SUPERVISORS MEETING
NOVEMBER 18, 2025
MINUTES

The regular meeting of the Sugarloaf Township Supervisors was held on Tuesday, November 18, 2025 at 6:30 P.M. as duly advertised in the Standard Speaker on December 26, 2024.

Attendance: In attendance were Chairman DiSabella, Supervisor Yost, Supervisor Weaver, Attorney Baranko, Zoning officer Henry Mleczynski, and Township Manager Elizabeth Tolan.

Pledge of Allegiance to the Flag

Public Comment on Items on Agenda Only:

- Lisa Logan asked questions regarding the traffic signal NPDES Traffic Signal Application submitted for an approval by Crossroads for the I81/Candlewood Tomhicken and Tomhicken/RT93 intersections.
- Dr. Sanko made comment on Supervisors receiving insurance and stated that he was not in favor of elected officials receiving this benefit at the cost of the taxpayers.
- Annie Vinatieri inquired about the decision to use a CPA firm rather than elected auditors. It was explained that the elected auditors still hold a meeting the Tuesday after reorganization each year to set the rate of pay for working supervisors. Due to the large amount of information to be audited each year, the municipality has a CPA firm do the municipal audit. Currently we are under contract with Frey and Company.

Ordinance No. 5 of 2025 Amending Chapter 13 of the Township Code of Ordinances: Ordinance No. 5 of 2025 regarding amending Chapter 13 of the Township Code of Ordinances to add a new part 5, authorizing the execution of a franchise agreement between the township and Comcast Communications Management LLC. A motion was made by Supervisor Yost, seconded by Supervisor Weaver, to approve Ordinance No. 5 of 2025 as presented. The motion passed unanimously.

Use of a CPA Firm in place of elected Auditors: A motion was needed to advertise the use of a CPA instead of elected Auditors. A motion was made by Supervisor Weaver, seconded by Supervisor Yost, to approve the advertising of the use of a CPA firm for the annual audit. The motion passed unanimously.

Minutes: Chairman DiSabella asked if there were any additions or corrections to the Minutes of the Regular Meeting on October 21, 2025. A motion was made by Supervisor Yost, seconded by Chairman DiSabella, to approve the minutes of the Regular Meeting as presented. The motion passed unanimously and it was mentioned that copies were on the front table for review.

Minutes: Chairman DiSabella asked if there were any additions or corrections to the Minutes of the Work Session held on November 12, 2025 regarding the 2026 budget. A motion was made by Supervisor Weaver, 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 review.

Bills: Supervisor Yost reviewed the Income and Expense Report of the General Fund for October 2025. 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 Supervisor Weaver, seconded by Chairman DiSabella, to dispense reading and approve the financial report. The motion passed unanimously and Supervisor Yost signed the financial report.

Police Department:
Chairman DiSabella reviewed the police activity report for October 2025. There were 131 total calls for service in October. Magistrate fines collected for October 2025 amounted to $998.00.

Fire Company:
Chief Hildebrand reviewed the report for October 2025. There were 26 Fire and Rescue, and 30 EMS calls for a total of 56 calls for service.

Road Department:
Supervisor Weaver reviewed the road department activity for October 2025.

1. Municipal Notification for Planned Land Development Chapter 102 permits for PennDOT District 4 regarding the project to replace the SR0080 Bridge (Bridges 3B and 4B) was received. Zoning officer Henry Mlceczynski has signed the municipal checklist.
2. Plans have been presented for consideration regarding the Salt Shed Runoff due to the request made by the MS4 auditors.
3. A Deed of Dedication has been received for the Broyan Family Property. While we wait for recording, Atty. Baranko is suggesting we move forward with the initial clearing of the target site. When 30 days expire, Atty. Baranko will record the Deed, anticipating no issues with Assessment. A motion was made by Supervisor Yost, seconded by Chairman DiSabella to proceed. The motion passed unanimously

Zoning Report:

1. A Zoning Report for the month of October was received from Zoning Officer Henry Mleczynski. There were 11 Permits issued and 1 denied.
2. A Zoning Hearing was held for Mr. Sandro Sorge, 162 Lakeview Trail, Sugarloaf, PA 18249 on October 27, 2025. The permit was approved for a setback.
3. The zoning officer gave an update from Attorney Crotty on the Curative Amendment.

Emergency Management:
EMA Coordinator Wendy Hildebrand provided an update to the board. There will be two drills scheduled in 2026, one on August 25th and one on November 20th.

Sugarloaf Recreation Board:
The recreation board met on November 5, 2025. The minutes have been received. They reviewed the Plans for the new concession stand and made a number of changes, all simplifying the process.

Tomhicken Recreation Board: There was no meeting for the Tomhicken Recreation Board. Supervisor Yost will speak to Mr. Klesh regarding flushing and winterizing the lines.

Planning Commission: The Planning Commission met on October 6, 2025 and the minutes have been received.

Subdivision/Lot Consolidation/Land Development:

Crossroads XOXO LLC:
1. The approved NPDES Permit was received from PA DEP.

Crossroad XOX:
1. An Application for Traffic Signal Approval with PennDOT was received from Mr. James Vozar. The Application was reviewed by Peters Consultants and deemed acceptable. The Application is for upgrades with new signalization and timing. The Planning Commission approved the Application and Signal Plans, and they were presented to the Supervisors.
A motion was made by Chairman DiSabella, seconded by Supervisor Yost, to approve the submission of the Application and Signal Plans. The motion passed unanimously.

