

POCONO TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

AUGUST 15th, 2016 7:25 P.M.

The Regular meeting of the Pocono Township Commissioners was held on 08/15/2016 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Harold Werkheiser at 7:25 p.m., followed by the Pledge of Allegiance.

H. Werkheiser announced the Brookdale on the Lake Proposed Treatment Center will be removed from the agenda due to the over capacity crowd. He noted the Board will attempt to schedule the meeting on 08/18/2016 at 5:30 p.m. Kermit Gorman, St. Luke's Ambulance, suggested the use of their building. Discussion followed.

ROLL CALL: Ellen Gndt, present; Bob DeYoung, absent; Harold Werkheiser, present; Jerry Lastowski, present; and Judi Coover, present. Leo DeVito, Solicitor, Broughal & DeVito; Jon Tresslar, Twp. Engineer, present; Charles Vogt, Township Manager; Jeffry Clapper, Public Works Director, present; Gina Zuvich, Twp. Treasurer; and Pamela Finkbeiner, Secretary, present.

ANNOUNCEMENT:

- a) An Executive session was held on 08/11/2016 and 08/12/2016 to discuss a personnel matter.
- b) Conditional Use Summit Heights will be held on 08/24/2016.
- c) Tom Bowditch, Commander of the American Legion, presented a Certificate of Appreciation to the Board of Commissioners for their support of the activities and programs. He noted they are accepting application for Fire fighter and Police Officer of the year.

MINUTES: E. Gndt made a motion, seconded by J. Lastowski, to approve the Regular Meeting Minutes of 08/01/2016. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

J. Coover made a motion, seconded by J. Lastowski, to approve the special meeting minutes of 08/04/016 for the DCED report. Roll call vote: E. Gndt, abstained; H. Werkheiser, abstained; J. Lastowski, yes; and J. Coover, yes. Motion failed.

TOWNSHIP MANAGER:

J. Lastowski made a motion, seconded by J. Coover, to suspend the agenda to move the Township Manager's appointment. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Resolution 2016-37 J. Coover made a motion, seconded by J. Lastowski, to make an offer of employment as Township manager to Charles J. Vogt in accordance with an employment agreement between Pocono Township and Charles J. Vogt. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

TWP. MANAGER CONT:

Rich Wielebinski, Twp. resident, questioned the salary. J. Coover noted it is \$100,000 per year without pension or medical benefits.

Angela Tullo, Twp. resident, questioned Manager's evaluation. J. Coover explained an evaluation will be done in 6 months, then yearly.

The Board welcomed Charles Vogt to the Township Manager's position.

Resolution 2016-38 - J. Coover made a motion, seconded by J. Lastowski, to rescind the position of the Interim Manager. J. Lastowski thanked Pamela Finkbeiner for her work as Interim Manager. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

TREASURER'S REPORT:

a) CD Rates: R. Zuvich reviewed the additional information on CD rates as discussed at the Financial Committee meeting. J. Coover requested a recommendation from the Financial Committee.

SUPPLEMENTAL APPROPRIATIONS:

J. Coover questioned appropriations verses transfers within a fund. R. Zuvich noted it is a transfer within the general fund. Discussion followed on the requirements for appropriations or transfers within a fund.

E. Gndt made a motion, seconded by J. Coover, to approve the Supplemental Transfer with the exception of the computer item. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

BILLS AND TRANSFERS:

J. Lastowski questioned the ballistic vests purchase. Kent Werkheiser, Pocono Township Police Chief, explained the vests expires and require replacement.

E. Gndt questioned the sale taxes charged on the Police Uniform allowance bills. She suggested officers' purchase through the Township's vendors. P. Finkbeiner noted the uniform allowance is a set amount for each officer to spend on various items. Discussion followed. J. Lastowski questioned the unpaid bills from 08/01/2016. L. DeVito noted that it is an executive session discussion after the meeting.

J. Lastowski made a motion, seconded by E. Gndt, to approve the Bill's list and transfers of 08/15/2016. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

PUBLIC COMMENTS:

Jane Cilurso, Twp. Resident, questioned the length of the sewer meetings and if the Manager will be fulltime.

Kermit Gorman, St. Luke's Ambulance, offered the Ambulance building for the Special meeting. H. Werkheiser made a motion, seconded by E. Gndt, to schedule a Special meeting for the Brookdale on the Lake proposed Treatment Center for 08/18/2016 at 5:30 p.m. and authorized the Twp. Secretary to advertise the same. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

BILLS AND TRANSFERS:**PRESENTATIONS:**

Brodhead Creek Regional Authority - Ken Brown, BCRA Director, gave an overview of projects and activities in Pocono Township. He noted that additional water tanks will be installed in Pocono to improve water service to the Township.

