



POCONO TOWNSHIP COMMISSIONERS
AGENDA

May 20, 2024 | 6:00 p.m.

112 Township Drive, Tannersville, PA

Dial-In Option: 646 558 8656

Meeting ID: 892 102 5946

Passcode: 18372

Zoom Link:

<https://us06web.zoom.us/j/8921025946?pwd=Q1VtaFVkVEpRWTUvdIFrSHJ1cE1Tdz09>

Open Meeting

Pledge of Allegiance

Roll Call

Public Comment

For any individuals wishing to make public comment tonight, including those dialed in by phone, please state the spelling of your name and identify whether you are a taxpayer of Pocono Township.

Please limit individual comments to five (5) minutes and direct all comments to the President. Public comment is not for debate or answering questions, rather it is for "comment on matters of concern, official action or deliberation...prior to taking official action" [PA Sunshine Act, Section 710.1].

Announcements

- The Pocono Township Touch-A-Truck Event is coming up June 1st. For more information, please contact the Township office.

Presentations –

- 319 Tara Hill waiver consideration for second driveway. **(Possible Action Item)**
- Joel Rossi, the owner of Resort Beverage, would like to be added to this meeting's agenda to present a proposed water-wall barrier along an access easement at the subject property. **(Possible Action Item)**

Hearings – Pocono Township Managers Ordinance – Public hearing for consideration of amending the Pocono Township Managers Ordinance. An ordinance repealing Ordinance Nos. 2014-01, 2016-02, 2016-05, and 2018-10 and to provide for the creation of the Office of Township Manager and establish the powers and the duties of the Township Manager.

- Motion to open the public hearing **(Action item)**
- Motion to close the public hearing **(Action item)**
- Motion to enact Township Ordinance No. 2024-04, repealing Ordinance Nos. 2014-01, 2016-02, 2016-05, and 2018-10 and to provide for the creation of the Office of Township Manager and establish the powers and the duties of the Township Manager. **(Action item)**

Resolutions - None

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the May 6, 2024 regular meeting.
 - General Fund budget adjustments in the amount of \$52,650.00 for the purpose of providing additional funding for the following line items. To cover current deficit and future expenditures.
 - Capital Fund budget adjustments in the amount of \$ 21,488.25 for the following: to fund revenue line and reflect grant revenue on police capital expenditures.
 - Financial transactions through May 14, 2024 as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll, vouchers payable, sewer operating expenditures, construction fund expenditures, and capital reserve expenditures. **(Action Items)**

NEW BUSINESS

1. Personnel

2. Travel/Training Authorizations

Commissioner Comments

Richard Wielebinski – President

- Motion to accept Commissioner Jerrod Belvin's resignation. **(Action Item)**
- Motion to appoint a new Vice President to the Board of Commissioners. **(Action Item)**
- Motion to appoint Jerrod Belvin as the Pocono Township Manager effective 6/5/2024 **(Action Item)**
- Motion to authorize Pocono Township Solicitor, Leo DeVito to execute a new contract between Pocono Township and Jerrod Belvin. **(Action Item)**
- Motion to close ESSA Sewer Operating Accounts ending in 2428 and 0023. **(Action Item)**
- Motion to open a Wayne Bank account to hold loan proceeds to purchase NCC and Kenny's Way properties, and to approve as signatories Commissioners: Richard Wielebinski, Ellen Gndt, Natasha Leap, Michael Velardi and Treasurer, Paola Razzaq, Manager, Jerrod Belvin **(Action Item)**
- Discussion and review of form for Waiver of Land Development on internal renovations within Commercial buildings. **(Possible Action Item)**
- Discussion to establish an America250PA Resolution - America250PA was formed to celebrate the 250th birthday of the United States in 2026 and Pennsylvania's leading role in the birth of our nation. Pennsylvania is officially the first state to have 100% of counties pass resolutions to join in the celebration, and over 260 townships have also pledged to join in this momentous occasion. **(Possible Action Item)**
- Emergency Management Update
- Update – Archer Lane
- Update – Laurel Lake Dam
- Green Light Go update

Ellen Gndt – Commissioner

- Update – SBA Cell Tower
- Update – Kennel on Ruby Lane
- Update – Solar Field

Natasha Leap – Commissioner

- \$100 donation to the Lions Club to sponsor a hole for their golf outing

Mike Velardi – Commissioner

Reports

Zoning

Police Report

- Department updates

Ambulance Report

Fire Report

- Additional appointments of Special Fire Police for Pocono Township Volunteer Fire Company for 2024 are as follows: Ronald LaBar, Paul Layman, and Michael Sierra.

Public Works Report / Acting Manager Report

- Sewer Business Update
- Update – Cobble Creek Drainage Project
- Update – Old Learn Farm parking access
- Current Public Works Projects
- Discussion item to purchase 2024 John Deere Gator (COSTARS Pricing)(**Action Item**)
- Discussion item to purchase a pickup truck for the Sewer Department (COSTARS Pricing) (**Action Item**)
- Mountain View Park Updates
- TLC Park Updates

Township Engineer Report

- Sewer Business Update
- Learn Road safety enhancement project and roundabout survey work
- Update – TASA SR 611 sidewalk project
- In Progress – Discussion and possible action regarding the Township’s revised Act 167 stormwater ordinance, incorporating changes to the ordinance as prepared by the Township engineer and as required by PA DEP.

Township Solicitor Report

- Sewer Business Update
- Paradise Water and Sewer service area update
- General legal update
- Pocono Township v. Pocono Summit Holdings
- Review of the Township current Fee Schedule – Discussion
- Zoning Hearing Board updates. – Continuance of Pocono Places LLC (May 30, 2024)
- Update – Johnson Appeal Supreme Court petition

Public Comment

For any individuals wishing to make public comment tonight, including those dialed in by phone, please state the spelling of your name and identify whether you are a taxpayer of Pocono Township. Please limit individual comments to five (5) minutes and direct all comments to the President.

