

**MINUTES
SUPERVISORS MEETING
April 16, 2024**

The regular meeting of the Sugarloaf Township Supervisors was held on Tuesday, April 16, 2024 at 6:30 P.M. as duly advertised in the Standard Speaker on December 15, 2023.

Attendance:

In Attendance were Chairman Joseph DiSabella, Supervisor Rick Weaver, Supervisor Richard Yost, Attorney Joseph Baranko, Tyler Kotch from Peters Consultants, Inc., Engineer John Ackerman from Twin Oaks, and Administrative Assistant Lori Webster.

Pledge of Allegiance to the Flag

Public Comment on Items on Agenda Only: There were no public comments.

Mutual Aid Agreement Sugarloaf Township / Conyngham Borough:

A public hearing was held prior to the meeting in order to take public comment on a proposed mutual aid agreement and Ordinance No. 2024-1. The Ordinance is in regard to Sugarloaf Township Luzerne County, Pennsylvania approving and adopting an intermunicipal mutual aid agreement with Conyngham Borough, Luzerne County, Pennsylvania. A motion was made by Supervisor Yost, seconded by Supervisor Weaver, to approve Ordinance No. 2024-1. The motion passed unanimously.

Minutes:

Chairman DiSabella asked if there were any additions or corrections to the Minutes of the Regular Meeting on March 19, 2024. A motion was made by Supervisor Weaver, seconded by Supervisor Yost, to approve the minutes of the meeting on March 19, 2024. The motion passed unanimously. Copies were left on the front table for public review.

Bills:

Supervisor Yost reviewed the Expenses Report of the General Fund for March 2024. A motion was made by Chairman DiSabella, seconded by Supervisor Weaver, 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.

Financial Statement:

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

Police Department:

1. Chairman DiSabella reviewed the police activity report for March 2024. There were 131 calls.
2. Magistrate fines collected for March 2024 amounted to \$1,304.42.

Fire Company:

1. Fire Chief Duane Hildebrand reviewed the report for March 2024. There were 21 Fire calls and 86 EMS calls.
2. The Fire Company will be holding a Chicken BBQ on Sunday, May 5, 2024 from 11:00am to 2:00pm. Tickets are available at the Township office.
3. Free smoke alarms are available for residents. You can pick one up at the Township office.

Road Department:

1. Supervisor Weaver reviewed the road department activity for March 2024.
2. A meeting was held with the County Manager, the County Administrator, the Board of Supervisors and the Township Office Manager to hear about county initiatives for roads in the county.
3. A BENECON Wellness Grant in the amount of \$875.00 was secured and was used to purchase a picnic table for the road department for their breaks during seasonal weather.
4. Correspondence was received from Atty. Baranko regarding research on weight restrictions on state roads.

Zoning Report:

A Zoning Report was received from Zoning Officer Henry Mleczynski. There were 9 Permits issued and none denied. There was no Zoning Hearing Board Meeting in March due to no business to discuss.

Emergency Management:

EMA Coordinator Wendy Hildebrand provided an update to the board. Members from our EMA Team, Chairman DiSabella and Township Office Manager Elizabeth Tolan and several guests took a tour of the Talen Power Plant during shutdown to better understand the facility. She is scheduling a second tour. A \$1500 Grant was received, and the money had been used for Road Closure signs and portable battery-operated lights which have been put to use already.

Sugarloaf Recreation Board:

A meeting was held in March and the minutes have been received. The township is working with the recreation board on the purchase of signage to help with the enforcement of park rules. The recreation committee has met with leadership from the local sports group and together they have drafted a list of rules for Larock Park which were presented to the Board of Supervisors for approval should they care to vote on the item. Supervisor Weaver had questions on how the rules will be enforced. Atty. Baranko said that the Board should decide on the action to be taken and stand firm with each offense. A motion was made by Supervisor Yost, seconded by Chairman DiSabella to approve the recommended rules as presented. The motion passed unanimously.

Tomhicken Recreation Board:

1. We have secured two quotes for an accessible ramp for the Tomhicken recreation building. We have attempted and been unable to secure a third. VLJ Mason Contractors quoted \$14,365.50 and John Gera General Contracting quoted \$11,900.00. A motion was made by Supervisor Weaver, seconded by Supervisor Yost, to approve John Gera to install the handicapped ramp at a price of \$11,900.00 with payment out of the general fund. The motion passed unanimously.

2. With their RISE Sugarloaf Grant funds, the Tomhicken Recreation Committee is planning to install a heating / air conditioning wall unit for their building. We are having a quote done to determine where that project will fall in regard to purchase price.

