

SUPERVISORS MEETING MINUTES

May 21, 2024

The regular meeting of the Sugarloaf Township Supervisors was held on Tuesday May 21, 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 Tyler Kotch from Peter's Consultants, Inc.

Pledge of Allegiance to the Flag:

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

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

Bills: Supervisor Yost reviewed the Expenses Report of the General Fund for April 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 Chairman DiSabella, seconded by Supervisor Yost, to dispense the reading and approve the financial report. The motion passed unanimously. Supervisor Yost signed the Financial Statement.

Police Department:

1. Chairman DiSabella reviewed the police activity report for April 2024.
2. Magistrate fines collected for April 2024 amounted to \$630.60.
3. Ordinance NO. 321 Conyngham Borough, Luzerne County was approved, and a copy was sent to us for our files in regard to the Mutual Aid Agreement.
4. \$216.32 was received from Luzerne County for Reimbursement PTS Grant.
5. Police candidate for hire Hailey Fellin withdrew her offer acceptance the morning of May 21, 2024 to pursue another opportunity.

Fire Company: Fire Chief Duane Hildebrand reviewed the report for April 2024. There were 25 Fire and Rescue calls and 76 EMS calls for the month.

Road Department:

1. The road department activity for April 2024 was reviewed by Supervisor Weaver.
2. The road department asked for directions regarding if the old street sweeper should be put on Muncibid for parts. They are to check with Conyngham Borough to see if there is any interest as far as their purchasing the equipment, and if not, it will be put on Muncibid. Bradco would only offer \$2,000.00 –\$3,000.00 on a trade in.
3. Supervisor Weaver provided an update on work to be done on Sugarloaf Mountain Road.

Zoning Report:

1. The Zoning Officer read the Zoning Report for April 2024. There were twelve permits issued and none denied.
2. Chairman DiSabella placed the Zoning Log for April 2024 on the front table.
3. An updated Zoning Map has been received from Peter's Consultants LLC.
4. The Zoning Officer requested changes to the fee schedule for food trucks and signs. The board will consider a resolution for fee adjustments at the June Board of Supervisors meeting.

Emergency Management:

EMA Coordinator Wendy Hildebrand provided an update to the board.

Sugarloaf Recreation Board:

1. The recreation board meeting for April was held on April 3, 2024. The minutes have not been received.
2. Work has been completed on the Larock Tennis/Pickleball courts.
3. We have been notified that we were awarded \$70,000.00 for our County LSA Grant for continued renovations for the Larock Recreation Center.

Tomhicken Recreation Board:

The Tomhicken Recreation Board met on April 17, 2024 and their minutes have been received. They have provided a list of ongoing needs/concerns.

Planning Commission:

The Planning Commission met on May 6, 2024. The minutes have been received.

Subdivision/Lot Consolidation/Land Development:

Laputka Subdivision:

1. The Sewage Planning Module was received from Brior Environmental. It was approved and signed by the Planning Commission. The Planning Module was presented to the Supervisors for acceptance and signature. A motion was made by Supervisor Weaver, seconded by Supervisor Yost to approve the Sewage Planning Module. The motion passed unanimously, and the module was signed after the meeting.
2. A Letter with comments was received from the client's Engineer, Peters Consultants in response to the Review Letter from the Township's Secondary Engineer, Twin Oaks.
3. Review Letters with comments were received from Luzerne County Planning and Engineer.

Sugarloaf Industrial & Logistics Holdings, LP:

1. A letter was received from PA DEP. It included a Draft of the Authorization to Discharge under the National Pollutant Discharge Elimination System-Intent to Issue and the Chapter 102 Permit Fact Sheet. The information was for review and comment.

SAI Sugarloaf Realty Gas Station:

1. Received Notice from e-permitting at PennDOT that they received an application for HOP, and it is under review. Later received a Notice stating that they completed their review and a supplement to a highway occupancy permit has been issued.
2. Amended Plans have been received from LIVIC Civil in regard to the addition of charging stations. They were given to the Planning Commission at their meeting on May 6, 2024. It was determined that the three spaces that were to be moved away from Route 93 and to the west were not adjusted on the Plans as requested. The issue was tabled.

SAI Sugarloaf Realty Gas Station (Cont.):

3. A letter was received from Engineer Dennis Peters in regard to the location for the proposed sign. He states that the Plan does provide adequate sight distance north on State Route 93.

Sugarloaf 93, LLC:

1. Received Review Letters with comments from Luzerne County Planning and Engineer. The Zoning Officer noted that the Zoning Map had not yet been adjusted to reflect the re-zoning of this parcel. Mr. Trella had agreed to pay for this work to be done as a condition of his re-zoning request. Peter's Consultants will complete the revised map work for submission.

New Business:

1. A total of \$5809.58 was received during the month of April for Local Realty Transfer Tax Distribution.
2. Brior Environmental has provided a well isolation exemption to be signed for the property owned by Erik and Tara Rast at 19 Ardennes Lane. The property requires the installation of a new on lot septic system to replace a malfunction septic system.
3. Several Tax Appeal Notices have been received from the county. The appeal of John and Lori Moran at 95 Knorr Road was held on May 16, 2024 and the appeal of Robert and Jamesina Schnee at 4 Westfield Cir in Sugarloaf will be held on May 30, 2024.
4. Minutes have been received from the CSJMA meetings held on February 27, 2024 and March 26, 2024.
5. Supervisor Weaver has requested consideration of moving the polling place for voting from the garage area to the municipal meeting room. The Township Office Manager will call the Luzerne County Voting Coordinator.

Correspondence: An opinion letter was received from Atty. Baranko's office in regard to weight restrictions on RT 93.

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

Nora Bellum noted that the air conditioners have not yet been put in at Tomhicken. Chairman DiSabella will see that this is done. The Township Office Manager will check to see when the new units are being installed.

Mr. and Mrs. Chunko along with Supervisor Weaver discussed once again the issue of trucks trying to come down their road.

Adjournment: A motion to adjourn was made by Supervisor Weaver, seconded by Supervisor Yost at 7:20 P.M.



FINANCIAL STATEMENT

April 2024

<u>GENERAL FUND</u>		\$	<u>849,940.78</u>
<u>STATE FUND</u>		\$	<u>516,506.40</u>
<u>MACHINERY FUND</u>		\$	<u>130,905.29</u>
<u>FIRE FUND</u>		\$	<u>33,555.05</u>
<u>PAYROLL FUND</u>		\$	<u>32,242.23</u>
<u>OAKHILL VILLAGE STREET LIGHT FUND</u>		\$	<u>6,884.59</u>
<u>DIPPLE MANOR STREET LIGHT FUND</u>		\$	<u>2,564.06</u>
<u>SUGARLOAF SEWER FUND</u>		\$	<u>721,432.14</u>
<u>PETTY CASH FUND</u>	Office	\$	<u>126.00</u>
<u>PETTY CASH FUND</u>	Police	\$	<u>80.53</u>
<u>SUGARLOAF RECREATION BOARD</u>		\$	<u>11,944.43</u>
<u>TOMHICKEN PLAYGROUND ASSOC</u>		\$	<u>7,819.69</u>
<u>ARP FUNDS</u>		\$	<u>0</u>
<u>FIRE ESCROW ACCOUNT (HOLDING ACCOUNT)</u>		\$	<u>0</u>

Richard E York
May 21, 2024