Adjournment

TARA HILL DR

319 TARA HILL DR

311 TARA HILL DR

SUNLITE LN

12637204808792

Parcels

319 TARA HILL DR
BARTONSVILLE, PA 18321
SUBDIVISION: TARA HILLS

LOCATION: 319 TARA HILL
DR

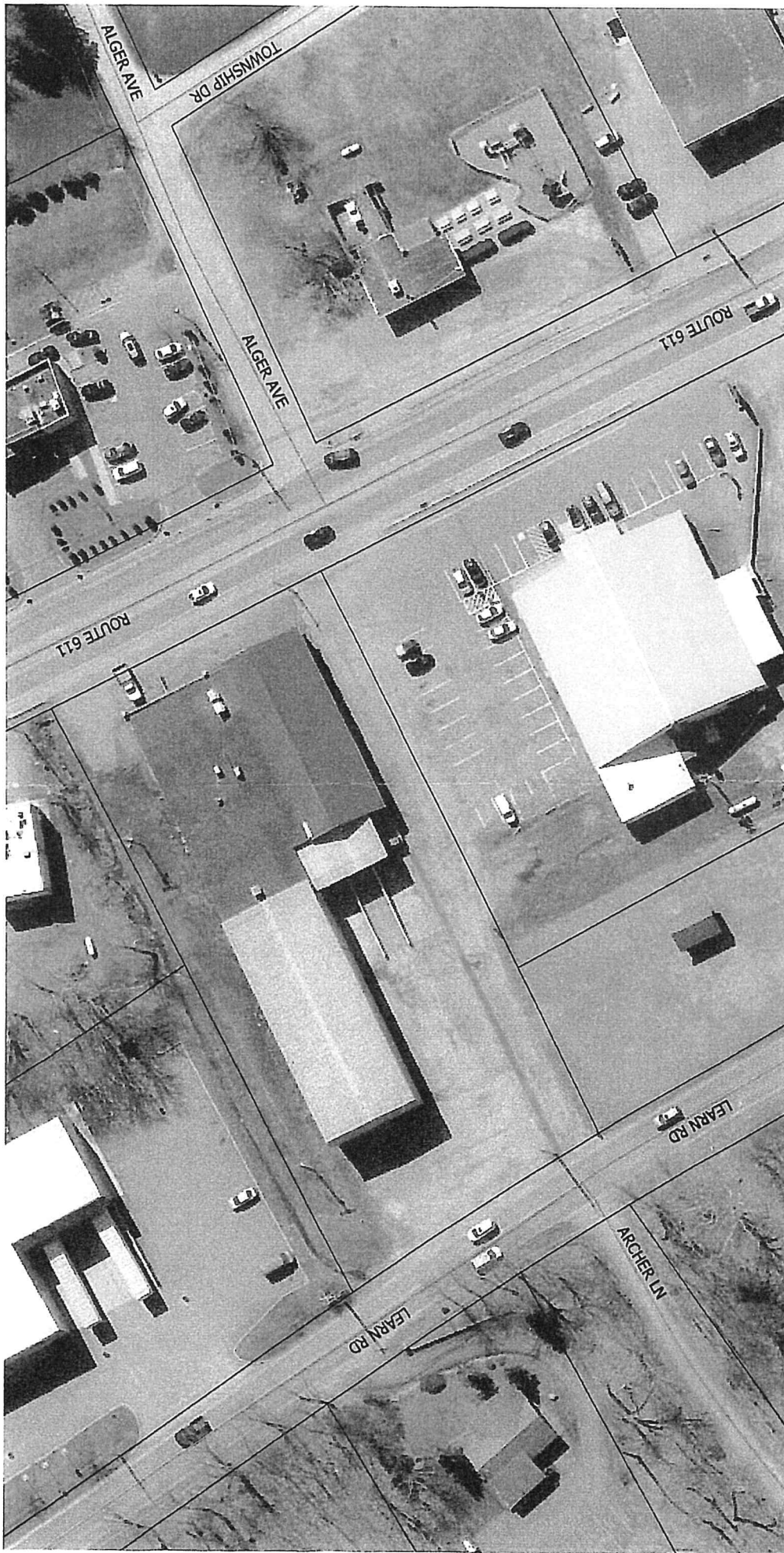
MAPNUMBER: 12637204808792

PARID: 12.9E.1.42

ACREAGE: 1.12

-  View Info  Edit Info  Buffer  Move
-  Delete  Add Permit  Add Inspection
-  Add Work Order

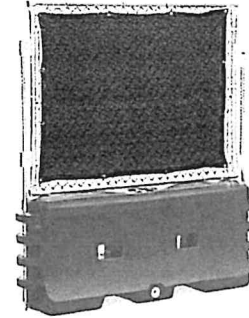
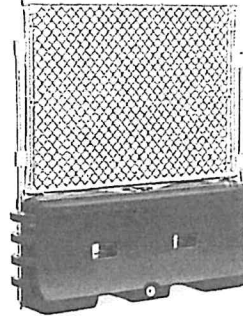




2903 Rt 611
12-8-1-36.

Joel Rossi
cell: 670-456-3064
email: jdrossi@resortbeverage.com

WATER-WALL™ BARRIER



FORKLIFTABLE

1,100 lbs. of water-filled strength for roads and highways.

- Forkliftable in two places for fast, easy setup and removal.
- Rugged polyethylene. Fill with sand or water.
- Interlocking hinge pivots 30° for continuous, curved barrier.
- Fence Panel – Provide additional security in work zones.
- Privacy Screen – Cover fences for privacy and wind protection.

WATER-WALL™ BARRIER

Orange or White

MODEL NO.	DESCRIPTION	SIZE L x W x H	WT. EMPTY (LBS.)	WT. FILLED (LBS.)	PRICE EACH		ADD TO CART
					1	4+	
H-6717	Barrier	72 x 18 x 32"	80	1,100	\$480	\$460	Specify Color

Meets MASH Standards

SHIPS VIA MOTOR FREIGHT

WATER-WALL™ FENCE PANEL/PRIVACY SCREEN

MODEL NO.	DESCRIPTION	SIZE L x H	WT. (LBS.)	PRICE EACH		ADD TO CART
				1	4+	
H-9290	Fence Panel	72 x 48"	27	\$385	\$360	1 <input type="button" value="ADD"/>
S-24104	Privacy Screen	64 x 48"	2	40	35	1 <input type="button" value="ADD"/>

SHIPS VIA MOTOR FREIGHT

**POCONO TOWNSHIP
MONROE COUNTY, PENNSYLVANIA**

ORDINANCE NO. 2024 - 04

AN ORDINANCE OF THE TOWNSHIP OF POCONO, COUNTY OF MONROE, COMMONWEALTH OF PENNSYLVANIA, REPEALING ORDINANCES NOS. 2014-01, 2016-02, 2016-05 AND 2018-10 AND PROVIDING FOR THE CREATION OF THE OFFICE OF TOWNSHIP MANAGER AND ESTABLISHING THE POWERS AND THE DUTIES OF THE TOWNSHIP MANAGER.

WHEREAS, the Board of Commissioners of Pocono Township, Pocono Township, Monroe County, Pennsylvania initially created the position of Township Manager with its enactment of Ordinance No. 2014-01; and

WHEREAS, the Board of Commissioners subsequently amended the duties of the Township Manager by and through the enactment of Ordinance No. 2016-02 and Ordinance No. 2016-05; and

WHEREAS, the Board of Commissioners further amended the the duties of the Township Manager by and through the enactment of Ordinance No. 2018-10; and

WHEREAS, the Board of Commissioners desires to repeal Ordinance Nos. 2014-01, 2016-02, 2016-05 and 2018-10; and

WHEREAS, the Board of Commissioners desire to clarify the establishment of the position of Township Manager and set forth the powers and duties of the Township Manager as specifically set forth herein.

AND NOW THEREFORE BE IT ENACTED AND ORDAINED, by the Board of Commissioners, Pocono Township, Monroe County, Pennsylvania, and it is hereby **ENACTED**

AND ORDAINED by virtue of the activity of the General Assembly of the Commonwealth of Pennsylvania known as the "First Class Township Code, as amended", as follows:

SECTION 1. SHORT TITLE. This Ordinance shall be known as the "Township Manager Ordinance of Pocono Township."

SECTION 2. CREATION AND AUTHORITY. The office of the Township Manager is hereby created pursuant to the First Class Township Code, subject to the right of the Township, by Ordinance, at any time to abolish such officer.

SECTION 3. TERM OF OFFICE. As soon as practicable after the enactment of this chapter, the Township Commissioners shall elect, by a majority vote of all its members, one person to fill the Office of Township Manager, who shall begin his or her term of office upon his or her appointment or as soon thereafter as possible, and he or she shall serve until the first Monday of January of the even-numbered year succeeding his or her appointment unless and until his successor is elected and qualifies. Said office shall be filled biennially thereafter. In case of a vacancy, the Commissioners shall fill said office by majority vote of all members. The Township Manager shall, however, be subject to removal at any time by a majority vote of all the members of the Board of Commissioners.

SECTION 4. QUALIFICATIONS. The Township Manager shall be chosen solely on the basis of his or her executive and administrative qualifications, with special reference to his or her actual experience in or his or her knowledge of accepted practices in respect to the duties of the office as herein outlined. The Township Manager need not be a resident of the Township or of the State of Pennsylvania at the time of his or her appointment, but should reside within close proximity so as to be available to the Township for the performance of unusual duties as well as

emergency duties. The Township Manager shall have no interest in contracts of the Township, shall not be in debt to the Township and shall not at the time of his or her appointment be related to any of the Township Commissioners.

SECTION 5. BOND AND SURETY. Before entering upon his or her duties, the Township Manager shall give a bond to the Township with a bonding company as surety, in an amount as amended from time to time by resolution, conditioned for the faithful performance of his or her duties, premium for the said bond to be paid for by the Township of Pocono. The bond of the Township Manager may be included in, and the Manager may be bonded under and covered by the blanket bond now in force and effect for all Township employees in the aforesaid amount, as amended from time to time by resolution.

SECTION 6. COMPENSATION. The Township Manager shall receive such compensation as shall be fixed from time to time by resolution, through contract or Employment Agreement.

SECTION 7. MANAGER AS CHIEF ADMINISTRATIVE OFFICER. The Manager shall be the Chief Administrative Officer of the Township, and he or she shall be responsible to the Board of Commissioners as a whole for the proper and efficient administrations of the affairs of the Township. His or her powers and duties shall relate to the general management of all Township business not expressly by statute or ordinance imposed or conferred upon other Township officers.

SECTION 8. POWERS AND DUTIES. Subject to recall by ordinance, the powers and duties of the Manager shall include the following:

- A. He or she shall supervise and be responsible for the activities of all Township Departments, unless the Board of Commissioners shall have taken previous action to the contrary.

