

**POCONO TOWNSHIP SUPERVISORS
REGULAR MEETING
August 19, 2013**

MINUTES

Chairman Frank Hess opened the meeting at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Present: Frank Hess, Chairman; Harold Werkheiser, Supervisor; Frank Froio, Township Administrator; Jeffrey Durney, Township Solicitor

Absent: Henry Bengel, Vice Chairman

ANNOUNCEMENTS/CALENDAR:

Sewer Meeting on August 20, 2013 at 6:00 p.m.

Zoning Hearing Board Meeting (Baxter) on August 21 at 5:00 p.m.

Planning Commission Meeting on August 26, 2013 at 7:00 p.m.

Board of Supervisors Meeting on September 3, 2013 at 7:00 p.m. (moved to Tuesday because of Labor Day holiday)

PUBLIC COMMENT:

None.

ENGINEER'S REPORT:

None.

SOLICITOR'S REPORT:

Vasilios Kotretsos – Authorization to Advertise Conditional Use Hearing. J. Durney advised that a conditional use application had been received by the Township with respect to the construction of a sign plaza. H. Werkheiser made a motion, seconded by F. Hess, to authorize the advertisement of a Conditional Use Hearing for the Kotretsos sign plaza application. Roll call vote: H. Werkheiser, yes; F. Hess, yes. Motion carried.

Pocono Township Police Department – Consideration of Adoption of General Order 1.3. J. Durney advised that the Police Department sought to revise its policies to permit officers to carry their personal weapons. Chief Phil Riley provided an overview of the need for the revised policies and the officers' ability to use their personal long rifles. A short discussion followed. H. Werkheiser made a motion, seconded by F. Hess, to table the consideration of adoption of General Order 1.3. Roll call vote: H. Werkheiser, yes; F. Hess, yes. Motion carried.

Northampton County Community College – Approval of HOP Permit (Resolution 2013-20). J. Durney advised that the College requested that the Township sign an Application for Traffic Signal Approval related to changing the timing on the existing signal located at Route 715 and Sullivan Trail. J. Durney advised that the request had been reviewed by Township Engineer Jon Tresslar who recommended approval. H. Werkheiser made a motion, seconded by F. Hess, to adopt Resolution No. 2013-20 authorizing the Chairman to sign and submit the Application for Traffic Signal Approval. Roll call vote: H. Werkheiser, yes; F. Hess, yes. Motion carried. RESOLUTION NO. 2013-20.

Zoning Hearing Board Application – Patricia Baxter. J. Durney provided an overview of the variance application.

Zoning Hearing Board – JMC Restaurant Group, Inc. Appeal. J. Durney provided an overview of the Zoning Hearing Board’s decision in the Friendly’s vehicle trailer sign matter. J. Durney further advised of the appeal and the right of the Township to intervene in the appeal. A short discussion followed. H. Werkheiser made a motion, seconded by F. Hess, to authorize the Solicitor to file a Notice of Intervention in the JMC Restaurant Group appeal. Roll call vote: H. Werkheiser, yes; F. Hess, yes. Motion carried.

ADMINISTRATOR’S REPORT:

Sheldon Kopelson – Professional Services Agreement. F. Froio advised that Sheldon Kopelson had signed the standard Professional Services Agreement with the Township with regard to his Lot 3 project. H. Werkheiser made a motion, seconded by F. Hess, to enter into a Professional Services Agreement with Sheldon Kopelson for the Lot 3 project. Roll call vote: H. Werkheiser, yes; F. Hess, yes. Motion carried.

The Reserve at Bryson’s Farm – Time Extension Request. F. Froio advised that the developer had requested a 90 day time extension with respect to The Reserve at Bryson’s Farm project. H. Werkheiser made a motion, seconded by F. Hess, to approve the 90 day time extension request with regard to The Reserve at Bryson’s Farm project. Roll call vote: H. Werkheiser, yes; F. Hess. Motion carried.

The Spirit of Swiftwater – Time Extension Request. F. Froio advised that the developer had requested a time extension until November 30, 2013 with respect to The Spirit of Swiftwater project. H. Werkheiser made a motion, seconded by F. Hess, to approve the time extension request to November 30, 2013 with regard to The Spirit of Swiftwater project. Roll call vote: H. Werkheiser, yes; F. Hess. Motion carried.

Resolution 2013-19 Supplemental Appropriation – Consideration of Approval. F. Froio provided an overview of the proposed supplemental appropriation with respect to the Ambulance Corps. F. Froio summarized the meeting with the Ambulance Corps and the supplemental appropriation of \$23,000. H. Werkheiser made a motion, seconded by F. Hess, to approve Resolution No. 2013-19 providing a \$23,000 supplemental appropriation to the Ambulance Corps. Roll call vote: H. Werkheiser, yes; F. Hess, yes. Motion carried. RESOLUTION 2013-19.

Budget Timeline – F. Froio provided an overview of a proposed budget timeline. He suggested that Department heads provide their capital expenditure requests by October 7th; projected results of the General Fund for 2013 be provided by October 21st; and the proposed budget for 2013 be presented on November 4th. Scott Gilliland requested that the Board hold a budget workshop at which time the public would be able to provide comments and suggestions. The Supervisors agreed to conduct a budget workshop at a special meeting or work session.

PAYMENT OF BILLS:

H. Werkheiser made a motion, seconded by F. Hess, to approve payment of the semi-monthly bills on the Bill Payment List dated August 19, 2013 with the exception of Check No. 51031 for Grim, Biehn & Thatcher (\$912.00). A discussion followed concerning the nature of the invoice. The invoice was for services rendered in connection with a review of placing the question of a 5-person Board on the ballot. F. Hess advised that he would contact Grim, Biehn & Thatcher regarding the invoice. Approved bill payments: **GENERAL FUND: \$55,871.34; PARK FUND: \$669.24; DEBT SERVICE: \$2,462.71.** Roll call vote: H. Werkheiser, yes; F. Hess, yes. Motion carried.

APPROVAL OF MINUTES:

H. Werkheiser made a motion, seconded by F. Hess, to approve the minutes of the August 5, 2013 Board of Supervisors Meeting. A discussion followed concerning the permissible millage for the Ambulance Corps. F. Hess withdrew his second of the motion.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

PUBLIC COMMENT:

Jane Cilurso asked whether the Planning Commission had recommended approval of the time extension requests. F. Froio and Ron Swink advised that the Planning Commission had recommended approval. J. Cilurso further asked about the appointment of a Public Works Director. F. Hess advised that no decision had been made. J. Cilurso asked about an agreement with F. Froio. F. Hess stated that no written contract had been entered into.

EXECUTIVE SESSION:

J. Durney announced that an Executive Session would be conducted immediately after the adjournment of the meeting to discuss the Werkheiser litigation matter.

ADJOURNMENT:

H. Werkheiser made a motion, seconded by F. Hess, to adjourn the meeting at 7:55 p.m., until September 3, 2013 at 7:00 p.m. at the Pocono Township Municipal Building. Roll call vote: H. Werkheiser, yes; F. Hess, yes. Motion carried.