

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
November 4, 2024 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on November 4, 2024 and was opened by President Richard Wielebinski at 6:08 p.m. followed by the Pledge of Allegiance.

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

**In Attendance:** Leo DeVito, Township Solicitor; Jon Tressler, Engineer; Jennifer Gambino, Events Coordinator; Jerrod Belvin, Township Manager.

**Public Comment**

Cheryl Parks (Resident) – stated that there were loose dogs once again. Zoning and Police came out to investigate. She thanked Commissioner Winot for the gravel delivery.

**Announcements**

The board held a work session on October 21st and prior to this meeting on personnel matters.

**Presentations**

LERTA presentation by Pocono Mountains Economic Development Corporation - Michelle Bisbing & Rachel Hendricks

LERTA is local economic revitalization tax abatement for improvements that are made on property. The program can span a period of time with a maximum of 10 years. This targets properties that are underused and encourages development. The abatement is only on the improvement. Applications must go through the county assessment office for approval. B. Winot and E. Gndt asked for clarification on approvals, project phases, timelines, and hearings. This secures rateables for the future of the township and long-term planning. L. DeVito asked if any time frame is recommended for the Ordinance. Discussion was had with a potential of 5 years in All Commercial and 10 years in RD.

B. Winot made a motion, seconded by R. Wielebinski, to authorize the Township Solicitor to develop a LERTA Ordinance for presentation to the board at the 11-18-2024 meeting with 5 years LERTA in the Commercial districts and 10 Years in the RD districts. All in favor. Motion carried.

**Consent Agenda**

- Old business consisting of the minutes of the October 21, 2024 regular meeting.
- General Fund budget adjustments in the amount of \$8,096.00 for the purpose of providing additional funding for the following line items. To cover future expenditures.
- Sewer Operating adjustments in the amount of \$1,000.00 for the purpose of providing funding to cover future expenditures.  
Financial transactions through October 31, 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 \$198,690.06.

R. Wielebinski made a motion, seconded by N. Leap, 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 approve a payment to Minuteman Press for the 2024, Fall, Winter newsletter in the amount of \$5,187.09. Discussion was had, All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by b. Winot, to approve the escrow release #1 for the Spirit of Swiftwater Phase 2 construction escrow in the amount of \$94,540.01. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by N. Leap, to open up the agenda for the purposes of a dangerous structure. All in favor.
- Discussion, property across from Desaki, & Laurel Springs that had a tarp up over the roof with several holes in it. The Tarp has come down in the front of the building. This building looks unsafe. R. Wielebinski made a motion, seconded by M. Velardi, to have the zoning officer check the property at 12.11.1.93 for dangerous structure ordinance next to Laurel Springs. All in favor. Motion carried.

### **Natasha Leap – Vice President**

### **Ellen Gndt – Commissioner**

- SBA Cell Tower – No current updates
- Solar Field – The township engineer sent out an email reminding them of the Stop work and Cease and desist order that was being ignored. We are still waiting for the revised plans. We have not heard anything back yet. J. Tresslar, township engineer, recommended a violation notice be sent out. There was a dust complaint that the Conservation District managed.
- Kennel – Zoning and Police went out to meet with the property owners. Ed Gualtieri, resident at kennel property, spoke to the board about the situation and what they are doing to address the issue with the fence.
- Nuisance ordinance- language is still being addressed.
- Winterizing Kenny's way, TLC park and NCC. – on going.
- E. Gndt made a motion, seconded by R. Wielebinski, to hold an executive session after the meeting to continue discussion regarding budget, salary, and potential litigation. All in favor. Motion carried.

### **Mike Velardi – Commissioner**

### **Brian Winot – Commissioner**

- B. Winot passed out a list of 25 properties to consider for expanding our commercial zone on the 715 corridors. This will connect our commercial zone from Route 611 to just south of Castle Hill, which the 715 commercial corridor picks up on once again on the other side and runs to 314. This would allow for more opportunities and expansion, which are vital for the future of the township services. Discussion was had. B. Winot made a motion, seconded by M. Velardi, to authorize the township solicitor to draft the zoning ordinance, to convert the 25 parcels identified to be converted to commercial. Roll Call Vote: R. Wielebinski, Aye; B. Winot, Aye, M. Velardi, Aye; N. Leap, Aye; E. Gndt, Nay. Motion carried.

### **Reports**

#### **Zoning Report**

1104 Sullivan Trail. – The conservation district updated zoning that the property owner has created a dirt bike track in his back yard with exceptionally large holes. The owner is now working with the conservation district to stabilize the area.

A few TDU's are being addressed.

#### **Police Report**

#### **Manager Report –**

- Update Emergency Management – Hazmat rewrite is November 12<sup>th</sup>. Please submit your ideas by the end of the month.
- Update Green Light Go – No recent updates
- NCC Update- M. Velardi made a motion, seconded by R. Wielebinski, to authorize the electrical contractor to start the work on the administrative side of the wing. Discussion was had. All in favor. Motion carried.
- Kenny's Way- Some dangerous trees were removed as per PennDOT's request the two driveways are being combined into one to eliminate the existing hazard.

### **Public Works**

- Public works continue to work on Fall items, drainage, roadside cutting, signage, and intermittent tree work.
- MCTI sewer connect, meeting this week with a local property owner being impacted.
- Pavement restoration has been completed on Birchwood.
- Dory Place, Glenview drive pipe replacement is project – we are working to get that under the dirt, gravel, and low volume road grant from MCCD.
- Parks update – Learn Park ribbon cutting was a success.
- MVP tennis courts final surface was installed, and the fence was being installed.
- The replacement gate has been ordered for MVP.
- Discussion was had regarding the sewer easement extinguishment on Bartonsville Ave. and Route 611 near the Ertle parcel.

### **Events**

- Trunk or Treat on October 27<sup>th</sup> was a success!
- Tree Lighting at TLC Park December 6<sup>th</sup>
- Magic Mistletoe Market is in the works.
- Veterans Memorial Highway Flag
- Park Board update – Meetings will start this coming January.

### **Township Engineer Report**

- Learn Road Roundabout – finalizing drawings and looking to bid after the holidays and award around March with a start date of April. We will need to shut down the road going north during construction. Possible 8-week project.
- Sewer update – working on proposals regarding sewer extension projects for P. Briegel to review.
- TASA project – Comments came back from PennDOT and will be addressed.
- TLC walking bridge – gathering design information.
- MS4 update – No violations we are aware of. Some further review needs to be done for the report due in September of 2025.
- Glenview Dr. is not posted and will be reviewed further.

### **Township Solicitor Report**

- Sewer Business update - Special Counsel, David Roman received various agreements, resolutions, etc, and we are working on setting up a zoom conference.
- Nuisance ordinance update – discussed under E. Gnant's report.
- General Legal update – Sunset Hill shooting range is still pending.
- Archer Lane update – a requisite notice was sent out of our intention to take a default judgment. We should know within a week or so if they are going to proceed any further.
- Zoning Hearing Board updates. – PoconoPlaces LLC ZHB decision was sent out to everyone. We were successful in upholding two out of the three enforcement notices. E. Gnant asked about the violation fee's.
- Learn Road Easement Process working on mini closings and hopefully bid next spring. All title searches have been ordered.

**Public Comment**

Cherl Parks (Resident) – commented that more than one dog is getting out from the kennel property.

Guy Daleiden (Resident) – commented that the dogs from the kennel property do not have collars so an electric fence would not work.

**Adjournment – R. Wielebinski made a motion, seconded by M. Velardi, to adjourn the meeting at 7:32 p.m., go into executive session and not return. All in favor. Motion carried.**