

**Pocono Township Board of Commissioners
Regular Meeting Minutes
March 21, 2022 | 6:29 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on March 21, 2022 and was opened by President Rich Wielebinski at 6:10 p.m. followed by the Pledge of Allegiance.

Roll Call: Jerrod Belvin, present; Ellen Gnandt, present; Jerry Lastowski, present; Keith Meeker, present; and Rich Wielebinski, present.

In Attendance: Leo DeVito, Township Solicitor, Broughal & DeVito; Jon Tresslar, Township Engineer, Boucher & James; Taylor Muñoz, Township Manager; R. Sargent, Roadmaster; and Jennifer Gambino, Administrative Assistant.

Public Comment

Charlie Trapasso (Mountain View Dr, Tannersville) – Provided compliments to the Board regarding new lighting and project work at TLC Park.

Eric Moses (127 White Oak Ct) – Expressed concerns regarding an AirBnB directly behind his house. Stated there have been as many as ten to 20 people every weekend causing disturbance at 115 White Oak Court. Asked Township to follow up on the concerns he shared with zoning.

Dee Ackerman (White Oak Ct) – Confirmed that the AirBnB at 115 White Oak Court is causing problems every weekend and stated they have built a deck and hot tub with no permits.

Dan Wise (Engineer for the Pocono Hospitality Land Development Plan) – Discussion regarding a requested extension for the Pocono Hospitality Land Development Plan. R. Wielebinski indicated the request for extension would be discussed later in the agenda.

Announcements

- R. Wielebinski announced an executive session was held today at 5:30 p.m. to discuss personnel matters.
- Pocono Township will host a ribbon cutting for the new TLC Park Basketball Court on Thursday, April 21st at 4:00 p.m. We are excited to welcome the Pocono Mountain East 7th & 8th grade Middle School girls' basketball team to the grand opening to officially open the court.
- The Pocono Township Spring Cleanup will be held Thursday, April 28th through Saturday, April 30th at the Township complex. Residents are welcome to bring their difficult-to-dispose-of items between 7:30 a.m. and 3:00 p.m. and a Fee Schedule is located on the Township website at www.poconopa.gov.
- The first annual Pocono Township Touch-a-Truck event will be held on Saturday, June 4th from 10:00 a.m. to 2:00 p.m. This free, family-friendly event will feature dozens of commercial trucks, fire trucks, a helicopter, the Library Bookmobile, military vehicles, and all manner of construction equipment. Children will be able to interact with all the vehicles and take part in numerous activities. Funds raised from food sales, donations and a raffle will benefit the Pocono Township Volunteer Fire Company.

Hearings – None

Presentations

- Monroe County District Attorney's Office – Recognition of Detective Sergeant James Wagner and Detective Earl Ackerman for their role in a high-profile investigation and trial. First Assistant District Attorney Mike Mancuso provided details regarding the high quality work performed in several cases by Detective Sergeant James Wagner and Sergeant Earl Ackerman. District Attorney Christine also spoke and gave praise to the quality of the Police Department. Presented plaques to the Detectives and Assistant District Attorney Mancuso.

Resolutions

R. Wielebinski made a motion, seconded by E. Gndt, to pass Resolution 2022-10 Granting Conditional Final Approval of the Trapasso Hotel Preliminary/Final Land Development Plan. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to open the agenda for discussion of Resolution 2022-11 approving a grant application to DCNR for TLC Park improvements. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to approve Resolution 2022-11 approving a grant application to DCNR for TLC Park Improvements for an amount not to exceed \$250,000. T. Muñoz gave a summary of costs relating to park improvements. All in favor. Motion carried.

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the March 7, 2022 regular meeting of the Board of Commissioners.
 - Financial transactions through March 17, 2022 including:
 - Ratification of vouchers payable in the amount of \$560.79 and sewer operating expenditures in the amount of \$124.12.
 - Ratification of gross payroll for the pay period ending March 6, 2022 in the amount of \$122,707.81.
 - Vouchers payable in the amount of \$176,635.22.
 - Sewer operating fund expenditures in the amount of \$135,178.38.
 - Sewer Construction Fund expenditures in the amount of \$47,588.60.
 - Capital reserve fund expenditures in the amount of \$1,087.00.
 - A Fire Tax disbursement of \$6,359.11.

