

**POCONO TOWNSHIP BOARD OF COMMISSIONERS
SEWER MEETING AGENDA
September 19, 2016
6:00 P.M.**

- 1) Pledge of Allegiance
- 2) Roll Call
- 3) Announcements

A work session is scheduled for Tuesday September 20, 2016 at 6:00PM to review the Pact Two change orders and sewer system matters.

- 4) Approval of Minutes
 - a. Commissioners Sewer Meeting, September 6, 2016

- 5) Current Business
 - a. Reduced Monthly Fee for De Minimis Usage for St. John Lutheran Church

- 6) Unfinished Business
 - a. Pact Two Change Orders and Sewer System Matter

- 7) Public Comment

Comments are for any item NOT on the agenda. Comments on agenda items will be taken after each item is discussed by the Board of Commissioners, but before formal action is taken. (Please limit individual comments to 3 minutes to allow time for others wishing to speak and direct all questions and comments to the President)

- 8) Meeting continued until September 20, 2016 at 6:00PM

Next Sewer meeting – October 3, 2016 (6:00 p.m.)

POCONO TOWNSHIP BOARD OF COMMISSIONERS

SEWER MEETING MINUTES

SEPTEMBER 6th, 2016 6:00 P.M.

The Sewer meeting of the Pocono Township Commissioners was held on 09/06/2016 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Harold Werkheiser at 6:00 p.m., followed by the Pledge of Allegiance.

ROLL CALL: Ellen Gndt, present; Bob DeYoung, present; Harold Werkheiser, present; Jerry Lastowski, present; and Judi Coover, present.

Leo DeVito, Solicitor, Broughal & DeVito; Jon Tresslar, Twp. Engineer, present; Jeffry Clapper, Public Works Director, present; Charles Vogt, present; and Pamela Finkbeiner, Township Secretary, were present.

MINUTES:

E. Gndt made a motion, seconded by J. Coover, to approve the Sewer meeting minutes of 08/15/2016. Roll call vote: E. Gndt, yes; B. DeYoung, abstained; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes.
Motion carried.

PUBLIC COMMENT:

John Strubert, Bartonsville, explained he has been in the process of connecting to the sewer system since 2014. He felt it was unfair of the Township to request the additional \$1,250 since he is working on his connection. Discussion followed. J. Lastowski, H. Werkheiser, and B. DeYoung spoke in favor of revisiting the sewer policy. J. Coover and E. Gndt spoke against revising the sewer policy. Discussion followed. The Board concurred to discuss the sewer policy at the next workshop meeting. No action taken.

Carol Counterman, Bartonsville, noted they have received their sewer bill but are unable to pay since they are on a fixed income

Rusty Johnson, PMSD School Board President, requested exemption from the tapping fee and the correct calculation for the EDUs assignment. Discussion followed. J. Coover suggested he contact the Twp. Manager to be placed on the 09/19/2016 meeting agenda.

Deanna Schmoyer, engineer, questioned reimbursement for cost of lateral locations. J. Coover noted they should be submitted to the Twp. Manager.

Paul Benner, contractor, questions concerning lateral locations and cost associated with finding the lateral. J. Coover noted the invoice should be submitted to the Township for consideration.

CURRENT BUSINESS:

1458 Pocono Lane - Joseph Williams to defer 1458 Pocono Lane (PIN: 12637102974307) Claudia Williams explained they own two lots, with an abandoned structure on the additional lot. They have applied for a demolition permit for the structure. The Board concurred to defer the property from billing as per the sewer policy.

CURRENT BUSINESS CONT:

Battery purchase for Emergency Generators - J. Clapper explained the batteries are for the Pump Station Generators. Discussion followed. J. Lastowski made a motion, seconded by B. DeYoung, to authorize the purchase and installation of batteries for the Pump Station Emergency Generators in the amount of \$2,144.91 from Emergency Systems Service Company. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

DCNR Agreement - L. DeVito explained the agreement was previously approved to sign but DCNR has requested a change to Paragraph #5. Discussion followed. E. Gndt questioned the Township's responsibility if a spill occurs during construction. J. Lastowski made a motion, seconded by B. DeYoung, to approve the revision to the DCNR agreement and authorize the Township Official to sign. Roll call vote: E. Gndt, no; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, no. Motion carried.

PACT TWO Payment Application - L. DeVito requested Board direction to complete the application to the Board satisfaction. Discussion followed. B. DeYoung suggest L. DeVito work with E. Gndt to resolve the outstanding issues. J. Lastowski made a motion, seconded by E. Gndt, to move the PACT TWO Payment Application to the 09/19/2016 - C. Vogt suggested the sewer meeting start earlier. Discussion followed on moving the sewer meeting to an earlier time. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

UNFINISHED BUSINESS:

- a) Pump Replacement at Pump Station 2
- b) Overall Evaluation of Pump Station 1 and 2
- c) Service Lateral North of Serfas Road
- d) Sanofi Feed Station
- e) PACT Force Main Project
- f) Water measurement 103 Kenny Way - John Prehart installed meter
06/10/2016
- g) Kalahari Sewer Flow Adjustment

NEW BUSINESS:

J. Lastowski thanked Jeffry Clapper for his work as Public Works Director and wished him success with his new position.

ADJOURNMENT: J. Coover made a motion, seconded by E. Gndt, to adjourn the meeting at 7:00 p.m., until 09/16/2016. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

POCONO TOWNSHIP AND HAMILTON TOWNSHIP REGIONAL SEWER SYSTEM SEWER SERVICE INQUIRY

The purpose of this form is to aid Pocono Township in addressing the questions and concerns of its sewer users. The form should be filled out with as much information as possible by the PROPERTY OWNER. Attach additional supporting information (such as water usage data or an existing NPDES Permit) to assist the Township to address your concerns. You may attach additional sheets if needed. Please print or type forms.

