

**LACKAWAXEN TOWNSHIP BOARD OF SUPERVISORS**

**MINUTES: January 23, 2023**

**Conditional Use Hearing: For Pete's Sake Cancer Respite Foundation**

Conditional Use Hearing was held on Monday, January 23<sup>rd</sup> at 6:00pm Hearing was held at the Township Municipal Bldg, 169 Urban Rd, Hawley.

Present (3) Supervisors: Shook, Beisel & Mancino, Solicitor Thomas Farley, Assistant Treasurer Cathy Wargo & Denise Steuhl Secretary, several township residents.

Present for Applicants: Attorney Doug Jacobs, Mitch Jacobs, Engineer, Joseph Horan Architect, Marcella Schankweiler CEO & Founder of Pete's Sake Respite & Robert Kiesendahl.

Adjacent proprietary owners Tami L Ford, 115 Blue Eddy Rd, Hawley & Frank Moser, 129 Blue Eddy Rd, Hawley.

For Pete's Sake – non-profit entity named after Marcella Schankweiler first husband, Pete Fasso, who died from cancer at an early age. Mr. Fasso, vision was one day to be able to give the gift of respite to other young adults and their families. Since 2000 the Respite Foundation has help over 10,000 families

A 20 single bedroom self-containing facility with therapeutic benefits. Guests of the facility will have access to Woodloch Pines amenities. The building's design will be in the overall spirit of Woodloch Pines Resort.

Woodloch Pines will be providing day-to-day service operations, food, housekeeping, etc. For Pete's Sake will purchase the property & building and Woodloch will service it.

The entrance to the Foundation will be accessed through Woodloch Dr, off RT 590, with a deeded right of way at the time of closing. There will be no utilities off Blue Eddy Rd and onsite sewage. Upon approval of the Conditional Use Application the next step would be a Land Development application along with all requirements necessary from state, local & federal government.

Motion by Beisel second by Mancino to adjourn Conditional Use Hearing at 6:57pm All in Favor Motion Carried.

## **LACKAWAXEN TOWNSHIP ANNUAL REORGANIZATION MINUTES**

**Tuesday, January 3, 2023 9:00am**

The annual reorganization of the Lackawaxen Township BOS was held on Tuesday, January 4<sup>th</sup> at 9:00am Meeting was held at Municipal Bldg, 169 Urban Rd Hawley.

Present: Chairman Jeffrey A Shook, Vice Chair, John Beisel & Supervisor Michael Mancino also present Solicitor Thomas Farley, Assistant treasurer Cathy Wargo Secretary Denise Steuhl, Building & Zoning Official Rich Tussel & James Johanson & Roger Jackson

**Call to Order: 9:05am**

**Pledge Allegiance**

**Public Comment**

All of the following appointments will serve at the pleasure of the Lackawaxen Township Board of Supervisors

Motion by Mancino second by Beisel to appoint: Jeffrey A Shook as Chairman Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Mancino second by Shook to appoint: John Beisel as Vice Chair Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Thomas F Farley as Township Solicitor at a rate of \$150.00 per hour Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Stacey Beecher as Township Alt Solicitor at a rate of \$150.00per hour Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Denise Steuhl as Township Secretary at a rate of \$100.00 per month per meeting Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Jeffrey A Shook as Township Treasurer Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Cathy Wargo as Assistant Treasurer at a rate of \$100.00 per month per meeting Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Bernard (Jay) Knapp, Jr as Road Master Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Michael B Mancino as public liaison to Agricultural Security Area Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Michael B Mancino as Right to Know Officer Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Denise L Steuhl as assistant Right to Know Officer Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to set BOS Workshop Discussion, 3<sup>rd</sup> Monday of the Month at 6:30pm Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to set BOS regular meeting 3<sup>rd</sup> Monday of the month at 7:00pm  
Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Rich Tussel as Residential Township Building Inspector  
Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Todd Kilkus as alternate Building Inspector Discussion  
Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Todd Kilkus & Rich Tussel as Commercial Building  
Inspector Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Bob Bates as Township Alternate Commercial Building  
Inspector Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Rich Tussel & Tod Kilkus as Building Code Official  
Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Ron Tussel as Sewage Enforcement Officer Discussion  
Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Will Whitehead as Alternate Sewage Enforcement  
Officer Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion to appoint Rich Tussel as 2<sup>nd</sup> Alternate Sewage Officer  
Motion to strike the motion to appoint Rich Tussel as 2<sup>nd</sup> alternate Sewage Officer Discussion All in Favor  
Motion Carried

