

POCONO TOWNSHIP BOARD OF COMMISSIONERS
MEETING AGENDA
November 2, 2015
7:00 P.M.

- 1) Pledge of Allegiance
- 2) Roll Call
- 3) Announcements
- 4) Approval of Minutes
 - a. Commissioners regular meeting, October 19, 2015
- 5) Approval of Bills and Transfers
 - a. Check Listing, dated November 2, 2015
- 6) Amendments to Agenda
- 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) Report of the President
- 9) Commissioners Comments
 - a. Mr. Gerald Lastowski, Vice President
 - b. Mr. Thomas Felver, Commissioner
 - c. Mr. Peter Nish, Commissioner
 - d. Mr. Bradley Wise, Commissioner
- 10) Reports
 - a. Emergency Services (second meeting of month)
 - i. Chief Werkheiser – Pocono Township Police
 - ii. Chief Shay – Pocono Township Volunteer Fire Co.
 - iii. Linda Smith – Central Pocono Ambulance Association, Inc.
 - b. Administration
 - i. Mr. Schuster – Township Manager
 1. 2016 Budget – First Reading
 2. Spa Castle – Wastewater Treatment Capacity
 3. Spa Castle – Public notice of planning module and comment period
 - ii. Mr. Ambrose – Township Engineer
 - iii. Mr. DeVito – Solicitor
 1. RecDesk
 2. Benninger Insurance
 3. JAM Real Estate
 - iv. Ms. Zuvich – Treasurer
- 11) Presentations
 - a. Camelback – Lot 12 and Helipad Conditional Approval
 - b. Camelback – Lot Consolidation Plan Conditional Approval
- 12) Ordinances
 - a. Public Hearing on Amendment to the Recycling and Municipal Solid Waste Ordinance
 - b. Consideration of an Amendment to the Recycling and Municipal Solid Waste Ordinance
- 13) Resolutions
 - a. A resolution approving supplemental appropriations
- 14) 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)

15) Executive Session (If Necessary)

16) Adjournment

Next regular meeting – November 16, 2015 (7:00 p.m.)

Next Resolution Number: 2015-70

Next Ordinance Number: 2015-11

**POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING**

OCTOBER 19th, 2015 7:00 P.M.

The regular meeting of the Pocono Township Commissioners was held on 10/19/2015 at the Northampton Community College, Pocono Hall, Room 108, Tannersville, PA, and was opened by President Richard Wielebinski at 7:00 p.m. followed by the Pledge of Allegiance.

ROLL CALL: Rich Wielebinski, present; Jerry Lastowski, present; Tom Felver, present; Peter Nish, present; and Brad Wise, present.

Leo V. DeVito, Broughal & DeVito LLP, Twp. Solicitor; Gregg Schuster, Twp. Manager; and Pamela Finkbeiner, Twp. Secretary, were present.

ANNOUNCEMENTS:

An executive session will be held after tonight's meeting to discuss union negotiations.

MINUTES:

J. Lastowski made a motion, seconded by P. Nish, to approve the Commissioners Special meeting minutes of 10/05/2015. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, yes, P. Nish, yes; and B. Wise, yes. Motion carried.

B. Wise made a motion, seconded by R. Wielebinski, to approve the Commissioners regular meeting minutes of 10/05/2015 with correction to the Bill's list date to read "10/05/2015". Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, yes, P. Nish, yes; and B. Wise, yes. Motion carried.

B. Wise made a motion, seconded by T. Felver, to approve the Commissioners Special meeting minutes of 10/06/2015. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, abstained, P. Nish, yes; and B. Wise, yes. Motion carried.

BILLS AND TRANSFERS:

J. Lastowski_ made a motion, seconded by B. Wise, to approve the Bill's listing dated 10/19/2015. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, no, P. Nish, yes; and B. Wise, yes. Motion carried.

AMENDMENTS TO AGENDA: None

PUBLIC COMMENT:

Ramona Shupp, Twp. resident, spoke in favor of Pocono Central Ambulance.

Annabella Lastowski, Twp. resident, spoke concerning the proposed recycling ordinance.

REPORT OF THE PRESIDENT: None

REPORTS CONT:

Jerry Lastowski, Commissioner, noted a meeting with PennDOT concerning the closure of Learn Road and traffic controls for the sewerline repair. PennDOT protocol mandated the traffic controls for the project. The repair is projected to be completed in late March/early April of 2016.

Tom Felver, Commissioner, no report.

Peter Nish, Commissioner, no report.

Brad Wise, Commissioner, reported excavation for the repair will begin early next week.

The Sewer Committee's next meeting is 10/20/2015, Tuesday, at 9:00 a.m. J. Lastowski noted the Sewer Committee is meeting every other Thursday with Kalahari to address flow concerns.

REPORTS:EMERGENCY SERVICES:

Kent Werkheiser, Pocono Township Police Chief, reported on a meeting with Salisbury Township Police Chief Allen Stiles to tour their facility and to discuss the impact of trauma centers on local Police services. Salisbury Twp. had a 33% increase in calls. Diane Zweifel, Twp. resident, questioned if the DCED report is available. K. Werkheiser noted due to the State's freeze on funding, the consultant is unable to present the report. Discussion followed.

Pocono Township Volunteer Fire Co., Jerry Lastowski read the report from Fire Chief Mike Shay. He noted 38 call for the month of September.

Linda Smith, Central Pocono Ambulance Association, Inc., requested the Board inform them of their status with Pocono Township. She noted they met the conditions of the agreement but the Township has not signed it. R. Wielebinski noted the Board had not made a decision on service providers. L. Smith reported 186 calls for September.

PRESENTATIONS:

Spa Castle - Proposed vacating of a portion of Birchwood Road - Deanna Schmoyer, Borton-Lawson Engineers, explained the proposed vacating of Birchwood Road. The plan calls for about 3500' of Birchwood road located on Spa Castle property to be vacated. The remaining section of Birchwood off of Hallet Road would remain public. She noted the roadway would not be gated, but C. Castle would install speed bumps and signage for traffic calming within the development. She noted C. Castle would install the cul-de-sac at the end of Birchwood if the Township required it. Discussion followed on cost of recent paving of roadway, school buses and emergency services use, enforcement, and maintenance.

Diane Zweifel, Twp. resident, questioned if the Township vacates Birchwood Road and Spa Castle abandons the site, what happens to the roadway.

Dennis Purcell, Twp. resident, suggested a pedestrian bridge instead of abandoning the roadway.

SPA CASTLE PRESENTATION CONT:

Andy Worthington, Twp. resident, noted the standard of benefiting the residents for vacation of a roadway.

Chris Strunk, Birchwood Road; and Janice Sposato, Hallet Road, spoke concerning roadway safety in area.

Ed Coover, Twp. resident, spoke concerning ownership of the roadway.

Judi Coover, Twp. resident, spoke concerning possible future gating of road, road maintenance, and traffic.

Lisa Olsen, Twp. resident, asked if they would pay for the road.

Tom Olsen, Twp. resident, questioned enforcement of Developer agreements, sewer line under Fish Hill Road, and amending deadlines for amending Act 537. He noted they are collecting signatures to present to the board.

Mark Vultaggio, property owner, spoke concerning alternative traffic flow.

Michelle Fisk, Twp. resident, spoke concerning traffic safety and size of project.

Jerry Price, Tannersville, questioned when traffic reports, environmental reports, and plan will be submitted to Township.

Betty Cook, Analomink Lake, spoke concerning the size of the resort.

Saylor Moore, Cherry Lane Road, spoke concerning increased traffic.

James Campbell, Fishhill Road, questioned sewerline on Fishhill Road and cost to taxpayers.

Syliva Miller, Cherry Lane Road, spoke concerning pedestrian traffic from the employee housing.

James Campbell, Twp. resident, spoke concerning taxes.

Keith Kuntz, property owner, spoke on impact of traffic in area.

Annabella Lastowski, Twp. resident, questioned the timing of the approval for amending the Act 537 plan.

Deanna Schmoyer, Doug Olmsted, and Solicitor Ralph Matergia, addressed the comments concerning the roadway vacation. Discussion followed.

R. Wielebinski noted Spa Castle has not submitted an official Land Development plan and the presentation for the road vacation was for information only at this time. The Board will take the comments and information from Spa Castle into consideration.

J. Lastowski explained the Board is willing to listen to everyone before making a decision. He thanked the audience for attending. No action taken.

ADMINISTRATION:

Gregg Schuster, Township Manager, reviewed his report.

Generic TIF Explanation: G. Schuster gave an overview of TIF (Tax Increment Financing) to the Board.

Benecon Open Enrollment: G. Schuster explained an executive session was held discussed the current plan which does not allow for an open enrollment period. The change will allow employees to change their policies for life events. T. Felver questioned the cost to the Township and requested the Board wait until Union negotiations are completed. Discussion followed. R. Wielebinski questioned the policy for medical only.

