

## Supervisors Meeting – June 21, 2022

The Regular Meeting of the Sugarloaf Township Supervisors was held on Tuesday, June 21, 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 and Township Administrative Assistant Lori Webster.

### **Pledge of Allegiance**

### **A moment of silence in remembrance of Joseph T. Brutosky, our Township Primary Engineer**

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

**Minutes:** Chairman Weaver asked if there were any additions or corrections to the Minutes of the Regular Meeting held on May 17, 2022. A motion was made by Supervisor Joseph DiSabella, seconded by Supervisor Richard Yost, 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 May 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 May 2022. There were 172 total calls for service for the month of May. Magistrate fines collected for May 2022 amounted to \$2,879.61. There were five checks received in the total amount of \$457.99 from Luzerne County Department of Probation Services. A check was received in the amount of \$800.00 for reimbursement to the payroll fund for the Roving Patrol PTS Grant. A check was received in the amount of \$1,131.93 for State Police Fines allocation.

**Fire Company:** Fire Chief Duane Hildebrand reported that there were 83 calls for the month of May 2022 consisting of 40 EMS calls and 43 Fire and Rescue calls.

**Road Department:** The road department report for May 2022 was reviewed by Chairman Weaver. The PennDOT road project bid documents have been advertised and released. The bids will be opened at a Special Meeting to be held on Friday, July 8, 2022 at 8:00 AM. There was an accident involving the Township Freightliner Truck. Fortunately, the driver was not seriously injured but the truck has been released to the insurance company and we anticipate it will be a total loss. The Township will begin looking for a replacement for this vehicle, which was used for hauling and plowing. The accident was the result of a blown-out tire leading the truck to go off the road and down an embankment.

**Zoning Report:** Chairman Weaver reviewed the Zoning Report for May 2022 which included nine (9) permits that were issued and one (1) denied. The Zoning Log was placed on the front table for public review. A Zoning Hearing for SAI Sugarloaf Realty is scheduled for Thursday, June 23, 2022 at 6:30 PM. This is a change from the regularly scheduled meeting date of Monday, June 27, 2022 at 7:00 PM. A Zoning Hearing Board Meeting was held on May 23, 2022. At the meeting, approval was granted in the application of Hilltop Estates, LLC. The appeal of Crossroads

XOX, LLC and JVI, LLC is now scheduled to be heard on July 25, 2022 at 7:00 PM. Atty. Seach and the Zoning Hearing Board are requesting the Board of Supervisors review the current Expiration of Approvals-1 year time limit in Section 27-708.3. Discussion was held. A motion was made by Supervisor Yost, seconded by Supervisor DiSabella, to review this section and prepare a revision for approval. The motion passed unanimously. Atty. Joseph Baranko will write up a draft for July's Supervisor's meeting. A request was received from Atty. Seach and the Zoning Hearing Board requesting the Supervisors to appoint one or more alternate members to the board. They have also requested notification of who will be appointed and when they will be seated. Rick Morelli stated interest in becoming a Board Member. Also in attendance was Robert Luchi who offered his service. A motion was made by Supervisor Yost, seconded by Supervisor DiSabella, to move forward with appointing Mr. Morelli and Mr. Luchi to the Zoning Hearing Board. The motion passed unanimously. Atty. Baranko will draft a Resolution to formalize the addition of these 2 board members at the next Supervisor's meeting.

**Emergency Management:** Chairman Weaver states that there was no report submitted from Emergency Management. Chairman Weaver inquired with Fire Chief Duane Hildebrand to see if he could get a list of anyone interested in assisting with the Emergency Management.

**Sugarloaf Recreation Board (Larock Field):** The recreation committee met on June 1, 2022. The minutes are not yet received. The cigarette disposal unit requested by the committee has come in and was picked up at the office. Many of the smaller items requested by the committee are allowable to be purchased with ARPA funds. The committee has been asked to forward quotes to the Municipal Office for consideration.

**Tomhicken Recreation Board:** There was a meeting held on May 18, 2022. The minutes have been received. There are items requested for the playground for the Supervisors consideration. Several are being addressed by Township staff. The next event for children will be held on July 24, 2022, Xmas in July. Parents are asked to bring a gift for their child, \$10.00 or less, wrapped and with the child's name on it. There will be crafts to do and treat bags handed out. Santa will be in attendance. The event will be held from 2 PM to 4 PM at the Tomhicken Playground.

**Planning Commission:** The June Planning Commission Meeting was held on June 6, 2022. The minutes have been received. The next scheduled meeting of the Planning Commission will be held on July 5, 2022 at 7:00 PM due to the 4<sup>th</sup> of July Holiday.

**Subdivision/Lot Consolidation/Land Development:**

**1. Bolus Land Development:**

- a. The third zoning review was received from the Zoning Officer with comments.
- b. The second and third reviews from RJD Engineering have been received with comments.
- c. The Planning Committee has requested Mr. Bolus attend a future meeting to respond to questions the committee has regarding this project. Mr. Luke Kamp asked for an extension on the Bolus Plans until July 19, 2022 and the extension was granted by the Planning Committee.

**2. Lands of Schiavo Preliminary/Final Subdivision:**

- a. A copy of the executed easement for the sanitary sewer drain field that services the Schiavo property which sits on the Valley Country Club property was provided by Barry Isett on behalf of the applicant in response to prior comments on JTB Engineering's review.
- b. RJD Engineering Inc. First Review has been received with comments.
- c. The Request for Planning Waiver and Non-building Declaration has been received from Brior Environmental Services, Inc. The waiver has been approved and signed by the Planning Committee and is now presented to the Board of Supervisors for approval and signature. A

motion was made by Chairman Weaver, seconded by Supervisor Yost, to approve the Planning Waiver and Non-building Declaration. The motion passed unanimously and will be signed after the meeting.

d. The Final Rolled Plans were received, approved and signed by the Planning Commission. The plans are now presented to the Board of Supervisors for approval. A motion was made by Chairman Weaver, seconded by Supervisor Yost, to approve the Schiavo Plans as recommended by the Planning Commission. The motion passed unanimously and the plans will be signed after the meeting.

