

**POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING**

APRIL 18th, 2016 7:00 P.M.

The regular meeting of the Pocono Township Commissioners was held on 04/18/2016 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Tom Felver at 7:00 p.m., followed by the Pledge of Allegiance.

ROLL CALL: Tom Felver, present; Harold Werkheiser, yes; Jerry Lastowski, present; Robert DeYoung, yes; and Judi Coover, yes.

Leo V. DeVito, Broughal & DeVito LLP, Solicitor, Mark Ambrose, T&M Associates, Engineer; Gregg Schuster, Manager; Regina Zuvich, Township Treasurer; and Pamela Finkbeiner, Twp. Secretary; were present.

ANNOUNCEMENTS:

Spring Cleanup will be 05/05, 05/06, and 05/07.

An executive session was held 04/11/2016 to discuss litigation.

Pocono Heritage Center's Groundbreaking Ceremony will be 1:00 p.m., April 30th, 2016 at Mt. View Park.

G. Schuster read his letter of resignation noting he has accepted another position in Bucks County.

J. Cilurso, Twp. resident, thanked G. Schuster for his work.

APPROVAL OF MINUTES:

P. Finkbeiner noted the minutes were corrected to reflect T. Felver's absence.

T. Felver made a motion, seconded by J. Lastowski, to approve the regular meeting minutes of 04/04/2016 as corrected. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; abstained; J. Lastowski, yes; and J. Coover, yes. Motion carried.

J. Lastowski made a motion, seconded by T. Felver, to approve the Special meeting minutes of 03/29/2016. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver, abstained; J. Lastowski, yes; and J. Coover, yes. Motion carried.

BILLS AND TRANSFERS:

J. Lastowski a motion, seconded by T. Felver, to approve all the invoices in the Bill's list of 04/18/2016. J. Coover, H. Werkheiser, and B. DeYoung noted they did not review the invoices. T. Felver questioned the TIF Payment for Camelback. Roll call vote: B. DeYoung, yes; H. Werkheiser, no; T. Felver, yes; J. Lastowski, yes; and J. Coover, abstained. Motion carried.

PUBLIC COMMENT:

Angela Tullo, Twp. Resident, commented on the manager's salary.

REPORT OF THE PRESIDENT: Tom Felver thanked G. Schuster for his leadership and wished him the best on the new position.

Harold Werkheiser, Vice President, none.

REPORTS CONT:

Judi Coover, Commissioner, none.

Bob DeYoung, Commissioner, none.

Jerry Lastowski, Commissioner, questioned the position of manager when G. Schuster resigns. L. DeVito noted the Board had previously approved Pocono Police Chief Kent Werkheiser and Public Works Director Jeffry Clapper to serve as managers in the absent of the Twp. Manager.

J. Coover made a motion, seconded by R. DeYoung, to appoint Pamela Finkbeiner as Interim Township Manager. Roll call vote: J. Coover, yes, H. Werkheiser, yes; T. Felver, no; J. Lastowski, no; B. DeYoung, yes. Motion carried.

J. Lastowski requested the Board determine the process for searching for a new manager. The Board concurred to hold an executive session to discussion salary for the Interim Township Manager and the process of hiring a new manager.

Angelo Tullo, Twp. Resident, asked the board consider by special committee for the new manager's salary and benefits.

EMERGENCY SERVICES:

Pocono Township Chief of Police Kent Werkheiser, thanked G. Schuster for his work. He reported on the success of the Take Back drugs program. T. Felver thanked the Police Department for their recent drug arrest.

Pocono Township Volunteer Fire Company Mike Shay, absent. St. Representative Jack Rader spoke concerning tax break legislature for Volunteer Fire personnel.

Suburban EMS Nick DeWitt gave their report. He thanked G. Schuster for his service. T. Felver questioned the status of the GPS locator. N. DeWitt noted they are in the process of updating their service.

ADMINISTRATION:

- 1) Cable Franchise Agreement - G. Schuster explained the agreement brings approximately \$200,000 in revenue to the Township and expires 06/05/2016. J. Coover questioned if seniors could be excluded from the fee. G. Schuster will investigate. St. Representative Jack Rader suggested contacting other Townships for an agreement. No action taken.

Joe Folsom, Twp. resident, requested the board remove the fee.