R. Wielebinski made a motion, seconded by P. Nish, to approve the change to the Benecon Open Enrollment. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, no, P. Nish, yes; and B. Wise, yes. Motion carried.

2016 Budget: G. Schuster reviewed the process for adoption of the 2016 budget. Discussion followed on the fund balance and possibility of a tax decrease for residents. B. Wise and P. Nish noted concerns for future unexpected expenses with the sewerline, litigation, document management, and Capital improvement projects. T. Felver questioned the use of the fund balance. G. Schuster will review the difference between a ½ mil and 1 mil decrease in taxes and present to the Board at the next meeting. Jane Cilurso, Twp. resident, requested instead of a tax decrease, the funds should be used to help Central Pocono Ambulance. No action taken.

Leo DeVito, Township Solicitor:

PJJWA MOU - L. DeVito explained the BCRA acquisition of the Pocono Jackson Joint Water Authority (PJJWA) Memorandum of Understanding (MOU). BCRA is requiring Pocono and Jackson to indemnify and hold harmless BCRA. It would require the Township to hire technical experts to do the study and submit to EPA. B. Wise questioned if a previous risk assessment had been done. Discussion followed. L. DeVito will look at the risk assessment and report back to the board. No action taken.

Treasurer's report - Gina Zuvich was absent.

ORDINANCES:

Recycling and Municipal Solid Waste Ordinance - G. Schuster explained DEP found the current recycling and solid waste ordinance is not in compliance. The proposed amendment will comply with their requirements of mandated leaf collection. It will require the Township to purchase equipment to collect the leaves. He noted the Grant must be applied for by November. J. Lastowski questioned the timing of the ordinance and the cost to the Township.

Judi Coover, Twp. resident, noted the current law maybe amended that would change the requirement for leaf collection. She suggested the Township wait until additional information is received before acting. Don Simpson, Twp. resident, questioned leaf pickup for Commercial properties.

Maxine Turbolski, Twp. resident, spoke concerning illegal leaf burning.

Dennis Purcell, Twp. resident, questioned the cost of leaf pickup.

J. Lastowski questioned what the fines would be if the Township delayed the adoption of the ordinance.

Discussion followed.

J. Coover, Twp. resident, questioned the requirement of local haulers to pick-up the leaves and the cost to do so. She suggested the Twp. speak to neighboring Townships.

L. DeVito suggested changing Pg. 2, Sec. 4.d to designate the Township as the collector. He noted the language was recommended by DEP and he will confirm the change is acceptable.

T. Felver made a motion, seconded by P. Nish, to authorize the Township Solicitor to amended Pg. 2, Sec. 4.d to read 'designate the Township as the collector', conditioned upon DEPs confirmation of the change and to advertise the Ordinance.

Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, yes, P. Nish, yes; and B. Wise, yes. Motion carried.

RESOLUTIONS:

Resolution 2015-69 appointing members to the UCC Building Board of Appeals - G. Schuster noted the resolution is to confirm the appointments of Mike Wilk and Scott Mango to the UCC Board of Appeals.

R. Wielebinski made a motion, seconded by T. Felver, to adopt Resolution 2015-69 - appointing Mike Wilk and Scott Mango to the Pocono Township Building Board of Appeals. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, yes, P. Nish, yes; and B. Wise, yes. Motion carried.

Purchasing policy for the Township - The Board requested additional time to review the purchasing policy.

R. Wielebinski made a motion, seconded by T. Felver, to table the resolution approving the purchasing policy for the Township. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, yes, P. Nish, yes; and B. Wise, yes. Motion carried.

ADJOURNMENT INTO EXECUTIVE SESSION:

R. Wielebinski made a motion, seconded by P. Nish, to adjourn into executive session to discuss union negotiations at 10:20 p.m., until the next meeting on 11/02/2015 at 7:00 p.m., at the Pocono Township Municipal Building. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; T. Felver, yes, P. Nish, yes; and B. Wise, yes. Motion carried.

Pocono Township Check Listing - November 2, 2015

General Fund	Date	Check	Vendor	Memo	Amount
	10/28/2015	53821	Lincoln Life	Voluntary supplemental pension	300.00
	10/29/2015	53823	Nationwide	Supplemental 457 plan	7,441.14
	10/29/2015	53824	Bank of NY Mellon	Police pension	8,044.50
	10/29/2015	53833	Ackerman, Earl	Training expenses	428.17
	10/29/2015	53834	Affordable Comfort Contracting, Inc.	1/3 payment	758.33
	10/29/2015	53835	American Substance Abuse Professionals	Annual Program Management Fee	200.00
	10/29/2015	53836	Anglemyer, Aaron	Uniform Allowance	255.42
	10/29/2015	53837	Anglemyer, Austin	Uniform Allowance	279.97
	10/29/2015	53838	Best Auto Service Center	Police Vehicle repairs	1,117.92
	10/29/2015	53839	Brodhead Creek Regional Authority	Water	209.33
	10/29/2015	53840	Clapper, Jeffrey	Mileage	26.30
	10/29/2015	53841	Cramer's Home Building Center	Police Building	76.52
	10/29/2015	53842	Cyphers Truck Parts	Truck Lights	324.67
	10/29/2015	53843	D.G. Nicholas Co.	Parts/Supplies	237.23
	10/29/2015	53844	Davidheiser's Inc.	Speed Testing - Police cars	219.00
	10/29/2015	53845	DES	Recycling	20.00
	10/29/2015	53846	Dynamite Car Wash	Police vehicles	71.50
	10/29/2015	53847	Eureka Stone Quarry, Inc.	Paving	1,924.47
	10/29/2015	53848	Fisher, Richard	Zoning Officer Mileage	26.50
	10/29/2015	53849	Grossi, John	Refund Zoning Application	645.90
	10/29/2015	53850	J. P. Mascaro & Sons	Twp. Garbage	226.80
	10/29/2015	53851	Kimball Midwest	Parts - Trucks	116.37
	10/29/2015	53852	Kresge, Daniel	Uniform Allowance	544.02
	10/29/2015	53853	Macmillan Oil Co., Of Allentown	Hydraulic fluid/Grease	519.00
	10/29/2015	53854	Mignosi, Timothy	Training Expenses	11.77
	10/29/2015	53855	Monroe County Historical Association	Membership	250.00
	10/29/2015	53856	Otto, Carol	Cleaning	550.00
	10/29/2015	53857	PAPCO, Inc.	Gasoline	1,342.88
	10/29/2015	53858	Pitney Bowes	Postage meter - ink	229.47
	10/29/2015	53859	Pocono Peterbilt	Parts - Trucks	509.76
	10/29/2015	53860	Pocono Pistol Range	Pistol Range	1,312.59
	10/29/2015	53861	PPL Electric Utilities	Traffic Signals	72.14
	10/29/2015	53862	Staples Advantage	Twp. Office Supplies	346.69
	10/29/2015	53863	Staples Credit Plan	Police Office Supplies	287.30
	10/29/2015	53864	Steele's Hardware	Supplies	161.82
	10/29/2015	53865	Stroudsburg Electric Motor Service	Parts	199.99
	10/29/2015	53866	STTC Service Tire Truck Centers, INC.	Backhoe - Tires	1,497.84
	10/29/2015	53867	UNIFIRST Corporation	Carpets/Uniforms	313.82
	10/29/2015	53868	Verizon Wireless	Phones - Public Works/Zoning	255.47
	10/29/2015	53869	Vocelli Pizza	Community Day	197.96
	10/29/2015	53870	Cargill Incorporated	Salt	1,648.77
	10/29/2015	53871	Linex Striping Company	Line striping Parking lots	450.00
	10/29/2015	53982	Staples	Office supplies	199.29
	10/29/2015	53873	Met Life	Non uniform pension	8,133.06
				TOTAL General Fund	<u>\$41,983.68</u>
Park Service					
	11/2/2015	53827	Cramer's Home Building Centers	Parts	135.74
	11/2/2015	53828	D. G. Nicholas	Part	52.48
	11/2/2015	53829	J. P. Mascaro & Sons	Garbage	198.64
	11/2/2015	53830	Prosser Labs	Water testing	50.00
	11/2/2015	53831	Reed & Perrine Sales	Fertilizer	459.00
	11/2/2015	53832	Steeles Hardware	Supplies	54.44
				TOTAL Park Fund	<u>\$950.30</u>
Debt Fund					
	11/2/2015	53826	PNC Equipment Finance	Loader	1,014.30
	11/2/2015	53825	PNC Bank	School	8,164.24
					<u>\$9,178.54</u>

