

Supervisors Meeting – April 19, 2022

The Regular Meeting of the Sugarloaf Township Supervisors was held on Tuesday, April 19, 2022, at 6:00 P.M. at the Municipal Building, 858 Main Street, Sugarloaf, PA 18249. The meeting was duly advertised in the Standard Speaker on December 15, 2021.

Attendance: In attendance were Chairman Rick Weaver, Supervisor Richard Yost, and Supervisor Joseph DiSabella. Also in attendance were Atty. Joseph Baranko, Township Office Manager Elizabeth Tolan, Township Administrative Assistant Lori Webster and Zoning Officer Henry Mleczynski.

Pledge of Allegiance

Public Comment: There was no public comment on the agenda items.

Executive Session: An executive session was held by the Supervisors on March 22, 2022, to review the Crossroads XOX, LLC Project with Senator Yudichak.

PSATS Conference Attendance: A motion was made by Chairman Weaver, Seconded by Supervisor Yost, to authorize Township Office Manager Elizabeth Tolan to attend the 2022 Pennsylvania State Association of Township Supervisors State Convention and to authorize payment of all expenses. The motion passed unanimously.

State Convention Voting Delegate for 2022: A motion was made Supervisor Yost, Seconded by Supervisor DiSabella, to change the voting delegate for the Pennsylvania State Association of Township Supervisors State Convention to Township Office Manager Elizabeth Tolan in place of Chairman Weaver who is not able to attend. The motion passed unanimously.

Minutes: Chairman Weaver asked if there were any additions or corrections to the Minutes of the Regular Meeting held on March 15, 2022. A motion was made by Chairman Weaver, seconded by Supervisor DiSabella, to approve the minutes of the Regular Meeting as presented. The motion passed unanimously, and copies were placed on the front table for public review.

Bills: Supervisor Yost read the Income and Expense Report of the General Fund from March 2022. A motion was made by Chairman Weaver, seconded by Supervisor DiSabella, 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, and copies were placed on the front table for public review.

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

Police Department: Chairman Weaver reviewed the police activity report for March 2022. Magistrate fines collected for March 2022 amounted to \$2,249.53. There were also two checks received in the total amount of \$70.00 from Luzerne County Department of Probation Services. Supervisor DiSabella made mention of speeding vehicles on East and West County Roads and Rock Glen Road and requested information from the Police Chief regarding how many citations are issued in these traffic areas.

A motion was made by Supervisor Yost, Seconded by Supervisor DiSabella to authorize sale through Municibid of the following items which are no longer of use to the department:

- a. 2011 Dodge Charger (mileage is 134,172) with a reserve of \$600.00.
- b. Six Motorola Mobile Car Radios (no reserve)
- c. One CODE 3 light bar and controller (no reserve)

The motion passed unanimously.

Fire Company: Fire Chief Duane Hildebrand reported that there were 104 calls for the month of March 2022 consisting of 76 EMS calls and 28 Fire and Rescue calls. Chief Hildebrand mentioned that the Chicken Bar-B-Que was being held this upcoming weekend, and that tickets are available through Fire Company personnel for a Gun Raffle.

Road Department: The road department report for March 2022 was reviewed by Chairman Weaver. A motion was made by Supervisor DiSabella, Seconded by Supervisor Yost, to advertise for bids on the following Road Paving and Restoration Projects. These projects will be paid for through General Funds as budget allows depending on estimates received. Prospective project locations include Turkey Path, Klinger Estates, Mountain Ridge Road, Faith Road, and Sugarloaf Heights. These projects bids will be offered individually. The motion passed unanimously.

Zoning Report: The Zoning Officer reviewed the Zoning report for March 2022 which included nine (9) permits that were issued, and two (2) denied. It was mentioned that approval was granted with conditions for the zoning appeal filed by Victor Berroa at the February 28, 2022, Zoning Hearing Board Meeting. Chairman Weaver placed the Zoning Log for March 2022 on the front table. There is a zoning hearing taking place on April 25, 2022, at 7:00 P.M. at the municipal meeting room.

Emergency Management: Thomas Mundie, Emergency Management Coordinator was not present at the meeting.

Sugarloaf Recreation Board (Larock Field): The recreation committee met on March 30, 2022, for their April meeting to do a walk through the park prior to opening day. The Minutes have been received. A list of needs was provided to the Supervisors for consideration. Many of the items are part of the Grant Application that was submitted in March. It was noted that the anticipated award date for that grant is not expected before November 2022 or later, and as such Supervisor DiSabella requested that some of the necessary work be done by the Township prior to the grant award for this current season. It was noted by Chairman Weaver that mulching of the area will begin shortly.

A certificate of insurance listing the Township as additional insured has been received from Valley West LL. A copy of keys for Larock Field has been made by the Recreation Committee for their use. It was also noted that janitorial service has resumed at the Recreation Complex. Supervisor DiSabella commented that there was misuse of the area and equipment during a recent event at the field. A resident in attendance also noted that the sound system was extremely loud, and that the police were called to ask the participants to lower the volume, but the loud noise continued after the police left. Supervisor DiSabella said that in the future, if persons using the field do not comply with the rules set for field use, that their event will be terminated, and the participants will need to leave. Township Office Manager Elizabeth Tolan will work with Recreation Committee Members to supply a legal form stating forth those conditions for participants to sign prior to using the field.