Greystone Storage of Sugarloaf, LLC Land Development:
1. Revised Plans were received along with a response letter in regard to needed changes.
1. A Request Letter for a 90 Day Extension was received from Engineer, Milnes Engineering. Greystone's current time frame will expire on December 1, 2025. The new Extension will then expire on March 1, 2026. The Planning Commission approved the Extension, and it was presented to the Supervisors. A motion was made by Supervisor Weaver, seconded by Supervisor Yost, to approve the 90 Day Extension. The motion passed unanimously.

Correspondence:
1. A "Sugarloaf Township Notification of Planned Land Development for Chapter 102 and 105 Permit" was received from PennDOT in regard to the SR 80 over SR 93 Bridge Replacement Project.
2. A letter of notification was received from Ms. Jennifer Pecora, Supervisor elect, stating that in accordance with the PA Second Class Code Article VI, Section 606.7c 1, she is informing the municipality that she is requesting health insurance for herself and her family effective January 1, 2026. A motion was made by Chairman DiSabella, seconded by Supervisor Yost, to table the matter. The motion passed unanimously.

New Business:
1. Website Upgrades to include Accessibility Features: Township Manager Elizabeth Tolan and Supervisor Rick Weaver had a conference call with Mr. David Hall regarding a quote for switching our website to an accessible platform. His company, CivicPlus, is approved by PSATS. The upgrades also include a resident portal where residents can receive notifications when minutes or new information are loaded up to the website. There is a feature where residents can set up what notification, if any, they would like to receive. We are required to have our website fully accessible by 2027. The initial fee for reconfiguring our website would be $6,514.00 with a reoccurring yearly fee of $4,664.00.

2. A Review Letter and approval were received from Engineer Peters Consultants in regard to a Stormwater Management Permit Application for Brooke Gerhart, 115 Barnhart Lane, Sugarloaf, PA 18249. Mr. Gerhart is proposing to construct a new home and driveway. The Stormwater Application was approved by the Planning Commission on November 3, 2025 and was presented to the Supervisors for review and approval.
   A motion was made by Supervisor Yost, seconded by Supervisor Weaver, to approve the Stormwater Application. The motion passed unanimously.
3. Local realty transfer tax for the period of October 2025 was $21,653.91.
4. There is a listing of area food banks with locations and phone numbers on the community board if you need food.

Old Business:

1. Atty. Baranko sent correspondence to Scott Novatnak at the DEP regarding Attorney Glassberg's DEP Form Resolution for plan revisions. This matter is now resolved to the satisfaction of the DEP and Attorney Glassberg.

Public Comment:

- Phillip Shiner noted that the Township Manager was on the poll floor after the polls were closed and did not have a watchers certificate.
- Annie Vinatieri mentioned that she would be making a complaint to the Board of Elections regarding the Township Manager being on the poll floor after the polls closed and also that the Township Manager would not allow her and other watchers on the floor until the totals were completed.
- A member of the audience commented that it was the responsibility of the Judge of Elections to ask the Township Manager to leave the floor.
- Andrew Sanko made a comment about Robert Rules of Order. He also suggested that there was a conflict with Attorney Slusser and Chairman DiSabella and called for Chairman DiSabella's resignation.
- Carol Matz noted that she was against supervisors receiving township paid health insurance.
- John Zola spoke about the benefits of renewal energy and also inquired about the cost of municipal health insurance.

Adjournment: A motion to adjourn was made by Supervisor Yost, seconded by Supervisor Weaver, at 7:50 P.M. The motion passed unanimously.

It was noted that all reports or correspondence mentioned during the meeting could be reviewed on the front table.

November 18, 2025

Attorney Crotty status update regarding the LBT Curative Amendment challenge.

We have traded feedback between our office and counsel for LBT as to the Curative Amendment Ordinance provisions. They have agreed to many of our provisions/protections, while others we remain committed to pursuing. Certain aspects of the draft parameters/ordinance provisions are in flux as to LBT, with the applicant/developer noting that they are refining their plans. Our next step is a meeting with the applicant/developer to better understand their current draft plans (including how that addresses our concerns; any challenges it may raise; and ensuring protections to mitigate any impacts associated with the use). Seeing those current plans may guide us as to our next steps and the provisions of the curative amendment ordinance we continue to promote.

On the Court action, we had an administrative conference with the Court in late October. It is anticipated that that matter will remain pending while we explore working through the draft ordinance provisions.

FINANCIAL STATEMENT

October 2025

GENERAL FUND	$	443,836.79
STATE FUND	$	144,244.88
MACHINERY FUND	$	160,799.31
FIRE FUND	$	6,322.73
PAYROLL FUND	$	7,850.82
OAKHILL VILLAGE STREET LIGHT FUND	$	6,874.36
DIPPLE MANOR STREET LIGHT FUND	$	1,434.64
SUGARLOAF SEWER FUND	$	788,874.97
PETTY CASH FUND Office	$	140.00
PETTY CASH FUND Police	$	45.00
SUGARLOAF RECREATION BOARD	$	10,242.60
TOMHICKEN PLAYGROUND ASSOC	$	2,971.88
ARP FUNDS	$	0
FIRE ESCROW ACCOUNT CABANA LN (HOLDING ACCOUNT)	$	44,602.21
SINKING FUND CSJMA OBLIGATION	$	22,093.38
SEWER ESCROW ACCOUNT (HOLDING ACCOUNT)	$	5,000.00
FIRE INSURANCE ESCROW ACCOUNT (DENNIS FIELDS	$	8,442.00
FIRE ESCROW 41 W. COUNTY ROAD	$	5,480.00
CSJMA DRAW ESCROW	$	78,659.00

NOTE: HOLDING, SINKING AND ESCROW ACCOUNT TOTALS ARE FOR REPORTING PURPOSES ONLY. THEY ARE NOT CONSIDERED INCOME AND ARE NOT AVAILABLE FOR EXPENDITURES.

Richard E. Yost 11/18/25