Pocono Township Check Listing - November 2, 2015

Sewer Operating Fund

10/28/2015 1428	Penteledata	Internet for pumping stations	359.70
10/28/2015 1429	JP Mascaro & Sons	Garbage haulers for pumping station	132.09
10/28/2015 1430	Blue Ridge Communications	Cable for pumping stations	117.12
10/28/2015 1431	Met Ed	Electric for pump station 5	270.42
10/28/2015 1432	Brodhead Creek Regional Authority	Water for pump stations	106.62
10/28/2015 1433	Gayle Corporations	Equipment repair	5,910.15
10/28/2015 1434	Steeles Hardware	Parts for sewer	279.70
10/29/2015 1435	Cramer, Swetz, McManus & Jordon	Legal for operations	147.00
10/29/2015 1436	Pocono Township	Reimbursement to GF for Director salary	7,134.00
		TOTAL Sewer Operating Fund	<u>\$14,456.80</u>

Sewer Construction Fund

ESSA Bank			
10/28/2015 142	RKR Hess	Owed from check 138/was incorrect amount	641.45
10/29/2015 143	Pact Construction	Contract 11 Request 18	110,070.95
		TOTAL ESSA Bank	<u>\$110,712.40</u>

TOTAL General Fund	\$41,983.68
TOTAL Park Fund	\$950.30
TOTAL Debt Fund	<u>\$9,178.54</u>
TOTAL ESSA Transfer	<u>\$52,112.52</u>

Total Sewer Operating Fund Wayne Bank \$14,456.80

TOTAL Sewer Construction Fund ESSA \$110,712.40

Transferred by:

Authorized by:

MEMORANDUM

To: Board of Commissioners

cc:

From: Gregg Schuster, Township Manager

Date: 10/29/15

Re: Township Manager Report (10/16/15 – 10/29/15)

Personnel

1. One employee is currently out on workers comp and another employee is having intermittent disability due to a medical issue.

Meetings

1. On 10/16/15, I met with Chief Werkheiser, Chief Shay, and members of the dispatch center to discuss coverage.
2. On 10/20/15, I attended a Sewer Committee meeting. Pocono Mountain School District, and Spa Castle were discussed amongst other items/
3. On 10/20/15, I met with EHD to discuss our insurance renewals for 2016.
4. On 10/23/15, I met with Sgt. Goucher and Sundance to discuss a consolidated IT plan.
5. On 10/23/15, I attended a finance committee meeting. Updates to the proposed purchasing policy were discussed.
6. On 10/26/15, I attended the Building Board of Appeals hearing relating to a depth issue on a sewer connection. The board granted relief.
7. On 10/26/15, I attended the Planning Commission meeting. A sketch plan for a Harley Davidson dealership was reviewed.
8. On 10/27/15, I attended, along with Chief Werkheiser and Commissioner Lastowski, a negotiation session with the police union.
9. On 10/27/15, I attended the Zoning Hearing Board meeting on the NJ Boom appeal. The appeal was continued until 11/18/15.

10. On 10/28/15, I met with the solicitor and engineer to discuss the Spa Castle 573 amendment.
11. On 10/29/15, I attended a working group session on CIP.
12. On 10/29/15, I attended a sewer committee meeting. The potential connection of the school district and Spa Castle were discussed.

Administration

1. The Civil Service Commission continues to review the SOP manual and will present a recommended revision.
2. The repair of the “hump” is proceeding. A public schedule has been posted.
3. I continue to work with the County on the updated Hazard Mitigation Plan.
4. The Crossings has completed their connection to the sewer system.
5. A 501c3 is being explored for the Bicentennial Celebration Committee.
6. Municipal offices will be closed on 11/11/15 in observance of Veteran’s Day.

Finance

1. The 2016 budget is on the agenda for discussion.

Current Projects

1. Payment Requisition / Purchase Order System

Software continues to be demoed. A recommendation from Gina will be forthcoming.

2. Filing and Workflow System

Work continues on developing a documenting a process for the intake, processing, and filing of all work.

3. Agreement with Central Pocono

Agreement is on hold pending the outcome of the RFP process.

4. Codification

The final analysis and review has been sent to the vendor. Upon receipt of the final manuscript, it will be sent to you for review.

5. Website Redesign

Project complete.

6. 715/611 Corridor Planning

No update.

7. CIP

A plan has been distributed for your review.

8. Municipal Security

Options for security at the municipal building will be investigated as time allows.
Funding has been included in the 2016 proposed budget.

GENERAL FUND (Adjusted with .5 mill reduction)

Account Number	Description	FY 2016 Original Budget	FY 2016 Adjusted Budget	Change
Revenue				
01.355.050	Pension System State Aid	184,992	204,395	19,403
01.301.100	REAL PROPERTY TAX (.5 mill reduction)	3,134,514	3,048,822	-85,692
01.395.000	Refunds of Prior Year Expenses (Heath surplus)	0	195,170	195,170
01.363.500	Public Works Services	0	4,500	4,500
	Total			128,881
 GF Expenditure				
01.483.194	Unemployment Compensation	31,000	25,000	-6,000
01.401.196	Health, Dental & Vision Insurance	27,784	25,259	-2,525
01.402.196	Health, Dental & Vision Insurance	22,255	26,274	4,020
01.405.196	Health, Dental & Vision Insurance	41,633	38,414	-3,219
01.410.196	Health, Dental & Vision Insurance	439,969	435,076	-4,893
01.414.196	Health, Dental & Vision Insurance	24,730	23,975	-755
01.430.196	Health, Dental & Vision Insurance	234,577	223,374	-11,203
01.483.201	Transitional Reinsurance Fee	2,300	2,873	573
01.492.300	Transfer to Capital Fund	981,896	1,133,280	151,384
01.400.540	Donations	1,500	3,000	1,500
	Total			128,881
 Capital Fund Expenditure				
30.438.610	<u>Paving</u>	427,448	578,832	151,384
	<u>Oil and Chip</u>			
	Fish Hill .74 Miles From Learn Road to Faber Circle			
	Vale Drive 0.12 Miles From Fish Hill to Faber Cir			
	Aspen Drive .13 miles From Fish Hill to Faber Cir			
	Robin Lane .14 miles From Fish Hill to Faber Cir			
	Aspen Heights .09 miles From Fish Hill to Tanbark			
	Tanbark Lane .14 miles From Aspen Heights to Dove Lane			
	<u>Level and Overlay</u>			
	Tanbark .21 Miles From Faber Circle to Aspen Heights			
	Dove Lane .09 miles From Fish Hill to Tanbark			
	Birchwood Drive .31 miles From Woodland to Elwood			
	Elwood Drive .16 miles From Woodland to Birchwood			

GENERAL FUND (adjusted with 1 mill reduction)

Account Number	Description	FY 2016 Original Budget	FY 2016 Adjusted Budget	Change
Revenue				
01.355.050	Pension System State Aid	184,992	204,395	19,403
01.301.100	REAL PROPERTY TAX (1 mill reduction)	3,134,514	2,963,130	-171,384
01.395.000	Refunds of Prior Year Expenses (Heath surplus)	0	195,170	195,170
01.363.500	Public Works Services	0	4,500	4,500
	Total			43,189
GF Expenditure				
01.483.194	Unemployment Compensation	31,000	25,000	-6,000
01.401.196	Health, Dental & Vision Insurance	27,784	25,259	-2,525
01.402.196	Health, Dental & Vision Insurance	22,255	26,274	4,020
01.405.196	Health, Dental & Vision Insurance	41,633	38,414	-3,219
01.410.196	Health, Dental & Vision Insurance	439,969	435,076	-4,893
01.414.196	Health, Dental & Vision Insurance	24,730	23,975	-755
01.430.196	Health, Dental & Vision Insurance	234,577	223,374	-11,203
01.483.201	Transitional Reinsurance Fee	2,300	2,873	573
01.492.300	Transfer to Capital Fund	981,896	1,047,588	65,692
01.400.540	Donations	1,500	3,000	1,500
	Total			43,189
Capital Fund Expenditure				
30.438.610	<u>Paving</u>	427,448	493,140	65,692
Oil and Chip				
Fish Hill .74 Miles From Learn Road to Faber Circle				
Vale Drive 0.12 Miles From Fish Hill to Faber Cir				
Aspen Drive .13 miles From Fish Hill to Faber Cir				
Robin Lane .14 miles From Fish Hill to Faber Cir				
Aspen Heights .09 miles From Fish Hill to Tanbark				
Tanbark Lane .14 miles From Aspen Heights to Dove Lane				
Level and Overlay				
Dove Lane .09 miles From Fish Hill to Tanbark				

Sewer Operating Fund

Account Number	Description	FY 2016 Original Budget	FY 2016 Adjusted Budget	Change
Revenue				
08.354.030	611 Saftey Improvements Reimbursement	0	122,261	122,261
08.392.900	Use of Fund Balance	5,864,144	5,614,071	-250,073
	Total			-127,812
Expenditure				
08.429.200	BCRA Sewage Treatment	1,215,232	1,022,220	-193,012
08.429.300	Professional Services	126,000	188,000	67,000
08.429.231	Collection System Costs			-1,800
	Total			(127,812)

MEMORANDUM

To: Board of Commissioners

cc:

From: Gregg Schuster, Township Manager

Date: 10/29/15

Re: Allocation of Wastewater Treatment for Spa Castle

As you are aware, Spa Castle has requested 250,000 gallons per day of treatment capacity for their proposed project. Pocono Township has been in contact with both Stroud Township and Stroudsburg Borough to see if they would be willing to transfer/sell any of their allocated treatment capacity for the project. Both municipalities have indicated that they are unwilling to do so.