R. Wielebinski made a motion, seconded by J. Lastowski, to approve the consent agenda. All in favor. Motion carried.

NEW BUSINESS

1. Personnel

R. Wielebinski made a motion, seconded by J. Belvin, to authorize the Civil Service Commission to commence with the new police officer(s) hiring process. J. Lastowski inquired about the costs associated with hiring. All in favor. Motion carried.

J. Lastowski made a motion, seconded by E. Gndt, for Township Manager to contact Senator Scavello's office regarding streamlining police officer hiring process for first class Townships. All in favor. Motion carried.

J. Lastowski inquired for clarification as to why the last candidate chose not to go with Pocono Township.

2. Travel/Training Authorizations – None

Report of the President

Richard Wielebinski

- Discussion and action to award the 2022 Spring & Fall Cleanup Bid
 - County Waste – \$29.70 per cubic yard
 - Marki Rolloff – \$32.00 per cubic yard
 - G&S – \$34.75 per cubic yard
 - JP Mascaro – \$55.00 per cubic yard (Spring) & \$60.00 per cubic yard (Fall)

R. Wielebinski made a motion, seconded by K. Meeker, to award the 2022 Spring & Fall Cleanup Bid to Marki Rolloff. J. Lastowski asked about Marki Rolloff. E. Gndt asked about process of rejecting lowest bid. L. DeVito stated motion should indicate Marki Rolloff as second lowest bidder due to performance issues with the low bidder. Motion amended to award the 2022 Spring & Fall Cleanup Bid to Marki Rolloff as second lowest bidder due to performance issues prior the lowest bidder, County Waste. All in favor. Motion carried as amended.

R. Wielebinski made a motion, seconded by K. Meeker, to prepare the bid specifications and publicly advertise the 2022 materials bid. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to waive MVP pavilion fees for Forever Dedicated 64 Fitness & Hoops, a registered non-profit, to host a 4-on-4 Basketball Tournament – “Pocono Hoops 4 Homeless” – on Saturday, June 11, 2022. Al Hayward, representative for Forever Dedicated 64 Fitness & Hoops, spoke regarding the organization’s request. The nonprofit was started in 2017 and provides character building programs for youth. They pick a different charity each year to support and for 2022 they chose Street2Feet as beneficiary. Will raise funds to aid the homeless. Mountain View Park is central and would help bring further awareness. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to approve an MOU appointing Shawn Goucher as acting Chief of Police. All in favor. Motion carried.

Commissioner Comments

Jerrod Belvin – Vice President

- Emergency Management Update - Final information received regarding oil cleanup from PMSD. Estimated 1500 gallons of heating oil leaked out of their system. PMSD covered bill for all emergency management supplies the Township used.
- Discussion regarding working with PMSD regarding “house pickup only” for students. Roads were identified with dangerous intersections.

Ellen Gndt – Commissioner

Suggested setting up work sessions to begin working on deficient ordinances. R. Wielebinski stated his willingness to have work sessions if the Board can make decisions on the specific ordinance(s). T. Muñoz will make list of ordinances for consideration. J. Lastowski would like recommendations from staff on how ordinances should be changed.

Jerry Lastowski – Commissioner – None

Keith Meeker – Commissioner - None

Reports

Emergency Services Reports

Acting Chief Shawn Goucher – Corporals completed active shooters training. S. Goucher attended a Right-to-Know Law training. New cars were received and are scheduled for a paint job in April. Waiting on upfitting equipment. Corporal test scheduled for May 26th and eight officers will test. Officer Scicutella's promotion to Detective will start April 4th. The 12-hour shifts are running smoothly. 1175 calls were received in February and 886 so far in March.

R. Wielebinski commended Acting Chief Goucher for focus on training.

Public Works Report

- Current Public Works Projects - Transitioning to spring work. Tree and brush work underway. Buttoning up project work in TLC Park, including completion of ornamental light installation. Lighting will be on dawn to dusk. Basketball court has been getting a lot of usage. There is a little damage to the sealed surface and will reach out to installation company regarding repairs. Getting the Mountain View Park bathhouse up and running.
- Upcoming Public Works Training(s) - LTAP training scheduled for Public Works pertaining to blacktop and how to carry out repairs.

R. Wielebinski made a motion, seconded by J. Lastowski, to authorize the purchase of plastic pipe for 2022 Township drainage projects at the COSTARS cost of \$41,505.06. B. Sargent indicated a lot of drainage projects in the Bartonsville area. All in favor. Motion carried.

