

POCONO TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

FEBRUARY 21st, 2017 6:00 P.M.

The Regular meeting of the Pocono Township Commissioners was held on 02/21/2017 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Harold Werkheiser at 6:00 p.m., 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, Solicitor, Broughal & DeVito; Jon Tresslar, Township Engineer, Boucher & James, Inc.; Charles Vogt, Township Manager; and Pamela Tripus, Township Secretary, were present.

ANNOUNCEMENT:

- 1) An executive session was held on February 11th, 2017 to discuss personnel matters.
- 2) An executive session was held on February 16th, 2017 to discuss personnel matters.

PUBLIC COMMENTS:

Monica Gerrity, Twp. resident, spoke concerning roadside cleanups.

Diane Zwiefel, Twp. resident, spoke concerning the Township road crew cleaning roads.

Ed Sarubbi, Twp. resident, spoke concerning the Brookdale Treatment center.

Maxine Trubolski, Twp. resident, thanked the Road Crew for keeping the roadways clean during the recent ice storm, time clocks, and acknowledged Bill Below for cleaning trash along Brookdale Road.

MINUTES:

E. Gndt made a motion, seconded by J. Coover, to approve the regular meeting minutes of 02/06/2017. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, abstained; J. Lastowski, yes; and J. Coover, yes. Motion carried.

J. Lastowski made a motion, seconded by J. Coover, to approve the work session minutes of February 16th, 2017. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, abstained; J. Lastowski, yes; and J. Coover, yes. Motion carried.

BILLS AND TRANSFERS:

J. Lastowski made a motion, seconded by J. Coover, to approve the check and transfer list dated 02/21/2017 subject to the correction of coding for Check #202. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

J. Lastowski made a motion, seconded by B. DeYoung, to approve the Ratification list dated 02/21/2017. E. Gndt moved to table. Discussion followed. Roll call vote: E. Gndt, no; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, no. Motion carried.

REPORT OF THE PRESIDENT: None

REPORT OF THE COMMISSIONERS:

Bob DeYoung, Vice President, none.

Jerry Lastowski, Commissioner,
Status of the interrupters - C. Vogt will contact Signal Services.
Policy for Board of Commissioners and personnel to access Township records. Discussion followed.

Annabella Lastowski, PMSD Board member, noted the School Board members must sign in and out for records requested. She questioned if the BOC had an ethics code and were bonded. She noted the records belong to the Township. H. Werkheiser requested further discussion.

Judi Coover, Commissioner, noted a 7:00 p.m., 02/27/2017 meeting at Hughes Library to discuss the County wide property reassessment.

Ellen Gndt, Commissioner, requested the status of the Emergency Management Coordinator. C. Vogt will reach out to Tom Kresge.

REPORTS:

Pocono Township Police Chief Kent Werkheiser gave the January report to the Board.

Civil Service Commission - Pocono Twp. Police Chief K. Werkheiser, gave the status of the new hires.

Pocono Township Volunteer Fire Company - Chris Proux gave the January report for the fire company.

St. Luke's Ambulance, Rodney Wolf gave the report.

ADMINISTRATION:

PML Capital Conference - 02/13/2017 - C. Vogt reported on the conference.

Monica Gerrity, Twp. resident, questioned collection of Earned Income Tax and if landlords informed the Township when a new renter moved in.

Clarification of Payroll Status of Certain Employees - J. Coover made a motion, seconded by E. Gndt, to clarify the Township's Treasurer is an hourly position at a rate of \$25.48 and the contribution to healthcare will remain the same. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Change of Pay Days from Wednesday - Tuesday to Monday-Sunday - Discussion followed. J. Coover made a motion, seconded by E. Gndt, to the change of pay days to a Monday-Sunday schedule for all employees starting 03/27/2017. Discussion followed. Annabella Lastowski, Tom Shick, and Jack Burns, Twp. residents, commented on the change. Dean Hartshorn questioned if overtime will remain the same. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

ADMINISTRATION CONT:

Time Clocks - C. Vogt updated the board on the status of the time clocks. He noted cost to upgrade: \$100 per month and other cost. The Park employees will require internet access and an initial cost of \$469.00. Discussion followed.

Chris Taylor, Twp. resident, questioned the cost to taxpayers for the system.

Randy Rode, Twp. resident, questioned the expense and when the Township would purchase a backup generator.

Tom Shick, Twp. resident, questioned why bills were not paid. Discussion followed.

PUBLIC WORKS REPORT:

Tobyhanna Township additional 324 EDUS - C. Vogt noted Township received payment for the additional EDUs.

Plaza 611 Easement Update - C. Vogt gave an update.

FOG Issue with PS#2 - C. Vogt explained the FOG(Fat, Oil, & Grease)issue at Pump Station #2.

BCRA Work Related to VS#1 - C. Vogt is working with BCRA to ensure they do not cut power to our valve station during their plan construction.

FINANCE COMMITTEE: None**TOWNSHIP SOLICITOR REPORT:**

PMSD - TLC Park Tank Removal Agreement - L. DeVito, Twp. Solicitor, updated the board.

TOWNSHIP ENGINEER REPORT:

Status Report on Sewer Redesign and Air Valve Replacement-J. Tresslar, Twp. Engineer, gave an update on the progress.

Larson Subdivision Steep Slope Waiver issue - Discussion followed. J. Tresslar will contact their engineer for further discussion. J. Lastowski made a motion, seconded by B. DeYoung, to table the request for Modification from SALDO 3.209.B.4 & 5 Steep Slopes for Larson Minor Subdivision Plan. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Northampton Community College Request for Release of remaining \$336,994.00 Letter of Credit - J. Lastowski made a motion, seconded by B. DeYoung, to authorize the Twp. Engineer to write a letter denying the request for a reduction of the Letter of Credit for Northampton Community College and to request NCC engineer to contact him to complete the outstanding issues. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

PRESENTATION: None

RESOLUTIONS:

Resolution 2017-05 - Corona Deli - J. Coover made a motion, seconded by H. Werkheiser, to adopt Resolution 2017-05 correcting Corona Deli's physical address. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Resolution 2017-06 - Auditor for 2015-2016 - Discussion followed. J. Coover made a motion, seconded by E. Gndt, to adopt Resolution 2017-06 appointing Maillie LLP, as the 2015 and 2016 Pocono Township Auditors at a cost of \$14,000 for 2015 and \$14,500 for 2016 for a total cost of \$28,500. Jerrod Belvin, and Jack Burns, Twp. residents, questioned how the Township would pay for the additional audit. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Proposed Yard Sale Ordinance submitted by Township Zoning Officer - Discussion followed. No action taken.

PUBLIC COMMENT:

Dean Hartshorn, Twp. resident, questioned if Mt. View Park would be sprayed.

Joe Shupp, Twp. resident, requested not to be sprayed for gypsy moths.

Maxine Turbolski, Twp. resident, questioned if the Treasurer would receive overtime.

Richard Wielebinski, Twp. resident, questioned why J. Coover and E. Gndt voted not to approve the original 2015 audit.

ADJOURNMENT INTO EXECUTIVE SESSION:

H. Werkheiser made a motion, seconded by E. Gndt, to adjourn the meeting into executive session to discuss Adams, Kleyman, and Pact Two, at 8:10 p.m., until 03/06/2017 at 6:00 p.m., at the Pocono Township Municipal Building, Tannersville, PA. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Respectfully submitted
Pamela Tripus
Township Secretary

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