As part of the Act 537 amendment process, a letter is required from Pocono Township indicating the willingness to provide capacity. The sewer committee met on 10/29/15 and has made a recommendation that Pocono Township should not be willing to allocate treatment capacity for this project out of the existing 2 million gallons per day that is currently is allocated to the existing approved Act 537 Plan, as adopted by Pocono Township.

The Board of Commissioners should vote on this matter to finalize the position of the Township and memorialize the decision in a letter to be included in the proposed Act 537 amendment. The proposed amendment will be noticed for a 30 day public inspection period, available for comments, and moved to a public hearing at a date to be determined in December.

**POCONO TOWNSHIP
ENGINEER'S REPORT
November 2015**

SUBDIVISION AND LAND DEVELOPMENT APPLICATIONS

1. **Kopelson Lot 3 Land Development Application** – The Applicant submitted a revised plan package for the restaurant pad at Pa Route 715 and Route 611. The Applicant was seeking a number of deferrals. The package is still under review. The Planning Commission tabled the plans for consideration at a future meeting. A time extension has been granted to December 31, 2015

2. **Spa Castle Grand Pocono Resort** – C. Castle LLC presented a sketch plan for a hotel, condominiums, rental units, indoor water park and spa facility at the old Birchwood estates area, east of Birchwood Road. The site is 294+/- acres in size. The developable portion was stated to be 88 acres. The most significant issues are the revision to the Township's 537 plan, the proposed vacation of a portion of Birchwood Road and overall traffic impacts. The applicant has been present at a couple of sewer Committee meetings, seeking input and direction on the 537 Planning Module and in particular the source of the 250,000 GPD necessary for the project. The Traffic Study supposedly is well underway and should be available shortly. The conditional use applications have been put in abeyance until the above issues have been more fully documented. Recently, the staff met with Barton Lawson on the 537 Plan elements that need to be included with the Planning Module. Borton Lawson provided an update toward their 537 progress at the September 21st meeting. Also a meeting was held on Sept 21st to review the utility components within the state ROW. PennDOT representatives were present to provide their input. The Applicant's engineer have provided meeting minutes. Recently, the Borough of Stroudsburg denied Spa Castle the ability to obtain sewage allocation from the Borough reserves. Without sewage allocation the project, as currently presented, cannot be constructed.

3. **Camelback** - Camelback has submitted three new applications. One for lot consolidation, a second for a new parking lot and Heliport, a third for the Tubing Slope Lodge reconstruction. According to the applicant the Parking improvements are proposed to serve the existing employees and will not attract additional patronage. All the improvements proposed are permitted or accessory uses to the zoning district. The Planning Commission conditionally approved both the Lot

Consolidation Plan and the Heliport and Parking lot applications. Both applications should be before the Board for action in the near future.

4. **Sanofi Pasteur Inc. – B-79 (Flu Bldg) and B-80 (CUP Bldg)** – Plans were accepted at the 9/14/15 P.C. meeting. The proposals are to build two new buildings in areas currently used for parking lots and modular buildings. The modular buildings are to be relocated. The Flu Building is a new building and is 150,000 s.f. in size. The plans are still before the Planning Commission for review. The deadline for consideration is 11/23/15.
5. **Schlier Motorcycle Dealership** – Jim Schlier submitted a sketch plan showing a 24,000 S.F. Motorcycle Dealership at the corner of Hill Motor Lodge Road and Pa Route 715. The plan was presented at the 10/26/15 P.C. meeting and informal comments were presented and discussed. It is anticipated a formal application will be submitted this year for the Township’s review and consideration.

LAND DEVELOPMENT AND SUBDIVISION INSPECTIONS

6. **Northridge Development** –Recently the applicant’s contractor has installed asphalt paving in a 2600 l.f. portion of Deer Valley road. T&M continues to provide periodic inspection during periods of construction. A payment request is anticipated for the current work.
7. **Outlets Sewer Connection** –Please refer to BIU for an update.
8. **Sanofi** –The QC building is under construction. The modular buildings previously approved have not been started.
9. **Swiftwater Apartments** – The Developer has started construction under conditional preliminary plan approval status. A stop work order was issued by the Z.O. The Developer needs to comply with the conditions of the resolution of approval. Township representatives met with Anthony Maula to outline the process. Approval from Pennoni that the conditions of the resolution and Improvement Agreement have been met is necessary before work can resume. T&M has reviewed and found the sewer components in compliance with Township criteria. The Developer still needs DEP approval of the exemption request.
10. **Camelback Hotel and Waterpark** – Permanent fencing has been installed along the perimeter of the large retaining wall. Conversion of the sediment basin to a permanent stormwater control structure is underway. These are punchlist items from the land development approval.

SANITARY FACILITIES AND CONNECTION OVERSIGHT PROGRAMS

11. T&M is working to complete design plans to address the previously identified problems in the force main and pumping system from PS5 to the BCRA WWTP. The identified problems in the system were presented to the Township on October 5th prior to the BOC meeting. At the request of the sewer committee we provided a proposal to the Township to complete an evaluation of PS1 and PS2 and identify any system deficiencies similar to the work that was done on PS3, PS4, and PS5.

Marona Construction is on site preparing to begin the excavation of the sending pit at Learn Road. Construction equipment is being delivered daily and the oversized excavator is anticipated to be delivered the week of November 2. Marona is experiencing difficulties getting the excavator delivered due to its size and approved PennDOT route. PennDOT HOP traffic control measures and business identification signs have been placed along 611 and Learn Road.

We are continuing to work with Tobyhanna Township to address excessive grease loadings into Pocono Township's pumping station PS1 from the Kalahari site. We continue to meet bi-weekly at Kalahari to resolve the matter.

T&M is working with BIU to address those sewer connection locations that had been issued violation notices. Circumstances where the work was completed in accordance with proper engineering practices or where sewer lateral conditions were beyond the control of the Contractor are being addressed by both parties.

TOWNSHIP ROAD AND BRIDGE PROJECTS

12. **Stadden Road Bridge Overview** –The in-stream work is completed. Guiderail still needs to be installed along both side of the approaches. This work according to the contractor is scheduled next week. Recent inspection and video show the in-stream improvements working as intended.
13. **Swiftwater Creek Modifications and Wilkie Road Stream Improvements:** Confirmation from the PA Fish and Boat Commission indicates that the Swiftwater Creek stream bed repair may be able to be completed outside of the permitted time frame however, additional information is required to be submitted for further review and approval prior to starting any work. The Wilkie Road stream improvement cannot be completed outside of the permitted date due to the stream classification. This project can only take place between April and October.

ORDINANCE(S) UPDATE PROGRAM

14. **Signage Ordinance** See the Manager's report regarding the status of the revised ordinance.
15. **Subdivision and Land Development Ordinance** The Planning Commission recently recommended forwarding the SALDO Ordinance onto the Board for their review and consideration.
16. **Zoning Ordinance** – The Planning Commission has reviewed the first couple of Articles. Assuming available time at regular P.C. meetings the zoning ordinance could be passed onto the Commissioners later this year.

DRAINAGE INVESTIGATIONS

17. **Investigation Policy** – The Township is in the process of formulating a policy on investigating complaints. The Board is evaluating a draft for consideration. Please refer to the Manager's Report.

PENNDOT PROJECTS

18. **Route 611 Improvements** - T&M has not heard back from Dewberry regarding the status of the project.
19. **Route 715 Realignment** - T&M has not received an update of the environmental findings for the route location incorporating the TLC property. Also see Manager's report.

TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. _____

**A RESOLUTION GRANTING CONDITIONAL
APPROVAL OF THE CB H2O L.P. LOT 12 & HELIPAD FINAL MAJOR LAND
DEVELOPMENT PLAN**

WHEREAS, the applicant, CB H2O L.P., submitted a plan application titled “CB H2O L.P. Lot 12 and Helipad Final Major Land Development Plan” (the “Plan”). The applicant proposes to construct a Helipad for emergency services and 187 space parking lot to be utilized for employee parking. The parcels are owned by EPT Ski Properties, Inc., and are known as Monroe County Tax ID No. 12/10/1/2, PIN No. 12636300227014, Tax ID No. 12/10/1/2-1, PIN No. 12636300206992, Tax ID No. 12/10/1/2-4, PIN No. 12636303335160, and Tax ID No. 12/10/1/2-6, PIN No. 12636300228392; and

WHEREAS, the Township Engineer has reviewed the Plan and offered comments in his letters dated September 1, 2015, October 1, 2015, and October 22, 2015; and

WHEREAS, the Pocono Township Planning Commission recommended the conditional plan approval of the Plan at a meeting held on October 26, 2015; and

WHEREAS, the Pocono Township Board of Commissioners desires to take final action on this Plan.

