

**POCONO TOWNSHIP SUPERVISORS
REGULAR MEETING
December 3, 2012**

MINUTES

Chairman Frank Hess opened the meeting at 7:01 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Present: F. Hess, Chairman; Henry Bengel, Supervisor; Jeffrey Durney, Township Solicitor

ANNOUNCEMENTS/CALENDAR:

Sewer Meeting on December 5, 2012 at 6:00 p.m.

Planning Commission Meeting on December 10, 2012 at 7:00 p.m.

Planning Commission Meeting scheduled for December 24, 2012 is cancelled due to the Christmas holiday

PUBLIC COMMENT:

None.

SPECIAL PRESENTATION:

Dean Matt Connell and Project Manager William Smith from Northampton Area Community College made a special presentation regarding the progress on the College's construction of its new Monroe County campus. Several photographs were displayed and distributed. F. Hess indicated that the College would periodically provide updates regarding the progress of construction. The College hopes to begin occupying the campus in early 2014 with full operations beginning in Summer 2014.

ENGINEER'S REPORT:

None.

SOLICITOR'S REPORT:

Resolution No. 634 – ESSA Bank & Trust Cash Management Services. J. Durney advised that the Board would like to have ESSA serve as an additional financial institution with which the Township could conduct business. H. Bengel made a motion, seconded by F. Hess, to adopt Resolution No. 634 which would authorize ESSA Bank & trust as a financial institution with which the Township could transact business. Roll call vote: H. Bengel, yes; F. Hess, yes. Motion carried. RESOLUTION NO. 634.

Award of Road Material Bid – J. Durney advised that the award of the road material bid had been tabled at the last Board meeting. There was additional discussion concerning

the needs expressed by H. Werkheiser, Director of Public Works, concerning the materials that were the subject of the bid. H. Bengel made a motion, seconded by F. Hess, to award the road material bids to all bidders consistent with the bid opening on November 5, 2012. Roll call vote: H. Bengel, yes; F. Hess, yes. Motion carried.

Pocono Manor Investors – Time Extension Request. J. Durney advised that a time extension request had been received from the attorney for Pocono Manor Investors regarding the developer’s Planned Residential Development. The request sought a time extension from December 31, 2012 to October 31, 2013. H. Bengel made a motion, seconded by F. Hess, to refer the time extension request to the Planning Commission for review and recommendation at the Commission’s December 10, 2012 meeting. Roll call vote: H. Bengel, yes; F. Hess, yes. Motion carried.

ADMINISTRATOR’S REPORT:

F. Hess advised that F. Froio was unable to attend the meeting due to a medical issue involving his wife.

Resolution No. 635 – Application for Monroe County Liquid Fuels Tax Funds – J. Durney advised that an application for \$38,000.00 in liquid fuels tax funds was prepared and ready to be submitted to the County. The funds were requested in connection with the installation of new road signs in order to conform with the County’s 911 Addressing Project. Judy Coover advised that she believed that the request would be favorably received by the County. H. Bengel made a motion, seconded by F. Hess, to approve Resolution No. 635 which authorized the execution and submission of the Application for County Aid in the amount of \$38,000.00 for the installation of new road signs to conform with the County’s 911 Addressing Project. Roll call vote: H. Bengel, yes; F. Hess, yes. Motion carried. RESOLUTION NO. 635.

Consideration of Approval of Engagement Letter for 2012 Year End Accounting Services – J. Durney advised that Riley and Company had submitted a proposal for the year end accounting services. J. Durney advised that the Board had indicated that it was going to accept additional proposals prior to making a decision.

Consideration of Approval of Engagement Letter for 2013 Accounting Services – J. Durney advised that Riley and Company had submitted a proposal for 2013 accounting services. J. Durney advised that the Board had indicated that it was going to accept additional proposals prior to making a decision.

Tax Collector – Consideration of Compensation – J. Durney advised that the Board will need to set the compensation for the Tax Collector for the years 2014-2017 on or before February 15, 2013. The Board was presented with a draft Resolution for discussion. The Resolution would reduce the Tax Collector’s current compensation from \$5.00 per tax bill in 2012 and 2013 to \$3.50 per tax bill for the term of 2014-2017. J. Durney reviewed the Tax Collector’s compensation arrangement and discussed the voluntary reduction in compensation agreed to earlier this year by the Tax Collector. Judy Coover offered

comments on the issue and there was further discussion. The Board agreed to take up the issue at a future meeting.

PAYMENT OF BILLS:

H. Bengel made a motion, seconded by F. Hess, to approve payment of the semi-monthly bills on the Bill Payment List dated December 3, 2012 (GENERAL FUND: \$43,906.05; PARK FUND: \$2,328.45.) Roll call vote: H. Bengel, yes; F. Hess, yes. Motion carried.

APPROVAL OF MINUTES:

H. Bengel made a motion, seconded by F. Hess, to approve the minutes of the November 19, 2012 Board of Supervisors Meeting. Roll call vote: H. Bengel, yes; F. Hess, yes. Motion carried.

OLD BUSINESS:

International Truck – F. Hess advised that the Board was in negotiations with Hunter regarding the truck. F. Hess indicated that the Board was seeking an alternative that would result in the Township maintaining the vehicle, while financing it at a favorable interest rate. Several residents offered comments about the Township’s vehicles. A discussion followed.

Northampton Area Community College – Stormwater Easement Agreement (YRC Property) – J. Durney advised that at the Board’s November 19, 2012 meeting, the Board approved entry into a Stormwater Easement Agreement with the owners of the YRC property in connection with the College’s stormwater facilities. This approval was subject to the College executing an Addendum to the existing Indemnity Agreement that makes clear that the Township’s obligations under the Stormwater Easement Agreement are covered by the College’s existing indemnification obligations. J. Durney advised that he had prepared the required Addendum and that the College had approved the Addendum. H. Bengel made a motion, seconded by F. Hess, to approve the Addendum to the existing Indemnity Agreement for HOP No. 14190 specifically extending the College’s indemnity obligations to the Stormwater Easement Agreement. Roll call vote: H. Bengel, yes; F. Hess, yes. Motion carried.

NEW BUSINESS:

Special Meeting – J. Durney advised that the Board had indicated its intent to hold a Special Meeting on December 27, 2012 in order to (1) pay bills, (2) finalize supplemental appropriations, (3) approve the 2013 Budget, (4) adopt the necessary taxing resolution for 2013, and (5) any other business that may come before the Board. H. Bengel made a motion, seconded by F. Hess, to schedule a Special Meeting on December 27, 2012 and to advertise the meeting by means of a Public Notice. Roll call vote: H. Bengel, yes; F. Hess, yes. Motion carried.

PUBLIC COMMENT:

None.

EXECUTIVE SESSION:

F. Hess announced that the Board would meet in Executive Session with the Township's grant writer to discuss the availability of grant funds for a possible acquisition of the Jakubowitz property which adjoins Mountain View Park. An acquisition would permit an expansion of the Park. The Executive Session would take place immediately after the adjournment of the meeting and there would be no further business, nor any official action taken.

ADJOURNMENT:

H. Bengel made a motion, seconded by F. Hess, to adjourn to Executive Session immediately after the adjournment of the meeting. Roll call vote: H. Bengel, yes; F. Hess, yes. Motion carried.

H. Bengel made a motion, seconded by F. Hess, to adjourn the meeting at 7:53 p.m., until December 17, 2012, at 7:00 p.m., at the Pocono Township Municipal Building. Roll call vote: H. Bengel, yes; F. Hess, yes. Motion carried.