

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
April 18, 2022 | 6:02 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on April 18, 2022 and was opened by President Rich Wielebinski at 6:02 p.m. followed by the Pledge of Allegiance.

**Roll Call:** Jerrod Belvin, present; Ellen Gndt, present at 7:17 p.m.; Jerry Lastowski, present; Keith Meeker, present; and Rich Wielebinski, present.

**In Attendance:** Leo DeVito, Township Solicitor; Jon Tresslar, Township Engineer; Taylor Muñoz, Township Manager; R. Sargent, Roadmaster; S. Goucher, Acting Chief of Police, and Jennifer Gambino, Administrative Assistant.

**Public Comment** - None

**Announcements**

- Pocono Township will host a ribbon cutting for the new TLC Park Basketball Court this Thursday, April 21<sup>st</sup> at 4:00 p.m. We are excited to welcome the Pocono Mountain East 7<sup>th</sup> & 8<sup>th</sup> 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 28<sup>th</sup> through Saturday, April 30<sup>th</sup> at the Township complex. Residents are welcome to bring their items between 7:30 a.m. and 3:00 p.m. each day. A Fee Schedule is on the Township website at [www.poconopa.gov](http://www.poconopa.gov).
- The first annual Pocono Township Touch-a-Truck event will be held on Saturday, June 4<sup>th</sup> from 10:00 a.m. to 2:00 p.m. This free, family-friendly event will feature dozens of trucks, vehicles, and activities for children. Funds raised from food sales, donations and a raffle will benefit the Pocono Township Volunteer Fire Company.

**Hearings** – None

**Presentations** - None

**Resolutions**

R. Wielebinski made a motion, seconded by K. Meeker, to pass Resolution 2022-18 Granting Conditional Approval of the 3101 Route 0611 Joe Ronco Site Plan. 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 April 4, 2022 regular meeting of the Board of Commissioners.
  - Financial transactions through April 13, 2022 including:
    - Ratification of vouchers payable in the amount of \$605.02, sewer operating expenditures in the amount of \$5,123.24, and capital reserve expenditures in the amount of \$200,000.00.
    - Ratification of gross payroll for pay period ending April 3, 2022 in the amount of \$106,876.16.
    - Vouchers payable in the amount of \$223,364.16.
    - Sewer operating fund expenditures in the amount of \$116,078.76.
    - Sewer construction fund expenditures in the amount of \$11,083.46.
    - Capital reserve fund expenditures in the amount of \$ 38,775.87.
    - A Fire Tax disbursement of \$6,729.16.

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

**NEW BUSINESS** - None

**Report of the President**

Richard Wielebinski

R. Wielebinski made a motion, seconded by K. Meeker, to approve Deferred Lateral Connections Contract Payment No. 2 to Kobalt Construction, Inc. in the amount of \$92,862.00. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to approve Pump Station 5 Part II Improvements Payment No. 3 to Hayden Power Group in the amount of \$2,880.00. All in favor. Motion carried.

- Motion to award Pocono Township 2022 Materials Bids - T. Muñoz indicated bids were submitted by Hanson Aggregates and Eureka Stone Quarry. Prices from Locust Ridge and 209 Enterprises were included for comparison, as they are COSTARS contractors and the Township can use them without a formal bid.

R. Wielebinski made a motion, seconded by K. Meeker, to award Pocono Township 2022 Materials Bids to Eureka Stone Quarry for delivery of 2A DGA Crushed Stone; delivery of #57 2B ¾" Crushed Stone; pickup and delivery of SP Surge; delivery of #1 Ballast 2-4" Crushed Stone; delivery of 2RC Crushed Stone; delivery of #3 Crushed Stone; delivery of R3 Crushed Stone; Asphalt 9.5mm pg64s-22; Asphalt 19mm pg64s-22; Asphalt 25mm pg64s-22. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to award Pocono Township 2022 Materials Bids to Hanson Aggregates as the second lowest bidder of 2A DGA Crushed Stone. J. Lastowski inquired about the lowest bidder. All in favor. Motion carried.

- Discussion regarding ESSA field improvements and a potential training facility for girls' softball and other youth leagues. Discussion regarding the improvements needed to construct a field complex and Township support. J. Lastowski asked whether the location of the complex would impact the field use and how the space would be used. Questions were asked regarding the maintenance of the facility, number of participants in programs; and parking needs. R. Sargent and T. Muñoz will continue exploration of the concept to see whether the facility could be located at TLC Park.

**Commissioner Comments**

Jerrod Belvin – Vice President

- Discussion regarding authorization to proceed with engineering study for identified stormwater projects – Laurel Lake Road, Oakwood Acres and Learn Road – J. Belvin and T. Muñoz discussed roads needing immediate attention. T. Muñoz provided engineering estimates and indicated ARPA funds can be used.

J. Belvin made a motion, seconded by J. Lastowski, to have J. Tresslar proceed with engineering studies of Laurel Lake Road and Oakwood Acres. All in favor. Motion carried.

J. Belvin made a motion, seconded by R. Wielebinski, to open agenda to discuss parks and dangerous structures. All in favor. Motion carried.