NOW THEREFORE BE IT HEREBY RESOLVED by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania:

That the following requests for modification from the Storm Water Management Ordinance are hereby granted:

1. SWMO Section 303.I.6.b: Wetland Buffers. *The applicant shall be permitted to disturb up to 0.57 acre portion of the total 1.96 acres of buffer area on the site to allow for access to the site and proposed helipad.*
2. SWMO Section 304.A.2a: Infiltration System Isolation Distances. *The applicant shall place a covenant on the Plan addressing what will occur in the event of a system failure. The covenant shall be subject to review and approval by the Township Engineer and Township Solicitor.*
3. SWMO Section 305.A: Allowable Discharge Rates. *The applicant shall not be required to reduce the 2 year storm from Drainage Area A, D-I from 9.0 cfs to 8.9 cfs. .*

That the “CB H2O L.P. Lot 12 and Helipad Final Major Land Development Plan”, as shown on the plan prepared by Boucher & James, Inc., dated June 18, 2015, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject

to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer's letter dated October 22, 2015 with the following additional conditions:
 - a. Applicant shall place a covenant on the plan restricting the use of the parking lot for employee parking only; and
 - b. All requests for modification shall be placed on the Plan.
2. The applicant shall pay all necessary fees associated with the Plan, including but not limited to any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.
3. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
4. The applicant shall provide three (3) mylars for recording the plans and eight (8) sets of paper prints which are signed and notarized by the owner and sealed by the engineer.
5. The applicant shall meet all conditions of the plan approval, and Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the Conditional Plan approval will be considered void.
6. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the Plan is denied.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the _____ day of _____, 2015.

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Print Name: Pamela Finkbeiner
Title: Secretary

By: _____
Print Name: Richard Wielebinski
Title: President

TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. _____

**A RESOLUTION GRANTING CONDITIONAL
APPROVAL OF THE CB H2O L.P. LOT CONSOLIDATION PLAN**

WHEREAS, the applicant, CB H2O L.P., submitted a plan application titled “CB H2O L.P. Lot Consolidation Plan” (the “Plan”). The Plan proposes to consolidate four parcels into one parcel. The parcels are owned by EPT Ski Properties, Inc., and are known as Monroe County Tax ID No. 12/10/1/2, PIN No. 12636300227014, Tax ID No. 12/10/1/2-1, PIN No. 12636300206992, Tax ID No. 12/10/1/2-4, PIN No. 12636303335160, and Tax ID No. 12/10/1/2-6, PIN No. 12636300228392; and

WHEREAS, the Township Engineer has reviewed the Plan and offered comments in his letters dated September 10, 2015 and October 1, 2015; and

WHEREAS, the Pocono Township Planning Commission recommended the conditional plan approval of the Plan at a meeting held on October 13, 2015; and

WHEREAS, the Pocono Township Board of Commissioners desires to take final action on this Plan.

NOW THEREFORE BE IT HEREBY RESOLVED by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania:

That the following requests for modification from the Subdivision and Land Development Ordinance are hereby granted:

1. SALDO Section 2.304.A: The initial plan submitted to the Commission for review shall be considered the Official Preliminary Plan. *The applicant shall be permitted to submit a plan using a scale of one inch equals 200 feet.*
2. SALDO Section 2.304.B.4: The plan shall show sufficient data, acceptable to the Engineer to determine readily the location, bearing and length of every boundary, street and lot line (based upon an accurate field survey, closed with an error not to exceed one in five thousand and balanced. *The applicant shall only be required to delineate the northern boundary line as it relates to the helipad location.*
3. SALDO Section 2.304.B.6: Reference monuments and/or lot markers shall be shown on the Plan and shall be placed in accordance with Section 3.603. *The applicant shall not be required to set monuments along the exterior corners; however, applicant shall be required to set monuments along the proposed future right-of-way along Camelback Road.*

That the “CB H2O L.P. Lot Consolidation Plan”, as shown on the plan prepared by Boucher & James, Inc., dated July 23, 2015, as revised, be hereby approved with the following conditions

and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer's letter dated October 1, 2015 with the following additional conditions:
 - a. Applicant shall provide a survey bounding the lot lines along Camelback Road;
 - b. Applicant shall provide monumentation along Camelback Road and the upper boundary line;
 - c. Applicant shall provide a description of the Camelback Road right-of-way;
 - d. All requests for modification shall be placed on the Plan; and
 - e. All residual easements shall be placed on the Plan.
2. The applicant shall pay all necessary fees associated with the Plan, including but not limited to any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.
3. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
4. The applicant shall provide three (3) mylars for recording the plans and eight (8) sets of paper prints which are signed and notarized by the owner and sealed by the engineer.
5. The applicant shall meet all conditions of the plan approval, and Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the Conditional Plan approval will be considered void.
6. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the Plan is denied.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the _____ day of _____, 2015.

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Print Name: Pamela Finkbeiner
Title: Secretary

By: _____
Print Name: Richard Wielebinski
Title: President

LAW OFFICES
BROUGHAL & DEVITO, L.L.P.

38 WEST MARKET STREET
BETHLEHEM, PENNSYLVANIA 18018-5703

JAMES L. BROUGHAL
LEO V. DEVITO, JR.
JOHN S. HARRISON
JAMES F. PRESTON*
WENDY A. NICOLosi
LISA A. PEREIRA*

*ALSO MEMBER NEW JERSEY BAR

TELEPHONE
(610) 865-3664

FAX
(610) 865-0969

E-MAIL
lawyers@broughal-devito.com

WEBSITE
www.broughal-devito.com

October 21, 2015

VIA EMAIL AND CERTIFIED MAIL RETURN RECEIPT REQUESTED

Patricia Meadus, Legal Clerk
Pocono Mountains Media Group
511 Lenox Street
Stroudsburg, PA 18360

***RE: Pocono Township- Advertisement of Legal Notice
Ordinance Amending Recycling Ordinance***

Dear Ms. Meadus:

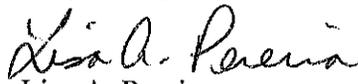
With respect to the above matter, enclosed please find a Legal Notice to be advertised in your periodical on Friday, October 23, 2015.

Please send proofs of publication and the invoice to:

Pam Finkbeiner, Township Secretary
112 Township Drive
PO Box 197
Tannersville, PA 18372

Also, enclosed is a certified copy of the proposed Ordinance for your records only (**not to be advertised**). Should you have any questions, please do not hesitate to contact me. Thank you for your assistance in this matter.

Very truly yours,


Lisa A. Pereira

Enclosures

cc: Gregg Schuster, Township Manager (via email, w/encl.)
Pam Finkbeiner, Township Secretary

LEGAL NOTICE

NOTICE is hereby given that the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania, will consider for adoption at a Public Hearing to be held at 7:00 P.M. on the 2nd day of November, 2015, at the Pocono Township Municipal Building, 112 Township Drive, Tannersville, Pennsylvania 18372, an Ordinance amending Ordinance No. 61, which provides for a mandatory recycling program and governs the collection, storage, transportation, processing and disposal of municipal solid waste in the Township of Pocono, Monroe County, Pennsylvania, as follows: (i) providing for the keeping of records of waste services; (ii) elimination of annual license fees for Licensed Haulers; and (iii) provisions for curbside collection of leaf waste in the Township of Pocono.

Copies of the proposed Ordinance are available for review at the Pocono Township Municipal Building located at 112 Township Drive, Tannersville, Pennsylvania during normal business hours.

Leo V. DeVito, Jr., Esquire
Pocono Township Solicitor

**POCONO TOWNSHIP
MONROE COUNTY, PENNSYLVANIA**

ORDINANCE NO. 2015 -

**AN ORDINANCE OF THE TOWNSHIP OF POCONO, MONROE COUNTY,
COMMONWEALTH OF PENNSYLVANIA AMENDING ORDINANCE NO. 61,
PROVIDING FOR THE KEEPING OF RECORDS OF WASTE SERVICES,
ELIMINATION OF ANNUAL LICENSE FEES FOR LICENSED HAULERS, AND
PROVISIONS FOR CURBSIDE COLLECTION OF LEAF WASTE IN THE TOWNSHIP
OF POCONO, MONROE COUNTY, PENNSYLVANIA.**

WHEREAS, by its Ordinance No. 61 duly ordained and enacted at a regular public meeting on January 18, 1993, the Pocono Township Board of Supervisors created the Pocono Township Mandatory Recycling and Municipal Solid Waste Program; and

WHEREAS, on September 30, 2014, the Pocono Township Board of Commissioners duly ordained and enacted at a regular public meeting Ordinance 2014-11 amending certain portions of Ordinance No. 61 by adding additional regulations with respect to additional recyclables.

