

**Pocono Township Board of Commissioners
Regular Meeting Minutes
April 3, 2023 | 6:07 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on April 3, 2023 and was opened by President Rich Wielebinski at 6:07 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: Taylor Munoz, Township Manager; Leo DeVito, Township Solicitor; Jon Tresslar, Township Engineer; Patrick Briegel, Public Works Director; Shawn Goucher, Acting Chief of Police; Judy Acosta, Zoning Officer; and Jennifer Gambino, Administrative Assistant.

J. Belvin made a motion, seconded by E. Gndt, to suspend the agenda for consideration of award to Mark Iannazzo. All in favor. Motion carried.

Public Comment

Elizabeth Casciano (Resident) – Expressed concerns about a proposed tiny home and/or campground project located on Stadden Road.

Announcements

- Pocono Township Fishing Derby will be held at TLC Park on April 15 from 9 a.m. to noon! More information is posted on the Township’s website and Facebook page. We ask that everyone pre-register, as space is limited.
- The Pocono Township Spring Cleanup will be held Thursday, April 27th through Saturday, April 29th at the Township complex. Residents are welcome to bring their items between 7:30 a.m. and 3:00 p.m. each day. The Cleanup Fee Schedule is on the Township website at www.poconopa.gov.

Hearings – None

Presentations

- Lifesaving Award Presentation – Recognition of Patrol Officer Marc Iannazzo for saving an individual’s life – Award presented by Acting Chief Shawn Goucher.
- Presentation from David Haseney, member of the Pocono-Jackson Historical Society, regarding proposals for display of the 16’ x 11’ Tannersville Inn sign. Mr. Haseney offered a proposal to attach the Tannersville Inn sign to the exterior of the Mountain View Park Heritage Center. R. Wielebinski commended Mr. Haseney for his presentation and efforts. Stated he does not feel the Park is the appropriate venue for display of the sign. J. Lastowski asked for clarification as to the location of the sign. E. Gndt stated she’s not sure the Heritage Center is the right place for the Inn sign and pavers. Asked whether the sign could be stored somewhere until such time as an alternate location is found. J. Belvin stated he agrees with E. Gndt and does not believe it is appropriate for the Heritage Center and stated there may be a more appropriate location.
- Poconos Hospitality, LLC – Request for extension of time for the Poconos Hospitality LLC project conditional approval.

Attorney Marc Wolf spoke on behalf of the applicant. Requested extension for the project. Discussion regarding merits of an extension and progress on prospective plan.

E. Gndt made a motion, seconded by J. Lastowski, to extend conditional approval for 6 months. All in favor. Motion carried.

Resolutions – None

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the March 20, 2023 meeting of the Board of Commissioners.
 - Financial transactions through March 30, 2023 as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll; vouchers payable, sewer operating expenditures, construction fund expenditures, capital reserve expenditures and transfers.

R. Wielebinski made a motion, seconded by E. Gnanadt, to approve the consent agenda. E. Gnanadt asked for clarification with the minutes. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to suspend the agenda and move up the Public Works report. All in favor. Motion carried.

Public Works Report

- Current Public Works projects – Cleaning out culverts and patching roads.
- Mountain View Park updates – Fence work complete and cleanup taking place. New infield grading equipment working well and fields are in good condition.
- TLC Park updates
 - Splash Pad Installation – Week of April 17 – Coordinating with BCRA and splash pad contractor. Expect project to take 5-6 weeks for completion.
 - Dog Park Project(s) – Very close to weather needed for completing the grading work. Will open the park with area quarantined off where grading and seeding will be taking place.
 - Sealing of Lower Pond – Pond is sealed and completing finishing work. Fountain ordered for lower pond.
- Update regarding potential lease purchase of new backhoe – Looking at lease of new backhoe.

Discussion of purchase of a new tow-behind broom. COSTARS quote will be considered at the next meeting.

NEW BUSINESS

1. Personnel – None

2. Travel/Training Authorizations

R. Wielebinski made a motion, seconded by J. Belvin, to authorize an ARPA transfer for the purpose of facilitating an administrative staff and department head DISC assessment training in an amount not to exceed \$6,500. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to authorize an ARPA transfer in the amount of \$1,995 for cover enrollment in the 12-week International City/County Management Association (ICMA) High Performance Leadership Academy. E. Gnanadt asked for clarification. All in favor. Motion carried.

