

SUPERVISORS MEETING AGENDA
August 10, 2021

The regular meeting of the Sugarloaf Township Supervisors is being held on Tuesday evening, August 10, 2021 at 7:00 p.m. at the Municipal Building, 858 Main Street, Sugarloaf, PA 18249, as was duly advertised in the Standard Speaker on December 15, 2020.

Attendance: Yost, ____; DiSabella, ____; Weaver, ____.

Pledge of Allegiance to the Flag:

Public Comment on Items on Agenda Only: There is a five (5) minute limit for residents and taxpayers.

Executive Work Session: An Executive Work Session was held on August 2, 2021 for personnel reasons.

Special Meeting: There was a Special Meeting held on July 23, 2021 for the purpose of setting a new date for the Public Hearing for the Order of Friars Minor of the Slavo-Byzantine Rite to Sugarloaf LLC Rezone Request and for General Business. A motion by ____, seconded by ____, to (approve, table, deny) the minutes of the Special Meeting as presented.

Roll Call: Yost, ____; DiSabella, ____; Weaver, ____.

(Copies are on the front table for public review)

Minutes: Chairman Weaver will ask if there were any additions or corrections to the Minutes of the Regular Meeting, July 13, 2021. A motion by ____, seconded by ____, to (approve, table, deny) the minutes of the Regular Meeting as presented.

Roll Call: Yost, ____; DiSabella, ____; Weaver, ____.

(Copies are on the front table for public review)

Bills: Supervisor Yost will read the Income and Expenses report of the General Fund for July 2021. A motion by ____, seconded by ____, to approve the bills as read, and to pay any and all bills in all funds that become due before the next regular meeting.

Roll Call: Yost, ____; DiSabella, ____; Weaver, ____.

Financial Statement: Chairman Weaver will mention that the financial statement is attached to all agendas. A motion by ____, seconded by ____, to dispense reading and approve the financial report.

Roll Call: Yost, ____; DiSabella, ____; Weaver, ____.

Supervisor Yost will sign the Financial Statement.

Police Department: (Chairman Weaver)

1. Chairman Weaver will review the police activity report for July 2021.
2. Magistrate fines collected for July 2021 amounted to \$2,713.85.
3. Pennsylvania Highway Safety Enforcement Program Reimbursement in the amount of \$800.00 was received for the Police Departments' participation in the Buckle Up PA Program.
4. The township received notification that our 2020 LSA Grant request for the Sugarloaf Police Station was denied at the July 20, 2021 CFA Board Meeting, however, our earlier application for Phase II of the Police Station Project was approved in the amount of \$200,000.00. As requested by the CFA we have submitted a revised budget to reflect current costs for this phase of the project on August 2, 2021.

Fire Company: (Chairman Weaver)

1. Fire Chief Duane Hildebrand will not be in attendance. Chairman Weaver will review the activity report for July, 2021.
2. A request has been put forward by Patrick Genetti, President of the Sugarloaf Fire Company to apply for an LSA Grant in the amount of approximately \$650,000.00 for a new Pumper Truck. A motion by _____, seconded by _____, to (approve, table, deny) the request from the Fire Company as presented.
Roll Call: Yost, _____; DiSabella, _____; Weaver, _____.
3. There is a Fire Company Fall Chicken BBQ fundraiser being held at the Fire Company on Sunday, September 12, 2021, 11:00 am – 2:00 pm. Tickets are available at the Township Municipal Office at the price of \$10.00 per person.

Road Department: (Chairman Weaver)

1. The road department report for July 2021 will be reviewed by Chairman Weaver.
2. The road department is in need of a replacement truck with plow. Discussion is needed to determine if the township will consider purchase of a new vehicle with a budget cap of _____ or will purchase a used vehicle with a budget cap of _____. A motion by _____, seconded by _____, to (approve, table, deny) the purchase of a (new, used) vehicle at the budgeted cost as set.
Roll Call: Yost, _____; DiSabella, _____; Weaver, _____.
3. The Township received a Grant payment for the Welsh Road Project in the amount of \$51,198.75. A motion is needed to put the project out to bid to determine which portion of the project can be completed with the funds awarded. A motion by _____, seconded by _____, to (approve, table, deny) requesting bids for the work to be done on the Welsh Road Project.
Roll Call: Yost, _____; DiSabella, _____; Weaver, _____.
4. A motion is needed to pay for the Tree Removal for the Welsh Road Project at a cost of \$11,400.00 out of the General Fund. A motion by _____, seconded by _____, to (approve, table, deny) to complete this work to be reimbursed out of the General Fund.
Roll Call: Yost, _____; DiSabella, _____; Weaver, _____.
5. A Pipe is in need of replacement at the Pilot Old Berwick Road Entrance to SR93. It has been determined that the work will fall below the formal bid threshold and as such we have contacted three vendors for phone quotes. A motion is needed to proceed with work to be awarded to the lowest qualified bidder. A motion by _____, seconded by _____, to (approve, table, deny) to proceed with this project to be awarded to the lowest qualified bidder.
Roll Call: Yost, _____; DiSabella, _____; Weaver, _____.

