

**POCONO TOWNSHIP BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES**

**MAY 21<sup>st</sup>, 2018 5:30 P.M.**

The Regular meeting of the Pocono Township Commissioners was held on Tuesday May 21<sup>st</sup>, 2018 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Gerald Lastowski at 5:30 p.m., followed by the Pledge of Allegiance.

**ROLL CALL:** Gerald Lastowski, present; Bob M. DeYoung, present; Harold Werkheiser, absent; Richard Wielebinski, absent; and Jerrod Belvin, present by phone.

**IN ATTENDANCE:**

John Harrison, Twp. Solicitor, Broughal & DeVito; DonnaASURE, Township Manager; and Pamela Tripus, Township Secretary, were present.

**PUBLIC COMMENT:** Ellen Gnantt, Twp. resident, questioned why the 05/21/2018 agenda did not include the ratified items from the cancelled 05/15/2018 BOC. J. Lastowski noted only items that required action were put on the 21st agenda. The ratified items and regular agenda items will be on the first meeting in June. Discussion followed.

Ellen Gnantt, Twp. resident, questioned the change from the posted draft bill's list. D.ASURE, Twp. Manager, noted the interest payment and arbitrator costs were added. Discussion followed.

Ellen Gnantt, Twp. resident, questioned the hearing for the codification. J. Lastowski explained it was on the agenda to set the date of the hearing.

Ellen Gnantt, Twp. resident, questioned if the zoning ordinance would be amended before Codification. J. Lastowski explained Codification is for the including current ordinances into one document. Changes, if found, would be done later. D.ASURE, Twp. Manager, explained some changes were made during the codification process - definitions, etc.

Ellen Gnantt, Twp. resident, read a definition in the sign ordinance, and noted in her opinion a contradiction in the sign ordinance. Ellen Gnantt, Twp. resident, noted various businesses she felt were in violation of the sign ordinance. J. Lastowski will discuss her concerns with the Zoning Officer. Discussion followed.

Diane Zwiefel, Twp. resident, questioned the burn ordinance and a conflict in the ordinance. J. Lastowski will ask the solicitor to review.

**ANNOUNCEMENTS:**

An executive session was held on April 30<sup>th</sup> for personnel.

An executive session was held on May 16<sup>th</sup> for personnel, union negotiations, and litigation.

J. Lastowski noted no hearings will be held at tonight's meeting.

**PRESENTATIONS:**

Drop Box for the Collection of Flags - Bella Fisher addressed the Board and requested permission to place a drop box and flyers at the Township for the collection of flags for a flag retirement ceremony. The project is part of achieving Girl Scout Gold Award.

**PRESENTATIONS CONT:**

J. Lastowski made a motion, seconded by J. Belvin, to allow Bella Fisher to place a drop box and flyers for the collection of flags for a retirement ceremony on 06/09/2018. J. Lastowski opened the meeting for Public Comment. Roll call vote: J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

J. Lastowski asked Bella Fisher her opinion on allowing Girl Scouts into the Boy Scouts. Bella Fisher explained she didn't see the need unless a specific program would benefit the different Scouting groups.

**MINUTES:**

Board of Commissioners 04/30/2018 regular minutes - J. Lastowski made a motion, seconded by J. Belvin. B. DeYoung noted he was absent at the 04/30 meeting and would abstain. J. Lastowski and J. Belvin withdrew the motion. The motion will be placed on the next agenda.

**PERSONNEL:**

PARK

Ratify the hiring of Alyssa Bullis as seasonal park employee - B. DeYoung noted due to a conflict he would abstain from voting. The motion will be placed on the next agenda.

**FINANCIAL TRANSACTIONS:**

Ratify Voucher's Payable

J. Lastowski made a motion, seconded by B. DeYoung, to ratify vouchers payable for the period ending 05/18/2018 in the amount of \$3,054.43. Roll call vote: J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Ratify Gross Payroll

J. Lastowski made a motion, seconded by B. DeYoung, to ratify gross payroll for pay period ending 05/06/2018 in the amount of \$76,975.01. Roll call vote: J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Voucher's Payable

J. Lastowski made a motion, seconded by B. DeYoung, to approve vouchers payable totaling \$327,186.58 for period ending 05/18/2018. Roll call vote: J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Capital Expenditures

J. Lastowski made a motion, seconded by J. Belvin, to approve capital expenditures received through 05/18/2018 in the amount of \$36,951.00. Roll call vote: J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

**REPORT OF THE PRESIDENT:**

Gerald Lastowski, President - no report.

**COMMISSIONERS REPORTS:**

Robert M. DeYoung, Vice President - no report.

Harold Werkheiser, Commissioner - absent.

Richard Wielebinski, Commissioner - absent.

Jerrod Belvin, Commissioner - no report.

**REPORTS:**

Administration - Manager's Report -

Leeward - Request for Police Presence - D.ASURE, Twp. Manager, explained Leeward is requesting Police Officers and patrol cars for guiding traffic during the construction project on Rt. 611. She noted the Township's Police Department is short-handed. J. Lastowski noted the Township is not equipped to help them.

Resignation of Nathan Laubach - Park Board - D.ASURE, Twp. Manager, explained Nathan Laubach submitted his resignation from the Park Board. D.ASURE noted a thank you letter for his service was sent and the vacancy is posted on the Township website.

TLC Bridge Repair Grant - D.ASURE, Twp. Manager, drafted a letter stating the Township is providing a 15% match for the grant. J. Lastowski a motion, seconded by B. DeYoung, to authorizing the Township Manager to submit a letter for the GTRP grant, guaranteeing the required 15% match for the repairs to the TLC Bridge of approximately \$18,646.00 from the general fund. B. DeYoung questioned if the State changed the location of the 715 realignment, could the application be rescinded? D.ASURE noted PennDOT should finalize their plans by late summer and if the re-alignment would impact the bridge, the grant application would be cancelled. Roll call vote: J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

**PUBLIC WORKS REPORT:**

Paving Project - D.ASURE, Twp. Manager noted she is waiting on confirmation of start date and schedule. Hanson Aggregates hoped to start this week. The Tar and Chip project is scheduled to start the second week in June.

**TOWNSHIP SOLICITOR REPORT:**

Codification Ordinance - John Harrison, Twp. Solicitor, requested a motion to authorize the Solicitor to advertise the hearing for 08/06/2018.

J. Lastowski made a motion, seconded by B. DeYoung, to authorize the Township Solicitor to advertise for a hearing concerning the adoption of the codification of the Pocono Township Zoning Ordinances and SALDO for 08/06/2018. Roll call vote: J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

BCRA

J. Lastowski made a motion, seconded by B. DeYoung, to execute the Second Supplement to the Inter-Municipal Agreement with BCRA as approved by Ordinance 2017-04. Roll call vote: J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

**RESOLUTION:**

Resolution 2018-39 - GTRP Grant

J. Lastowski made a motion, seconded by B. DeYoung, to approve Resolution 2018-39 in support of the GTRP grant application for the TLC pedestrian bridge repair. Roll call vote: J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

**PUBLIC COMMENT:**

Diane Zwiefel, Twp. resident, commented on the postings of the meetings on the website.

Ellen Gandt, Twp. resident, questioned the 15% of the GTRP grant.ASURE, Twp. Manager, explained the breakout of the grant request.

**ADJOURNMENT:**

B. DeYoung made a motion, seconded by J. Belvin, to adjourn the meeting at 6:05 p.m. Roll call vote: J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Respectfully submitted  
Pamela Tripus  
Township Secretary