SUPERVISORS MEETING AGENDA

October 12, 2021

The regular meeting of the Sugarloaf Township Supervisors is being held on Tuesday evening,

October 12, 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 September 17, 2021, for personnel reasons.

**Minutes:** Chairman Weaver will ask if there were any additions or corrections to the Minutes of the Regular Meeting, September 14, 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 September 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 September 2021.
2. Magistrate fines collected for September 2021 will be reviewed.

**Fire Company:** (Chairman Weaver)

1. Fire Chief Duane Hildebrand will provide the Fire Department Activity Report for September 2021.
2. Due to delays in submission information, the LSA Grant Submission for the new Fire Truck will be pushed back until June 2022.

**Road Department:** (Chairman Weaver)

1. The road department report for September 2021 will be reviewed by Chairman Weaver.
2. As previously approved, a new work truck has been sourced for the Roads Department within the budgeted amount. A motion is needed to proceed with a loan from Mid-Penn Bank in the amount of $50,000.00 at 2.7% with the balance of funds to be paid out of the machinery fund. A motion will be needed to approve and execute plans as submitted. A motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to (approve, not approve, table) proceeding with the loan from Mid-Penn Bank.

Roll Call: Yost, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Weaver, \_\_\_\_\_.

**Zoning Report:** (Chairman Weaver)

1. The Zoning Officer will read the Zoning Report for September 2021 which included fifteen (15) permits that were issued, and one (1) denied. Chairman Weaver will place the Zoning Log for September 2021 on the front table.
2. Proposed Zoning Ordinance No. 2021-2 An Ordinance of the Township of Sugarloaf, Luzerne County, Pennsylvania regulating Storage Containers has been duly advertised in the Standard Speaker on September 26, 2021 and is now presented to the Board of Supervisors for consideration of approval. A motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to (approve, not approve, table) Ordinance No. 2021-2.

Roll Call: Yost, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Weaver, \_\_\_\_\_.

1. An Ordinance of the Township of Sugarloaf, Luzerne County, Pennsylvania Amending Section 604 of The Sugarloaf Township Zoning Ordinance and an Ordinance of Township of Sugarloaf, Luzerne County, Pennsylvania Amending Section 603.3 of The Sugarloaf Township Zoning Ordinance (Building Permits) are put forth for motion to advertise for the consideration of adoption at the November 9, 2021 Supervisors Meeting. A motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to (approve, not approve, table) advertising the Ordinances for consideration at the November 9, 2021 Supervisors Meeting. Roll Call: Yost, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Weaver, \_\_\_\_\_.

**Emergency Management:** (Chairman Weaver)

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

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

1. The Recreation Committee met on October 6, 2021. The minutes have been received and will be placed on the front table for review.
2. The next meeting will be held on November 3, 2021.

**Tomhicken Playground Association:** (Supervisor DiSabella)

1. Minutes have not yet been received for the meeting on Wednesday, September 15, 2021.
2. The next meeting for the Tomhicken Playground Association is scheduled for November 17, 2021 at 7:00 p.m.

**Planning Commission:** (Supervisor DiSabella)

1. The Planning Commission meeting was held on Tuesday, October 4, 2021, at 7:00 p.m. The minutes have been received and will be placed on the front table for review. The minutes from the meeting on September 7, 2021, have been received and will also be placed on the front table for review.
2. The next scheduled meeting of Planning Committee will be held on November 1, 2021, at 7:00 p.m.

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

1. **Pecora Subdivision:** Zoning review was received from Zoning Officer Henry Mleczynski advising that the intended requirements as submitted are in compliance with the Township’s Zoning Ordinance for the A1&S1 Zoning District. Review was received from Luzerne County Planning Commission with comments. Review was received from the Luzerne County Engineer with comments. Review was received by Township Secondary Engineer RJD Engineering Inc. with comments.
2. **Pecora Bakery:** Component 2 Sewage Facilities Planning Module was received from Brior Environmental Services Inc. for execution by the Planning Committee and the Board of Supervisors. Signatures have been received and Resolution No. 18 of 2021 is now presented to the Supervisors for Plan Revision for New Land Development. A motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to (approve, not approve, table) Resolution No. 18 0f 2021.

Roll Call: Yost, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Weaver, \_\_\_\_\_.

1. **Preliminary Final Minor Subdivision Lands of Schavo and Simons:** Zoning review has been received from Zoning Officer Henry Mleczynski with comments. Review was received from Luzerne County Planning Commission with comments. Review was received from Luzern County Engineer with no comments. Review was received from Brior Environmental Services Inc. with comments. Review was received from JTB Surveying and Engineering with comments.

