

Supervisors Meeting – September 20, 2022

The Regular Meeting of the Sugarloaf Township Supervisors was held on Tuesday, September 20, 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 Township Office Manager Elizabeth Tolan and Atty. Joseph Baranko.

Pledge of Allegiance

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 August 16, 2022. A motion was made by Supervisor DiSabella, seconded by Supervisor Yost, to approve the minutes of the Meeting as presented. The motion passed unanimously, and copies were placed on the front table for public review.

Minutes: Chairman Weaver asked if there were any additions or corrections to the Minutes of the Special Meeting held on September 1, 2022. A motion was made by Chairman Weaver, seconded by Supervisor Yost, to approve the minutes of the Special Meeting as presented. The motion passed unanimously, and copies were placed on the front table for public review.

Minutes: Chairman Weaver asked if there were any additions or corrections to the Minutes of the Special Meeting held on September 13, 2022. A motion was made by Supervisor DiSabella, seconded by Supervisor Yost, to approve the minutes of the Special Meeting as presented. The motion passed unanimously, and copies were placed on the front table for public review.

Ordinance No. 5 of 2022 regarding Fire Hydrants: A public hearing was held at 5:45 PM September 20, 2022 to hear public comment on Ordinance No. 5 of 2022 having to do with the color of Fire Hydrants in the municipality. A motion was made by Supervisor Yost, seconded by Supervisor DiSabella to approve ordinance No. 5 of 2022. The motion passed unanimously.

Bills: Supervisor Yost read the Income and Expense Report of the General Fund from August 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 Yost, to dispense reading and approve the financial statement as presented. The motion passed unanimously. Supervisor Yost signed the Financial Statement.

Police Department:

1. Chairman Weaver reviewed the police activity report for August 2022. There were 104 calls for service.
2. Magistrate fines collected for August 2022 amounted to \$499.70. Several checks were received for restitution from probation services totaling \$275.56.
3. Reimbursement No. 4 for the Police Department LSA Grant Funds was received in the amount of \$15,629.00.

Fire Company:

1. Fire Chief Duane Hildebrand submitted the activity report for August 2022. There were 27 Fire/Rescue and 79 EMS for a total of 106 calls.
2. A notification of deposit was received for the Volunteer Fire Relief Association in the amount of \$28,110.18. These funds should be available on September 21, 2022 and will be paid to the volunteer fire company.
3. Fire Chief Hildebrand mentioned that there is a Gun Raffle Fundraiser in progress. Tickets are \$5.00 and can be purchased from any member of the Fire Company.

Road Department:

1. The road department report for August 2022 was reviewed by Chairman Weaver.
2. The Road Foreman has reported that the flashing lights by Valley Elementary are in poor repair and is suggesting a replacement of LED Warning signs and a new timer. A quote has been received from Northeast Signal and Electric Company, in the amount of \$2,302.32 to replace this unit. A motion was made by Supervisor Yost, seconded by Supervisor DiSabella, to move forward with this purchase. The motion passed unanimously.
3. **Resolution No. 23 of 2022:** Resolution No. 23 of 2022 pertaining to the acceptance of Deed Dedication from the County of Luzerne to the Township of Sugarloaf a portion of County Road commonly referred to as "Mountain Drive". A motion was made by Chairman Weaver, seconded by Supervisor Yost, to approve Resolution No. 23 of 2022. The motion passed unanimously.

Zoning Report:

1. Chairman Weaver read the Zoning Report for August 2022. There were six permits approved and two denied.
2. Chairman Weaver placed the Zoning Log for August 2022 on the front table.
3. There is a Zoning Hearing Scheduled for September 26, 2022, at 7:00 PM to review the application of Action Real Estate for a variance for an 8'3" x 14'9" (88 square feet per side) illuminated sign.
4. G&D Capital Investments, LLC was granted a variance for a 6-foot wide by 3-foot-high sign on property located at 466 State Route 93.
5. The Zoning Hearing Board approved the application of Curtis Pick to allow 5' setback from side yard property line, for accessory structures of pool where 10' is required.

Emergency Management: Mr Mundie was not in attendance.

Sugarloaf Recreation Board:

1. The recreation committee met on September 7th. The minutes have been received.
2. There has been vandalism once again in the playhouse. It has been determined that current camera system only saves approximately 5 days of footage before its re-loops. The Road Department Foreman obtained a phone quote from the original installer of the camera system who advised an upgrade to 10 terabytes from 2 terabytes will allow the system to save 25 days of footage. Also due to poor quality of screen, a new monitor is also needed. Total costs for this upgrade would not exceed \$800.00 if the Board would like to proceed. A motion was made by Supervisor DiSabella, seconded by Supervisor Yost, to approve the purchase of this upgrade for the Larock Camera System. The motion passed with Supervisors Yost and DiSabella voting yes and Chairman Weaver voting no.

