

Supervisors Meeting – December 20, 2022

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

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 November 15, 2022. A motion was made by Supervisor DiSabella, seconded by Supervisor 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.

Minutes: Chairman Weaver asked if there were any additions or corrections to the Minutes of the Special Meeting held on November 16, 2022. A motion was made by Supervisor Yost, seconded by Supervisor DiSabella, 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. 7 of 2022 regarding Salata Rezone Request: A public hearing was held at 5:40 PM on December 20th, 2022 prior to the regular meeting to hear public comment on Ordinance No. 7 of 2022 having to do with the Salata Rezoning Request. A motion was needed to proceed. A motion was made by Supervisor Yost, seconded by Supervisor DiSabella to approve ordinance No. 7 of 2022. Supervisor Yost voted yes, Supervisor DiSabella voted yes, Chairman Weaver voted no. The motion was passed. The supervisors made comment as to how difficult a decision they were faced with, and that their votes were not taken lightly. They felt that this corrective action was needed to align zoning to property line.

Bills: Supervisor Yost read the Income and Expense Report of the General Fund from November 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 November 2022. There were 119 total calls for service for the month. Magistrate fines collected for November 2022 amounted to \$999.44. One check was received in the amount of \$100.00 from Luzerne County Department of Probation Services. A check in the amount of \$1,307.52 was received for payment of State Police Fines.

Fire Company: Fire Chief Duane Hildebrand submitted the activity report for November. There were 124 calls for the month of November 2022 consisting of 87 EMS calls and 37 Fire and Rescue calls.

Road Department: The road department report for November 2022 was reviewed by Chairman Weaver.

Zoning Report:

1. The Zoning Officer reviewed the Zoning report for November 2022 which included nine (9) permits that were issued, and one (1) denied. Chairman Weaver placed the Zoning Log for November 2022 on the front table.
2. There was a zoning hearing on November 28, 2022 regarding the matter of Michael Racho. Mr. Racho's appeal was denied.
3. A motion was needed to move forward with the Petition for Curative Amendment for Sugarloaf Logistics LLC, to allow it to be sent to the County and Township Planning Commissions for consideration. A motion was made by Chairman Weaver, seconded by Supervisor DiSabella, to approve moving forward on this matter. The motion passed unanimously.

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

Sugarloaf Recreation Board (Larock Field): The recreation committee did not meet in November. The committee will reconvene in March of 2023.

The Tomhicken Playground Association: The Tomhicken Recreation Board will reconvene in April of 2023.

Planning Commission: The December Planning Commission Meeting was held December 5, 2022. The minutes have been received. The next scheduled Meeting of the Planning Commission will be Reorganization on January 3, 2023 at 7:00 PM, immediately following the Board of Supervisors Reorganization and regular meeting.

Subdivision/Lot Consolidation/Land Development:

1. **Crossroad XOX, LLC:** A request was granted by the Planning Commission for a 90-day extension for this project.
2. **Crossroads XOXO LLC:** Upon review by the Township Engineer, preliminary approval given to the applicant by the Planning Commission during the public comment portion of the November hearing is null and void as the matter was not on the agenda. Crossroads will be presented to the Planning Commission on the agenda for January for preliminary approval.
3. **State RT.93 Convenience Store and Gas Station:** As planning approval for preliminary plans for this project also took part during the public comment portion of the meeting, we have been advised that the decision is null and void by the Township Engineer and that the client must submit a written request to the Planning Commission for the Lot Consolidation to be included on the agenda for the next Planning Commission meeting. There is also the issue of the HOP submission for this project. The Planning Commission has tabled this issue pending further information being obtained. The Township Engineer has suggested that the HOP matters be separated into two submissions, one for the drainage and one for the vehicular access. The engineer is of the opinion that the Township should not accept any responsibility for the vehicular access HOP.

Old Business: Atty. Baranko on behalf of the Township sent correspondence to Atty. Shannon Crake Lapsansky to inquire regarding the status of our Deed of Dedication from the County for Mountain Drive. This Deed of Dedication and revised Intergovernmental Cooperation Agreement are needed for us to obtain our Liquid Fuels stipends for this portion of roadway. To date he has not received a response.

