

**Pocono Township Board of Commissioners
Regular Meeting Minutes
May 2, 2022 | 6:33 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on May 2, 2022 and was opened by President Rich Wielebinski at 6:33 p.m. followed by the Pledge of Allegiance.

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

In Attendance: Lisa Pereira, Esq., Broughal & DeVito; Jon Tresslar, Township Engineer; Taylor Muñoz, Township Manager; Shawn Goucher, Acting Chief of Police; Robert Sargent, Roadmaster; Judy Acosta, Zoning Officer; and Krisann MacDougall, Administrative Assistant.

Public Comment - None

Announcements

- 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 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

- Resolution 2022-19 – Motion to pass Resolution 2022-19 granting condition approval of the Minor Subdivision & Lot Consolidation Plan of the Estate of Charles L. Vassallo – Applicant representative indicated this is a subdivision of a large parcel to settle an estate.

R. Wielebinski made a motion, seconded by K. Meeker, to pass Resolution 2022-19 Granting Conditional Approval of the Minor Subdivision & Lot Consolidation Plan of the Estate of Charles L. Vassallo. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to pass Resolution 2022-20 Authorizing the Submission of a Greenways, Trails & Recreation Program (GTRP) Grant Application to the Commonwealth Financing Authority for the TLC Park Splash Pad project. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to pass Resolution 2022-21 Approving the Expenditure of \$109,721.90 for two (2) 2022 Ford Explorer Police Interceptors and Authorizing the Execution of a Certain Lease Purchase Agreement with Bank Capital Services LLC, D/B/A F.N.B. Equipment Finance. E. Gndt asked for interest rate. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to approve Resolution 2022-22 to allow the Township Manager to sign the Applicant's Authorization for Agent to Apply for Highway Occupancy Permit (Form M-950AA) to bore under Route 611 as part of the deferred lateral connections project. 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 18, 2022 regular meeting of the Board of Commissioners.
 - Financial transactions through April 28, 2022 including:

- Ratification of vouchers payable for \$570.07 and sewer operating expenditures of \$825.27.
- Ratification of gross payroll for the pay period ending April 17, 2022 in the amount of \$115,465.48.
- Vouchers payable in the amount of \$178,729.10, sewer operating fund expenditures in the amount of \$16,089.00, capital reserve fund expenditures in the amount of \$104,964.13 and a Fire Tax disbursement of \$64,925.84.
- A transfer of Park Lane Low Volume Road grant funds to the Capital Reserve Fund in the amount of \$42,000.00.
- ARPA fund transfer to the General Fund in the amount of \$1,363.33 for Traistr permitting system implementation costs.

R. Wielebinski made a motion, seconded by K. Meeker, to approve the consent agenda. E. Gmandt asked for clarification of payroll number. All in favor. Motion carried.

NEW BUSINESS - None

Report of the President

Richard Wielebinski

- Discussion regarding possible youth softball and baseball training facility at TLC Park - Will keep the Board informed as potential project moves forward. Discussion regarding possible location of facility and impacts of SR 715 project.

R. Wielebinski made a motion, seconded by J. Lastowski, to get a quote for a four-foot chain link fence extension for the TLC Park Basketball Court. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to execute grant agreement with Monroe County for the receipt of \$40,000 in open space funds for the replacement of park equipment at TLC Park. All in favor. Motion carried.

Commissioner Comments

Jerrod Belvin – Vice President

- Emergency Management Update – J. Belvin asked last time treehouse was inspected at MVP. Stated one of the 4x4s is completely rotted through. Damage to rails at Crossing Abilities Playground needs to be repaired. Asked about quote for the baseball backstop at MVP. Asked when dog park will be staked out. Asked about sidewalks for Wendy's, Turkey Hill, and St. Luke's. E. Gmandt asked about responsibility for maintenance of sidewalks and liability.

Ellen Gmandt – Commissioner

Indicated desire for work sessions to review Township ordinances, including solar development. Thanked Road Crew for work at Cleanup Day.