Planning Commission:

The Planning Commission met on April 1, 2024 and the minutes have been received. The next meeting will be held on May 6, 2024 at 6:00 PM.

Subdivision/Lot Consolidation/Land Development:

Laputka Minor Subdivision:

1. Plans were received and accepted by the Planning Commission as Administratively Complete, and they were presented to the Supervisors. A motion was made by Supervisor Yost, seconded by Supervisor Weaver, to accept the Plans as Administratively Complete. The motion passed unanimously.
2. A Review Letter with comments was received from the Township's Secondary Engineer Twin Oaks.

Sugarloaf Logistics, LLC:

1. The completed Sewage Facilities Planning Module Component 4A was received from Engineer Dennis Peters.
2. A letter was received from Attorney Conrad Falvello stating that they would like to withdraw the LERTA request at this time.

Crossroads XOXO, Preliminary Land Development-Building #1:

1. A Review Letter was received from Zoning Officer, Henry Mleczynski.
2. An Incompleteness Letter was received from Luzerne County Conservation District.
3. The 4th Review Letter was received from Engineer Dennis Peters with comments.
4. A request was received from Pennoni for a 180 Day Extension. The extension would then take them to October 28, 2024. The Planning Commission approved the Extension, and it was presented to the Supervisors. A motion was made by Supervisor Yost, seconded by Supervisor Weaver, to approve the 180 Day Extension. The motion passed unanimously.
5. A copy was received of the Municipal Notification of Planned Land Development for Chapter 102 Permits that Engineer Denny Peters sent to DEP.
6. Crossroads' Engineer Pennoni and James Vozar addressed the Planning Commission at their meeting on April 1, 2024 and requested consideration of Conditional Preliminary Approval for their Plans. Per the Township Engineer, Dennis Peters, there are comments yet to be addressed and approvals pending from various agencies. The Planning Commission approved the Conditional Preliminary Approval, and it was presented to the Board of Supervisors for consideration. A motion was made by Supervisor Weaver, seconded by Supervisor Yost, to approve the Conditional Preliminary Approval. The motion passed unanimously.

Crossroads XOX Lot Consolidation-Lot Line Adjustment:

1. A Review Letter was received from Zoning Officer, Henry Mleczynski with comment.
2. Final Rolled Plans were received from Pennoni. The Planning Commission approved and signed the Plans, and they were presented to the Supervisors. A motion was made by Supervisor Yost,

seconded by Supervisor Weaver, to approve the Final Plans. The motion passed unanimously. The Plans were signed after the meeting.

Sugarloaf 93, LLC Minor Subdivision (Trella):

1. Plans were received and accepted as Administratively Complete by the Planning Commission at their meeting on April 1, 2024. They were now presented to the Supervisors. A motion was made by Supervisor Yost, seconded by Chairman DiSabella, to accept the Plans as Administratively Complete. The motion passed unanimously.

SAI State Route 93 Convenience Store & Gas Station:

1. A letter was sent to LIVIC Civil from Engineer Dennis Peters on behalf of the Planning Commission in regard to concerns and requirements pertaining to the EV Charging Stations.
2. LIVIC Civil along with SAI's attorney, John Rodgers, addressed the Planning Commission at their Meeting on April 1, 2024 in regard to the EV Charging Stations. LIVIC Civil submitted revised Plans for the Planning Commission to review. They will add more parking spaces and also move the charging areas three spots away from the Route 93 entrance. SAI must also submit the proper Zoning Applications.

Old Business:

Chairman DiSabella announced that we are still in need of volunteers to help with our township clean up on Saturday April 20th, 2024. All materials needed will be provided. Anyone who wishes to volunteer should call the municipal office at 570-788-3575.

New Business:

1. The township received its 2022-2023 Liquid Fuels Audit on April 10, 2024 by the Attorney General's Office. We successfully completed the audit with no recommendations and no findings.
2. The township received a PA One Call 2023 refund in the amount of \$102.88. This will be applied as a credit to our account.

Correspondence:

1. A Disapproval Letter was received from DEP in regard to the Alternative Timeframe for Choice Cigarette 94318.
2. A letter was received from Atty. Baranko in regard to the Maylath Farm Runoff Upgrade and the Maylath Farm Penn Vest Application.

Public Comment:

1. Gerald and Marion Chunko addressed the Board of Supervisors with concerns about the continuing problem of trucks using and turning around on Mundies Road. The Supervisors will look into workable solutions.
2. Charles Cavallo addressed the Supervisors in regard to the high zoning fees for food vendor trucks. The Supervisors will discuss the situation with the Zoning Officer.

Adjournment:

A motion to adjourn was made by Supervisor Yost, seconded by Chairman DiSabella at 7:13 PM.