Tomhicken Recreation Board:

There was a meeting held on August 17, 2022. The minutes have been received. The request was made to have the Handicap Walkway reinforced and also to install new bathroom doorknobs. There is also a request for a baby changing station in one bathroom. The supervisors stated the road department can do the work to replace the bathroom doorknobs and that the municipal office can purchase the portable baby change station.

Planning Commission:

The August Planning Commission Meeting was held September 6, 2022. The minutes have been received. The next scheduled Meeting of the Planning Commission will be October 3, 2022, at 7:00 PM.

Subdivision/Lot Consolidation/Land Development:

1. **Crossroad XOX, LLC:** An incompleteness letter was received from the Luzerne Conservation District with comments.
2. **State RT.93 Convenience Store and Gas Station:** A review was received from Luzerne County with comments. A second review was received from RJD Engineering with comments. A review was received from Peters Consultants Inc. with comments.

Old Business:

1. The second Tranche of ARPA Funds was received in the amount of \$207,427.80.
2. An insurance claim check was received in the amount of \$44,433.66 for the claim on our Freightliner.
3. The following grant applications were submitted through the Luzerne County LSA Grant for 2022:
 - a. Sugarloaf Luzerne Recreation Rehabilitation Grant
 - b. Sugarloaf Fire Company Engine Project for a new Pumper Truck.
 - c. Sugarloaf Luzerne Municipal Property Improvement Project
 - d. Sugarloaf Township Luzerne Road Department Equipment application for two new trucks for the Road Department.

There is also an NRA Grant Application submitted for the Police Department for the Eddie Eagle Gun Safety Program and The State LSA Grant for Recreation and Municipal Improvements. There was also an MTF Grant Submission for Phase III for the Old Berwick Road Project, and a Luzerne County ARPA Fund Grant Application submitted for a program to be called RISE Sugarloaf, which will offer micro-grants to small businesses and not for profit organizations to help recover from economic hardships created by COVID19. Finally, there is a law enforcement grant opportunity pending submission through Pennsylvania Gaming Control Board and a HEROS Incentive grant for the Police Officers. These two grant applications will be submitted by October 15th. 2022

New Business:

1. The next scheduled meeting of the Supervisors will be held on Tuesday October 18, 2022, at 6:00 p.m.
2. Salata Rezoning Request: Atty. Baranko reviewed this request with the board. A motion was made and passed to consider the request.
3. October 17th at 9:30 AM will be advertised for a work session for the 2023 budget.
4. Real Estate Transfer Taxes were received in the amount of \$5838.35.
5. We received notice and are in the middle of an Audit of our Pension Plans by the Department of the Auditor General. Thus far all is going well with the audit.
6. Notice of Tax Appeal Hearing was received for the September 20th Hearing.
7. A Direct Deposit in the amount of \$1400.00 was received for refund of Liquor License Fees.
8. There will be a free used tire recycling event on October 1st at Drums Elementary School and October 8th at Hanover Area Jr./Sr. High School. Please see the community bulletin board in the meeting room for further information.

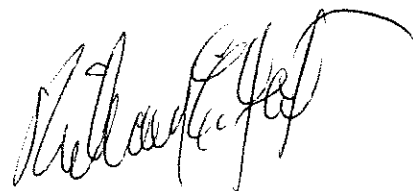
Correspondence received since the last meeting: Correspondence received since the last meeting was reviewed.

Public Comment:

Mr. William Budd addressed the Board of Supervisors regarding the condition on Cindy Drive. Chairman Weaver stated that he will have the road department look at the road to see what repairs can be made. Supervisor DiSabella asked to have the Township Office Manager follow up with the Fire Chief to see why the Sugarloaf Fire Company was not represented at a recent training session.

Adjournment: With no further business to attend to, a motion was made by Chairman Weaver, seconded by Supervisor Yost to adjourn the meeting at 7:47 PM. 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.



FINANCIAL STATEMENT

August 31, 2022

<u>GENERAL FUND</u>	\$	932,401.98
<u>STATE FUND</u>	\$	151,333.54
<u>MACHINERY FUND</u>	\$	83,428.55
<u>FIRE FUND</u>	\$	517.27
<u>PAYROLL FUND</u>	\$	9,516.51
<u>OAKHILL VILLAGE STREET LIGHT FUND</u>	\$	6,832.69
<u>DIPPLE MANOR STREET LIGHT FUND</u>	\$	2,990.96
<u>SUGARLOAF SEWER FUND</u>	\$	577,007.68
<u>PETTY CASH FUND</u>	\$	117.31
<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>	\$	8,568.41
<u>SUGARLOAF RECREATION BOARD</u>	\$	9,928.76
<u>TOMHICKEN PLAYGROUND ASSOC</u>	\$	2,680.90
<u>ARP FUNDS</u>	\$	57,090.50

Richard E. York 9/20/22