- B. He or she shall serve as the Township Human Resources Manager. He or she shall appoint and, when he or she shall deem it necessary for the good of the Township, shall suspend or discharge, all employees under his or her supervision; provided, nevertheless, that persons covered by the Civil Service provisions of the First Class Township Code shall be appointed, suspended or discharged in accordance with such provisions. Prior to appointing, suspending or discharging any employee, the Township Manager shall provide the Board of Commissioners with written notice of his or her intention to take such action, which notice shall include an independent, professional, written rationale therefor. Such notice shall be given to the Board of Commissioners not less than 48 hours in advance of a regular public meeting of the Board of Commissioners which is held prior to the Township Manager taking such action; provided, nevertheless, that the Township Manager may temporarily suspend any employee under his or her supervision, with or without pay or other compensation, when he or she shall deem such temporary suspension necessary for the good of the Township, without providing prior notice to the Board of Commissioners. In the event of such temporary suspension, he or she shall notify the Board of Commissioners of the same and the reasons therefor, in writing, within 48 hours. In the event the Township Manager shall deem the creation of a new position of employment or the appointment of any additional employees to current positions of employment to be necessary for the good of the Township, he or she shall obtain the prior approval of the Board of Commissioners therefor; provided, nevertheless, that the selection of the person for such new position or of such additional employees shall be the responsibility of the Township Manager subject to the provisions of this subsection. No person shall be appointed by the Township Manager to fill any vacancy in any position of employment at a rate of pay which is more than 10% higher than that received by the previous employee holding such position without the prior approval of the Board of Commissioners.
- C. He or she shall prepare and submit to the Board of Commissioners before the close of the fiscal year or on such alternate date as the Board of Commissioners shall determine, but no later than September 30, a budget for the next fiscal year and an explanatory budget message. In preparing the budget, the Manager, or an officer designated by him or her, shall obtain from the head of each department, agency, board or officer, estimates and may revise them before submitting the budget to the Board of Commissioners. If the Township Manager desires or intends to meet with a Department Head to aid in the preparation of the budget, the Township Manager shall advise the Board of Commissioners of his or her intent to do so and members of the Board of Commissioners may attend any such meeting.
- D. He or she shall be responsible for the administration of the budget after its adoption by the Board of Commissioners. At the request of the Board of Commissioners, the Township Manager shall make available to the Board of Commissioners

financial reports containing the financial information requested by the Board of Commissioners.

- E. He or she shall, under the direction of the Board of Commissioners, execute and enforce the nonpenal laws of the Commonwealth and nonpenal ordinances, resolutions and bylaws of the Township, and he shall establish necessary procedures and forms, violation notices and other documents.
- F. He or she shall attend all meetings of the Township Board of Commissioners and of its committees, with the right to take part in the discussion and he or she shall receive notice of all regular and special meetings of the Board of Commissioners and of its committees.
- G. He or she shall prepare the agenda for each meeting of the Board of Commissioners and supply facts pertinent thereto.
- H. He or she shall keep the Board of Commissioners informed as to the condition of the Township affairs, submit periodic reports on the condition of the Township finances and such other reports as the Board of Commissioners shall request and shall make such recommendations to the Board of Commissioners as he or she deems necessary.
- I. He or she shall submit to the Board of Commissioners, as soon as possible after the close of the fiscal year, but in no event later than 90 days from the close of the fiscal year, a complete report on the financial and administrative activities of the Township for the preceding year.
- J. He or she shall see that the provisions of all franchises, leases, permits and privileges granted by the Township are observed and shall insure that all terms and conditions of the same are faithfully performed.
- K. He or she may employ, by and with the approval of the Board of Commissioners, experts and consultants to perform work and to advise in connection with any of the functions of the Township.
- L. He or she shall attend to the negotiating of and letting of contracts in due form of law, and he or she shall supervise the performance and faithful execution of the same except insofar as such duties are expressly imposed upon some other Township officer by statute.
- M. He or she shall see that all money owed the Township is promptly paid and that proper proceedings are taken for the security and collection of all the Township's claims.

- N. He or she shall be purchasing officer of the Township and he or she shall purchase, in accordance with the provisions of the First Class Township Code, all supplies and equipment for the various agencies, boards, departments and other offices of the Township. He or she shall have authority to make purchases without prior approval of the Board of Commissioners to the extent and within the limitations established from time to time by resolution of the Board of Commissioners and/or as established in the current year budget except as authorized by such resolution, shall make purchases only upon and with the prior approval of the Board of Commissioners. He or she shall keep an account of all purchases and shall be responsible for the correct and proper accounts payable obligations of the Township and shall review and represent to the Board of Commissioners that all invoices submitted to the Board of Commissioners are owed, correct and timely. He or she shall also issue rules and regulations subject to approval of the Board of Commissioners governing the requisition and purchasing of all Township supplies and equipment.
- O. All complaints regarding services or personnel of the Township shall be referred to the Office of the Manager. He or she, or an officer designated by him or her, shall investigate and dispose of such complaints and the Manager shall report thereon to the Board of Commissioners, in writing.
- P. Assist citizens by informing them of Township rules and laws, explaining laws, explaining procedures, hearing complaints and either resolving them or referring them to the responsible official.
- Q. Periodically review existing job classifications and salary ranges of all Township employees and present recommendations for additions, changes or modifications to the Board of Commissioners.
- R. Be responsible for the annual review and evaluation of all Township employees and/or final review and evaluations delegated to others in supervisory positions. The Township Manager shall be responsible for the review and evaluation of Township department heads and report findings to the Board of Commissioners for their information.
- S. Obtain and maintain current knowledge regarding existing and changing legislative requirements for general operations and alert the Board of Commissioners as to issues that may affect the Township. The Township Manager shall provide options and recommend to the Board of Commissioners the adoption of such measures as may be advisable for the continued well-being of the Township.

- T. Work with the County, State and Federal Government on projects and obtaining financing and grants for the Township.
- U. Work with the Township Engineer and/or the Township Solicitor on Township matters as the need arises.
- V. He or she shall assist the Board of Commissioners in the preparation of short and long term planning for the Township.
- W. He or she shall manage, supervise, and oversee projects undertaken by the Township.
- X. He or she shall perform such other duties as may be required by the Board of Commissioners not inconsistent with the First Class Township Code, the law relating thereto and ordinances of the Township.

SECTION 9. APPOINTMENT, SUSPENSION AND DISCHARGE OF TOWNSHIP EMPLOYEES; BOARD COMMUNICATIONS WITH TOWNSHIP EMPLOYEES.

Neither the Board of Commissioners nor any of its members shall publicly or privately influence or attempt to influence the decision of the Township Manager relating to the appointment, suspension or discharge of any Township employee, except as may be necessary to ensure that the written employment policies of the Township and the requirements of law are duly complied with, request or require the Township Manager to interview or otherwise consider for appointment any specific employment applicant or otherwise exert influence to gain, or attempt to gain, preferential treatment on behalf of any such applicant or request or require the Township Manager to suspend or discharge any Township employee. While communications between members of the Board of Commissioners and Township employees should ordinarily take place in the form of inquiry to the Township Manager for further communication to the heads of Township Departments and from heads of Township Departments to subordinate employees, for reply by the Township Manager to the Board of Commissioners, the members of the Board of Commissioners shall have the right, for purposes of inquiry and information exchange, to communicate with

Township employees under the supervision of the Township Manager and such employees shall have the right to communicate with the members of the Board of Commissioners for such purposes. All orders and directives of the Board of Commissioners shall be issued at a duly convened public meeting and shall be given to the Township Manager for execution. Any official action resulting from such communication shall be taken at a duly convened public meeting of the Board of Commissioners following reasonable notice to and receipt of independent, professional written recommendations from the Township Manager. In the event any member of the Board of Commissioners becomes aware of circumstances pursuant to which a Township employee may be suspended or discharged from his or her employment with the Township, such member shall not communicate with such employee with respect to such circumstances except at a duly convened executive session meeting of the Board of Commissioners.

SECTION 10. ABSENCE OR DISABILITY. In case of illness or absence of the Manager from the Township, the Board of Commissioners shall designate the replacement who shall perform the duties of the Manager during his or her absence or disability.

SECTION 11. SEVERABILITY; CONFLICT WITH OTHER PROVISIONS. If any section, subsection or sentences, clause or phrase of this chapter is for any reason held invalid, such decision or decisions shall not affect the validity of the remaining portions of this chapter. All ordinances of the Township prescribing the duties of heads of departments shall remain in full force and the effect insofar as they do not conflict with the provisions of this chapter in which case the provisions of this chapter shall govern.

SECTION 12. REPEALER. Pocono Township Ordinance 2014-01; Ordinance 2018-10 Ordinance No. 2016-02 and Ordinance No. 2016-05 are hereby repealed. Said repeal to be effective upon the effective date of this Ordinance as set forth in Section 13.

SECTION 13. EFFECTIVE DATE. This Ordinance shall be effective five (5) days after enactment.

ENACTED AND ORDAINED this ____ day of _____, 2024.

ATTEST:

**TOWNSHIP OF POCONO
MONROE COUNTY**

Township Secretary

**RICHARD WIELEBINSKI
President, Board of Commissioners**

**Pocono Township Board of Commissioners
Regular Meeting Minutes
May 6, 2024 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on May 6, 2024 and was opened by President Richard Wielebinski at 6:00 p.m. followed by the Pledge of Allegiance.

