planning board were also concerned and have been trying to produce a solution, but as RT 93 is a state road they are limited in their options.

Adjournment: A motion to adjourn was made by Chairman DiSabella, seconded by Supervisor Yost at 7:15 P.M.

It was noted that all reports or correspondence mentioned during this meeting could be reviewed on the front table.



FINANCIAL STATEMENT

July 2024

<u>GENERAL FUND</u>	\$	811,238.39
<u>STATE FUND</u>	\$	196,442.64
<u>MACHINERY FUND</u>	\$	133,805.19
<u>FIRE FUND</u>	\$	4,837.72
<u>PAYROLL FUND</u>	\$	5,453.68
<u>OAKHILL VILLAGE STREET LIGHT FUND</u>	\$	7144.94
<u>DIPPLE MANOR STREET LIGHT FUND</u>	\$	2508.61
<u>SUGARLOAF SEWER FUND</u>	\$	751,344.89
<u>PETTY CASH FUND Office</u>	\$	164.59
<u>PETTY CASH FUND Police</u>	\$	71.80
<u>SUGARLOAF RECREATION BOARD</u>	\$	12020.45
<u>TOMHICKEN PLAYGROUND ASSOC</u>	\$	7869.47
<u>ARP FUNDS</u>	\$	0
<u>FIRE ESCROW ACCOUNT (HOLDING ACCOUNT)</u>	\$	0

Richard Egest 8/20/24