

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
September 16, 2024 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on September 16, 2024 and was opened by President Richard Wielebinski at 6:11 p.m. followed by the Pledge of Allegiance.

**Roll Call:** Ellen Gndt, present; Natasha Leap, absent; Mike Velardi, present; Brian Winot, present. Rich Wielebinski, present.

**In Attendance:** Patrick Briegel, Public Works Director; Leo DeVito, Township Solicitor; Jon Tressler, Engineer; Jennifer Gambino, Events Coordinator; Jerrod Belvin, Township Manager, Mike Gabel, Sewer Engineer, James Wagner, Chief of Police, Shawn McGlynn, SFM Consulting, Amber Salazar, Zoning Admin.

**Public Comment**

Cheryl Parks (Resident) – Ongoing Kennel and Deed Concerns and impact on her property.

Dee Ackerman (Resident) – Expressed her gratitude to Paola Razzaq on her departure from the township as the Financial Administrator along with complementing the hiring of Regina Zuvich.

**Announcements**

Executive session was held 9/16/24 for personnel issues, land transfer, and litigation.

**Hearings**

R. Wielebinski made a motion, seconded by B. Winot, to open the hearing for Pocono Places, LLC, regarding the township code enforcement service for violation of the grading ordinance. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to continue the hearing to November 18, 2024 at 6 P.M. for Pocono Places LLC. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to close the hearing. All in favor. Motion carried.

**Presentations**

Planning Commission Interviews-

Jordan Merring  
Jane King

R. Wielebinski made a motion, seconded by B. Winot, to appoint Jordan Merring as an alternate to the Pocono Township Planning Commission. All in favor. Motion carried.

**Resolutions**

R. Wielebinski made a motion, seconded by E. Gndt, to approve Resolution 2024-24 Granting Conditional Approval of the Sanofi Building 57 Addition Plan. (LDP# 1430) All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to approve Resolution 2024-25 Granting Conditional Approval of the Lot Consolidation Plan of Iroquois Ridge. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, consenting to the BCRA to enter into grant agreements for community project funding. All in favor. Motion carried.

**Consent Agenda**

- Old business consisting of the minutes of the September 3, 2024 meeting.
- Financial transactions through September 11, 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 totaling \$488,104.25.

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

**NEW BUSINESS –**

**Commissioner Comments**

**Richard Wielebinski – President**

- R. Wielebinski made a motion, seconded by M. Velardi, to purchase (2) Welcome to Pocono Township signs from Bartush Signs (Costars Vendor) for a total of \$15,111.60 Utilizing Park Capital Funding. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by B. Winot, to approve the following individuals as signatories for Citizens Bank, ESSA Bank & Trust, PLGIT Trust, First Northern Bank & Trust, Wayne Bank, and First Keystone Bank; Jerrod Belvin, Township Manager; Richard Wielebinski, President; Natasha Leap, Vice President; Michael Velardi, Commissioner; Ellen Gndt, Commissioner; Brian Winot, Commissioner; Frank Cefali, Treasurer. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to reimburse Pocono Township Volunteer Fire Company \$1,720.00 for the Porta-Potties as a donation to the Carnival Fund. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by E. Gndt, to issue temporary sign permit to Desaki for the fire show temporary sign and waive the permit fee. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by B. Winot, to ratify allocation of Fall Cleanup Money to demolition of NCC site prep. All in favor. Motion carried.

**Natasha Leap – Vice President**

**Ellen Gndt – Commissioner**

- Update – SBA Cell Tower – No new updates.
- Update – Solar Field – They received a blasting permit from the DEP.
- Update – Kennel – a different neighbor in the area had an issue with one of their dogs not involving the Kennel.
- Police are working with the Union to produce an agreement for the PTPD drone program as presented utilizing funds from PMVB, donations from Sanofi and police budget. MOU should be coming in for review and approval.

**Mike Velardi – Commissioner**

- Suggested a town wide yard sale for discussion.

**Brian Winot – Commissioner**

- Enquired about the status of the property maintenance ordinance amendment.

**Reports**

**Zoning Report was in the agenda packet**

## Police Report

### Manager Report –

- Update Emergency Management – No new updates
- Update Green Light Go – The Modems have come in; we are still waiting on the antennas for the hoods.
- NCC Update- we are waiting for the architect feedback and price breakdown.
- Kenny's Way- we are working on pricing for the boiler and winterization. We are currently working on a Grant for restoration of the front deck through DCNR. Submission will be in April.
- Update – Old Learn Farm ribbon cutting will be October 25<sup>th</sup> at 11:00 a.m.
- B. Winot made a motion, seconded by R. Wielebinski, to authorize the purchase of Ubiquiti Networking Equipment (Server, backup WAN, modems, Cameras, POE & Non-POE network switches) for admin to replace damaged network systems in NCC Admin. Wing in the amount of \$10,063.00. Discussion was had. All in favor. Motion carried.
- County LSA Grant – Board input was requested on where they would like to focus. They have decided on the Laurel Lake Road drainage issue.

### Public Works

- MCTI Sewer Connection – working with sewer engineer, Mike Gable, on MCTI's requested connection to the sanitary sewer line. A sketch plan had been shared with the board via email. 6 Easements will be needed for the pipe.
- Pump Station 5 Bioxide tank is almost complete.
- Line striping was done on the paved roads and will be completed on the Chip Seal/Fog seal roads within the next week.
- The road crew repaired a large sink hole on Birchwood Dr.
- Looking to consolidate the entrance to both Kenny's way and TLC.
- Mountain View park pickleball, basketball courts have been coated and painted. Basketball stations will be installed next and then they will be open for service.
- E. Gndt asked about the status of the liens on sewer delinquencies.

### Events

Upcoming events:

- September 7-Stargazing at Mountain View Park
- September 14-Movie at the park-NEWLY ADDED
- September 20-22 Food Truck Festival
- Spooky walk at MVP
- Trunk or Treat
- Tree Lighting at TLC Park
- Veterans Memorial Highway Flag currently accepting applications
- Pickleball court reservations are coming in.
- Park board conversations are ongoing.

### Township Engineer Report

- Learn Road Roundabout
- TASA project – Plans under review with PennDOT and we are still waiting on comments back.
- Sewer Business
- Engineering is currently looking at the Stadden Road Bridge along with the pedestrian bridge at TLC park.

### Township Solicitor Report

- Sewer Business update - none

- Volunteer tax abatement – R. Wielebinski made a motion, seconded by M. Velardi, to advertise for a hearing for volunteer special tax credit. in-depth discussion was had between the commissioners and solicitor. R. Wielebinski made a motion, seconded by B. Winot, to table his motion to advertise for a hearing for volunteer special tax credit. All in favor. Motion carried.
- Nuisance Ordinance update: Pocono Township is currently not in a strong legal position to start regulating firearms use at this time.
- General Legal update – nothing new
- Archer Lane update – Pocono Township has filed suit.
- Learn Road Easement process – Agreements are in place waiting for some slightly revised plans then closings will be scheduled.
- Zoning Hearing Board updates.

519 Post Hill Rd. Dimensional Variance September 26, 2024

**Public Comment**

Karen Doleiden (Resident) – There was a dog attack at her house (Not from the Kennel) regarding a neighbors dog. The police were called.

**Adjournment – R. Wielebinski made a motion, seconded by M. Velardi, to adjourn the meeting at 8:28 p.m. All in favor. Motion carried.**

DRAFT