Roll Call: Jerrod Belvin, present; Ellen Gndt, present; Natasha Leap, present; Mike Velardi, present; and Rich Wielebinski, present.

In Attendance: Patrick Briegel, Acting Township Manager & Public Works Director; Lisa Pereira, Township Solicitor; Jon Tresslar, Engineer; Lindsay Scerbo, Zoning Officer; Jennifer Gambino, Admin Assistant.

Public Comment

L. Lippert (Resident) - Spoke of his concerns regarding incessant gunfire at a couple of residences in his neighborhood. Asked that the township look into adopting an ordinance regarding limiting target shooting within residential neighborhoods on personal property.

D. Shepp (Non-Resident) – Spoke regarding the Ruby Lane property classified as a Kennel. She believes they are acting in violation of the conditions put on the property through the zoning hearing board. She stated they contacted the dog warden, Miriam Schroeder, who will be going to the property to check licensing and issue warnings.

K. Doleidon (Resident) – Spoke regarding the “Kennel” on Ruby Lane. She stated they let their dogs out at 3:30 or 4:30 each morning and they bark all day long. She commented on the comings and goings of the owners along with any visitors or deliveries they have during the course of any day. She noted that the acting township manager went up the road for “3” minutes one day. Ms. Doleidon said most of her inquiries have gone unanswered and thanked Jerrod and Ellen for at least responding. R. Wielebinski stated Zoning is involved. E. Gndt commented also. L. Scerbo stated that the property owners have made application. Zoning is waiting on the ZHB solicitor’s ruling in writing prior to issuing permits. E. Gndt asked that all information is vetted prior to the permit being released. Pocono Township’s solicitor has spoken with the property owners attorney, and they are moving forward with compliance.

M. Farda – (Resident) – expressed consideration for all of the improvements in the township over the past few years. Asked if we could look into the Ball Fields maintenance throughout the year.

G. Holliday –(Resident) - Penn Estates – issues with the Police not responding to her residence when her residence was vandalized.

A. Baines – (Resident) – Spoke regarding the gunfire. Neighbor courtesy has lapsed. Very concerned that a tragedy will need to happen before something is done.

P. Walker – (Resident) – Spoke regarding the gunfire. Children are scared to play in the neighborhood due to gunfire.

D. Letty – (Resident) – Stressed the desire to have an Ordinance against gun use in the neighborhood.

J. Rapino (Resident) – Expressed concern along with his wife and the desire for the township to address the excessive gun use situation.

P. Lippert – (Resident) – She spoke to the resident who shoots in their back yard and asked if they could work together so she could leave the area when he would be shooting. Instead, the resident has become combative when confronted.

A conversation took place regarding nuisance ordinance or regulations. The manager was asked to look into the Stroud Township Ordinance and share his findings with the zoning and legal departments.

Announcements

- The Pocono Township Touch-A-Truck Event is coming up June 1st. For more information, please contact the Township office.
- An executive session was held on Monday, April 22 and also, at 5:30 Monday May 6, for discussion of personnel matters and litigation.

Presentations

- Serenite at Camelback – Amendment of the Pool house building permit. Members would prefer to have a media room and gym instead of the existing patio with no changes to the footprint. The second minor change would be to extend an existing maintenance area into some of the paved areas. Serenite is asking that this be handled administratively through the zoning department instead of going through land development. E. Gndt asked engineering if this would trigger more parking and storm water? J. Tressler answered no. P. Briegel stated he reviewed the request and has no issues.

Hearings - None

Resolutions

Resolution 2024-08 – Motion to approve Resolution 2024-08 granting conditional approval of Ertle Development, LLC. Wawa plan.

C. Brown, Attorney for the applicant along with the project engineers were present to accept and endorse the resolution. Should the resolution be approved they ask for support on major issues with PennDOT. PennDOT are requesting ADA compliance at each corner of the intersection. This is not within this budget. The second item, PennDOT is requiring that the township approve an ordinance to make the space in front of the project into a parking zone. L. Pereira stated that the township doesn't have prohibitions on any of the roadways. Discussion was had between P. Briegel and L. Pereira. E. Gndt asked J. Tressler for his recommendations on specific items and he stated that they are between the applicant and PennDOT. E. Gndt expressed her thoughts on the Planning Commission and the way the recommendations are implemented to move a plan forward to the Board. L. Pereira interjected the process of the recommendations from the P.C. C. Brown stated they will need to have the parking situation in place within the next two or three months. R. Wielebinski asked the boards opinion regarding addressing the situation. They hope to break ground in the fall.

R. Wielebinski made a motion, seconded by J. Belvin, to approve Resolution 2024-08 granting conditional approval of the Ertle Development, LLC Wawa 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 23, 2024, regular meeting.
 - Financial transactions through April 30, 2024, as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll, vouchers payable, sewer operating expenditures, construction fund expenditures, and capital reserve expenditures.

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

NEW BUSINESS – None

Commissioner Comments

Richard Wielebinski – President

R. Wielebinski made a motion seconded by M. Velardi, to waive the Mountain View park reservation fee for Midlantic Regional Service Committee of Narcotics Anonymous and Cub Scout Pack 85. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by N. Leap, to award the 2024 paving and sealcoating bids to Wayco Inc, for Paving and Midland Asphalt for Sealcoating. All in favor. Motion carried.

R. Wielebinski thanked P. Briegel for following up on the references for each of the lowest bidders.

R. Wielebinski made a motion seconded by J. Belvin to approve a \$1,000/wk. stipend to P. Briegel effective 4/8/24 to stay in effect until a new manager is hired. All in favor. Motion carried.

R. Wielebinski made a motion seconded by M. Velardi to close the following Sewer Construction Account ESSA checking ending in 0477, ESSA money market ending in 2258 and ESSA money market ending in 0073. All in favor. Motion carried.

R. Wielebinski opened a discussion regarding a Waiver of Land Development form. J. Tressler explained the form and why it would be used. P. Briegel gave his support and recommendation. E. Gndt had issues with a couple of items on the form and opened further discussion. She also asked that an item be added regarding any prior violations on a property by the applicant would result in a denial. Item G will be looked into further by J. Tressler. M. Velardi added his thoughts on the form.

E. Gndt made a motion seconded by N. Leap to have J. Tressler investigate item G and insert an item specifying no history of violation by the current owner. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to table the review of a Waiver of Land Development form on internal renovations within an existing commercial building. All in favor. Motion carried.

R. Wielebinski made a motion seconded by J. Belvin to approve the PPL Right of Way WO#12049321 – PennDOT relocation 715 & 611. All in favor. Motion Carried.

R. Wielebinski made a motion seconded by M. Velardi to relist the 2004 Peterbilt Model 330 Dump Truck for sale on Municibid with a starting bid price of \$10,000.00. All in favor. Motion carried.

Jerrod Belvin – Vice President

- Emergency Management -No new updates
- Update – Archer Lane – scheduled with the District Magistrate for Noon on 5/23.
- Green Light Go - No new updates
- Update – Laurel Lake Dam – No new updates.
- Turkey Hill sidewalks – working with J. Tresslar.

Ellen Gndt – Commissioner

SBA Cell Tower review – First letter going out tomorrow. Requested further information regarding access to the road. Storm water discharge into the private road has been questioned along with over 70 comments. An escrow has been established. Conditions can be put in place to address decommissioning of the tower should it be abandoned. Further discussion was had.

Ruby Lane – Dog had puppies. Ellen believes that they need to be watched for not following the rules. N. Leap asked zoning if there were any prior violations regarding the sewage and foundation wall permits. Zoning will look into it.

Solar Field – J. Tresslar has been inspecting twice a week. Most use has been on the state roads vs township roads. R. Wielebinski asked why they are storing their items off Warner Road. M. Velardi commented.

Kenny's way inspection – what was disclosed regarding underground tanks. How will we proceed? J. Belvin stated the environmental study indicated no seepage.

NCC – The title, who are we buying the property from? The foundation or the School. L. Pereira stated the title search was performed. Also, questions regarding a report from the DEP. Did we receive a new report? E. Gmandt stressed the fact that all areas should be checked for issues. Was the septic inspected and well tested?

Advertising the Managers Position: E. Gmandt made a motion to have P. Briegel advertise for the position No second. Discussion was had about why we are not advertising. R. Wielebinski stated that due to a commissioner wanting the position we will not be advertising. Once the ordinance has been passed, the commissioner will resign and apply for the position. Further discussion was had regarding J. Belvins qualifications, and E. Gmandt suggested he provide his resume'.

Planning Commission – once they are finished with the review of the SALDO and recommendations they will entertain a joint meeting with the BOC to go over everything. N. Leap asked for a summarized report of what it was vs. what it is. L. Pereira will look into this.

A resident approached E. Gmandt regarding the pickle ball courts. Will there be time slots available for reservations. J. Gambino stated that we already use Rec desk and will be setting this up.

