

**POCONO TOWNSHIP SUPERVISORS
MINUTES OF THE SPECIAL MEETING
OCTOBER 16th, 2012 6:00 p.m.**

The Special Sewer Meeting of the Pocono Township Supervisors was held on October 16th, 2012 at the Pocono Township Municipal Building, Tannersville, Pa., and was opened by Chairman Frank Hess at 6:00 p.m. followed by the Pledge of Allegiance.

ACKNOWLEDGEMENT OF COMMENTS RE RESIDENTS: Chairman Frank Hess noted that each visitor has the right to comment at this time or before any action is taken on the matter.

ROLL CALL: Frank Hess, present; and H. Bengel, present. Harold Werkheiser, was absent.

Tim McManus, Twp. Sewage Solicitor; Sam D'Alessandro and Russ Scott, RKR Hess Associates; and Frank Froio, Township Administrator, were also present.

MINUTES: H. Bengel made a motion, seconded by F. Hess, to approve the minutes of the 10/03/2012 Special meeting. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried

APPROVAL OF BILLS:

H. Bengel made a motion, seconded by F. Hess to approve the bills:

METTEL	\$49.77
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PPL	Acct. No. 90522-93007	\$185.30
	Acct. No. 93463-23009	\$307.91
	TOTAL	\$493.21

Grim, Biehn & Thatcher - Legal	\$6,312.00
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Julian Kirk, C.P.A., LLC Single Audit	\$4,085.00
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United Inspection Service	
Invoice #19095 (Including Release of Retainage)	\$37,056.50
Invoice #19098	\$19,961.50
	\$57,018.00

Cramer, Swetz, & McManus, P.C.	
Inv. 32387 - Phase II	\$1,302.00
Inv. 32386 - Phase I	\$126.00
Inv. 32382 - Sewer Project	\$8,779.59
Inv. 32384 - Phase III	\$84.00
Inv. 32383 - BCRA	\$1,974.00
Inv. 32385 - Pocono Manor (To be paid out of Escrow)	\$63.00
	TOTAL
	\$12,328.59

RKR Hess Associates - Engineering	\$30,264.67
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Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

PROPOSED RATE STRUCTURE

- In RKR Hess's letter of 08/31/2012 they recommended that the Supervisors direct the Sewer Solicitor to incorporate the following measures into the rate resolution for adoption at the October 16th, 2012 meeting:
 - 1) Apply a User Fee of **\$1,250.00 per EDU per year**, to be billed on a monthly basis.
 - 2) Apply a Tapping Fee of **\$3,750.00 per EDU**, and offer a **discount Tapping Fee of \$2,500.00 per EDU** for existing, developed properties in the immediate service area, as defined in the approved Act 537 Plan, provided the owner of the property connects to the sewer system and makes payment of Tapping Fees within 90 days of the notice to connect being issued.

Resolution No. 633 - Establishing User Charges, Tapping Fees and other Fees and Charges imposed on Customers of the Sewer System, and providing for the payment and collection of the same; and establishing rules and regulations governing the use of the sewer system in this Township - H. Bengel, made a motion, seconded by F. Hess, to adopt Resolution No. 633. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

RULES AND REGULATIONS OF THE JOINT WWTP

- A meeting was held on October 10th, 2012 between the consultants of the municipalities to review a draft of the Rules and Regulations of the BCRA Joint Municipal WWTP.

ACT 537 PLAN AMENDMENT

- The revised Task activity Report was submitted to PADEP on September 11th, 2012. A schedule was provided to the Supervisors. Jim Cahill, Pocono Manor, requested that submission of the Township's Act 537 Plan Amendment be expedited.

PHASE II SEWER COLLECTION SYSTEM CONSTRUCTION

- Contract No. 7 - Change Order No. 3 - H. Bengel made a motion, seconded by F. Hess, to approve Contract No. 7, Change Order No. 3, which reflects installation of asphalt curbing along Rt. 715 and a final adjustment in Contract quantities resulting in a decrease in Contract Cost in the amount of \$90,100.60, and an extension of Contract Time by 43 days, to reflect achievement of Substantial Completion on July 26th, 2011. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

PHASE II CONT:

- EPA STAK Grant - Authorization is required for the Chairman to sign the following Grant Closeout documents on behalf of Pocono Township: 1) EPA Lobbying and Litigation Certification for Grants and Cooperative Agreements and 2) EPA Wage Rate Certifications. H. Bengel made a motion, seconded by F. Hess to authorize the execution of the EPA Lobbying and Litigation Certification for Grants and Cooperative Agreements. As a result of questions concerning the meaning and purpose of the EPA Wage Rate Certification raised by the Solicitor, no action was taken with respect to the same.

PHASE III SEWER FORCEMAIN AND PUMP STATION CONSTRUCTION

- Contract No. 11 - Startup of Pump Station #5, the forcemain to Stroudsburg and the two Valve Stations were performed during the Week of September 24th, 2012 and September 28th, 2012. The system is operable and capable of accepting the wastewater flows from Sanofi as of September 28th, 2012.

Sam D'Alessandro suggested letters be sent to potential customers to alert them concerning hookup to the sewer system.

Don Simpson, Tannersville, questioned the HDD repair.

ADJOURNMENT: H. Bengel made a motion, seconded by F. Hess, to adjourn the meeting at 7:00 p.m. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.