Motion by Beisel second by Mancino to appoint: Ron Tussel as Zoning & Code Enforcement Officer  
Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Denise Steuhl as Alternate Zoning & Code Officer  
Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to set Building, Zoning & Sewage Department Hours by  
appointment only Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion  
Carried

Motion by Beisel second by Mancino to set Township Office Hours 7:00am-3:00pm Monday – Friday  
Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Kathy Hummel as Zoning Hearing Board Chairperson  
Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Leatrice Anderson as Solicitor to Zoning Hearing Board  
at a rate of \$150.00 per hour Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in  
Favor Motion Carried

Motion by Beisel second by Mancino to set Planning Board Meeting 1<sup>st</sup> Wednesday of the month at  
6:00pm Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Mancino to appoint: Ralph Graf as Secretary to the Planning Board at a rate  
of \$100.00 per meeting Discussion, Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor  
Motion Carried

Motion by Beisel second by Mancino to appoint: Thomas F Farley Solicitor to the Planning Board at a  
rate of \$150.00per hour Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor  
Motion Carried

Motion by Beisel second by Shook to appoint: Kiley Associates as Primary Township Engineer Discussion  
Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

Motion by Beisel second by Shook to appoint: Construct Engineering, Gene Ruzanski, as Township  
Alternate Engineer Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion  
Carried

Motion by Beisel second by Shook to appoint: Farr Engineer as 2<sup>nd</sup> Alt Township Engineer Discussion  
Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

**Motion by Beisel second by Shook to appoint: John McKay to Supervisors Vacancy Board Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Shook to appoint: John McKay as Township Historian Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Shook to set: Starting Laborers Wage at \$12.50per hr. for work done as director by the BOS and/or Township Road Master or determined by the Board of Auditors Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Employees' wages:**

**Motion by Mancino second by Shook, to maintain Linda Graham, cleaning Municipal Bldg. at the rate of \$90.00 a week Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to maintain Linda Graham, cleaning Veterans Memorial Park, at the rate of \$50.00 per week Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Mancino second by Beisel to maintain Linda Graham, cleaning scheduled events at Veterans Memorial Park, at the rate of \$90.00 per event Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Mancino second by Beisel to increase Denise Steuhl, wages from \$24.52 to \$25.00 per hour Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to pay Cathy Wargo at the rate of \$25.00 per hour Discussion Voting Aye Shook, Beisel & Mancino, Voting Nay None All in Favor Motion Carried**

**Motion by Mancino second by Beisel to increase Rich Tussel, salary wage from \$31.91 to \$33.00 Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Mancino second by Beisel to pay Rich Tussel, \$29.58 per hour as needed for snow plowing Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Mancino second by Beisel to increase Patrick Beiter, wages form \$14.72 to \$17.00 per hour Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Mancino second by Beisel to maintain Patrick Beiter, at a rate of \$20.00 per hour after a 40hr week for Mowing Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to increase Iareton Rozanski, wages from \$19.67 to \$22.00 per hour Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to increase Bernard (Jay) Knapp, Jr wages from \$24.16 to \$26.00 per hour Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Mancino second by Beisel to table wage for Supervisor John Beisel Discussion Voting Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to maintain Secretary BOS Meetings at \$100.00 per meeting Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to maintain Treasurers BOS meetings at \$100.00 per meeting Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to set Alternate SEO, same rate as Ron Tussel, Township SEO Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Mancino second by Beisel to set Supervisors quarterly pay base on population to \$2500.00 per quarter Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to maintain Township Real Estate Tax at 8.25mils Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to maintain Lackawaxen EMS at 2.5mils Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to maintain Fire Tax at 3.00mils Discussion Voting Aye Shook & Beisel Voting Nay Mancino Motion Carried**