Natasha Leap – Commissioner – None

Mike Velardi – Commissioner - None

Reports

Zoning

Brook Village Apartments: Developers are proposing their own names for the roads in the development. Submitted permit applications for construction of 8 units on the existing demolished foundation site and looked to the board for approval of road names. R. Wielebinski questioned if this has gone through Land Development. J. Tressler stated it was an approved LDP at one time.

Driveway paving 319 Tara Hill Dr – Builder was approved for one driveway but constructed a second due to putting the garage on the wrong side of the house. When the owner applied for a paving permit, zoning discovered the owner wasn't in compliance due to the number of driveways. The owner is requesting a waiver to approve the second entrance due to builder error. Discussion was had. The board is looking further into this matter.

Police Report – Coffee with a Cop coming up on Saturday May 18th between 9-12 at Nicks Big Belly Deli.

Ambulance Report - None

Fire Report - None

Public Works and Manager Reports

- Update on the Axe throwing property located at 2190 Route 611– Pipolo – tapping fees and user fees are being paid but haven't physically connected to the sewer system.

- Mountain View park gate is moving forward. Hopefully within 4-6 weeks the gate will be fully functioning. Intention is to set the gate up like the Dog park gate for remote access. N. Leap asked about the potential for restricted access in the future in order to possibly charge nonresidents for use.
- DPW guys are working on drainage, swales, and speed humps. The ball fields are an ongoing process.
- Parking request for NCC property – asking for overflow parking on July 12th and 13th to shuttle people. More information and liability potential are needed to make an informed decision.
- BCRA water line project is moving along and possibly wrap up end of this week.
- The Splash Pad is scheduled to open Memorial Day weekend.

Township Engineer Report

- All files have been released from LVL, so we are moving forward.
- Learn Road is a top priority. Hoping to have an 80% design ready in June for Fall construction.
- A discussion was had regarding Kotretsos easement in accordance with this project.
- Township project – working on environmental clearance.

Township Solicitor Report

- Lisa confirmed that the agreement of sale lists both parties in the NCC agreement. The title issues have been resolved between the County and NCC through a resolution.
- Paradise water and sewer situation, we are awaiting more information from counsel.
- Johnson Appeal, Petition has been filed with the PA supreme court. Waiting on answer.

Public Comment

D. Eilber – (Resident) – Regarding the Managers Ordinance, the residents ask for a bio on qualifications of J. Belvin. They are concerned that the controversy they dealt with in the past may be reoccurring.

M. Guidry- (Resident) - Asked that the Board Members please use their microphones so everyone could hear.

T. Eilber- (Resident) Solar Farm and concern regarding the township roads. The roads are a muddy mess especially after a rainstorm. J. Tresslar will look further into this matter.

Adjournment

M. Velardi made a motion, seconded by R. Wielebinski, to adjourn the meeting at 8:05 p.m. All in favor. Motion carried.

POCONO TOWNSHIP

Monday, May 20, 2024

SUMMARY

<u>Ratify</u>		
General Fund	\$	1,956.92
Payroll	\$	128,141.20
Sewer Operating	\$	130.70
Sewer Construction	\$	-
Capital Reserve	\$	-
<u>Bill List</u>		
TOTAL General Fund	\$	211,212.81
TOTAL Sewer OPERATING Fund	\$	155,186.11
TOTAL Sewer CONSTRUCTION Fund	\$	-
TOTAL Capital Reserve Fund	\$	36,752.15
Liquid Fuels	\$	-
TOTAL EXPENDITURES	\$	533,379.89
<hr/>		
Fire Tax Disbursement	\$	79,529.07
<hr/>		
<u>Budget Adjustments</u>		
General Fund	\$	52,650.00
Capital Reserve	\$	21,488.25
Liquid Fuels		
Sewer Operating		
<u>Budget Appropriations</u>		
<u>Budgetary Interfund Transfer</u>		
	\$	-
<u>Use of Grant Funds</u>		
<u>ARPA FUNDS TO CAPITAL RESERVE</u>		
Proj 2130153T TASA SR 611 Learn Rd		
Safety Enhance Proj & Roundabout		
TOTAL CAP. RESERVE	\$	-
<u>ARPA FUNDS TO GENERAL FUND</u>		
TRAISR		
Sarcinello Planning & GIS Services	\$	2,408.66
TOTAL GEN FUND	\$	2,408.66
Total ARPA Transfers	\$	2,408.66

Notes:

POCONO TOWNSHIP CHECK LISTING
RATIFY
 Monday, May 20, 2024

General Fund	Date	TYPE	Vendor	Memo	Amount
Payroll	05/17/2024	ACH		PAYROLL ENDING 05/12/2024	\$ 128,141.20
				TOTAL PAYROLL	\$ 128,141.20

General Expenditures	Date	Check	Vendor	Memo	Amount
	05/02/2024	1142	Pocono Record	TWP advertising	\$ 965.94
	05/02/2024	1143	District Court 43-3-03	RT 611 Civil Complaint	\$ 234.75
	05/02/2024	1144	District Court 43-3-03	2113 Rt 611 Civil complaint	\$ 234.75
	05/06/2024	1145	Blue Ridge Communications	TWP Phones	\$ 411.23
	05/06/2024	1146	Staples	Large Scanner Paper	\$ 110.25
				TOTAL General Fund Bills	\$ 1,956.92

Sewer Operating Fund	Date	Check	Vendor	Memo	Amount
	05/06/2024	1036	BLUE RIDGE COMMUNICATIONS	Pump Station 1 & 2 Phone	\$ 130.70
					\$ 130.70

Sewer Construction Fund	Date	Check	Vendor	Memo	Amount
					\$ -

Capital Reserve Fund	Date	Check	Vendor	Memo	Amount
					\$ -

TOTAL General Fund	\$	130,098.12			
TOTAL Sewer Operating	\$	130.70	Authorized by:		
TOTAL Sewer Construction	\$	-			
Total Capital Reserve	\$	-	Transferred by:		
	\$	130,228.82			
				TOTAL Capital Reserve Fund	\$ -

POCONO TOWNSHIP CHECK LISTING

Monday, May 20, 2024

General Fund

Date	Check	Vendor	Memo	Amount
5/14/2024	1147	Access Office Technologies	Phone System Support May 2024	\$ 98.00
5/14/2024	1148	ADP, LLC	ADP Payroll, Time & Attendance 3/31-4/28/24	\$ 723.92
5/14/2024	1149	AMERICAN UNITED LIFE INSURANCE CO.	GTL STD	\$ 2,927.14
5/14/2024	1150	Aptive Environmental	Peddling Permits P-2024-04; P-2024-16 & P-2024-10 Refund	\$ 300.00
5/14/2024	1151	ARGS Technology, LLC	April 2024 Remote IT Services	\$ 2,448.50
5/14/2024	1152	Auto Parts of Tannersville, Inc.	PW vehicle repair parts	\$ 840.08
5/14/2024	1153	Bartonsville Printing	Event Sponsor Banners	\$ 783.00
5/14/2024	1154	Best Auto Service Center	Police vehicle repair	\$ 2,619.03
5/14/2024	1155	Brodhead Creek Regional Authority	TWP Sewer 2 EDUs	\$ 165.00
5/14/2024	1156	Broughal & DeVito, L.L.P.	Legal services	\$ 13,191.32
5/14/2024	1157	Central Spring Service, Inc.	PW equipment repair parts	\$ 359.00
5/14/2024	1158	Cyphers Truck Parts	PW equipment repair parts	\$ 63.42
5/14/2024	1159	DeHart, Devin	Chalkboard Sign for Community Events Reimbursement	\$ 116.92
5/14/2024	1160	DES	Apr 2024 TWP Recycling	\$ 37.50
5/14/2024	1161	E.M.Kutz, Inc.	PW equipment repair parts	\$ 2,444.80
5/14/2024	1162	Elan Financial Services	Sparkle Car Wash	\$ 25.00
5/14/2024	1163	Elan Financial Services	AT&T FirstNet & Grammarly	\$ 1,255.23
5/14/2024	1164	Eureka Stone Quarry, Inc.	Road materials	\$ 1,621.41
5/14/2024	1165	GAMBINO, JENNIFER	PSATS Conf Reimb	\$ 161.47
5/14/2024	1166	Gotta Go Potties, Inc	MVP & TLC 3/30-4/26/24 Handicap Rental	\$ 385.00
5/14/2024	1167	H. M. Beers, Inc.	April 2024 SEO Services	\$ 1,900.00
5/14/2024	1168	Highway Equipment & Supply Co.	Tooth Bucket 8ea & Rollpin 5 10ea	\$ 144.56
5/14/2024	1169	Horwith Freightliner	Alternator, Brush 1ea for Sweeper	\$ 245.39
5/14/2024	1170	Jan-Pro of NEPA	May 2024 Cleaning	\$ 1,718.56
5/14/2024	1171	JDM Consultants, LLC	May 2024 Grant Writing Services	\$ 3,500.00
5/14/2024	1172	JNK Hydrotest & Extinguisher Supply Co.	Fire Extinguisher Service	\$ 101.45
5/14/2024	1173	Kimball Midwest	PW operating supplies	\$ 296.29
5/14/2024	1174	Koch 33 Auto	Police vehicle repair	\$ 453.60
5/14/2024	1175	Kramer's Sheds	Event Sponsor Banners	\$ 75.00

