

POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
JUNE 20th, 2016 7:00 P.M.

The Regular meeting of the Pocono Township Commissioners was held on 06/20/2016 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Harold Werkheiser at 7:15 p.m., followed by the Pledge of Allegiance.

ROLL CALL: Ellen Gndt, present; Judi Coover, present; Bob DeYoung, present; Harold Werkheiser, present; and Jerry Lastowski, present. Leo DeVito, Solicitor, Broughal & DeVito; Jon Tresslar, Twp. Engineer, Boucher & James, Inc.; Jeffry Clapper, Public Works Director; and Pamela Finkbeiner, Interim Manager/Secretary, present.

ANNOUNCEMENTS:

H. Werkheiser announced Ellen Gndt has been chosen as the new Commissioner.

An executive session was held 06/15/2016 at 4:30 p.m. to discuss Police Negotiations.

An executive session will be held directly after the meeting to discuss the Stock litigation.

MINUTES:

Commissioner's regular meeting of 06/06/2016 - P. Finkbeiner noted a comment by Ellen Gndt was missed concerning the PACT Two contract. J. Lastowski made a motion, seconded by J. Coover, to approve the Commissioner's Regular meeting minutes of 06/06/2016 as amended. Roll call vote: E. Gndt, abstained; B. DeYoung, abstained; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Commissioner's special meeting of 06/15/2016 - J. Lastowski made a motion, seconded by J. Coover, to approve the Commissioner's Special meeting minutes of 06/15/2016 as amended. Roll call vote: E. Gndt, abstained; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

BILLS AND TRANSFERS:

J. Lastowski made a motion, seconded by E. Gndt, to approve the Check Listing and Transfer of 06/20/2016 - E. Gndt questioned the F&F payment of \$20,370.00. J. Clapper, Public Works Director, explained it was part of the restoration from construction during the sewer line repair. L. DeVito, Twp. Solicitor, noted the payment should be considered a Change Order. J. Lastowski made a motion, seconded by E. Gndt, to amend the Motion to approve the 06/20/2016 minus the F&F payment of \$20,370.00. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, abstained. Motion carried.

BILLS AND TRANSFERS CONT'D:

The Board concurred to request the Treasurer to add payroll. H. Werkheiser requested the Bills be at the meeting.

PUBLIC COMMENT:

Jane Cilurso, Twp. resident, questioned the new manager position.

REPORTS:

1) Report of the President - H. Werkheiser welcomed Ellen Gandt.

2) Commissioners Comments

Bob DeYoung, Vice President, welcomed the new Commissioner.

Judi Coover, Commissioner, welcomed Ellen Gandt. J. Coover explained she is filling out sign applications for the Bicentennial since the variance request may not be approved. The sign applications will be submitted Zoning Officer. Discussion on the sign locations and designs. J. Coover noted Charlie Trapasso is supplying the information.

Jerry Lastowski, Commissioner, welcomed Ellen Gandt. He requested Jon Tresslar, Twp. Engineer, to investigate if the LSA Grant for interrupters can include three Jackson Twp. emergency vehicles.

3) Reports:

a) Emergency Services (Second meeting of the month)

- i. Pocono Township Police Chief Kent Werkheiser gave his report. He noted the new servers have been delivered. J. Coover questioned the increase in 911 hang ups. K. Werkheiser explained the hang ups now include wireless service.
- ii. Pocono Township Volunteer Fire Co. - J. Lastowski reported 82 calls were handled in the past two months for a total of 499 for 2016. Joe Folsom, PTVF member, noted the Golf Tournament fundraiser is scheduled for 08/06/2016 and a fund raiser for Patrick Henry is scheduled for 08/13/2016.
- iii. Suburban Ambulance EMS, Nick DeWitt, noted 134 dispatches for the month. He noted Suburban has supplied NarCan kits to the Police department at no charge. J. Coover questioned when the ambulances will be moved back to the Weis Market location.

b) Administration

Interim Township/Twp. Secretary Pam Finkbeiner reviewed her report.

- i. Road cut soil - Liability - P. Finkbeiner noted the possible liability of giving residents soil from the road work due to environmental issues. L. DeVito advised the Board of the liabilities the Township could be responsible for by delivering road cut soils to property owners. H. Werkheiser noted past problems. Discussion. No action taken.

