



**POCONO TOWNSHIP COMMISSIONERS  
REORGANIZATION AGENDA  
January 6, 2020 6:00 p.m.**

**Open Meeting** – by Township Solicitor

**Pledge of Allegiance**

**Roll Call**

**Township Solicitor Conduct Election of President -**

- a. Motion to nominate President (action item\*)

**President Conduct Election of Vice-President –**

- a. Motion to nominate Vice-President (action item\*)

**Public Comments**

*Comments are for any issue. Please limit individual comments to 5 minutes to allow time for others wishing to speak and direct all questions and comments to the President.*

**Announcements –**

Please remember to sign in as you enter the meeting room.

**The following motions are required during the bi-annual Reorganizational Meeting (action items\*)**

- a. Motion to set the Board of Commissioner meetings for the first and third Monday of each month at 7pm unless a township holiday then meeting will be held Tuesday. (action item\*)
- b. Motion to set the Board of Commissioner Sewer Committee meetings for the first Monday of each month, beginning February 3, 2020 at 6pm unless a township holiday then meeting will be held Tuesday (action item\*)
- c. Motion to appoint \_\_\_\_\_ as Township Solicitor for township and sewer business, labor and planning at a rate of \$\_\_\_\_\_/hour (action item\*)
- d. Motion to appoint \_\_\_\_\_ as Township Engineer at an hourly rate of \_\_\_\_\_ (action item\*)
- e. Motion to appoint \_\_\_\_\_ as Township Treasurer at an hourly rate of \$\_\_\_\_\_ (action item\*)
- f. Motion to appoint Jerrod Belvin as Pocono Township Emergency Management Coordinator (action item\*)

- g. Motion to appoint \_\_\_\_\_ as Assistant Pocono Township Emergency Management Coordinator (action item\*)
- h. Motion to appoint \_\_\_\_\_ as Vacancy Committee with a term to expire December 31, 2020. (action item\*)
- i. Motion to appoint \_\_\_\_\_ as representative to the Council of Governments (COG) (action item\*)
- j. Motion to approve the attendance, including registration, travel and hotel, at the PSATS Annual Conference, May \_\_\_\_\_ for the following - \_\_\_\_\_ (action item\*)
- k. Motion to appoint \_\_\_\_\_ as voting delegate at the PSATS annual conference (action item\*)
- l. Motion to appoint \_\_\_\_\_ as Pocono Township Chief of Police – current employment agreement w/Werkheiser expires 1-20-20 (action item\*)
- m. Motion to appoint \_\_\_\_\_ as Pocono Township Manager – (current employment agreement w/Asure expires 1-20-20) (action item\*)
- n. Motion to approve the following as the approved Pocono Township Depositories –  
- ESSA, Wayne Bank, People’s Security and Citizen’s Bank (action item\*)
- o. Motion to approve the following as signatories on Pocono Township Bank Accounts –  
- Gerald J. Lastowski, Richard Wielebinski, Jerrod Belvin, Keith Meeker, Ellen Gndt, \_\_\_\_\_ (treasurer?); \_\_\_\_\_ (manager?) (action item\*)
- h. Motion to appoint Berkheimer as EIT Tax Collector for Pocono Township (action item\*)
- i. Motion to set the reimbursable mileage rate at \_\_\_\_\_ cents per mile (currently paid at 2018 IRS rate of 54.5 cents/mile – 2020 rate is 58 cents/mile)(action item\*)
- j. Motion to enter into agreement with \_\_\_\_\_ to provide Zoning Officer Duties at a rate of \$\_\_\_\_\_per hour for up to 20 hours per week (action item\*)
- k. Motion to enter into agreement with \_\_\_\_\_ to provide Commercial Building Code services at a rate of \_\_\_\_\_. (action item\*)
- l. Motion to appoint \_\_\_\_\_ to provide Residential Building Codes Services at a rate of \_\_\_\_\_ (action item\*)
- m. Motion to appoint \_\_\_\_\_ as Pocono Township Sewage Enforcement Officer (action item\*)
- n. Motion to appoint \_\_\_\_\_ as Township Secretary (action item\*)
- o. Motion to appoint \_\_\_\_\_ as assistant Township Secretary (action item\*)
- p. Motion to appoint \_\_\_\_\_ as solicitor for the Zoning Hearing Board (action item\*)
- q. Motion to appoint \_\_\_\_\_ as Zoning Hearing Board Secretary at current hourly rate (action item\*)
- r. Motion to appoint \_\_\_\_\_ as Recording Secretary for Board of Commissioner and Planning Commission meetings at current hourly rate (action item\*)
- s. Motion to appoint \_\_\_\_\_ as Right to Know Officer (action item\*)
- t. Motion to appoint \_\_\_\_\_ as Alternate Right to Know Officer (action item\*)

- u. Motion to appoint \_\_\_\_\_ as representative to the Monroe County Tax Committee with a term to expire December 31, 2020 (action item\*)
- v. Discussion on how to proceed concerning various board vacancies (possible action item\*)
  - Planning Commission
  - Zoning Hearing Board
  - Civil Service
  - PJJWA
  - Recreation Committee

**Public Comment**

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Executive Session – if necessary

**Adjournment**

DRAFT