5/14/2024	1176	Leon Clapper, Inc.	Park repairs	\$	300.00
5/14/2024	1177	Locust Ridge Quarry	Road materials	\$	662.03
5/14/2024	1178	MacDougall, Krisann	4/14-4/16/24 PSATS Conf Reimb	\$	142.04
5/14/2024	1179	Marki Rolloff Container, Inc.	Spring Clean-Up	\$	14,350.00
5/14/2024	1180	MAULA, MAURA	4/25/2 & 5/2/20244 MVP Yoga	\$	65.00
5/14/2024	1181	Medico Construction Equipment Inc.	PW equipment repair parts	\$	418.25
5/14/2024	1182	Miller, Larry	4/15/24 Uniform	\$	165.00
5/14/2024	1183	Monarch Precast Concrete	Road maintenance supplies	\$	5,850.00
5/14/2024	1184	Mountain Road Feed Store	Black Mulch & Lime	\$	333.50
5/14/2024	1185	MRM Worker's Compensation Pooled Trust	WC Install 9 of 12	\$	18,724.63
5/14/2024	1186	Nationwide - 457	EE & ER Contribution	\$	4,564.05
5/14/2024	1187	Nationwide - 457	EE & ER Contribution	\$	4,425.30
5/14/2024	1188	Newman, Williams, Mishkin, Corveleyn, Wol	Poc TWP ZHB Conflict Counsel	\$	2,775.00
5/14/2024	1189	ORGANI-GROW, LLC	MVP Lawn Care Application 1 Organ bio-blend lawn fertilizer/weed ctrl	\$	1,849.00
5/14/2024	1190	Patriot Workwear	2 Shirts & Patches	\$	130.00
5/14/2024	1191	Pitney Bowes	Postage Machine Rental	\$	142.35
5/14/2024	1192	PMHIC	Health insurance premium	\$	66,688.23
5/14/2024	1193	Portland Contractors, Inc.	3/22/24 (seasonal start-up) for MVP Well	\$	529.00
5/14/2024	1194	PPL Electric Utilities	Electric service	\$	122.81
5/14/2024	1195	PPL Electric Utilities	Traffic Lighting	\$	2,546.75
5/14/2024	1196	Reliable Sign and Striping	Road signs	\$	716.00
5/14/2024	1197	Retrust LLC	Tax Reassessment Refund	\$	495.77
5/14/2024	1198	Sarcinello Planning & GIS Services	Zoning Ordinance Amendments	\$	2,408.66
5/14/2024	1199	SFM Consulting LLC	April 2024 Building Code & Zoning Services	\$	27,271.63
5/14/2024	1200	Sparkle Car Wash	March & Apr 2024 Washes	\$	28.21
5/14/2024	1201	Staples	Police Office Supplies	\$	71.81
5/14/2024	1202	State Workers Insurance Fund	WC Installment 6 of 11 2024	\$	2,026.00
5/14/2024	1203	Suburban Testing Labs	SDWA Seasonal Apr-Nov Monthly - 705	\$	660.00
5/14/2024	1204	T&M Associates	Engineering services	\$	96.00
5/14/2024	1205	The Benecon Group	COBRA Subsidy Fee	\$	49.25
5/14/2024	1206	The Benecon Group	Cobra Subsidy 2% Fee	\$	49.25
5/14/2024	1207	US BANK - Lockbox CM9722	EE Cont	\$	11,319.59
5/14/2024	1208	Wilson Products Compressed Gas Co.	Argon & Industrial Oxygen Mixes	\$	16.50
5/14/2024	1209	World Fuel Services, Inc.	Vehicle fuel	\$	2,220.61

TOTAL GENERAL FUND \$211,212.81

Sewer Operating

Date	Check	Vendor	Memo	Amount
5/14/2024	1037	Auto Parts of Tannersville, Inc.	Operating supplies	\$ 59.75
5/14/2024	1038	BLUE RIDGE COMMUNICATIONS	Pump Station 5 Phone	\$ 65.35
5/14/2024	1039	BRODHEAD CREEK REGIONAL AUTHORITY	May 2024 O&M	\$ 118,234.08
5/14/2024	1040	BRODHEAD CREEK REGIONAL AUTHORITY	PA One Call May 2024	\$ 1,500.00
5/14/2024	1041	BROUGHAL & DEVITO, L.L.P.	Legal services	\$ 1,255.19
5/14/2024	1042	EEMA O&M Services Group, Inc.	O&M May 2024	\$ 11,355.35
5/14/2024	1043	Organi-Gro, LLC	2658 PA 715 Lawn Care App 1	\$ 390.00
5/14/2024	1044	Pocono Township	Apr 2024 Admin & Overhead	\$ 17,682.85
5/14/2024	1045	PPL Electric Utilities	Sewer Station Lighting	\$ 3,870.77
5/14/2024	1046	STTC Service Tire Truck Centers	Equipment parts	\$ 110.20
5/14/2024	1047	SUBURBAN TESTING LABS	Monthly NPDES	\$ 627.00
5/14/2024	1048	Verizon	Sewer SCADA System	\$ 35.57

TOTAL Sewer Operating \$155,186.11

Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
				<u>\$0.00</u>

TOTAL Sewer Construction Fund \$0.00

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
5/14/2024	1019	FNB EQUIPMENT FINANCE	8896-CSL5 2020 Peterbilt 348 Final	\$ 36,752.15

TOTAL Capital Reserve Fund \$36,752.15

Liquid Fuels

Date	Check	Payee	Memo	Amount
				<u>\$0.00</u>

Fire Tax Disbursement

Date	Check	Payee	Memo	Amount
5/14/2024	1046	POCONO TOWNSHIP FIRE DEP.	Fire Tax Payment #3 2024	\$ 79,500.00
5/14/2024	1047	RETRUST LLC	Tax Reassessment Refund	\$ 29.07
TOTAL Fire Tax				\$79,529.07

ESSA

General Fund	\$	211,212.81	
Sewer Operating	\$	155,186.11	
Sewer Construction Fund	\$	-	Authorized by: _____
Capital Reserve		\$36,752.15	
Fire Tax Disbursement		\$79,529.07	
Liquid Fuels	\$	-	
TOTAL ESSA TRANSFER	\$	482,680.14	Transferred by: _____

BUDGET ADJUSTMENT REQUEST

The line items in the funds listed below require additional funding for the remainder of the year. Department heads request Board of Commissioners' approval to move funding to the lines indicated below.

GENERAL FUND		Amount	TO	Amount	Explanation
FROM					
	1,000.00	400.460	Legislative-Meetings & Training	1,000.00	Additional funding needed to cover current deficit and future expenditures.
401.235 · ADMIN VEHICLE REPAIRS & MAINT.	1,000.00	410.167	Police Overtime Civ Support	1,000.00	Additional funding needed to cover future expenditures.
406.215 · Gen Govt Postage	800.00	403.215	Tax Collection Postage	800.00	Additional funding needed to cover future expenditures.
409.361 · New Building Utilities & Maint.	4,000.00	406.320	Gen Govt Communications	4,000.00	Additional funding needed to cover future expenditures.
410.373 · Police Maint & Repair Bldg	850.00	410.384	POLICE EQUIPMENT LEASES	850.00	Transfer needed to fund line and cover future expenditures.
TOTAL ADJUSTMENTS	7,650.00			7,650.00	

GENERAL FUND	ORIGINAL BUDGET	Increase/(Decrease)	ADJUSTED BUDGET	Explanation
387.100 · Contributions and Donations	0.00	45,000.00	45,000.00	Adjustment needed to fund revenue line.
457.450 · Community Events	17,000.00	45,000.00	62,000.00	Adjustment needed to reflect donation revenue on community events line.
NET EFFECT TO FUND BALANCE		-		No effect on fund balance. Revenue offsets expenditure.
CAPITAL RESERVE	ORIGINAL BUDGET	Increase/(Decrease)	ADJUSTED BUDGET	Explanation
354.020 · Police PCCD Grant	0.00	21,488.25	21,488.25	Adjustment needed to fund revenue line.
457.450 · Community Events	238,825.73	21,488.25	260,313.98	Adjustment needed to reflect grant revenue on police capital expenditure line.
NET EFFECT TO FUND BALANCE		-		No effect on fund balance. Revenue offsets expenditure.