Zoning Report: (Chairman Weaver)

1. The Zoning Officer will read the Zoning Report for July 2021 which included eight (8) permits that were issued, and one denied. Chairman Weaver will place the Zoning Log for July 2021 on the front table.
1. The Zoning Hearing Board meeting regarding the Appeal Application of Northeast Pennsylvania SMSA Limited Partnership d/b/a Verizon Wireless which was scheduled for July 26, 2021 for testimony with the decision scheduled for July 27, 2021 has been rescheduled for August 23, 2021. The applicant, Verizon, requested a continuance, because its representative/witness was unable to attend on July 26, 2021. They stipulated that they would waive any local, state or FCC deadline that could result in the application being deemed admitted because of a delay in a hearing. Opposing counsel did not lodge an objection to the request for continuance. Therefore the Board granted the continuance. The board will have time to hold the hearing on August 23, 2021 and make a decision at a later date.

Emergency Management: (Chairman Weaver)

1. Thomas Mundie, Emergency Management Coordinator, will give a report for July 2021.

Sugarloaf Recreation Board (Larock Field): (Supervisor DiSabella)

1. The Recreation Committee met on August 4, 2021 at 7:00 p.m. The minutes from the August 4, 2021 will be put on the front table for review.
2. The Recreation Committee has requested consideration from the Supervisors for the purchase of a screen and sound system to allow for "Drive In" movies throughout the fall and winter. A motion by _____, seconded by _____, to (approve, table, deny) the request from the Recreation Committee as presented.
Roll Call: Yost, _____; DiSabella, _____; Weaver, _____.
3. The next meeting will be held on September 1, 2021.

Tomhicken Playground Association: (Supervisor DiSabella)

1. A meeting of the Tomhicken Playground Committee was held on July 21, 2021. The minutes will be placed on the front table for review. Seitz Brothers sprayed the playground equipment and grounds as requested by the committee in their June Meeting. Cameras have been received and are in the process of being installed.
2. The next scheduled meeting will be held on Wednesday, August 18, 2021 at 7:00 p.m.

Planning Commission: (Supervisor DiSabella)

1. The Planning Commission meeting was held on Tuesday, August 2, 2021 at 7:00 p.m. The minutes have not yet been received.

Subdivision/Lot Consolidations/Land Development: (Supervisor DiSabella)

1. **Charles J. Mason Subdivision:** Received plans on June 29, 2021. Plans were reviewed by Joseph Calabrese of RJD Engineering on June 30, 2021 and determined to be administratively complete. Received correspondence and Component 1 Sewage Facilities Planning Module on July 12, 2021 from Biror Environmental Services, Inc., which has been approved by Planning Commission and Zoning and is now presented to the Supervisors for approval and signature. Received correspondence from Luzerne County Planning Commission with comments. Received correspondence from Luzern County Engineer with no comments. Received first review from Joe Calabrese of RJD Engineering on July 30, 2021 with comments. A motion by _____, seconded by _____, to (approve, table, deny) Component 1 Sewage Facilities Planning Module as submitted.
Roll Call: Yost, _____; DiSabella, _____; Weaver, _____.
2. **Richard R. And Kathy A. Taylor – Final Plan - Minor Subdivision:**
Second Review has been received from the Zoning Officer with comments. Request for Planning Waiver and Non Building Declaration from Brior Environmental Services Inc. has been approved and signed by the Planning Commission. The Waiver and Non Building Declaration is now presented to the Supervisors for approval. A motion to consider approval of Planning Waiver and Non Building Declaration for signature is needed. A motion by _____, seconded by _____, to (approve, table, deny) Richard R and Kathy A. Taylor Minor Subdivision Planning Waiver and Non Building Declaration as submitted.
Roll Call: Yost, _____; DiSabella, _____; Weaver, _____.

