



POCONO TOWNSHIP COMMISSIONERS  
AGENDA

July 6, 2021 | 7:00 p.m.

112 Township Drive, Tannersville, PA

**Dial-In Option: 646 558 8656**

**Meeting ID: 889 5616 8271**

**Passcode: 644303**

**Open Meeting**

**Pledge of Allegiance**

**Roll Call**

**Public Comment**

*We ask that any resident making public comment, including those who may have dialed in by phone, please identify yourselves, provide your street address and state the spelling of your name when addressing the Commissioners.*

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

**Announcements**

- Pocono Township will host our annual Community Day on Saturday, August 14 (with an August 15 rain date). We will have a variety of activities, exhibitors and food for the whole family, with fundraising opportunities to support our Fire Company and Library.

**Hearings**

- **Ordinance 2021-05 – Orion Fuels LLC Liquor License Transfer (Action Item)**
  - Motion to open a Public Hearing for consideration of the request of Orion Fuels, LLC d/b/a Orion Markets to transfer Restaurant Liquor License No. R-8316 to their facility located at 1933 Route 611, Swiftwater, Pocono Township, Monroe County pursuant to the Pennsylvania Liquor Code. **(Action Item)**
  - Motion to close public hearing. **(Action Item)**
  - Motion to open hearing to consider Ordinance 2021-05 to approve the transfer of Restaurant Liquor License No. R-8316 to Orion Fuels, LLC d/b/a Orion Markets located at 1933 Route 611, Swiftwater, Pocono Township, Monroe County pursuant to the Pennsylvania Liquor Code. **(Action Item)**
  - Motion to close public hearing.
  - Motion to adopt Ordinance 2021-05 to approve the transfer of Restaurant Liquor License No. R-8316 to Orion Fuels, LLC d/b/a Orion Markets located at 1933 Route 611,

Swiftwater, Pocono Township, Monroe County pursuant to the Pennsylvania Liquor Code.  
**(Action Item)**

**Presentations** – None

**Resolutions** – None

**Consent Agenda**

- Motion to approve a consent agenda including the following items:
  - Old Business comprised of the minutes of the June 7, 2021 regular meeting of the Board of Commissioners.
  - New business comprised of approval of the following financial transactions:
    - Ratification of vouchers payable received through July 1, 2021 in the amount of \$1,115.99.
    - Ratification of gross payroll for pay periods ending June 27, 2021 in the amount of \$105,758.98.
    - Vouchers payable received through July 1, 2021 in the amount of \$45,847.34.
    - Sewer operating fund expenditures through June 17, 2021 in the amount of \$16,290.64.
    - Sewer construction fund expenditures through July 1, 2021 in the amount of \$13,495.29.
    - Capital reserve fund expenditures through June 17, 2021 in the amount of \$19,311.30.
    - Approval of a Fire Tax disbursement of \$4,973.85 to the Pocono Township Volunteer Fire Company. **(Action Items)**

**NEW BUSINESS**

**1. Personnel**

- Motion to extend an offer of conditional employment to Devin Dehart, candidate for Patrol Officer with Pocono Township Police Department, and, if declined, to authorize the Township Manager and Police Sergeant to extend an offer of employment to the next qualified candidate per the Civil Service process. **(Action Item)**

**2. Travel/Training Authorizations**

- Motion to approve the attendance of Paola Razzaq, Township Fiscal Administrator, at the 2021 PA Institute of Certified Public Accountants 2021 Virtual Conference for Not-For-Profit & Government Accounting (July 12-13, 2021), and all costs associated with registration including the \$579 registration fee. **(Action Item)**
- Motion to approve the attendance of Taylor Munoz, Township Manager, at the PSATS “Developing Your Township Budget” training on August 12, 2021 held at Worcester Township, and to approve all costs associated with the class including the \$35.00 registration fee. **(Action Item)**
- Motion to approve the attendance of Taylor Munoz, Township Manager, at the 2021 PSATS HR & Labor Management Institute held September 23-24, 2021 and all costs associated with the training including the \$99.00 registration fee and \$89 discounted hotel stay. **(Action Item)**

**Report of the President**

Richard Wielebinski

- Motion to rescind the Township’s mask policy to reflect the current CDC guidelines and the Commonwealth’s lifting of the mask mandate as of June 28, 2021. **(Action Item)**
- Motion to advertise the renewal of Pocono Township’s Cable Franchise Agreement for Public Hearing on July 19, 2021. **(Action Item)**

- Motion to waive the formal land development process for inclusion of a food truck corral on the property of The Crossings, on the condition that they provide a revised final land development plan for recording in the Monroe County Recorder of Deeds office. **(Action Item)**
- Motion to contract with Bob & Mike Wallingford Mason Contractors for \$17,500.00 to repair and rebuild the wingwalls for the TLC Park spillway, including repointing all walls and building an approximately 30-foot stone wall. **(Action Item)**
- Commending of Commissioner Jerrod Belvin, Township Emergency Management Coordinator, for completion of the PA Municipal Government Academy (PMGA) and his recognition by the International Association of Emergency Managers (IAEM) for their Region 3 “40 Under 40.”
- Update – COSTARS quote from Miller Sports for the installation of a basketball court at TLC Park. **(Possible Action Item)**

### **Commissioner Comments**

Jerrod Belvin – Vice President

- Emergency Management Update
- FEMA Flood Mitigation grant application
- Monroe County Hazard Mitigation Plan Update
- Discussion regarding Township generator failure **(Potential Action Item)**

Ellen Grandt – Commissioner

Jerry Lastowski – Commissioner

Keith Meeker – Commissioner

### **Reports**

#### **Zoning**

#### **Emergency Services**

- Police
- EMS
- Fire

#### **Public Works Report**

- Current Public Works projects report
- TLC Park Project Update
- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant

#### **Administration – Manager’s Report**

- American Recovery Act – Funds expected by middle of July.
- Update – Subdivision and appraisal of Bartonsville Avenue pump station property.
- Discussion regarding comprehensive update of the Township’s Stormwater & Land Development Ordinance (SALDO).
- Update – Regional HSPS Comprehensive Plan.

#### **Township Engineer Report**

- St. Paul’s Lutheran Drainage Basin
- Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue
- Fish Hill easement plan
- Preliminary plan to address drainage issues at Sunlite Lane & Tara Hill Drive

**Township Solicitor Report**

- HJP Park Agreement between Pocono and Jackson Townships
- Update – Purchase of 114 Alger Avenue
- Public bid active for the Township-owned I-80 parcel
- Core5 Industrial Partners Variance Request (**Possible Action Item**)
- Zoning Hearing Board Update – Appeal of Ryan Possinger
- Update – Johnson STR Appeal
- Update – Kelly Family Trust

**Public Comment**

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

**Adjournment into Executive Session**

- Executive session to discuss personnel and potential litigation regarding the Possinger Zoning Hearing Board matter.