General Fund
Balance Sheet
As of December 31, 2023

	Dec 31, 24
ASSETS	
Current Assets	
Checking/Savings	
100.005 · 1NORTHERN BANK GF DISB	687,682.39
100.004 · GENERAL FUND DISBURSEMENT	11,988.01
100.000 · General Fund Cash	170,070.00
100.006 · PLGIT GENERAL FUND	7,935,083.09
100.108 · PLGIT P-CARD PAYMENT ACCOUNT	5.23
100.001 · Petty Cash	224.75
100.109 · Police Petty Cash	100.00
100.002 · ESSA Payroll account	1,300.92
100.003 · KOLLAR COMMITTED	5,384.31
100.007 · PLGIT OPEN SPACE	66,134.23
Total Checking/Savings	8,877,972.93
Other Current Assets	
140.300 · Taxes Receivable	8,195.11
142.100 · Delinquent Taxes Receivable	-0.18
145.100 · Accounts Receivable Adjustments	46,190.77
Total Other Current Assets	54,385.70
Total Current Assets	8,932,358.63
Other Assets	
155.000 · Prepaid Expenses	3,322.13
155.100 · Prepaid Insurance	13,261.00
Total Other Assets	16,583.13
TOTAL ASSETS	8,948,941.76
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Total Liabilities	17,616.89
Equity	
279.000 · Fund Balance	5,411,775.14
279.001 · Committed Open Spaces	66,134.23
279.002 · COMMITTED NEW BUILDING	535,000.00
279.999 · Prior period adjustment	10,116.97
Net Income	2,908,298.53
Total Equity	8,931,324.87
TOTAL LIABILITIES & EQUITY	8,948,941.76

5/14/2024

Operating Reserve Fund Balance Sheet

	<u>Dec 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
100.001 · ESSA Capital Reserve Account	3,503.57
100.006 · PLGIT CAPITAL RESERVE	1,779,870.70
100.103 · MC CONS. DIST. GRANT LOW VOLUME	24,496.60
Total Checking/Savings	<u>1,807,870.87</u>
Total Current Assets	<u>1,807,870.87</u>
TOTAL ASSETS	<u><u>1,807,870.87</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
252.001 · UNEARNED GRANT REVENUE	524,019.84
Total Other Current Liabilities	<u>524,019.84</u>
Total Current Liabilities	<u>524,019.84</u>
Total Liabilities	524,019.84
Equity	
279.000 · Fund Balance	
COMMITTED FUND BALANCE	420,528.42
Total 279.000 · Fund Balance	<u>420,528.42</u>
299.000 · Retained Earnings	164,040.42
Net Income	699,282.19
Total Equity	<u>1,283,851.03</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,807,870.87</u></u>

5/14/2024

**SEWER OPERATING
BALANCE SHEET**

	<u>Dec 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
100.002 · ESSA SEWER OPERATING MM	50,480.10
100.003 · ESSA SEWER CHECKING	46,268.69
100.005 · 1NORTHERN BANK	10,703.42
100.006 · PLGIT SEWER OPERATIONS	4,275,149.60
Total Checking/Savings	<u>4,382,601.81</u>
Other Current Assets	
120.100 · A/R Sewer Usage Charges	67,894.75
Total Other Current Assets	<u>67,894.75</u>
Total Current Assets	<u>4,450,496.56</u>
TOTAL ASSETS	<u><u>4,450,496.56</u></u>
LIABILITIES & EQUITY	
Equity	
299.000 · Fund Balance	4,079,011.91
Net Income	371,484.65
Total Equity	<u>4,450,496.56</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,450,496.56</u></u>

5/14/2024

**SEWER CONSTRUCTION
BALANCE SHEET**
as of December 31, 2023

	<u>Dec 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
100.109 · FKB MM 2021	401,367.01
100.116 · 1NORTHERN BANK CHECKING	10,142.75
100.117 · PLGIT SEWER CONSTRUCTION	<u>2,346,442.26</u>
Total Checking/Savings	<u>2,757,952.02</u>
Total Current Assets	<u>2,757,952.02</u>
TOTAL ASSETS	<u><u>2,757,952.02</u></u>
LIABILITIES & EQUITY	
Equity	
299.000 · Fund Balance	2,733,284.94
Net Income	<u>24,667.08</u>
Total Equity	<u>2,757,952.02</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,757,952.02</u></u>

5/14/2024

**ARPA FUND
Balance Sheet**

	<u>Dec 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
100.002 · PLGIT ARPA	755,078.68
Total Checking/Savings	<u>755,078.68</u>
Total Current Assets	<u>755,078.68</u>
TOTAL ASSETS	<u><u>755,078.68</u></u>
LIABILITIES & EQUITY	
Equity	
32000 · Retained Earnings	787,315.33
Net Income	<u>-32,236.65</u>
Total Equity	<u>755,078.68</u>
TOTAL LIABILITIES & EQUITY	<u><u>755,078.68</u></u>

POCONO TOWNSHIP

WAIVER OF LAND DEVELOPMENT APPLICATION

Certain improvements to existing non-residential structures may be eligible for a Waiver of the requirements of Chapter 390 Subdivision and Land Development. To be eligible for consideration of a Waiver of Land Development, a proposed division of space or leasehold, building addition or site alteration shall not result in any of the following:

- a. A requirement for additional parking;
- b. Development within flood-prone or wetland areas;
- c. Activities that would require the submission of a stormwater management site plan per Chapter 365;
- d. Installation of new access drives providing vehicular access to/or from a public right-of-way;
- e. An increase in water consumption of sewage discharge exceeding 247 gallons per day;
- f. Changes to utility services including new service laterals to increase capacity or provide fire protection;
- g. An expansion involving additional occupied space;
- h. Violation of any deed restrictions.

Additionally, the property shall have no open violations of any type.

The undersigned hereby applies for review by the Pocono Township Planning Commission and review and approval of the Board of Commissioners of Pocono Township for a Waiver of Land Development for the plans submitted herewith and described below:

1. Tax Parcel: _____ County Deed Book No.: _____
 Volume No.: _____ Page No.: _____
 Zoning District: _____ Area to be Developed or Subdivided, Gross: _____ Net: _____

2. Name of Property Owner(s) of Record: _____
 (If corporation, provide corporations' name and address and two officers of corporation)
 Address: _____
 Email Address: _____ Phone No.: _____

3. Name of Applicant, if different than Owner: _____
 Address: _____
 Email Address: _____ Phone No.: _____

4. Applicant's interest, if other than Owner: _____

5. Engineer, Architect, Land Surveyor, or Landscape Architect responsible for plan:

 Address: _____
 Email Address: _____ Phone No.: _____

6. Name of Attorney (optional): _____

Address: _____

Email Address: _____ Phone No.: _____

7. Brief project description describing the proposed intent of the project and all proposed improvements:

8. Type of water supply

proposed: _____ Public (Municipal) _____ Private (Centralized) _____ Individual (On Site)

9. Type of sanitary sewage

Disposal proposed: _____ Public (Municipal) _____ Private (Centralized) _____ Individual (On Site)

10. Have appropriate public utilities been consulted: _____ Yes _____ No

11. Material accompanying this Land Development Waiver Application:

- a) _____ Plan – 5 copies
- b) _____ Copy of Deed – 2 copies
- c) _____ Written Description of Proposal – 5 copies
- d) _____ Application Fee
- e) _____ Professional Services Agreement and Escrow
- f) _____ Other

12. List basis for Request of Waiver of Land Development:

The undersigned represents that to the best of his/her knowledge and belief, all the above statements are true and correct, and complete.

Date: _____

By: _____

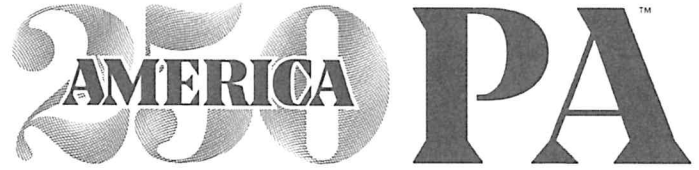
Printed Name

Signature

For Office Use Only:

Date Received: _____ **By:** _____

- Distribution:**
- _____ Township Engineer
 - _____ Township Solicitor
 - _____ Zoning Officer
 - _____ Sewer Department or SEO
 - _____ Public Works
 - _____ Fire Company



PSATS Encourages Townships to Approve America250PA Resolution

America250PA was formed to celebrate the 250th birthday of the United States in 2026 and Pennsylvania’s leading role in commemorating this event. Join the celebration by approving the sample commemorative resolution below at your April meeting (*should you choose.*) Please send approved resolutions to your state senator and representative, as well as PSATS Policy & Research Analyst Katie Lizza at klizza@psats.org or mail a copy to PSATS, 4855 Woodland Drive, Enola, PA 17025. Ask your county to join you in supporting this celebration. We will also have a special guest speaker at the April Conference. Learn more at www.America250PA.org!