- 2) Spirit of Swiftwater - Request to remain with Pennoni Engineering for the Final Plan. G. Schuster noted the preliminary plan was reviewed by Pennoni Engineering and the applicant would like to continue with their services.

B. DeYoung made a motion, seconded by T. Felver, to approve the request by Anthony Maula to retain Pennoni Engineering for review of the Spirit of Swiftwater Final Plan. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

ADMINISTRATION REPORT CONT:

3) Temporary Zoning Officer - Doug Olmsted at the rate of \$35.00 per hour without benefits - J. Coover requested an executive session to discuss the wage increase. T. Felver noted the need for a zoning officer. G. Schuster stated BIU will help out but it is not their key business. B. DeYoung commented on possible conflicts with D. Olmsted previous employers. L. DeVito suggested an executive session. The Board concurred to hold an executive session at a later date. No action taken.

J. Coover made a motion, seconded J. Lastowski, to hold an executive session on 05/02/2016 at 5:00 p.m. to discuss the zoning officer employment. G. Schuster will review the work load. Discussion followed. T. Felver spoke in support of Doug Olmsted for the position and he felt the Township should not delay in the appointment. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; no; J. Lastowski, yes; and J. Coover, yes. Motion carried.

T. Felver commented on the Gypsy Moth spraying of Township properties.

J. Coover left the meeting.

Mark Ambrose, Engineer,

1) Change order - Sewer repair - Marona - Mark Ambrose explained the change order.

J. Lastowski made a motion, seconded by T. Felver, to approve Change Order No. (2) in the amount of decrease by \$126,533.64. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; yes; and J. Lastowski, yes. Motion carried.

Leo DeVito, Solicitor, wished G. Schuster success and noted his excellence of service.

1) BCRA Easement on TLC site - L. DeVito explained the easements are for the proposed waterline to Pocono Medical Center site and the PJJWA service area. Ken Brown, BCRA, noted the line will not be impacted by the Rt. 715 proposed realignment. J. Lastowski made a motion, seconded by B. DeYoung, to approve the BCRA Easement and authorize the Twp. to execute the Developer's Agreement. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; yes; and J. Lastowski, yes. Motion carried.

PRESENTATIONS:

Resolution 2016-24 - Sanofi Lot Line Adjustment - J. Lastowski made a motion, seconded by B. DeYoung, to adopt Resolution 2016-24 - Sanofi Lot Line Adjustment. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; yes; and J. Lastowski, yes. Motion carried.

Monroe County and Technical Institute Waterline Extension - Waiver Requests: T&M recommended the RFMs in their letter dated 04/14/2016. H. Werkheiser made a motion, seconded by B. DeYoung to grant the RFMS:
a) SWM No. 138 - Sec. 104 - Regulated Activities -
b) SWM No. 138 - Sec. 303.1.8.a & 303.1.8.b - 50' buffer -

MCTI WATERLINE EXTENSION CONT:

c) SWM No. 138 - Sec. 303.I.6.b.i - 50' buffer - permitted activities. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; yes; and J. Lastowski, yes. Motion carried.

Appointment to the Finance Committee -

B. DeYoung made a motion, seconded by T. Felver, to appoint J. Lastowski to the Finance Committee. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; yes; and J. Lastowski, yes. Motion carried. T. Felver noted the audit conference will be held soon.

ORDINANCES:**RESOLUTIONS:**

Resolution 2016-25 - T. Felver made a motion, seconded by J. Lastowski, to adopt Resolution 2016-25 - Appointment of Anthony Farda to the Recreation Committee for a five (5) year term commencing on January 1, 2015 and terminating on December 31, 2019. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; yes; and J. Lastowski, yes. Motion carried.

Resolution 2016-26 - J. Lastowski made a motion, seconded by B. DeYoung, to adopt Resolution 2016-26 appointing Joseph Shupp as Vacancy Board Chairman. T. Felver questioned the process of the appointment. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; no; and J. Lastowski, yes. Motion carried.

PUBLIC COMMENT:**EXECUTIVE SESSION: None**

ADJOURNMENT: T. Felver made a motion, seconded by J. Lastowski, to adjourn the meeting at 8:15 p.m.. Roll call vote: B. DeYoung, yes; H. Werkheiser, yes; T. Felver; yes; and J. Lastowski, yes. Motion carried.

Respectfully submitted
Pamela Finkbeiner
Township Secretary