New Business:

1. The next scheduled meeting of the Supervisors will be held on Tuesday January 3rd immediately following Reorganization at 6:00 PM.
2. 2023 Bid and Quote Limits have been announced. Effective January 3, 2023 the minimum purchase amount that will require the advertisement for bids will increase from \$21,900.00 to \$22,500.00. In addition, the minimum purchase amount for telephone quotes will increase from \$11,800.00 to \$12,200.00.
3. Local Realty Transfer Tax Distribution for the month of November was \$5,953.50.
4. **Tax Levy for the Year 2023 (Resolution No. 28 of 2022):** Supervisor Yost read the Tax Levy for the Year 2023 which will be as follows: General Township Purposes: 2.20 mills, Machinery Fund: 0.08 mills, Fire Protection: 0.20 mills, total tax levy for 2023 is 2.48 mills or \$0.248 per \$100.00 of assessed valuation, Realty Transfer Tax: 0.5%, Earned Income Tax: 1.0%, Local Services Tax: \$52.00. Street Light Taxes will be levied as follows: Dipple Manor – \$0.42 per foot for improved land and \$0.15 per foot for unimproved land. Oakhill Village – \$0.75 per foot for improved land and \$0.15 per foot for unimproved land. A motion was made by Supervisor Yost, seconded by Supervisor DiSabella, to approve Resolution 28 of 2022 to set the Tax Levy for the year 2023 as read. The motion passed unanimously.
5. **Budget for 2023 (Resolution No. 29 of 2022):** Supervisor Yost noted that the tentative Budget was open for public inspection from November 18, 2022, to December 20, 2022. A motion was made by Supervisor Yost, seconded by Chairman Weaver, to approve Resolution No. 29 of 2022 to adopt the General Budget for the year 2023. Budgets for all funds: General Fund, State Fund, Machinery Fund, Fire Fund, Sugarloaf Sewer Fund, Dipple Manor Street Light Fund and Oakhill Village Street Light Fund are included in the 2023 Budget. The motion passed unanimously.

Correspondence:

- Communication received from Slusser Law regarding Trella/Bellagio Fields Occupancy Permit.
- The Luzerne Conservation District sent copy of a Notice of Termination Approval Letter to PPL Electric Utilities, Corporation.
- DEP Correspondence was received and forwarded to the Township SEO regarding a new OnBase Submission Tool for On-Lot Sewage Disposal System Permits.

Public Comment (Residents and Taxpayers only) 5-minute limit: There was no public comment. The Board of Supervisors and the entire municipal staff sent their wishes to everyone for a joyous Christmas and a very Happy New Year.

Adjournment: A motion to adjourn by Chairman Weaver, seconded by Supervisor Yost at 6:45 P.M.



Richard E. Yost
Secretary/Treasurer

REY/et

FINANCIAL STATEMENT

November 30, 2022

<u>GENERAL FUND</u>	\$	<u>377,782.99</u>
<u>STATE FUND</u>	\$	<u>24,607.83</u>
<u>MACHINERY FUND</u>	\$	<u>82,333.89</u>
<u>FIRE FUND</u>	\$	<u>249.19</u>
<u>PAYROLL FUND</u>	\$	<u>15,368.83</u>
<u>OAKHILL VILLAGE STREET LIGHT FUND</u>	\$	<u>6,678.24</u>
<u>DIPPLE MANOR STREET LIGHT FUND</u>	\$	<u>2,191.99</u>
<u>SUGARLOAF SEWER FUND</u>	\$	<u>595,302.12</u>
<u>PETTY CASH FUND Office</u>	\$	<u>78.93</u>
<u>PETTY CASH FUND Police</u>	\$	<u>89.09</u>
<u>LSA GRANT ACCOUNT – PHASE 1 OLD BERWICK ROAD</u>	\$	<u>0- Closed</u>
<u>LSA GRANT ACCOUNT – PHASE 111 OLD BERWICK ROAD</u>	\$	<u>0- Closed</u>
<u>MTF GRANT ACCOUNT – PHASE 111 OLD BERWICK ROAD</u>	\$	<u>8,585.22</u>
<u>SUGARLOAF RECREATION BOARD</u>	\$	<u>9,945.95</u>
<u>TOMHICKEN PLAYGROUND ASSOC</u>	\$	<u>2,685.53</u>
<u>ARP FUNDS</u>	\$	<u>27,262.49</u>

Richard E. York 12/20/2022