- ii. CPR Training - Office, Public Works, and Park employees - P. Finkbeiner explained Nick DeWitt of Suburban will offer free training for the office, Park and Public Works employees that are not certified in CPR or AED training. It will be scheduled for two afternoons to allow all staff to participate. Joe Shupp, Twp. resident, questioned if it could be held after hours. Maxine Turbolski, questioned the need since the Township has AED units. J. Coover made a motion, seconded by H. Werkheiser, to authorize the Office, Public Works and Park Employees to receive CPR and AED training. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

- iii. Audio for Meeting Room - Leddy Telecommunications - Mikes and amplifier only. P. Finkbeiner reviewed the quote from Leddy Telecommunication for audio equipment for the meeting room. She noted Leddy has been the company repairing the system and felt it met the needs of the Township. Two additional microphones could be added if needed. J. Coover requested Jeremy Sawicki review the quote. Teresa Purcell, Twp. resident, noted she could not hear everyone on the Board. J. Lastowski suggested the audience move to the front. H. Werkheiser made a motion, seconded by E. Gndt, to approve the Leddy Telecommunication Services Quote of \$1,603.95 conditioned upon a favorable review by J. Sawicki. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

- iv. LSA Audit Report Stadden Road Bridge Repair - J. Lastowski explained the audit was required for the LSA Grant funds, and all Township records and the records kept by T&M Associates were in good order. J. Lastowski made a motion, seconded by H. Werkheiser, to accept the Auditor's report for the LSA grant - Stadden Road Bridge Repair. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

- v. T&M Proposal for Professional Service - Pump Station 2 Hydraulic Analysis - Authorization to sign the contract - J. Lastowski made a motion, seconded by R. DeYoung, to authorize the Twp. Manager to sign the T&M Proposal for Professional Services for Hydraulic Analysis of Pump Station 2 in the amount of \$12,000. Roll call vote: E. Gndt, abstained; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, abstained. Motion carried.

- vi. McLaughlin - Pension Benefits - J. Lastowski made a motion, seconded by R. DeYoung, to approve Pension Benefits. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.
- vii. TLC Fuel Tank Removal - J. Clapper explained an underground fuel tank was discovered on the TLC site. The Property was purchased from Pocono Mountain School District. L. DeVito noted the sale agreement states "no tanks" on the property. Discussion followed. J. Coover made a motion, seconded by J. Lastowski, to authorize the Twp. Solicitor to contact Pocono Mountain School District and authorize J. Clapper to proceed with the required DEP guidelines. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.
- viii. Frailey Forestry permit - P. Finkbeiner noted the plan was approved by the Planning Commission and reviewed by the Township engineer. No action was required by the Board.
- ix. Little Discovery Day Care - P. Finkbeiner acknowledged the generous offer by Little Discovery Day Care to provide child care for the Pocono Township Police during emergency situation. She thanked them for providing a valuable service to the Officers.
- x. Repair Ballfield fence at Mt. View Park - J. Clapper explained the fence poles have pulled out of the ground in the ball field. The cost to repair the fence is estimated at \$3,900. The cost will require a park fund transfer.

TOWNSHIP SOLICITOR: L. DeVito, Twp. Solicitor, welcome new Commissioner Gndt.

TOWNSHIP ENGINEER:

J. Tresslar, Twp. Engineer, noted he is working with Lisa Pereira, Solicitor, to complete the SALDO Draft.

He is in the process of reviewing the Summit Health Campus's Conditional Use application.

J. Clapper explained the approved MOU for DCNR was contingent upon the Twp. Engineer's review.

ORDINANCE

Sanofi Rezoning Ordinance - J. Lastowski made a motion, seconded by J. Coover, to authorize the Twp. Solicitor to advertise the Ordinance for August 1st, 2016. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

PUBLIC COMMENT:

ADJOURNMENT INTO EXECUTIVE SESSION:

J. Coover made a motion, seconded by H. Werkheiser, to adjourn the meeting into executive session to discuss the Stock Litigation at 8:30 p.m. until 07/05/2016 at 7:00 p.m., at the Pocono Township Municipal Building, Tannersville, PA. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Respectfully submitted:
Pamela Finkbeiner
Interim Manager/Twp. Secretary