

**POCONO TOWNSHIP COMMISSIONERS
REGULAR MEETING MINUTES
FEBRUARY 3rd, 2014 7:00 P.M.**

The regular meeting of the Pocono Township Commissioners was held on February 3rd, 2014 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Richard Wielebinski 7:00 p.m. followed by the Pledge of Allegiance.

ROLL CALLS: Richard Wielebinski, present; Jerry Lastowski, present; Tom Felver, present, Greg Hill, present; and Brad Wise, present. Township Solicitor Leo V. DeVito, Broughal & DeVito LLP, and Pamela Finkbeiner, recording secretary; were present.

ACKNOWLEDGE OF COMMENTS: President Rich Wielebinski noted each visitor has the right to comment at this time or before any action is taken on a matter.

MINUTES:

B. Wise made a motion, seconded by J. Lastowski, to approve the 01/27/2014 Special Commissioners meeting. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, yes; G. Hill, yes; and B. Wise, yes. Motion carried.

B. Wise made a motion, seconded by J. Lastowski, to approve the 01/31/2014 Special Commissioners' meeting minutes. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, yes; G. Hill, yes; and B. Wise, yes. Motion carried.

ANNOUNCEMENTS:

Rich Wielebinski announced:

- A) A Board of Commissioners Executive Session was held on January 30th, 2014 at 9:00 a.m. to interview Engineering Firms.
- B) HJP Park Board Meeting on February 6th, 2014 at 11:00 a.m.
- C) Pocono Township Planning Commission will meet on February 10th, 2014 at 7:00 p.m. at the Pocono Township Municipal Building.
- D) Mt. View Park Board will meet on February 11th, 2014 at 7:30 a.m., at the Pocono Township Municipal Building.
- E) The Board of Commissioners will hold a Special Meeting on February 14th, 2014 at 4:00 p.m.

POCONO TOWNSHIP POLICE CHIEF OATH OF OFFICE

District Magistrate, Judge Thomas E. Olsen administered the Oath of Office to Pocono Township Police Chief Kent Werkheiser. Police Chief Kent Werkheiser received a standing ovation from both the audience and Board.

CIVIL SERVICE COMMISSION

District Magistrate, Judge Thomas E. Olsen administered the Oath of Office to Pocono Township Civil Service Commissioners, Douglas Blessing, Peter Nish, and Donald Simpson. They received a standing ovation from both the audience and Board.

APPOINTMENT OF ENGINEERING FIRM

Brad Wise explained the process of choosing the Engineering firm for the Township which included experience, presentation, knowledge of the area, grant writing, sewer and traffic engineering experience, and were without conflict of clients within the Township. Five firms were interviewed for the appointment. Tom Felver and Rich Wielebinski commended Brad Wise on his work in contacting and scheduling the Engineering firms for the interviews.

B. Wise made a motion, seconded by R. Wielebinski, to appoint T & M Associates as Township Engineers. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, yes; G. Hill, yes; and B. Wise, yes. Motion carried.

Greg Hill noted they were an excellent choice with no conflicts and would not charge travel time. Jerry Lastowski stated he was impressed with their professionalism and the grant writer would save the Township money.

APPOINTMENT OF TOWNSHIP TREASURER

Tom Felver recommended the Board appoint Regina Zuvich as Treasurer. Rich Wielebinski noted her qualification for the position. Greg Hill raised concern that the appointment of Treasurer and Secretary should wait until a Township Manager is hired since the Manager should have the opportunity to hire the staff. Tom Felver noted Regina Zuvich already does the job duties of Treasurer without bonding.

Leo DeVito, Twp. Solicitor, stated the Board can appoint the positions as an Interim position.

T. Felver made a motion, seconded by J. Lastowski, to appoint Regina Zuvich as Interim Township Treasurer. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, yes; G. Hill, yes; and B. Wise, yes. Motion carried.

APPOINTMENT OF TOWNSHIP SECRETARY

R. Wielebinski made a motion, seconded by G. Hill, to appoint Pamela Finkbeiner as Interim Township Secretary. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, yes; G. Hill, yes; and B. Wise, yes. Motion carried.

Dee Ackerman questioned the appointments since the positions were not advertised.

APPOINTMENT OF BOARD OF SUPERVISORS SEWER COMMITTEE

Leo DeVito, Twp. Solicitor, advised the Board to form a Sewer Committee to oversee the Sewer Project at this time. J. Lastowski made a motion, seconded by R. Wielebinski, to appoint Brad Wise and Greg Hill to the Pocono Township Sewer Committee. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, yes; G. Hill, yes; and B. Wise, yes. Motion carried.

APPOINTMENT OF VACANCY CHAIR

No action taken

BILLS

B. Wise made a motion, seconded by T. Felver, to approve the semi-monthly bills: GENERAL FUND - \$33,494.22; DEBT FUND - \$8,164.24. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, yes; G. Hill, yes; and B. Wise, yes. Motion carried.

PUBLIC COMMENT

Robert Demarest requested the Board consider a liaison between the Planning Commission and Board of Commissioners.

Maxine Turbolski asked the status of the Roadmaster position.

Jane Cilurso re: Union Contract adoption. Rich Wielebinski noted the Board has not made a decision so far.

Paul Frantz asked if there were any additional costs associated with reopening the budget. Rich Wielebinski confirmed the County had printed the tax notices with the millage decrease. Leo DeVito, Twp. Solicitor, noted the County was aware that the Township could reopen the budget.

Marie Guidry asked if the amended budget was on the website.

EXECUTIVE SESSION

R. Wielebinski made a motion, seconded by T. Felver, to convene into executive session at 8:40 p.m. and adjourn the meeting. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, yes; G. Hill, yes; and B. Wise, yes. Motion carried.