

Pocono Township Board of Commissioners
Meeting Minutes
August 7, 2017 6:00pm

President Werkheiser called the meeting to order at 6:00pm with the Pledge of Allegiance.

Roll call:

President Werkheiser – Present
Vice-President DeYoung – Present
Commissioner Lastowski – Present
Commissioner Coover – Present
Commissioner Gmandt – Present

Professional Staff –
Attorney Leo Devito – present
Jon Tresslar – Engineer - present

Announcements:

August 8, 2017 Informational Meetings –De Minimis Use 9am & 6:30pm
August 15, 2017 – Brookdale Conditional Use Hearing – 6pm – St. Luke’s
Executive Session – August 3, 2017 – litigation and personnel
MS-4 Hearing – August 21, 2017
Executive Session – August 7, 2017 – 5:40pm – Litigation

Motion by Commissioner Coover, seconded by Commissioner Gmandt to suspend the regular meeting and begin the public hearing on Ordinance 2017-04, BCRA 2nd Amendment to ICA at 6:02pm.

All in favor
Motion Carried

Hearing closed at 6:08pm.

Motion by Commissioner Coover, seconded by Commissioner Gmandt to approve Ordinance 2017- 04, BCRA – 2nd Supplement to BCRA ICA Agreement.

All in favor
Motion Carried

Public Comments on matters not on the agenda.

Chris Ortolon asked if he could receive a copy of the hearing minutes from the STR public hearing. He was advised that he would need to purchase a copy of the transcript. He also asked what steps are being taken to enact the ordinance. Maxine Turbolski asked if Commissioners spoke to Paradise Township about how they communicated their STR Ordinance.

Motion by Commissioner Coover, seconded by Commissioner Gndt to accept the July 17th regular meeting minutes.

All in favor
Motion Carried

Motion by Commissioner Gndt, seconded by Commissioner DeYoung to accept the July 20th special meeting minutes.

EG-Yes, RD-Yes, HW-Abstain, JL- Yes, JC-Yes
Motion Carried

Motion by Commissioner Lastowski, seconded by Commissioner Gndt to accept the July 20th workshop minutes.

EG-Yes, RD-Yes, HW-Abstain, JL- Yes, JC-Yes
Motion Carried

Motion by Commissioner Gndt, seconded by Commissioner Coover to ratify the check list for the current period dated August 7, 2017.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Gndt to amend the bills list dated August 7, 2017 by withdrawing the bill for Gotta-Go-Potties.

EG-Yes, RD-Yes, HW-Yes, JL-Abstain, JC-Yes
Motion Carried

Motion by Commissioner Gndt, seconded by Commissioner Coover to approve the bills and transfers dated August 7, 2017 as amended.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Gndt to approve Resolution 2017-39 for Appropriations dated August 7th, 2017.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Gndt to approve Resolution 2017-37 appointing Donna M. Asure as Township Secretary effective August 8th, 2017.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Lastowski to approve Resolution 2017-38 appointing Pam Tripus as Assistance Township Secretary effective August 8th, 2017.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Gnandt to authorize the manager to execute the MOU with MCTI for police services for this coming school term.

All in favor
Motion Carried

Motion by Commissioner Gnandt, seconded by Commissioner Coover to change all non-union personnel to the high deductible healthcare plan with Benecon Plan effective October 1, 2017.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Gnandt to approve Resolution 2017-36, authorizing the township manager to secure a bond for her position in the amount of \$1,000,000.00 for a cost of \$1,786.00 per year.

All in favor
Motion Carried

Motion by Commissioner Gnandt, seconded by Commissioner Lastowski to approve Christine Brodsky as part time of not more than 32 hours per week until December 31, 2017.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Lastowski to approve an extension of our agreement with PMS for Pat Briegel for DPW Consultant until September 5, 2017.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Lastowski to authorize the manager and any interested commissioner attend procurement training September 6-7, 2017, actual costs to be paid by the Township.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Lastowski to table action for road materials. Under discussion the Solicitor will research whether a bid may be awarded to both bidders.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Gnandt to authorize the manager to seek bids for various road treatments.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Lastowski to ratify the increase in contract with Keystone Consulting for the pinch valve purchase to \$116, 370.00.
All in favor
Motion Carried

Motion by Commissioner DeYoung, seconded by Commissioner Lastowski to authorize the Solicitor to prepare the documents to extinguish the existing Sanofi Sanitary Sewer Easement, with no further action until the engineer is satisfied.
All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner DeYoung to allow the substitution of the Letter of Credit, from PNC to First National Bank of Pennsylvania for Jimmy Schlier.
All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Gndt to approve Resolution No. 2017 - 30 approving our records retention policy.
All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner DeYoung to approve Resolution No. 2017 -31 authorizing the destruction of the identified records pursuant to our records retention policy as attached to resolution in Amendment D.
All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Gndt to approve Resolution No. 2017 – 32, the Job Description for the Administrative Assistant position.
All in favor
Motion Carried

Motion by Commissioner Gndt, seconded by Commissioner DeYoung to approve Resolution No. 2017 - 33 the Job Description for the Assistance Secretary/Accounts Payable position.
All in favor
Motion Carried

Motion by Commissioner Gndt, seconded by Commissioner Lastowski to approve Resolution No. 2017 - 34 the job description for the Township Treasurer position.
All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Lastowski to approve Resolution No. 2017 – 35, the job description for Receptionist/Administrative Assistant-Zoning and Permits position.

All in favor
Motion Carried

Public Comment

Maxine Turbolski asked if a Road Crew chief had been hired. She was told we have a DPW Consultant.

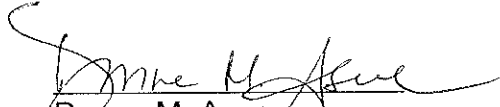
Robert Demarest thanked the Board of Commissioners for acting as a unit and getting things done.

There was no need for an executive session.

Motion by Commissioner Coover, seconded by Commissioner Gmandt to adjourn the meeting at 8:18pm.

All in favor
Motion Carried

Submitted by:


Donna M.ASURE
Township Secretary