- FYI – Paola Razzaq is currently attending the 2023 Government Finance Officers Association (GFOA) of PA annual conference in Hershey.

Report of the President

Richard Wielebinski

R. Wielebinski made a motion, seconded by J. Lastowski, to approve the extension of 10-hour shifts for the Pocono Township Police Department detectives through December 31, 2023. E. Gmandt asked for clarification. All in favor. Motion carried.

Commissioner Comments

Jerrod Belvin – Vice President

J. Belvin made a motion, seconded by K. Meeker, to appoint Kyle VanFleet as Planning Commission alternate position. E. Gmandt stated the Township normally puts these positions out to the broader public. Roll call vote: J. Belvin, yes; E. Gmandt, no; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

E. Gmandt asked for future advertised positions to clarify that it be for any open position.

J. Belvin made a motion, seconded by E. Gmandt, to advertise for civil service commission alternate. All in favor. Motion carried.

- Update – 25 MPH speed limit on Tara Drive, Bull Pine Road, and Terrace Drive – L. DeVito stated that it's been determined that an engineering study is necessary to establish speed limits. J. Tresslar stated the engineer can review road design(s) already on file for the study. R. Wielebinski asked about inclusion of speed tables.
- Emergency Management Update – DEP has ordered a full breach of Laurel Lake until the dam is replaced. Has implications for emergency response and Laurel Lake Road.

Provided update regarding trees down over the weekend; issues with pump station generator; etc.

- Update – PPL utility lines and possible drainage issues on Barton Court – No update.

Ellen Gmandt – Commissioner

Thanked Township staff for inclusion of balance sheet in agenda packet. Asked L. DeVito for update on the PJJWA agreement revisions.

Jerry Lastowski – Commissioner

Asked about Swiftwater bus stop dumping issues. PennDOT indicates bus stop is located on Miller property and more information is needed moving forward.

Keith Meeker – Commissioner - None

Reports

Zoning

Provided update on Birchwood remediation. Gave additional updates pertaining to inspection of Grossi STR and other enforcement notices sent. R. Wielebinski asked about 208 Cherry Lane Rd. property. Discussed Pocono Cheesecake Factory violation.

Police Report

- General police updates – Officer Dehart's probation ended March 28th and he is moving forward. Working on revisions to PCCD grant funds, which will cover new body cameras and in-car cameras.
- Installation of barbed wire around impound yard – No report.

Ambulance Report - None

Administration – Manager’s Report

- \$15,000 grant awarded to Pocono Township for establishing access and parking area for the Old Learn Farm open space parcel – Confirmed the easement agreement language was approved by Tom Lovito who shares driveway access with the TWP. Agreement will be shared with the Board and put on next BOC agenda for approval.
- Due diligence ongoing regarding Swiftwater bus stop dumping issues.

Township Engineer Report

- Learn Road safety enhancement project and roundabout survey work – Have completed survey work and downloaded property deeds. Remaining survey work required to finalize identification of ROW needs.
- Parking area design for Old Learn Farm open space parcel adjacent to PPL easement – Met onsite with P. Briegel and T. Muñoz to assess improvements to drainage facilities at the entrance to the Old Learn Farm property.
- Update – TASA SR 611 sidewalk project - Completed survey work at intersection of Learn Road and SR 611. With agreement from the Fire Company, looking to finalize design.

Township Solicitor Report

- Easement agreement with Tom Lovito for access to Old Learn Farm open space parcel – Agreement was revised and sent to Mr. Lovito’s attorney. Requesting item be put on the agenda as an Action Item for next BOC meeting.
- Turkey Hill sidewalk installation – Turkey Hill confirmed receiving Township’s notice that they must proceed with sidewalks. Will monitor.
- Discussion regarding preparation of an ordinance codifying BCRA’s public water service area for consistency with the Township’s central sewage (Act 537) service area – Placeholder.
- Zoning Hearing Board updates – Crawford brief concerning a STR was filed and will be argued later this month.
- Update – Johnson Appeal Commonwealth Court argument – Waiting for Commonwealth Court.
- Update – PJJWA transfer agreement – Will follow up with respective solicitors to check status.

J. Acosta stated a zoning hearing board variance application was received from Embree Development for reduction in truck bays for relief from off-street truck loading requirements.

Public Comment – None

Adjournment

R. Wielebinski made a motion, seconded by E. Gndt, to adjourn the meeting at 7:52 p.m. All in favor. Motion carried.