WHEREAS, the Pocono Township Board of Commissioners now desire to further amend certain portions of Ordinance No. 61 by adding additional regulations to comply with Act 101 of 1988 known as the "Municipal Waste Planning, Recycling and Waste Reduction Act", as amended by Act 140 of 2006.

NOW THEREFORE, BE IT AND IT IS HEREBY ORDAINED AND ENACTED by the Board of Commissioners of the Township of Pocono, County of Monroe and Commonwealth of Pennsylvania, as follows:

SECTION 1: Part II – Recycling, Section 10, "Recycling Reports", of Ordinance No. 61 is hereby renamed "Recycling Reports for Commercial, Municipal and Institutional Establishments and Community Activities."

SECTION 2: Part III – Municipal Waste, Section 14, "Required Collection and Hours of Collection", of Ordinance No. 61 is hereby amended by adding a new subsection E to read as follows:

"E. Licensed Haulers shall maintain records of their collection, removal, transportation and hauling activities with the Township for each thirty (30) day period. Said records shall be provided to the Township upon request."

SECTION 3: Part IV – Collector's Duties, Section 17(C)(1)(e)(1) of Ordinance No. 61 requiring the payment of annual fees for Haulers Licenses is hereby deleted in its entirety.

SECTION 4: Part IV – Collector’s Duties, Section 17 of Ordinance No. 61 is hereby amended by adding a new subsection D to read as follows:

“D. The Township has designated itself as the collector of leaf waste. The collection of leaf waste shall be performed at least once in the spring and at least once in the fall of each year. The collection schedule dates shall be designated annually by the Township Manager. The Township shall notify its residents of the date on which the collection of leaf waste shall take place. No customer shall place leaf waste at curbside for collection more than 24 hours prior to collection. The Township shall take the leaf waste to a composting facility operating in compliance with applicable Department of Environmental Protection guidelines and regulations.”

SECTION 5: Severability. The provisions of this Ordinance are severable, and if a court of competent jurisdiction declares any provision of this Ordinance to be invalid or ineffective in whole or in part, the effect of such decision shall be limited to those provisions which are expressly stated in the decision to be invalid or ineffective, and all other provisions of this Ordinance shall continue to be separately and fully effective.

SECTION 6: Repealer Clause. All Ordinances or parts of Ordinances or Resolutions conflicting with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 7: Effective Date. This Ordinance shall be effective immediately.

ORDAINED AND ENACTED this ____ day of _____, 2015, at a regular public meeting after public hearing thereon.

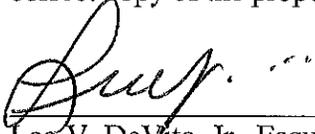
ATTEST:

**TOWNSHIP OF POCONO
MONROE COUNTY**

PAMELA FINKBEINER
Township Secretary

RICHARD WIELEBINSKI
President, Board of Commissioners

I hereby certify that the within is a true and correct copy of the proposed Ordinance in this matter.

A handwritten signature in cursive script, appearing to read "Leo V. DeVito, Jr.", written over a horizontal line.

Leo V. DeVito, Jr., Esquire
Solicitor
Pocono Township, Monroe County

**TOWNSHIP OF POCONO, MONROE COUNTY,
PENNSYLVANIA**

RESOLUTION NO. _____

**A RESOLUTION APPROVING SUPPLEMENTAL APPROPRIATIONS TO THE
2015 BUDGET**

WHEREAS, the Board has, upon mid-year examination and review of the existing 2015 budget, identified unencumbered funds in certain accounts which funds could be used to further the best interests of the Township if transferred to other existing accounts; and

WHEREAS, the Board is empowered pursuant to the First Class Township Code to make supplemental appropriations at any time and for any lawful purpose from funds not otherwise appropriated and for items not set forth in the adopted budget; and

WHEREAS, the Board is empowered pursuant to the First Class Township Code to transfer, during the last 9 months of each fiscal year, unencumbered funds from one account to another without amending the existing budget.

WHEREAS, the supplemental appropriations list for the General Fund and Park Fund is attached.

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED that the supplemental appropriations be approved as listed.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 2nd day of November, 2015.

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Print Name: Pamela Finkbeiner
Title: Secretary

By: _____
Print Name: Richard Wielebinski
Title: President

**General Fund
October 2015 Appropriations**

	Actual	Budget	\$ Over Budget	Adjusted Budget	Appropriation
General Government					
400.110 · Salary & Wages - Legislative	12,187.50	16,250.00	-4,062.50		
400.192 · Legislative SSI Tax	932.30	1,243.00	-310.70		
400.260 · Minor Equipment	1,314.00	3,000.00	-1,686.00		
400.310 · Legislative - Professional Srv	0.00	0.00	0.00		
400.420 · Dues, Subscriptions & Membershi	450.00	1,516.00	-1,066.00		
400.460 · Legislaive -Meetings & Training	0.00	1,000.00	-1,000.00		
400.540 · Legislative - Donations	350.00	1,300.00	-950.00		
401.110 · Admin Salaries & Wages	86,300.16	110,000.00	-23,699.84		
401.192 · Admin SSI Taxes	6,601.88	8,415.00	-1,813.12		
401.196 · Admin Health Insurance	22,428.40	25,258.00	-2,829.60		
401.198 · Non-Uniformed Pension Plan	8,016.97	9,900.00	-1,883.03		
401.199 · Admin Life and Disability Ins	630.00	760.00	-130.00		
401.200 · Administration Allowances	2,542.85	3,200.00	-657.15		
401.220 · Admin Operating Supplies	0.00	500.00	-500.00		
401.260 · Admin Minor Equipment	922.97	3,000.00	-2,077.03		
401.310 · Admin Professional Services	0.00	0.00	0.00		
401.312 · Admin Management Services	0.00	0.00	0.00		
401.420 · Admin Dues, Subscriptions & Mem	1,129.66	2,565.00	-1,435.34		
401.460 · Admin Meetings & Training	3,050.54	3,250.00	-199.46		
402.110 · Fin Admin Salaries & Wages	0.00	0.00	0.00		
402.120 · Financial Admin OVT	0.00	0.00	0.00		
402.192 · Fin Admin SSI Taxes	0.00	0.00	0.00		
402.196 · Fin Admin Health Insurance	0.00	0.00	0.00		
402.198 · Fin Admin Non-Uni Pension Plan	0.00	0.00	0.00		
402.199 · Fin Admin Life & Disability Ins	0.00	0.00	0.00		
402.220 · Fin Admin Operating Supplies	0.00	0.00	0.00		
402.260 · Fin Admin Minor Equipment	0.00	0.00	0.00		
402.310 · Fin Admin Professional Srvs	11,292.36	15,000.00	-3,707.64		
402.420 · Fin Admin Dues, Subscriptions	0.00	0.00	0.00		
402.460 · Fin Admin Meetings & Training	0.00	0.00	0.00		
403.110 · Tax Collection Salaries & Wages	7,846.25	10,000.00	-2,153.75		
403.192 · Tax Collection SSI Taxes	600.38	765.00	-164.62		
403.199 · Tax Collection Bond Ins	0.00	0.00	0.00		
403.215 · Tax Collection Postage	1,606.71	2,000.00	-393.29		
403.220 · Tax Collection Operating Supply	1,465.23	2,000.00	-534.77		
403.310 · Tax Collection Professional Srv	24,694.37	26,000.00	-1,305.63		
403.460 · Tax Collection Meetings & Conf	0.00	625.00	-625.00		
404.310 · Township Solicitor	71,656.21	90,000.00	-18,343.79		
404.314 · Legal Services Special Counsel	0.00	0.00	0.00		
405.110 · Secretary Salaries & Wages	105,876.39	135,529.00	-29,652.61		
405.120 · Secretary OT	7,673.09	8,000.00	-326.91	11,000	3,000
405.192 · Secretary SSI Taxes	8,658.27	10,368.00	-1,709.73		
405.196 · Secretary Insurance	56,876.46	70,992.00	-14,115.54		
405.198 · Secretary Non-Uni Pension Plan	10,140.88	11,298.00	-1,157.12		
405.199 · Secretary Life & Disability Ins	1,899.71	2,400.00	-500.29		
405.220 · Secretary Operating Supplies	511.05	1,500.00	-988.95		
405.240 · Secretary Data Processing Srv	0.00	0.00	0.00		
405.260 · Secretary Minor Equipment	0.00	3,000.00	-3,000.00		
405.310 · Secretary Professional Srvs	0.00	0.00	0.00		
405.317 · Recording Secretary Services	0.00	0.00	0.00		
405.420 · Secretary Dues, Subscriptions	190.00	500.00	-310.00		
405.460 · Secretary Meetings & Training	333.00	500.00	-167.00		
406.215 · Gen Govt Postage	3,809.07	4,000.00	-190.93		
406.220 · Gen Govt Operation Supplies	5,443.82	7,000.00	-1,556.18		
406.310 · Gen Govt Professional Srvs	5,558.90	5,500.00	58.90	6,000	500
406.320 · Gen Govt Communications	6,049.63	10,000.00	-3,950.37		
406.340 · Gen Govt Advertising & Printing	5,500.16	6,500.00	-999.84		
406.374 · Gen Govt Office Equipment Maint	0.00	0.00	0.00		
406.384 · Gen Govt Equipment Leases	2,091.20	5,000.00	-2,908.80		