- On April 16, 2022, one of the basketball light poles collapsed at Mountain View Park. No one was injured. Rest of bases on other three poles are in poor condition. The lights currently use 440 service and are not energy efficient.

J. Belvin made a motion, seconded by K. Meeker, to have R. Sargent obtain quotes for the replacement of the four basketball court poles with energy-efficient lighting and explore lighting of lower baseball field. All in favor. Motion carried.

- Discussion regarding New basketball court at TLC Park. Complaints received regarding fence around the TLC basketball court.

J. Belvin made a motion, seconded by R. Wielebinski, to have T. Muñoz prepare quote to install four-foot-high netting extending off the top of the fence around the enclosure. Discussion regarding vandalism at the park. J. Belvin amended motion to include comparison with quote for fencing versus netting. Amendment accepted. All in favor. Motion carried.

- Discussion regarding Birchwood property and ongoing property maintenance and safety concerns.

J. Belvin made a motion, seconded by R. Wielebinski, to have Pocono Township take owners to District Court. All in favor. Motion carried.

Jerry Lastowski – Commissioner

- J. Lastowski asked R. Sargent to check with UGI regarding paving schedule for the gas line work.

Keith Meeker – Commissioner

K. Meeker made a motion, seconded by J. Belvin, to open agenda regarding discussion of Pocono Manor debris from fire. All in favor. Motion carried.

K. Meeker made a motion, seconded by R. Wielebinski, to have Zoning follow up regarding enforcement action against Pocono Manor for remaining debris from fire over two years ago. All in favor. Motion carried.

## **Reports**

### **Emergency Services Reports**

- Discussion regarding Police Department tattoo policy and compensation pay scale – Many police applicants are choosing Lehigh Valley departments because of the pay scale difference and tattoo allowances.

J. Lastowski made a motion, seconded by J. Belvin, to have Township Manager come up with alternative tattoo policy for the Pocono Township Police Department. All in favor. Motion carried.

- There were 1,227 incidents in March, including traffic, with 3,619 total incidents year-to-date. This is up 32% from 2021. Provided update regarding current trainings taken by the officers. New patrol cars are getting painted. Corporals test is May 26, 2022. Looking to convert to different records management system for the Department, along with other County departments. JAG grant was completed and submitted for the Department. Currently looking to complete an application for a COPS grant to offset the cost of a new hire for up to three years.

### **Public Works Report**

- Current Public Works Projects – Intending on closing TLC Park for upcoming paving project. T. Muñoz requested posting on digital message boards, Savvy Citizen, and Facebook when park will be closed.
- Mountain View Park updates – Removing dead trees along Sullivan Trail on Mountain View Park property.
- Public Works Training Recap – Flagger training was offered at no cost by Northeast Site Contractors and the Road Crew completed an LTAP asphalt training.

- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant – Project to start June 2, 2022.

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

- Update – Township grant applications – Grant submitted for TLC park equipment. Embarking on DCED Greenways Trails and Recreation Grant to provide match monies for splash pad at TLC Park.
- Zoning Ordinance amendment process is beginning with the Planning Commission. Discussed Zoning Ordinance provisions that require revisions. Will keep Board apprised of intended changes.
- Update – Township Spring 2022 newsletter – Newsletter is complete and hitting mailboxes this week.
- 2022 Township Events
  - TLC Park Basketball Court Ribbon Cutting – 4:00 p.m. on Thursday, April 21, 2022
  - Pocono Township Touch-a-Truck – June 4, 2022
  - Community Day – Saturday, September 10, 2022
  - Trunk-or-Treat – TBD
  - Christmas Tree Lighting – TBD
- Sent information to architect regarding revisions to the municipal complex feasibility study and updating it per the financial numbers received from PFM. Waiting for suggestions for other cost-conscious options to bring numbers down and still accomplish same needs for the updated complex. Followed up with tax counsel regarding amusement tax applying to parking fees. Waiting for feedback. Received call from Wendy’s for sidewalk installation. Will contact Turkey Hill to verify status on sidewalks.

#### **Township Engineer Report**

- Priority Township Stormwater Projects – Starting on list of priority stormwater projects within the Township.
- Update – Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue – Waiting for information on additional funding to complete engineering.

E. Gandt inquired about Sullivan Trail bridge work and impact of recent flooding.

#### **Township Solicitor Report**

- Update – Kelly Trust Property – Working on contempt petition.
- Zoning Hearing Board updates.
  - Update – Johnson Appeal – No updates.
- Update – PJJWA transfer agreement – No updates.

Update regarding White Oak property enforcement – L. DeVito reached out to Zoning who sent out enforcement notice. Notice was ignored. Default hearing is scheduled for mid-May to assess penalties.

#### **Public Comment** - None

T. Muñoz noted Monday, April 25<sup>th</sup> Planning Commission items of importance in his absence, and E. Gandt inquired about the Swiftwater Solar project and disposal of expired solar panels.

#### **Adjournment**

R. Wielebinski made a motion, seconded by J. Belvin, to adjourn the meeting at 7:27 p.m. All in favor. Motion carried.