

**POCONO TOWNSHIP BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES**

**FEBRUARY 6, 2017 6:00 P.M.**

The Regular meeting of the Pocono Township Commissioners was held on 02/06/2017 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by Vice-President Bob DeYoung at 6:00 p.m., followed by the Pledge of Allegiance.

**ROLL CALL:** Ellen Gndt, present; Bob DeYoung, present; Harold Werkheiser, absent; 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 January 17<sup>th</sup>, 2017 to discuss litigation matters.
- 2) An executive session was held on January 21<sup>st</sup>, 2017 to discuss personnel matters.
- 3) An executive session was held on January 27<sup>th</sup>, 2017 to discuss personnel matters.
- 4) An executive session was held on January 30<sup>th</sup>, 2017 to discuss personnel matters.
- 5) An executive session was held on February 6<sup>th</sup>, 2017 to discuss litigation matters.

**PUBLIC COMMENTS:** Wasil Senkoruk, Twp. resident, question concerning sewer connections. Discussion followed. C. Vogt will meet with him to discuss. Maxine Turbolski, Twp. resident, question concerning employee's use of time clocks.

Chris Ortolan, Twp. resident, spoke concerning time clocks.

**MINUTES:**

J. Coover made a motion, seconded by J. Lastowski, to approve the regular meeting minutes of 01/17/2017. Roll call vote: E. Gndt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

J. Lastowski made a motion, seconded by J. Coover, to accept into record the Brookdale Presentation minutes of 01/19/2017 with correction - E. Gndt, 'present'. Roll call vote: E. Gndt, yes; B. DeYoung, yes; 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 January 21<sup>st</sup>, 2017. Roll call vote: E. Gndt, yes; B. DeYoung, yes; 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 January 30<sup>th</sup>, 2017. Roll call vote: E. Gndt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

**MINUTES CONT:**

J. Lastowski made a motion, seconded by J. Coover, to approve the work session minutes of February 2<sup>nd</sup>, 2017. Roll call vote: E. Gndt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

**BILLS AND TRANSFERS:**

J. Lastowski made a motion, seconded by E. Gndt, to approve the check list dated 02/06/2017. Discussion followed. Roll call vote: E. Gndt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

J. Lastowski made a motion, seconded by E. Gndt, to approve the transfer list 02/06/2017. Discussion followed. Roll call vote: E. Gndt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

J. Lastowski made a motion, seconded by J. Coover, to approve the Ratification list dated 02/06/2017. Roll call vote: E. Gndt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

**REPORT OF THE PRESIDENT:** Absent

**REPORT OF THE COMMISSIONERS:**

Bob DeYoung, Vice President, none.

Jerry Lastowski, Commissioner, none.

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 an additional work session to discuss non-union personnel.

Emergency Management - E. Gndt noted Tom Kresge was the EMC on record. C. Vogt was appointed but the paperwork was not completed, ie. governor appointment. C. Vogt noted he will work with Tom Kresge to discuss the appointment and the updating of the Township's emergency management plan.

**REPORTS:****ADMINISTRATION:**

Boucher & James Professional Services Agreement - J. Coover made a motion, seconded by E. Gndt, to approve the 05/18/2016 Boucher & James Professional Services Agreement revised 01/05/2017. Roll call vote: E. Gndt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

PJJWA Board Vacancy - J. Coover made a motion, seconded by E. Gndt, to appoint Chris Ortolan to the PJJWA Board. Roll call vote: E. Gndt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Kettle Creek Donation - C. Vogt noted a \$100.00 donation will be sent.

**ADMINISTRATION CONT:**

Revised Purchasing Policy - J. Coover made a motion, seconded by E. Gnanadt, to approve the revised Purchasing Policy 2017 including limits and reference to McCabe Opinion, pending final review. Roll call vote: E. Gnanadt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Change of Pay Days from Wednesday - Tuesday to Monday-Sunday - J. Coover made a motion, seconded by J. Lastowski, to table the change of pay days to a Monday-Sunday schedule. Roll call vote: E. Gnanadt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

**PUBLIC WORKS REPORT:**

DCNR Sewer Connection - J. Coover made a motion, seconded by E. Gnanadt, to authorize the Township Solicitor to send a formal notice to DCNR that the Township will not pursue the agreement to update their lateral. Roll call vote: E. Gnanadt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

PMSD Sewer Connection EDU Calculation and Cost - Discussion followed. No action taken.

Pocono Volunteer Fire Company - Pocono Volunteer Fire Company has requested the Township Public Works Department to assist with their sewer connection. J. Coover made a motion, seconded by J. Lastowski, to authorize the Public Works Department to offer in-kind service to install the Pocono Township Volunteer Fire Company Sewer Connection. Roll call vote: E. Gnanadt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

**FINANCE COMMITTEE:** First Keystone Loan - E. Gnanadt made a motion, seconded by J. Lastowski, recommending paying the 1<sup>st</sup> Keystone Loan #5000230987 in the estimated amount of \$766,689.67. Roll call vote: E. Gnanadt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

**TOWNSHIP SOLICITOR REPORT:**

PMSD Removal of Underground Tank at TLC Park - J. Lastowski made a motion, seconded by E. Gnanadt, to authorize the Township Solicitor to send the draft agreement to PMSD's Solicitor. Roll call vote: E. Gnanadt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Adams Conditional Use Application - J. Coover made a motion, seconded by J. Lastowski, to send the Casciano/Adam's Outdoor Conditional Use application to the Planning Commission for review and authorize the Township Solicitor to meet with the other solicitors. Roll call vote: E. Gnanadt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Police Union Arbitration Status - L. DeVito updated the Board.

**TOWNSHIP ENGINEER REPORT:**

Boucher & James System Redesign/Repair Report - J. Tresslar gave his report on the status of the project.

**PRESENTATION:** None

**RESOLUTIONS:**

Resolution 2017-04 - Kelly Minor Subdivision - J. Lastowski made a motion, seconded by B. DeYoung, to adopt Resolution 2017-04 Conditional Approval of Kelly Minor Subdivision Plan. Roll call vote: E. Gndt, yes; B. DeYoung, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

**PUBLIC COMMENT:**

Maxine Turbolski, Twp. resident, commented on the status of the Brookdale Treatment Center. Discussion followed.

Diane Zwiefel, Twp. resident, questioned the medical marijuana petition and Spa Castle.

Mary Agnes Larson, Twp. resident, questioned if the Brookdale information would be made public.

Jack Burns, Twp. resident, commented on Harold Werkheiser attendance at the meetings.

Steve Larson, Twp. resident, questions concerning Brookdale connecting to the Sewer system.

**ADJOURNMENT:**

J. Lastowski a motion, seconded by E. Gndt, to adjourn the meeting at 7:23 p.m., until 02/21/2017 at 6:00 p.m., at the Pocono Township Municipal Building, Tannersville, PA. Roll call vote: E. Gndt, yes; B. DeYoung, 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.