Sample Resolution

A Resolution of _____ Township, _____ County, supporting the Pennsylvania Commission for the United States Semiquincentennial

WHEREAS, the Pennsylvania General Assembly and Governor Wolf created the Pennsylvania Commission for the United States Semiquincentennial (America250PA) in 2018 to plan, encourage, develop, and coordinate the commemoration of the 250th anniversary of the United States in 2026 and Pennsylvania’s integral role in that event, and the impact of its people on the nation’s past, present and future; and

WHEREAS, America250PA hopes to engage all citizens of the Commonwealth, bring the Commonwealth’s history into the conversation so Pennsylvanians can better understand the origins and multiple perspectives of issues facing our Commonwealth and nation today, and use history to encourage and inspire future leaders, celebrate the contributions of Pennsylvanians to not only the Commonwealth’s history, but also to our Nation’s history.

WHEREAS, America250PA wishes to leave a lasting impact on the next generation of Pennsylvanians and to spark an interest which will ignite the drive for them to appreciate all of the triumphs, trials and tribulations which contributed to the Commonwealth for which they are now writing their own history; and

WHEREAS, America250PA will have numerous officially recognized programs, projects, and events over the next five years to inspire future leaders and celebrate all Pennsylvanians’ contributions to the United States over the past 250 years.

NOW, THEREFORE, BE IT RESOLVED, that _____ Township hereby endorses America250PA and its mission to Educate, Preserve, Innovate and Celebrate the rich history and diversity of the state; and

IT IS FURTHER RESOLVED that a copy of this resolution be sent to the township’s state senator and representative and PSATS.

ADOPTED THIS _____ DAY OF _____, 202__.



Pocono Township Volunteer Fire Company

P.O. Box 350 • 114 Municipal Lane • Tannersville, PA 18372

570-629-0930

Tuesday, May 9, 2024
Pocono Township Supervisors
112 Township Drive
Tannersville, PA 18372

Pocono Township Volunteer
Fire Company
114 Municipal Lane
Tannersville, PA 18372

RE 2024 Special Fire Police Additions

Dear Supervisors:

Below is a listing of Special Fire Police additional appointments for Pocono Township Volunteer Fire Company for 2024.

2024 Special Fire Police additions:

Ronald LaBar
Paul Layman
Micheal Sierra

Sincerely,

Mike McMann, Chief



Customer:

Quotes are valid for 30 days from the creation date or upon contract expiration, whichever occurs first.

A Purchase Order (PO) or Letter of Intent (LOI) including the below information is required to proceed with this sale. The PO or LOI will be returned if information is missing.

- Vendor: Deere & Company
- 2000 John Deere Run
Cary, NC 27513
- Signature on all LOIs and POs with a signature line
- Contract name or number; or JD Quote ID
- Sold to street address
- Ship to street address (no PO box)
- Bill to contact name and phone number
- Bill to address
- Bill to email address (required to send the invoice and/or to obtain the tax exemption certificate)
- Membership number if required by the contract

For any questions, please contact:

Michael Labarre

Hilltop Sales & Service, Inc
158 Falcone Road
Bangor, PA 18013

Tel: 610-588-4088

Fax: 610-599-1098

Email: mlabarre@hilltopsales.com

Quotes of equipment offered through contracts between Deere & Company, its divisions and subsidiaries (collectively "Deere") and government agencies are subject to audit and access by Deere's Strategic Accounts Business Division to ensure compliance with the terms and conditions of the contracts.



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Hilltop Sales & Service, Inc
158 Falcone Road
Bangor, PA 18013
610-588-4088
dfalcone@hilltopsales.com

Quote Summary

Prepared For:

POCONO TOWNSHIP
112 TOWNSHIP DR
TANNERSVILLE, PA 18372
Business: 570-629-1922

Delivering Dealer:

Hilltop Sales & Service, Inc
Michael Labarre
158 Falcone Road
Bangor, PA 18013
Phone: 610-588-4088
mlabarre@hilltopsales.com

COSTARS Number 162515

Quote ID: 30945151
Created On: 13 May 2024
Last Modified On: 13 May 2024
Expiration Date: 13 June 2024

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE GATOR™HPX615E (Model Year 2024)	\$ 17,093.00	\$ 14,529.05 X	1 =	\$ 14,529.05
Contract: PA Ag and Grounds Power Equip 4400028317 (PG 61 CG 22)				
Price Effective Date: May 12, 2024				

Equipment Total **\$ 14,529.05**

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 14,529.05
Trade In	
SubTotal	\$ 14,529.05
Est. Service Agreement Tax	\$ 0.00
Total	\$ 14,529.05
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 14,529.05

Salesperson : X _____

Accepted By : X _____



Selling Equipment

Quote Id: 30945151 Customer Name: POCONO TOWNSHIP

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):
 Deere & Company
 2000 John Deere Run
 Cary, NC 27513
 FED ID: 36-2382580
 UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:
 Hilltop Sales & Service, Inc
 158 Falcone Road
 Bangor, PA 18013
 610-588-4088
 dfalcone@hilltopsales.com

JOHN DEERE GATOR™HPX615E (Model Year 2024)

Equipment Notes: COSTAR Number 162515	Suggested List *
Hours:	\$ 17,093.00
Stock Number:	Selling Price *
Contract: PA Ag and Grounds Power Equip 4400028317 (PG 61 CG 22)	\$ 14,529.05
Price Effective Date: May 12, 2024	

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
57GAM	GATOR™HPX615E (Model Year 2024)	1	\$ 14,899.00	15.00	\$ 2,234.85	\$ 12,664.15	\$ 12,664.15
Standard Options - Per Unit							
0202	United States	1	\$ 0.00	15.00	\$ 0.00	\$ 0.00	\$ 0.00
0505	Build To Order	1	\$ 0.00	15.00	\$ 0.00	\$ 0.00	\$ 0.00
1011	High-Performance All-Purpose (HPAP) Tires	1	\$ 0.00	15.00	\$ 0.00	\$ 0.00	\$ 0.00
2007	Standard Bench Seat - Black	1	\$ 0.00	15.00	\$ 0.00	\$ 0.00	\$ 0.00
2351	Park Position in Transmission w/ Secondary Park Brake	1	\$ 503.00	15.00	\$ 75.45	\$ 427.55	\$ 427.55
3001	Cargo Box with Paint and Rear Reflectors	1	\$ 0.00	15.00	\$ 0.00	\$ 0.00	\$ 0.00
3100	Cargo Box Power Lift	1	\$ 1,100.00	15.00	\$ 165.00	\$ 935.00	\$ 935.00
4000	OPS with Nets	1	\$ 0.00	15.00	\$ 0.00	\$ 0.00	\$ 0.00
4030	Black Poly Roof	1	\$ 591.00	15.00	\$ 88.65	\$ 502.35	\$ 502.35
4249	Less Front Brush Guard	1	\$ 0.00	15.00	\$ 0.00	\$ 0.00	\$ 0.00
Standard Options Total			\$ 2,194.00		\$ 329.10	\$ 1,864.90	\$ 1,864.90
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Total Selling Price			\$ 17,093.00		\$ 2,563.95	\$ 14,529.05	\$ 14,529.05

CHRISTOPHER S. BROWN
LAW OFFICES

11 North Eighth Street
Stroudsburg, Pennsylvania 18360-1717

Phone: (570) 421-5653

chris@csbrownlawoffices.com

Fax: (570) 421-0816

May 8, 2024

Leo V. DeVito, Jr.
Broughal & DeVito, L.L.P.
38 West Market Street
Bethlehem, PA 18018-5703

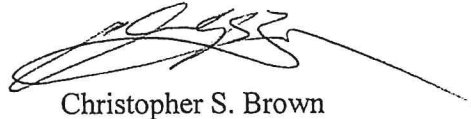
Re: TDU Denial Appeal – 205 Lake Drive

Dear Attorney Devito:

Pursuant to our recent telephone calls and emails, please accept this letter as confirmation that Pocono Summit Holdings, LLC hereby withdraws its appeal of the determination of the enforcement officer concerning the denial of a TDU license for the above-referenced property. As such, there is no need for further hearings on the appeal. I can further confirm that Pocono Summit Holdings, LLC will not seek a TDU license prior to March 1, 2025 for the property.

Thank you and the Board of Commissioners for your courtesy and attention in this matter

Very truly yours,



Christopher S. Brown

cc: Fetterman