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Valley West Little League Opening Day is April 23rd. Ceremony will begin at 11:00 am. Major division games will follow at 1:00, 3:00, and 5:00 pm. Throughout the day there will be a bounce house, food truck, crafters, raffles, tricky trays, and delicious food at the concession stand. If any business is interested in donating a tricky tray, they were advised to contact Angel May Zola at aynew23@yahoo.com.

The Tomhicken Playground Association: The meeting was scheduled for Wednesday, April 13, 2022, at 7:00 P.M. The minutes have not yet been received. The next scheduled meeting will be held Wednesday, May 18, 2022, at 7:00 P.M

Planning Commission: The April Planning Commission Meeting was held on April 4, 2022. The minutes have been received. The next scheduled Meeting of the Planning Commission will be May 2, 2022, at 7:00 PM.

Subdivision, Lot Consolidation and Land Development:

1. Crossroads XOX, LLC.:

- a. The planning committee approved a request to grant a 60-day extension until July 15, 2022. A motion was made by Supervisor Yost, Seconded by Chairman Weaver, to approve the 60-day extension. The motion passed unanimously.
- b. RJD Engineering Review No. 2 was received with comments.
- c. First Zoning review was received with comments.
- d. Notification was received regarding submission of Transportation Impact Study Submission to PennDOT and return of submission to the applicant for revision and resubmission.
- e. Notification of Submission of Appeal to the Zoning Hearing Board was received on March 31, 2022.

2. Bolus Land Development:

- a. Second Review was received from the Zoning Officer with comments.
- b. Second Review was received from JTB Engineering with comments.

3. Lands of Schiavo Preliminary/Final Subdivision:

- a. Response was received from Barry Isett and Associates regarding JTB Engineering Review.

4. SR 93 Convenience Store and Gas Station:

- a. Municipal Notification for Planned Land Development has been submitted for review and signature.

Old Business: UGI has been given permission once again for surveying on municipal property for their pipeline project and to determine availability of gas service to the new Police Building.

New Business:

1. The next scheduled meeting of the Supervisors will be held on Tuesday May 17, 2022, at 6:00 p.m.
2. The Township will be hosting an electronics recycling event for Sugarloaf and Butler Township Luzerne residents to be held at Valley Elementary/Middle School on June 18, 2022, from 8:00-11:00 AM. Please see the Township Website or the message board outside of the municipal building for further information. Due to the popularity of this event, long wait times may occur. Your patience is appreciated.
3. PA One Call 2021 Refund was received in the amount of \$101.90 as a credit to our account.
4. Selective Insurance Check in the amount of \$998.47 was received for a repair of siding on the side of the municipal building which came loose during a March windstorm.
5. Local Realty Transfer Tax Payment for March 2022 was received in the amount of \$6430.76.

Correspondence received since the last meeting: Correspondence received since the last meeting was reviewed.

Public Comment: Mr. Jim Kennedy commended the Road Department on a job well done with plowing this winter and street cleaning this spring. He inquired about grant opportunities for roadwork and requested that Lakeview Trail be considered in the list for restoration this season. He also mentioned speeding issues on his road and was concerned for children playing in the area.

Adjournment: With no further business to attend to, a motion was made by Chairman Weaver, seconded by Supervisor Yost, to adjourn the meeting at 6:35 P.M. The motion passed unanimously.

It was noted that all reports or correspondence mentioned during this meeting were available for review at the front table, copies to be provided, upon request, after the meeting.

A handwritten signature in black ink, appearing to read "Richard E. Yost". The signature is written in a cursive, flowing style.

Richard E. Yost
Secretary/Treasurer

REY/et

FINANCIAL STATEMENT

March 2022

<u>GENERAL FUND</u>	<u>\$</u>	<u>235,033.74</u>
<u>STATE FUND</u>	<u>\$</u>	<u>200,294.12</u>
<u>MACHINERY FUND</u>	<u>\$</u>	<u>71,906.90</u>
<u>FIRE FUND</u>	<u>\$</u>	<u>7,509.19</u>
<u>PAYROLL FUND</u>	<u>\$</u>	<u>9,753.62</u>
<u>OAKHILL VILLAGE STREET LIGHT FUND</u>	<u>\$</u>	<u>6,530.26</u>
<u>DIPPLE MANOR STREET LIGHT FUND</u>	<u>\$</u>	<u>2,087.26</u>
<u>SUGARLOAF SEWER FUND</u>	<u>\$</u>	<u>550,627.62</u>
<u>PETTY CASH FUND</u>	<u>\$</u>	<u>111.66</u>
<u>POLICE DEPARTMENT PETTY CASH FUND</u>	<u>\$</u>	<u>9.54</u>
<u>LSA GRANT ACCOUNT – PHASE 1 OLD BERWICK ROAD</u>	<u>\$</u>	<u>0- Closed</u>
<u>LSA GRANT ACCOUNT – PHASE 111 OLD BERWICK ROAD</u>	<u>\$</u>	<u>0- Closed</u>
<u>MTF GRANT ACCOUNT – PHASE 111 OLD BERWICK ROAD</u>	<u>\$</u>	<u>8,559.41</u>
<u>SUGARLOAF RECREATION BOARD</u>	<u>\$</u>	<u>10,118.34</u>
<u>TOMHICKEN PLAYGROUND ASSOC</u>	<u>\$</u>	<u>2,678.08</u>
<u>ARP FUNDS</u>	<u>\$</u>	<u>56,736.73</u>

Richard E. York 4/19/22