**3. Cipriani & Brown (Previously known as Bonomo Subdivision):**

- a. The Review was received from Luzerne County Planning and Zoning without comment.
- b. The Review was received from Luzerne County Engineer without comments.
- c. The First Zoning Review was received from the Zoning Officer with comment.
- d. RJD Engineering First Review was received with comment.
- e. Final Rolled Plans were received, approved and signed by the Planning Commission. The plans are now presented to the Board of Supervisors for approval. A motion was made by Chairman Weaver, seconded by Supervisor Yost to approve the Cipriani & Brown Plans as recommended by the Planning Commission. The motion passed unanimously and the plans will be signed after the meeting.

**4. Lands of Book Minor Subdivision-Consolidation Plan:**

- a. A request by Kiley Associates for a 60 day extension was granted by the Planning Committee. The new extension will expire on September 1, 2022.

**5. SAI (SR 93 Convenience Store and Gas Station):**

- a. A Review was received from Luzerne County Planning and Zoning with comments.
- b. First Review was received from RJD Engineering with comments.
- c. First Review was received from the Zoning Officer with comments.

**Old Business:**

- 1. West County Road Bike Lane Project: Comments from residents and Planning Commission have been forwarded and acknowledged by project manager James Tohill, who will discuss the township concerns with the County.

**New Business:**

- 1. The next scheduled meeting of the Supervisors will be held on Tuesday July 19, 2022 at 6:00 PM.
- 2. The BENECON surplus checks are running late this year. The Township Office Manager contacted the account manager at BENECON and they have promised to let us know as soon as the final numbers are calculated.
- 3. Local Realty Transfer Tax Distribution was received in the amount of \$6629.70.
- 4. We have received notification from the IRS that due to record gas prices, the mileage reimbursement rate has been increased mid-year from 58.5 cents per mile to 62.5 cents per mile. The Board of

Supervisors may choose to adjust its mileage rate up to the revised IRS rate for the second half of the year. A motion was made by Supervisor Yost, seconded by Supervisor DiSabella, to approve the new mid-year IRS rates. The motion was passed unanimously.

5. LST Distribution for the year 2021 has been allocated in the following amounts:

- a. \$7792.20 for the Fire Department
- b. \$7792.20 for the Police Department
- c. \$500.00 for Emergency Management
- d. \$48,253.19 to Roads

6. A request has been received from Atty. Peter O'Donnell on behalf of the Conyngham-Sugarloaf Joint Municipal Authority for permission/authorization to place a pole within the township right of way that will house a water meter reading equipment apparatus. A motion was made by Supervisor Yost, seconded by Supervisor DiSabella, to approve the request from the CSJMA. Motion passed unanimously.

**Correspondence:**

1. Correspondence was received from Luzerne Conservation District regarding the Penn State Hazleton Soccer Field Renovation.
2. Several items were received related to the Pilot Travel Center Storage Tank System.
3. Change of Assessment Notice was received for Erik and Tiffany Sharkey.

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

1. Mr. Robert Luchi expressed concerns regarding the Bolus Land Development.
2. Mr. Anderson expressed concerns in regards to the excessive speeds of trucks and construction vehicles on Route 93. It will be mentioned to our Police Department and also our Municipal Office will call the State Police in regards to the residents' concerns. Mr. Anderson also suggested that the Supervisors may want to inquire on the military surplus sites in regards to obtaining a new truck. He also questioned if the Township will be advertising for a new Police Officer since one of our Full Time Police Officers recently resigned.
3. Jim Vozar of JVI, LLC presented drawings to the Supervisors and Atty. Baranko in regards to having West Hazleton Borough being the Primary Reviewing Entity for the Land Development. Chairman Weaver stated that Atty. Baranko can review the information before next month's Supervisor's meeting.

**Adjournment:** A motion to adjourn was made by Chairman Weaver, seconded by Supervisor Yost at 6:42 PM.

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.



Richard E. Yost

Secretary/Treasurer

FINANCIAL STATEMENT

May 2022

<u>GENERAL FUND</u>	\$	829,127.48
<u>STATE FUND</u>	\$	179,229.47
<u>MACHINERY FUND</u>	\$	93,574.99
<u>FIRE FUND</u>	\$	963.77
<u>PAYROLL FUND</u>	\$	37,183.98
<u>OAKHILL VILLAGE STREET LIGHT FUND</u>	\$	6709.15
<u>DIPPLE MANOR STREET LIGHT FUND</u>	\$	2897.82
<u>SUGARLOAF SEWER FUND</u>	\$	568,576.85
<u>PETTY CASH FUND</u>	\$	39.79
<u>LSA GRANT ACCOUNT - PHASE 1 OLD BERWICK ROAD</u>	\$	0- Closed
<u>LSA GRANT ACCOUNT - PHASE 111 OLD BERWICK ROAD</u>	\$	0- Closed
<u>MTF GRANT ACCOUNT - PHASE 111 OLD BERWICK ROAD</u>	\$	8,562.27
<u>SUGARLOAF RECREATION BOARD</u>	\$	9,721.69
<u>TOMHICKEN PLAYGROUND ASSOC</u>	\$	2,678.98
<u>ARP FUNDS</u>	\$	56,436.73

*Richard E. York*

*6/21/2022*