406.430 · Gen Govt Real Estate Taxes	1,411.34	6,500.00	-5,088.66		
407.252 · Computer Parts & Supplies	0.00	500.00	-500.00		
407.260 · Technology Minor Equipment	0.00	1,000.00	-1,000.00		
407.450 · Contracted Services	15,875.72	14,000.00	1,875.72	17,000	3,000
408.310 · Township Engineer	45,810.51	85,000.00	-39,189.49		
408.311 · TIF - Engineering	0.00	0.00	0.00		
409.220 · Building Operating Supplies	942.12	1,000.00	-57.88		
409.360 · Building Utilities	19,776.60	48,000.00	-28,223.40		
409.370 · Building Maintenance & Cleaning	0.00	0.00	0.00		
409.373 · Building Maint & Repairs	14,507.86	20,000.00	-5,492.14		
409.450 · Building Contracted Services	4,655.21	6,000.00	-1,344.79		
Public Safety					
410.120 · Police Salaries & Wages-Admin	67,848.32	83,306.00	-15,457.68		
410.130 · Police Salaries & Wages-Officer	815,049.23	1,064,116.00	-249,066.77		
410.140 · Police Salaries & Wages-Civilian	34,862.16	42,192.00	-7,329.84		
410.179 · Police Longevity Pay	0.00	40,794.00	-40,794.00		
410.180 · Police Overtime Wages	114,817.35	110,000.00	4,817.35	135,000	25,000
410.183 · Reimbursable Overtime Wages	0.00	0.00	0.00		
410.187 · Police Overtime Civ Support	90.59	500.00	-409.41		
410.188 · Police 457 Plan Contribution	0.00	0.00	0.00		
410.191 · Uniform Allowance	4,123.76	13,600.00	-9,476.24		
410.192 · Police SSI Taxes	78,782.50	94,747.00	-15,964.50		
410.196 · Police Health Insurance	376,368.32	419,494.00	-43,125.68		
410.197 · Police Pension Plan	0.00	150,577.00	-150,577.00		
410.198 · Police Life & Disability Ins	11,646.93	16,100.00	-4,453.07		
410.199 · Police Non-Uniform Pension	2,968.57	3,797.00	-828.43		
410.200 · Police 457 Contribution	5,259.45	10,600.00	-5,340.55		
410.215 · Police Postage	0.00	0.00	0.00		
410.220 · Police Operating Supplies	5,355.46	5,000.00	355.46	5,200	200
410.221 · Crime Scene Supplies	633.58	1,600.00	-966.42		
410.222 · Ammunition	4,210.60	5,000.00	-789.40		
410.223 · K-9 Expenses	1,163.42	2,000.00	-836.58		
410.231 · Vehicle Fuel	28,612.36	63,861.00	-35,248.64	38,861	-25,000
410.234 · Vehicle Operating Supplies	0.00	0.00	0.00		
410.260 · Police Minor Equipment	15,889.39	17,000.00	-1,110.61		
410.310 · Police Professional Services	2,074.62	5,000.00	-2,925.38		
410.314 · Civil Service Comm Solicitor	6,318.70	13,000.00	-6,681.30		
410.320 · Police Communications	12,801.74	16,000.00	-3,198.26		
410.341 · Police Advertising & Printing	3,050.00	3,500.00	-450.00		
410.373 · Police Maint & Repair Bldg	9,469.04	10,000.00	-530.96		
410.374 · Police Equipment Maint	2,402.70	4,750.00	-2,347.30		
410.410 · Judgment and Settlements	0.00	0.00	0.00		
410.420 · Police Dues, Subscriptions	517.00	1,500.00	-983.00		
410.450 · Police Contracted Services	108,628.10	99,164.00	9,464.10	110,164	11,000
410.451 · Police Vehicle Maintenance	24,144.19	25,000.00	-855.81		
410.460 · Police Meetings & Training	8,260.28	10,000.00	-1,739.72		
410.540 · Police Donations	0.00	0.00	0.00		
410.740 · Police Capital Purch, Minor	0.00	14,600.00	-14,600.00		
410.741 · Police Capital Purch, Autos	40,438.68	41,500.00	-1,061.32		
411.232 · Fire Department Fuel	0.00	0.00	0.00		
411.540 · Foreign Fire Payments	94,606.89	100,000.00	-5,393.11	94,607	-5,393
411.541 · Disbursement to Fire Company	0.00	0.00	0.00		
412.231 · Ambulance Fuel	0.00	0.00	0.00		
412.540 · Contribs to Central Pocono Amb	0.00	0.00	0.00		
413.110 · Code Enforcement Wages	0.00	0.00	0.00		
413.192 · Code Enforcement SSI Taxes	0.00	0.00	0.00		
413.220 · Code Enforcement Supplies	0.00	0.00	0.00		
413.231 · Code Enforcement Fuel	0.00	0.00	0.00		
413.234 · Code Enforcement Vehicle Suppli	0.00	0.00	0.00		
413.260 · Code Enforcement Minor Equip	0.00	500.00	-500.00		
413.310 · Prof Services - BIU Building	262,805.75	248,333.00	14,472.75	272,805	24,472
413.311 · Prof Services - SEO	12,400.00	12,200.00	200.00	15,000	2,800
413.312 · Professional Services - ZO	18,772.50	23,400.00	-4,627.50		
413.319 · Code Enforcement UCC Fees	676.00	750.00	-74.00		
413.331 · Code Enforcement Mileage Reimb	0.00	0.00	0.00		
413.341 · Code Enforcement Advertising	0.00	100.00	-100.00		
413.420 · Code Enforcement Dues & Subs	0.00	0.00	0.00		

