

**POCONO TOWNSHIP BOARD OF COMMISSIONERS**  
**REGULAR MEETING MINUTES**  
**APRIL 17, 2017 6:00 PM**

The Regular Meeting of the Pocono Township Commissioners was held on 04/17/2017 at the Pocono Township Municipal Building, Tannersville, PA and was opened by President Harold Werkheiser at 6:00 PM, followed by the Pledge of Allegiance.

**ROLL CALL:** Ellen Gndt, present; Bob DeYoung, present; Harold Werkheiser, present; Jerry Lastowski, present; and Judi Coover, present.

Leo DeVito, Broughal & DeVito, Solicitor; Jon Tresslar, Township Engineer, Boucher & James, Inc.; Charles Vogt, Township Manager; and Christine Brodsky, Township Administrator, were present.

**PUBLIC COMMENTS:** None

**ANNOUNCEMENTS/MOTIONS:**

Harold Werkheiser made a motion, seconded by Ellen Gndt, to accept the April 3, 2017 meeting minutes.

ALL IN FAVOR

**MOTION CARRIED**

Judi Coover made a motion, seconded by Jerry Lastowski, to accept the April 11, 2017 work session meeting minutes.

EG Yes; RD Yes; HW Abstained; JL Yes; JC Yes

**MOTION CARRIED**

Ellen Gndt made a motion, seconded by Jerry Lastowski, to accept the April 13, 2017 work session meeting minutes.

EG Yes; RD Yes; HW Abstained; JL Yes; JC Yes

**MOTION CARRIED**

Jerry Lastowski made a motion, seconded by Judi Coover, to approve the bills and transfers dated April 17, 2017 on condition Judi's sticky notes get answered.

ALL IN FAVOR

**MOTION CARRIED**

Ellen Gndt made a motion, seconded by Judi Coover, to ratify the check list for the current period dated April 17, 2017. Ellen Gndt noted hours are owed to Gina and should be included on next pay period.

ALL IN FAVOR

**MOTION CARRIED**

Ellen Gndt made a motion, seconded by Jerry Lastowski, to ratify the check list for Pay Period 6 dated April 17, 2017.

**ALL IN FAVOR  
MOTION CARRIED**

**COMMISSIONER'S COMMENTS:**

Bob DeYoung, none.

Jerry Lastowski questioned whether audio/visual is ready for tomorrow's meeting. Discussion followed.

Judi Coover questioned whether we would receive the 5% Workers Comp Insurance discount. Charlie Vogt working on it for 2018 renewal. Discussion followed.

Judi Coover questioned hiring seasonal park employees with Pat and Dean's roles. Discussion followed.

Judi Coover questioned the 4/30/17 deadline for the Dirt, Gravel & Low Volume Road Grant program, whether it would be passed by the next meeting, and whether a motion was necessary to apply for that grant. Discussion followed.

Judi Coover made a motion, seconded by Jerry Lastowski, for us to apply for grant money under the Dirt, Gravel & Low Volume Road Program by the deadline of 4/30/17.

**ALL IN FAVOR  
MOTION CARRIED**

Discussion followed on Dirt, Gravel & Low Volume Road Grant program.

Judi Coover made a motion, seconded by Ellen Gndt, to authorize Township Manager, Charles Vogt, to sign the application for the Dirt, Gravel & Low Volume Road Grant, and the ability to sign any other related documents associated with the Grant.

**ALL IN FAVOR  
MOTION CARRIED**

Zoning and regulatory training seminar in May was discussed and approved.

Judi Coover questioned the EDU billing based on de minimis usage. Discussion followed. Workshop meeting discussing de minimis usage scheduled for Thursday, April 20, 2017 at 9:00 a.m.

**COMMISSIONER'S COMMENTS CONT'D:**

Judi Coover indicated Mrs. Tripus resigned as Recording Secretary. Position needs appointing. It was indicated resignation was for Recording Secretary. Discussion followed.

Ellen Gndt made a motion, seconded by Judy Coover, to engage an actuary to verify if employee pension calculations for prior years are correct, and to make any adjustments necessary for prior years to date, in accordance with our consultation with Attorney Thomas Heimbach.

EG Yes; RD No; HW Yes; JL Yes; JC Yes

**MOTION CARRIED**

**REPORTS:**

Police Chief, Kent Werkheiser, was authorized to purchase two new vehicles.

Police Officer Aaron Anglemyer, and the Pocono Township Police Department, received accolades from the General Manager of the Crossings for the exceptional way a Crossings incident was handled.

**CIVIL SERVICE COMMISSION:**

A conditional offer was made to an alternate applicant. Process of testing will begin.

DCED recommendations for command staff promotions that were written into yearly budget were discussed.

**ADMINISTRATION:**

Ellen Gndt made a motion, seconded by Bob DeYoung, to grant an extension of six (6) months for Jimmy Schlier Motorcycle Dealership for the satisfaction of the conditions contained in Resolution 2016-27.

ALL IN FAVOR

**MOTION CARRIED**

Highmark Health Reimbursement Account for police was discussed.

Jerry Lastowski made a motion, seconded by Bob DeYoung, to engage Highmark to administer the Health Reimbursement Account for the Police Health Care Plan.

ALL IN FAVOR

**MOTION CARRIED**

**ADMINISTRATION – CONT'D.**

Judi Coover indicated the Arbitration Award for the police department was 2.25% for 2016 and 3% for 2017. These increases should to be paid out to the policemen for all types of pay. The checks would be separate for 2016 and 2017 as they are different percentages. Discussion followed.

**EMERGENCY MANAGEMENT COORDINATOR POSITION:**

Judi Coover made a motion, seconded by Ellen Gndt, to rescind the designation of Charles Vogt as Emergency Management Coordinator.

ALL IN FAVOR  
**MOTION CARRIED**

Judi Coover made a motion, second by Jerry Lastowski, to reaffirm Tom Kresge as Emergency Management Coordinator.

ALL IN FAVOR  
**MOTION CARRIED**

**PUBLIC WORKS REPORTS:**

Attorney Marc Wolfe spoke of the Plaza 611 project. Discussion followed.

Charlie Vogt gave an update on the Camp Lindenmere Route 715 Detour.

**TOWNSHIP SOLICITOR REPORT:**

Ellen Gndt made a motion, seconded by Judi Coover, to contract for spraying gypsy moths at Mountain View Park on the following conditions: Notify adjoining residents when spraying will occur, and having said dates posted on the website.

ALL IN FAVOR  
**MOTION CARRIED**

The Summit Health request for agreement to start construction before receipt of HOP from PADOT was discussed and tabled.

**TOWNSHIP ENGINEER REPORT:**

Jerry Lastowski made a motion, seconded by Judi Coover, to grant an extension of six (6) months for Trap Enterprises for the satisfaction of the conditions contained in Resolution 2014-29.

ALL IN FAVOR  
**MOTION CARRIED**

Sewer Redesign and Air Valve Replacement, Jon Tressler gave update. Discussion followed.

Route 611 Sewer Line Relocation Work starting in two weeks.

**PUBLIC COMMENT:**

None.

**ADJORNMENT:**

Judi Coover made a motion, seconded by Ellen Ghandt, to adjourn the meeting into Executive Session at 8:35 p.m.

ALL IN FAVOR  
**MOTION CARRIED**

*A recording of the entire meeting will be kept on file at the Township indefinitely and will be made available to anyone who may wish to obtain the verbatim meeting.*

Acting Recording Secretary Christine Brodsky