**Motion by Beisel second by Mancino to retain: Tri-County Independent, Honesdale, PA as the official newspaper for publishing Township public notices Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to retain: The Scranton Times as Alternate newspaper for publishing Township public notices Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to appoint: Jeffrey A Shook as voting Delegate to PSATS Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to permit: Supervisors, Staff and Key Personnel as Identified by the BOS to attend educational training, seminars and conventions with proper reimbursement for travel, lodging expenses, and meals will be reimbursed at \$35.00 per day maximum as approved by BOS, Employees will be entitled to their regular daily pay when they are in attendance Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to appoint: Doug Case as Delegate to UDC Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to appoint: Univest Municipal Pension Services as the consulting group for the Township Pension Plan Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to appoint: Tim Knapp, Jr as Township Emergency Management Coordinator Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to set: Mileage reimbursement at \$65.5 per mile when using personal vehicle for Township Business Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to name: Honesdale National Bank, Lackawaxen & Lake Region Dime Bank, Welwood Ave Hawley Branch as the Township depositories for general checking and saving purposes Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to appoint: Bernard (Jay) Knapp, Jr as delegate to the Road Task Force Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to appoint: laerton Rozanski as alt to Road Task Force Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to allow all Non-Working Supervisors to receive Health Care Benefits for themselves and eligible family members Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino approving: Michael B Mancino, Jeffrey A Shook and John Beisel as signatories on all Township Bank Accounts as well as any other Township Finical Instruments determined necessary by the BOS Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to maintain a two (2) signature requirement on check signing Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to allow: Cathy Wargo & Denise Steuhl access to all Banking and Financial Institutions Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Motion by Beisel second by Mancino to appoint: Jeffrey A Shook to Lackawaxen EMS Board Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried**

**Public Comment**

**Adjourn: Motion by Beisel second by Mancino to adjourn meeting at 9:43am All in Favor Motion Carried**

## **LACKAWAXEN TOWNSHIP BOARD OF SUPERVISORS**

**MNINUTES: January 23, 2023**

The monthly meeting of Lackawaxen Township BOS was held on Monday, January 23, 2023, at the Township Municipal Bldg., 169 Urban Rd Hawley. Present Jeffrey A Shook, Chairman, Vice-chair John Beisel & Supervisor Michael Mancino. Also, present Solicitor Thomas Farley, Assistant Treasurer Cathy Wargo, & Denise Steuhl, Secretary.

### **Workshop Discussion 7:07pm**

Correspondence from Attorney Anthony Waldron regarding the rail to trails feasible study, due to public opposition and lack of support from the Lackawaxen Township, it is not feasible to implement any trails along the River in Pike County

Updating Building & Zoning Fee Schedule (copy of changes attached)

Zoning Hearing Board interviewed Doug Clouse, Roger Jacobsen, Corey Neenan, Fran James Richard Viapiano, (unavailability) to fill a board vacancy.

Changes to Ordinance 111 Fire Department Mandate Minimum Training Requirements, minor changes recommended by Solicitor Farley for Cathy to make changes. Changes to be advertised and public hearing date set for April 17<sup>th</sup> meeting.

Changes to Ordinance 71 Fire Protection adding a section to the ordinance, changes to be made by Solicitor Farley. Changes to be advertise and public hearing date set for April 17<sup>th</sup> meeting

Changes to Resolution 2022-05 Lackawaxen Township Fire Commission, a Board with one chief from each of the Fire Depts, 3 supervisor Cathy Wargo secretary allowing the Assistant Chief to vote in the absence of Chief also adding Supervisor from the Ambulance removing one supervisor (keeping as an alternate) without changing the number of the board quorum.