3. **Richard R. And Kathy A. Taylor – Final Plan - Minor Subdivision Cont.:**
 The Planning Commission conditionally approved the subdivision along with the Wetlands Delineation Waiver Request conditional upon Bill Brior approval. Bill Brior has signified his comments have been addressed. The plans are now submitted to the Supervisors for final approval conditional upon receipt of unfolded completed final signed plans. Once plans are received in this condition, supervisors will sign final plans. A motion by _____, seconded by _____, to (approve, table, deny) Richard R and Kathy A. Taylor Minor Subdivision Wetlands Delineation Waiver request and Final Plans as submitted to be signed once they are received.
 Roll Call: Yost, _____; DiSabella, _____; Weaver, _____.

4. **The Order of Friars Minor of the Slavo-Byzantine Rite to Sugarloaf 93, LLC Rezone Request**
 A public hearing is being held on August 12, 2021 at 6:00 PM for public comment and Board of Supervisors consideration. Correspondence was received from Atty. Ferdinand indicating that Atty. Karpowich on behalf of Mr. Trella asked the supervisors for a rezoning with conditions, where if the use changes, the landowner loses the new rezoning and it reverts back to the existing zoning. Atty. Ferdinand inquired if Atty. Karpowich had any legal authority to attach conditions to a rezoning. Both acknowledged that a rezoning is a legislative act by the Township and that, as a result, conditions would be possibly unenforceable or void. Both attorneys agreed to review the matter.

5. **Shuman Subdivision Final Plan, Minor/Reverse Subdivision:** Received plans on July 14, 2021. Plans were reviewed by Joe Brutosky of JTB Engineering and Surveying on July 15, 2021 and determined to be administratively complete. Correspondence with comments was received from Bill Brior of Brior Environmental Services on July 30, 2021. Received second review from Joe Brutosky of JTB Engineering and Surveying on August 2, 2021 with comments.

Old Business:

1. **UGI Public Utility ROW Agreement – New Police Station Gas Line:** Right of Way agreement and Permanent Easement/ Right of way Settlement Agreement has been received by the Township from UGI. This information has been reviewed by the Township Solicitor, who is requesting with the Supervisors’ approval to contact UGI with regard to language in the agreement. The concern is that the grant allows UGI to extend a gas pipeline, lines or service laterals. It also appears to allow extension of building, fences and electrical lines. Atty. Ferdinand has also sent the agreement to Joe Brutosky for comments. A motion by _____, seconded by _____, to (approve, table, deny) Atty. Ferdinand to contact UGI regarding revisions to the proposed agreements.
 Roll Call: Yost, _____; DiSabella, _____; Weaver, _____.

2. **Old Berwick Road:** A motion is needed to approve payment of Pay Application No.6 in the amount of \$52,415.79 out of the General Fund as Grant Funds for this phase of the project have been depleted. The balance to finish, after this payment is 1% retainage in the amount of \$13,103.95. A motion by _____, seconded by _____, to (approve, table, deny) Payment of Application No.6.
 Roll Call: Yost, _____; DiSabella, _____; Weaver, _____.

New Business:

1. The next scheduled meeting of the Supervisors will be held on Tuesday, September 14, 2021 at 7:00 PM.
2. Service Electric Semi-Annual Franchise fee payment in the amount of \$17,331.89 was received for the calendar period of January 1, 2021 – June 30, 2021.

Correspondence received since the last meeting:

1. Luzerne County Planning and Zoning – Rezoning Application of Catering Establishment. Found request to be consistent with existing zoning and have no further comments at this time.
2. DeAngelo Consulting – Intent to submit an application to the DEP for a Channel Wall Reconstruction for Mr. Mark Ritz at 39 Mountain Road.
3. DEP correspondence received regarding Approval Letter – Exception Erik & Tiffany Sharkey Subdivision.
4. DEP correspondence received regarding Approval Letter – Exception John Mumie Subdivision.
5. DEP correspondence regarding Surface Mining Permit #40180101 correction.

Public Comment: There is a five (5) minute limit for residents and taxpayers.

Adjournment: With no further business to attend to, a motion by _____, seconded by _____, to adjourn the meeting at _____ p.m.

Please note that all reports or correspondence mentioned during this meeting can be reviewed at the front table. If you would like to have a copy, one will be provided to you after the meeting.