- Motion to award bid for an ABI Force Infield Groomer – Eleven companies were approached by PennBid and only one bid was submitted. A bid of \$26,195 was put forth by Lawn & Golf Supply Company. E. Grandt asked whether the Township has to re-bid if only one bid is received. L. DeVito suggested approving the bid, subject to legal review and confirmation that re-bid is not necessary.

R. Wielebinski made a motion, seconded by K. Meeker, to award bid for an ABI Force Infield Groomer, subject to legal review and confirmation that a re-bid is not necessary, for \$26,195.00 put forth by Lawn & Golf Supply Company. All in favor. Motion carried.

- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant – Structure has been ordered and working to get rental equipment necessary to complete project.

R. Wielebinski said homeowner was very pleased with rapid response to address issues on Wilke Road.

Administration – Manager's Report

- Discussion regarding Pocono Hospitality – T. Muñoz gave a synopsis of Pocono Hospitality plan and their request to extend land development approvals, which lapsed in January 2022. Discussion regarding specific components of the proposed hotel project, vegetation buffers and a paper street.

R. Wielebinski made a motion, seconded by J. Belvin, to prepare extension resolution subject to evaluation to ensure the paper road at back of the property does not establish access into Scotrun Estates and that the tree buffer along the adjoining residential properties is not disturbed. E. Grandt inquired about emergency access. All in favor. Motion carried.

- Discussion and possible action regarding Pocono Township's maximum impervious surface allowed in various zoning districts and the unit count allowed per acre – Discussed with J. Tresslar impervious surface areas in residential/commercial districts versus Recreation District (RD) zones. T. Muñoz asked for Board consensus to provide revised impervious surface language that can be reviewed and, if acceptable, consider for a zoning amendment. L. DeVito noted zoning ordinances must go through Township Planning Commission and suggested presenting to Planning Commission, put

together proposed ordinance and advertise after review. E. Gnadnt inquired about impervious surfaces affecting stormwater.

- The Planning Commission recommended approval of the Hamilton-Stroud-Pocono-Stroudsburg Draft Regional Comprehensive Plan at their March 14th meeting. A 45-day comment period will now begin. Plan will be put on Township website for public review and R. Wielebinski suggested we post on billboards.
- The Township's new cleaning service will begin March 25th with a deep cleaning of Township facilities.
- Upcoming meeting with the Pocono Mountains Visitors Bureau to discuss policing needs and possible support from Tourism funds.
- Application in process for DCNR C2P2 grant for the TLC Park splash pad.
- Township Spring 2022 newsletter being prepared for April distribution.
- 2022 Township Events
 - TLC Park Basketball Court Ribbon Cutting – 4:00 p.m. on Thursday, April 21st
 - Pocono Township Touch-a-Truck – June 4, 2022
 - Community Day – Saturday, September 10, 2022
 - Trunk-or-Treat – TBD
 - Christmas Tree Lighting – TBD

Township Engineer Report

- Discussion held with Township Manager and Public Works Supervisor regarding priority stormwater projects and accompanying funding. Securing cost estimates. Estimates will be prepared for Laurel Lake Road, Oakwood Acres, Learn Road Drainage, and the bridge across Bulgers Run on Learn Road. R. Wielebinski inquired about the retention pond at St. Paul's and whether removal of the Bulgers Run bridge should be considered.
- Update – Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue – Waiting for PennDOT's response.

Township Solicitor Report

- Zoning Hearing Board updates
 - Update – Johnson Appeal – Waiting for argument date.
- Update – PJJWA transfer agreement – No update.
- HJP Park Agreement between Pocono and Jackson Townships – No report.

L. DeVito requested amendment to agenda to discuss an LSA grant Pocono Township Volunteer Fire Department received which requires the Township and Fire Department to enter into a cooperation agreement which would allow the LSA grant to be issued by the DCED.

R. Wielebinski made a motion, seconded by J. Lastowski, to amend agenda for consideration of LSA cooperation agreement between Pocono Township and Pocono Township Volunteer Fire Company. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to approve cooperation agreement between Pocono Township Volunteer Fire Company and the Township for a 200K LSA grant for purchase of air packs. All in favor. Motion carried.

Public Comment - None

Adjournment

R. Wielebinski made a motion, seconded by J. Lastowski, to adjourn the meeting at 7:58 p.m. All in favor. Motion carried.