Motion by Beisel second by Mancino to adjourn the workshop discussion at 7:20pm All in Favor Motion Carried

### **Regular Monthly Meeting: 7:20pm**

Pledge of Allegiance

Invocation

Public Comment on Agenda Item None

Motion by Beisel second by Mancino approving minutes from December 19, 2022, meeting All in Favor Motion Carried

Motion by Beisel seconded by Mancino approving minutes of the Reorganization Meeting dated January 3, 2023, All in Favor Motion Carried

Motion by Beisel second by Mancino approving Treasurers Report subject to audit All in Favor Motion Carried

Motion by Beisel second by Mancino approving bills in the amount of \$57,067.88 to be paid from the General Fund All in Favor Motion Carried

### **Old Businesses**

#### **New Business**

Motion by Beisel and seconded by Mancino approving Conditional Use Application for Pete's Sake Cancer Respite Foundation as recommended by Solicitor Farley. A proposed hotel containing 20 single bedroom units – separate dining facility with approximately 80 seats – will also include indoor & outdoor

recreational facilities, covered patio water features, hiking trails, labyrinth, yoga room, art room, chapel, indoor& outdoor pool, hot tub, music room, lounges & family game room (attached 1 – 22 permitted conditional uses) 2 extra conditions added to attachment: NO ACCESS FROM BLUE EDDY RD & CONDITIONAL USE SHALL TERMINATE 3 YEARS FROM JANUARY 23,2023 IF NO ESTABLISHMENT OF CONSTRUCTIVE ACTIVITY Discussion Voting Aye Shook, Beisel & Mancino All in Favor Motion Carried  
Motion by Beisel second by Mancino approving new Zoning & Building Fee Schedule Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried  
Motion by Beisel second by Mancino approving and signing Resolution 2023-01 Disposition of Specific Records Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried  
Motion by Beisel second by Mancino approving and signing Resolution 2023-02 requesting funds through DCED, Greenways, Trails, and Recreation Program in the amount of \$250,000.00 Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried  
Motion by Beisel second by Mancino approving and signing commitment letter to DCED for Lackawaxen Township Veteran’s Memorial Park, improvements in the amount of \$196,027.50 Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried  
Motion by Beisel second by Mancino to advertise a Conditional Use Hearing for Clouse Construction, to construct a single-family home in Delaware River Corridor, for Monday, January 27<sup>th</sup> at 6.00pm Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried  
Motion by Beisel second by Mancino to appoint Francis James to the Zoning Hearing Board Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried  
Motion by Beisel second by Mancino to appoint Pete Vargo to the Building Code of Appeals Board Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried  
Motion by Beisel second by Mancino to donate \$500.00 to Wayne/Pike Farm Bureau’s Scholarship Fund Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried  
Motion by Beisel second by Mancino approving Forest Vol Fire Dept 34-member stipend @250.00 in the amount of \$8,500.00 Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried  
Motion by Beisel second by Mancino approving Central Vol Fire Dept 21-member stipend @ \$250.00 in the amount of \$5,250.00 Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried  
Motion by Beisel second by Mancino to advertise Tree Trimming Bid for Blue Eddy Road to Rt 590, bids to be opened at next BOS meeting January 27<sup>th</sup> Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried  
Motion by Beisel second by Mancino to advertise February’s BOS meeting rescheduled to February 27<sup>th</sup>. Discussion Voting Aye Shook, Beisel & Mancino Voting Nay None All in Favor Motion Carried

**Public Comment:**

Motion by Beisel second by Mancino to adjourn meeting at 7:38pm All in Favor Motion Carried