413.450 · Code Enforcement Contracted Srv	0.00	0.00	0.00		
413.451 · Code Enforcement Vehicle Maint	0.00	0.00	0.00		
413.460 · Code Enforcement Meetings	0.00	0.00	0.00		
414.110 · Planning & Zoning Salaries	6,155.50	16,300.00	-10,144.50		
414.120 · Planning & Zoning OT	175.50	0.00	175.50	500	500
414.192 · Planning & Zoning SSI Taxes	484.32	1,245.00	-760.68		
414.196 · Planning & Zoning Health Ins	0.00	5,685.00	-5,685.00		
414.198 · Planning & Zoning N-U Pension	0.00	0.00	0.00		
414.199 · Zoning Life & Disability	63.00	205.00	-142.00		
414.220 · Planning & Zoning Supplies	94.50	500.00	-405.50		
414.310 · Planning & Zoning Prof Svcs	995.25	1,000.00	-4.75		
414.313 · Planning & Zoning Engineering	10,015.99	11,000.00	-984.01		
414.314 · Planning & Zoning Legal	21,509.28	25,000.00	-3,490.72		
414.324 · Zoning Cell Phone	37.55	150.00	-112.45		
414.331 · Zoning Officer Mileage	95.61	400.00	-304.39		
414.341 · Planning & Zoning Advertising	1,225.00	1,000.00	225.00	1,500	500
414.460 · Planning & Zoning Meetings	0.00	400.00	-400.00		
415.220 · Emer Mgmt Operating Supplies	0.00	500.00	-500.00		
415.460 · Emer Mgmt Meetings & Training	0.00	200.00	-200.00		
Public Works - Other					
426.227 · Recycling containers	1,125.50	1,126.00	-0.50		
427.220 · Solid Waste Coll Supplies	1,390.00	1,500.00	-110.00		
427.221 · Equip Rental - Grinder	4,680.00	4,700.00	-20.00		
427.450 · Contracted Svcs - Clean-Up Days	11,753.25	20,000.00	-8,246.75		
429.317 · TIF	101,633.59	101,634.00	-0.41		
PW-Hwys, Roads & Streets					
430.110 · Public Works Salaries	310,731.54	394,987.00	-84,255.46		
430.120 · Public Works OT Wages	27,171.71	30,000.00	-2,828.29		
430.192 · Public Works SSI Taxes	25,700.61	30,713.00	-5,012.39		
430.196 · Public Works Insurance	189,643.02	213,252.00	-23,608.98		
430.198 · Public Works N-U Pension	28,744.23	34,513.00	-5,768.77		
430.199 · Public Works Life & Disab Ins	5,776.70	6,400.00	-623.30		
430.200 · Public Works Director Allowance	345.45	450.00	-104.55		
430.220 · Public Works Oper Supplies	5,841.31	15,000.00	-9,158.69		
430.231 · Public Works Gasoline	0.00	0.00	0.00		
430.232 · Public Works Diesel	26,064.44	49,250.00	-23,185.56		
430.234 · Public Works Vehicle Supplies	1,620.69	6,000.00	-4,379.31		
430.238 · Public Works Uniforms	6,044.73	7,800.00	-1,755.27		
430.260 · Public Works Minor Equip Purch	1,029.71	2,000.00	-970.29		
430.320 · Public Works Communications Exp	0.00	0.00	0.00		
430.331 · Mileage Reimbursement	374.20	1,000.00	-625.80		
430.341 · Public Works Advertising	0.00	0.00	0.00		
430.360 · Public Works Utilities	7,576.95	18,750.00	-11,173.05		
430.373 · Public Works Maint & Rep Bldg	8,071.85	10,000.00	-1,928.15		
430.374 · Public Works Small Equip Maint	3,090.13	5,000.00	-1,909.87		
430.375 · Public Works Heavy Equip Maint	33,397.03	35,000.00	-1,602.97		
430.384 · Public Works Equip Rental	500.00	500.00	0.00		
430.420 · Public Works Dues, Subscription	625.00	1,000.00	-375.00		
430.450 · Public Works Contracted Svcs	45,823.00	46,000.00	-177.00		
430.451 · Public Works Vehicle Maint	6,008.27	6,596.00	-587.73		
430.460 · Public Works Meetings & Trainin	843.58	1,000.00	-156.42		
430.650 · Public Works Hand Tool Purch	199.99	500.00	-300.01		
430.740 · Public Works Capital Purchases	0.00	0.00	0.00		
432.220 · Snow & Ice Rem Oper Supplies	108,073.82	125,000.00	-16,926.18		
432.375 · Snow & Ice Rem Equipment Maint	15,151.52	38,000.00	-22,848.48		
432.450 · Snow & Ice Rem Subcontractors	0.00	15,000.00	-15,000.00		
433.220 · Traffic Signals & Signs Supply	2,089.02	5,000.00	-2,910.98		
433.360 · Traffic Signals & Signs Utiliti	2,515.78	4,000.00	-1,484.22		
433.450 · Traffic Signals Contracted Svcs	26,706.13	9,050.00	17,656.13	29,706	20,656
438.220 · Road Maint Supplies	63,430.71	66,250.00	-2,819.29		
438.384 · Road Maint Equip Rental	0.00	0.00	0.00		
438.600 · Road Maint Contracted Svcs	0.00	0.00	0.00		
438.610 · Road Maint Capital Construction	52,652.20	130,000.00	-77,347.80		
438.611 · Line Painting	39,860.47	39,861.00	-0.53		
438.612 · Crack Sealing	0.00	0.00	0.00		
438.613 · Vegetation Control	0.00	0.00	0.00		
439.220 · Rd Construct & Rebuild Supplies	0.00	0.00	0.00		

439.610 · Rd Construct & Rebuild Cap Cons	244,879.73	244,880.00	-0.27		
Culture and Recreation					
454.340 · Park Advertising & Printing	0.00	0.00	0.00		
451.310 · Recreation Prof Services	0.00	0.00	0.00		
451.530 · Recreation HJPPOSC Contrib	0.00	0.00	0.00		
454.110 · Park Salary & Wage	0.00	0.00	0.00		
454.120 · Park OT	0.00	0.00	0.00		
454.192 · Park SSI	0.00	0.00	0.00		
454.198 · Park N-U Pension Plan	0.00	0.00	0.00		
454.220 · Park Operating Supplies	0.00	0.00	0.00		
454.231 · Park Vehicle Fuel	0.00	0.00	0.00		
454.260 · Park Minor Equipment	0.00	0.00	0.00		
454.310 · Park Professional Services	0.00	0.00	0.00		
454.320 · Park Communications	0.00	0.00	0.00		
454.360 · Park Utilities	0.00	0.00	0.00		
454.373 · Park Repairs & Maintenance	0.00	0.00	0.00		
454.374 · Park Equipment Maintenance	0.00	0.00	0.00		
454.450 · Park Contracted Services	0.00	0.00	0.00		
454.451 · Park Vehicle Maintenance	0.00	0.00	0.00		
454.460 · Park Meetings & Training	0.00	0.00	0.00		
454.700 · Park Capital Purchases	0.00	0.00	0.00		
457.540 · Community Day Celebration	1,763.99	3,000.00	-1,236.01		
Debt Service					
471.200 · Series 2006 GON (school)	0.00	0.00	0.00		
471.350 · 2011 Case Loader	0.00	0.00	0.00		
471.351 · Rogers Trailer	0.00	0.00	0.00		
472.200 · Series 2006 GON Interest	0.00	0.00	0.00		
472.350 · 2011 Case Loader Interest	0.00	0.00	0.00		
472.351 · Rogers Trailer Interest	0.00	0.00	0.00		
Benefits and Withholding					
483.188 · 457 Plan Contributions	0.00	0.00	0.00		
483.194 · Employer Pd Unemployment Comp	29,516.13	30,000.00	-483.87		
483.195 · Employer Pd Worker's Comp	95,501.00	115,394.00	-19,893.00		
483.196 · Employer Pd Health Ins Prem	0.00	0.00	0.00		
483.198 · Employer Pd N-U Pension Plan	0.00	0.00	0.00		
483.199 · Employer Pd Life & Disab Ins	0.00	0.00	0.00		
483.200 · Federal Healthcare Tax	131.04	180.00	-48.96		
483.201 · Transitional Reinsurance Fee	0.00	3,741.00	-3,741.00		
Insurance					
486.350 · Property & Liability Insurance	87,339.00	87,400.00	-61.00		
486.355 · Professional Bonds	6,425.01	6,800.00	-374.99		
Interfund Transfers Out					
492.300 · Interfund Transfer to Cap Resv	0.00	0.00	0.00		
492.320 · Interfund Transfer to Emer Srvs	24,000.00	54,141.00	-30,141.00		
492.350 · Interfund Transfer to Liq Fuels	2,160.92	2,161.00	-0.08		
492.370 · Interfund Transfer to Park	0.00	0.00	0.00		
492.901 · Interfund Transfer to Payroll	0.00	0.00	0.00		
Other Expenses					
999.999 · uncatagorized expenses	0.00	0.00	0.00		
66900 · Reconciliation Discrepancies	0.00	0.00	0.00		
491.000 · Refund of Prior Year Revenues	27,128.59	26,483.00	645.59		
392.000 Use of Fund Balance	367,239	489,209	-121,970	427,974	-61,235

**Park Fund
October 2015 Appropriations**

	Actual	Budget	\$ Over Budget	Adjusted Budget	Appropriation
454.110 · Salaries & Wages	45,132.07	65,828.00	-20,695.93		
454.120 · All Park Employees OVT	716.52	1,500.00	-783.48		
454.192 · SSI Taxes	3,493.79	5,036.00	-1,542.21		
454.220 · Operating Supplies	2,897.65	2,000.00	897.65	3,000	1,000
454.231 · Vehicle Fuel	956.62	2,500.00	-1,543.38		
454.260 · Minor Equipment	462.19	2,000.00	-1,537.81		
454.310 · Professional Services	0.00	2,000.00	-2,000.00		
454.320 · Communications	865.24	800.00	65.24		
454.342 · Advertising & Printing	31.60	500.00	-468.40		
454.360 · Utilities	1,580.03	2,700.00	-1,119.97		
454.373 · Repairs & Maintenance	7,452.71	10,000.00	-2,547.29	8,500	-1,500
454.374 · Equipment Maintenance	1,156.81	1,000.00	156.81	1,500	500
454.384 · Equipment Rentals	0.00	0.00	0.00		
454.450 · Contracted Services	1,133.97	1,500.00	-366.03		
454.451 · Vehicle Maintenance	793.58	500.00	293.58		
454.460 · Meetings & Training	150.00	500.00	-350.00		
454.530 · HJPPOSC & General Contrib	48,788.05	65,851.00	-17,062.95		
454.660 · Park Engineering Service	0.00	0.00	0.00		
454.700 · Capital Outlay	11,415.04	39,000.00	-27,584.96		