**Old Business:**

1. **UGI Public Utility ROW Agreement – New Police Station Gas Line:** The Township Solicitor has attempted to determine a figure regarding the right of way request from UGI. UGI has indicated that if they cannot put in the pump station it desires at the Sugarloaf Township Location, the company may not be interested in providing an extended gas line into the new police building. The Township Solicitor suggests resolving the matter at a price between $2,500.00 - $5,000.00 or to attempt to negotiate a lease. AC&R, who installed propane service in the interim into the police station, is confident that the system is adequate to heat the station during the winter months.
2. **Old Berwick Road Fuel Spill:** The township solicitor is in discussions with the Trucking Company and BIA to secure a 24-month maintenance bond in the amount of 110% of the cost of repairing the impact area.

**New Business:**

1. The next scheduled meeting of the Supervisors will be held on Tuesday, November 9, 2021, at 7:00 PM.
2. **Luzerne County Conservation District:** The Erosion and Sediment Pollution Control plan for Mark Ritz at 39 Mountain Road has been reviewed and is adequate to meet the requirements of the Conservation District.
3. A motion is needed to advertise a work session on November 3, 2021, at 10:30 am for 2022 Budget Preparation. A motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to (approve, not approve, table) advertise the work session for the 2022 budget. Roll Call: Yost, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Weaver, \_\_\_\_\_.
4. An ordinance and a Resolution have been provided to the Board of Supervisors for consideration of LERTA application from Crossroads, XOXO, LLC. A motion is needed to advertise this application for inclusion on the agenda for the November 2021 Supervisors Meeting. A motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to (approve, not approve, table) advertising this matter for inclusion on the agenda for the November 2021 Supervisors Meeting. Roll Call: Yost, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Weaver, \_\_\_\_\_.
5. PURTA Distribution Check for the tax year 2020 has been received in the amount of $1,427.51.
6. The 2021 Commonwealth State Aid Allocation supporting the Volunteer Fire Relief Association (VFRA) was received by the Township in the amount of $23,943.57. On September 21, 2021 payment was made to the Sugarloaf Fire Company in the amount of $23,943.57 in accordance with Act 205, and Form 706B has been completed to reflect this distribution.
7. A request has been made by the Radiation Protection Program Supervisor at the DEP for an excel spreadsheet with the addresses of all residential properties in our municipality. They will then send a letter offering a free radon test kit to residents within the entire municipality. This program is being provided through the DEP by the American Lung Association. A motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to (approve, not approve, table) providing this information for participation in this program. Roll Call: Yost, \_\_\_\_\_; DiSabella, \_\_\_\_\_; Weaver, \_\_\_\_\_.
8. Notification has been received from PennDot that our ESTIMATED Liquid Fuels allocation for 2022 will be $179,720.20. This amount may vary based on collections for the remainder of the year.

**Correspondence received since the last meeting:**

1. DEP Approval Letter – Component 3 Planning Module Order of the Friars Minor of the Slavo-Byzantine Rite.
2. Correspondence from Atty. Ferdinand regarding the New Wireless Facilities Act.
3. Notification from the DEP regarding Mosquito Spraying in Luzerne Country.
4. DEP Correspondence regarding update on status for Storage Tank System Releases on September 15, 2021 Choice Cigarette 94318.
5. DEP Earth Disturbance Inspection Report Airport Beltway.
6. Zoning Denial Letter to Crossroads XOXO from Sugarloaf Township Zoning Officer.
7. Correspondence from The Seach Law Offices relating to the zoning hearing appeal for Crossroads XOXO LLC.
8. Correspondence from The Seach Law Office notifying that the Application of Sugarloaf Logistics has been continued until the October 25, 2021 Zoning Hearing Board Meeting at 7:00 pm.
9. Notification from the Seach Law Office to Ms. Shirley Shuman advising the decision of the Sugarloaf Township Zoning Board approval for her variance requests.
10. Correspondence from The Seach Law Office that the Application of Northeast Pennsylvania SMSA Limited d/b/a Verizon Wireless was denied at the September 27, 2021 Zoning Hearing Board Meeting.
11. Notification from The Seach Law Office that the application for Mr. Kenneth Swords is rescheduled for the November hearing due to applicant not completing all steps necessary for inclusion at the October Meeting.

**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.