Jerry Lastowski – Commissioner – None

Keith Meeker – Commissioner - None

Reports

Zoning

Discussion regarding lighting complaints on Brookdale Road. Stated a civil complaint of \$12,000 has been filed against the Taveras short term rental and the White Oak Drive matter. Eight citations were issued on the SR 715 short term rental property with the yurts, with a May 18, 2022 court date.

R. Wielebinski asked for Zoning to check property across from Desaki for property maintenance violations and an additional structure. E. Gnadts asked if Township could put some T1-11 on side of the Alger Avenue garage until the structure is torn down. M. Velardi (Township Resident) stated shades may be an option to address lighting complaints on Brookdale Road.

Emergency Services Reports

- Developing a tattoo policy for recommendation to the Board. Provided update regarding hiring process. Developing structure for performance evaluations for the Department.

Public Works Report

- Current Public Works projects - Completed cleanup days this past weekend. Will begin paving at TLC Park on Tuesday, May 3, 2022.
- Update – 2022 Paving Projects Public Bid – Projects are out for bid, with a bid opening on Monday, May 16, 2022.
- Mountain View Park updates – Park crew working diligently to maintain ballfields. The park lead is completing an online field maintenance course. Working to secure quote for new park lighting for basketball court and lower baseball field.
- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant. Drafting extension letter to Conservation District to allow Township to proceed with the project later in the season.

J. Lastowski asked if Township had any issues with the hauler for this year's Spring Cleanup. R. Sargent stated we have not had any issues.

Discussion regarding road paving schedule in Pocono Township. J. Belvin stated Coolbaugh Township has comparable number of roads and pave 2-3 miles of roads a year and use LF funds to purchase dump trucks. Tobyhanna paves 4-5 miles a year. J. Belvin asked how thick the pavement will be at TLC Park. R. Sargent said five inches with a 1.5 inch wearing course on top.

Administration – Manager's Report

- Grant Awards received
 - \$900,000 from the PennDOT TASA program for sidewalks, ADA access and street lighting – No match requirement for this grant and Township is responsible for engineering and permitting. Will get cost estimates on engineering.
 - \$40,000 in grant funds received and additional grants are in progress for replacement of TLC Park playground equipment.
- Update – Active Township grant applications – Applying for the Greenways Trails Recreation grant for a splash pad.
- Camelback confirmed donation of new ESSA Field scoreboard.
- Update – Zoning Ordinance Amendment process with the Planning Commission – L. Pereira preparing language for discussion at next BOC meeting on May 9th.
- 2022 Township Events
 - 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

- Engineering study for identified stormwater projects – Laurel Lake Road and Oakwood Acres. Engineering design has begun on both these projects.
- Engineering to begin for sidewalk project from Township Drive to Turkey Hill, per the recent PennDOT TASA grant award. Planning a meeting with PennDOT to evaluate.
- Permits were issued for Wilke Road.

Township Solicitor Report

- Update – Kelly Trust Property. Contempt petition being prepared.
- Zoning Hearing Board updates.
 - Update – Johnson Appeal. Still waiting on argument date.
- Update – PJJWA transfer agreement in progress.

Nontraffic citations for the S.R. 715 short term rental – Asked whether the Board would like the solicitor to appear with zoning officer.

R. Wielebinski made a motion, seconded by J. Belvin, to open the agenda for discussion of sending the solicitor to the district magistrate hearing for the S.R. 715 short term rental violations. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Bevin, to have solicitor attend district magistrate hearing with the zoning officer regarding enforcement action against the short term rental with yurts on S.R. 715. All in favor. Motion carried.

Discussion regarding Parker Argot ZHB Application and whether the Board wants the solicitor to attend the hearing regarding relief for a garage construction in the front-yard setback. Will determine at next meeting.

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

R. Wielebinski made a motion, seconded by K. Meeker, to adjourn the meeting at 8:18 p.m. All in favor. Motion carried.