Once submitted, Pocono Township will review the information provided and place the Inquiry on the agenda at the Township's Commissioners meeting, where a decision may be rendered. All Township Meetings are open to the public.

Completed Sewer Customer Inquiry forms can be hand delivered or mailed to: Pocono Township Commissioners, P.O. Box 197, Tannersville, PA 18372 RE: SEWER SERVICE INQUIRY.

PROPERTY TAX MAP ID: 12637301060523

DATE: 9/16/16

PROPERTY INFORMATION: POCONO TWP. HAMILTON TWP. _____

PROPERTY OWNER NAME: ST JOHN'S LUTHERAN CHURCH

BUSINESS NAME: _____

SEWER SERVICE ADDRESS: 367 SCOTRUN AVE
SCOTRUN, PA 18355

*Provide a specific property name, if applicable (Example XYZ Plaza)

PROPERTY OWNER'S CONTACT INFORMATION

MAILING ADDRESS: ST JOHN'S LUTHERAN CHURCH
P.O. Box 177
SCOTRUN, PA. 18355

PHONE NUMBER: 570 629-3727

PROPERTY OWNER'S REPRESENTATIVE'S CONTACT INFORMATION:

PERSON CALLING: RIDGLEY

RELATIONSHIP TO OWNER: COUNCIL PRESIDENT

PHONE NUMBER: (570) 972-4440

MAILING ADDRESS: 115 MEADOWS EDGE LAKE
P.O. Box 337
SCOTRUN, PA. 18355

INQUIRY: Provide as much detail as to the nature of the inquiry as possible. (Attach supporting information)

ST JOHN'S IS REQUESTING A LOWERED MONTHLY RATE FOR ITS REQUIRED EDU WHICH WOULD BE COMMENSURATE WITH ITS METERED WATER USAGE

PROPERTY USE: Provide information regarding all the existing uses of the property in question. (for example, if the property in question as several business's, please provide the name and description of each business. If the existing use is a multifamily residence, provide number of apartments.)

1 CHURCH SERVICE WEEKLY
1 CHRISTMAS EVE SERVICE ANNUALLY
1 ASH WEDNESDAY SERVICE ANNUALLY
1 CHICKEN BARBEQUE ANNUALLY
1 CHRISTMAS BAZAAR ANNUALLY

1 MONTHLY COUNCIL MEETING
11 MONTHS OF THE YEAR

WATER SUPPLIER: Is the property served by public water system: YES _____ NO (Check one) IF PUBLIC: BCRA _____, PIJWA _____ (Check one)

TOWNSHIP USE ONLY	
ESTIMATED ASSIGNED FLOW:	TABLE NO.:
ESTIMATED ASSIGNED EDU'S:	ESTIMATED USER RATE:
HOW WAS FLOW DETERMINED?	ESTIMATED TAPPING FEE:
COMMENTS:	

BRODHEAD CREEK REGIONAL AUTHORITY

410 Mill Creek Road
East Stroudsburg, PA 18301

TELEPHONE
570-421-3232

www.bcrowater.com
E-Mail: bcra@ptd.net

FAX
570-421-2322

To: Ridgley Werkheiser
From: Mary Beth Brush, BCRA
Date: September 16, 2016
RE: Water Usage for St. John's Lutheran Church

E-Mailed September 16, 2016 – jenwise@verizon.net

Dear Mr. Werkheiser:

As per our telephone conversation this morning, BCRA read the water meter for St. John's Lutheran Church located at 117 Scotrun Avenue yesterday September 15, 2016.

BCRA had installed a water meter on May 4, 2016 in order for the church to have an accurate usage total for the Pocono Sewer program.

The usage from May 4, 2016 to September 15, 2016 is 1,940 gallons.

Please let me know if you require any further information.

Monroe County

Parcel # 12/6/1/54 - PIN: 12637301060522

Property Owner: ST JOHNS LUTHERAN CHURCH

Address:

SCOTRUN PA 18355

Township: Pocono Township

Property Location: 367 SCOTRUN AVE

Acreage: 0.41

Legal Description:

Land Use: MISC SERVICES & RELIGIOUS

Class: Exempt

Deed Book/Page: 183-626

Sale Date:

Sale Amount: \$0.00

Homestead:

Land Value: \$2,850.00

Building Value: \$21,240.00

From May 4, 2016 to September 15, 2016, a 104 day period of time, St. John's Lutheran Church of Scotrun used 1,940 gallons of water per the BCRA water meter readings.

An EDU, equivalent dwelling unit, is 247 gallons of water per day or 90,155 gallons of water per year. In the case of St. John's church, relying on the current reading, the church will use 6,807.25 gallons of water during the course of one year or 7.55% of the annual EDU allotment.

This isn't 90%, or 50%, 25% or even 10% of an EDU.

The church holds weekly Sunday services from 9 AM - 10 AM; with most services over by 9:45 AM. There is a monthly council meeting held on the last Tuesday of the month.

The only water usage is for fundraising events such as our recent Chicken Barbeque which raised money to purchase the EDU as well as operating a food drive for our local food bank.