R. Wielebinski, Township Resident, questioned the status of Pocono Logistics water connection.

Heritage Center Update - Charlie Trapasso gave an overview of the Heritage Center work. She thanked the donors for their support. She noted the Recreation Committee is requesting the Township consider replacing the sidewalk at an estimated cost of \$2,600.00. Discussion followed on funding for the improvements and the bidding process.

J. Lastowski made a motion, seconded by J. Coover, to approve a maximum of \$3,000.00 to replace the sidewalks at the Heritage Center. E. Gndt questioned if the cost include paving and balusters. Discussion followed. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

REPORTS**PRESIDENT'S REPORT**

Harold Werkheiser, President, thanked Charlie Trapasso and the Heritage Committee for their work.

COMMISSIONERS REPORTS:

Ellen Gndt, Commissioner, noted the bidding process had been discussed.

Judi Coover, Commissioner - Township Secretary - J. Coover made a motion, seconded by J. Lastowski, to adopt Resolution 2016-39 - appointing Pamela Finkbeiner as Township Secretary. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Jerry Lastowski, Commissioner, no report.

REPORTS:

Pocono Township Police Chief Kent Werkheiser explained his recommendation from the DCED report. He requested the Board consider starting the process to hire new police officers, next year and to authorize the purchase of the new vehicle included in the 2016 budget. Discussion followed.

J. Lastowski made a motion, seconded by H. Werkheiser, to approve the starting the process to hire new police officers and authorize the purchase the police vehicle budgeted for 2016. J. Coover questioned the need for additional officers since the report did not support additional officers. Angela Tullo, Twp. resident, spoke in favor of the additional officers and questioned why the Township would delay the hiring.

REPORTS POLICE CONT:

H. Werkheiser noted the new hospital will increase the demand for police service. Jack Manual, Pocono Township Police Officer, noted the increase in calls. Jerrod Belvin noted the increase in calls, justify additional officers and the process can take up to 9 months to hire a new officer. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Pocono Township Volunteer Fire Company, J. Lastowski noted 61 calls were handled. Joe Folsom thanked everyone for the help for the recent carnival.

ADMINISTRATION:

Capital Improvement Committee 2017 - J. Coover suggested Jeff Clapper, Kent Werkheiser, Regina Zuvich, Ellen Gndt, Jerry Lastowski, and Manager Charles Vogt for the 2017 Capital Improvement Committee.

Public Works Director - Jeffry Clapper

i. Paving Project update - J. Clapper explained paving should start on the within the next two weeks.

ii. Basketball Court & Playscape Climbing Structure - Mt. View Park - J. Clapper noted he received three quotes for crack seals. The Playscape Climbing Structure price does not include installation. E. Gndt questioned the cost and if it would be over the bid requirements. E. Gndt questioned the quotes for crack sealing and the different descriptions. J. Clapper explained the contractors visited the site and submitted quotes as per their visits. Discussion followed.

H. Werkheiser made a motion, seconded by E. Gndt, to approve the Playscape Climbing Structure conditioned upon installation costs not going over the 2016 budgeted amount. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Finance Committee - E. Gndt will set a meeting date to review the budget.

TOWNSHIP SOLICITORS' REPORT:

a) 403 Manor Drive - Dangerous Structure - L. DeVito, Twp. Solicitor, explained the prior Board had requested action to be taken. J. Coover noted she did not support condemnation of the structure but was in favor of fining the property owner. Mike Tripus, Zoning Officer, noted the property owner is deceased and son was contacted but very ill. J. Coover suggested a conference call with the County to discuss options. No action taken.

TOWNSHIP ENGINEERS' REPORT:

a) Marona Change Order #6 - Jon Tresslar, Twp. Engineer, noted the Change Order was revised. H. Werkheiser made a motion, seconded by J. Coover, to approve Change Order #6 - Marona Construction. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

ENGINEER'S REPORT CONT:

b) Revised Marona Final Payment Request #6 - E. Gndt requested to add the closing out of the contract and correct the payment request. J. Tresslar will correct the spread sheet column F. J. Coover made a motion, seconded by E. Gndt, to approve Marona Final Payment Request #6, in the amount of \$235,241.86 condition the correction is made to the pay request and the close out of the contract. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

c) Resolution 2016-40 - Crossings Land Development Plan - L. DeVito explained the Request for Modifications. J. Lastowski made a motion, seconded by J. Coover, to approve the RFMs for SALDO Sec. 2.106 and 2.107 - Preliminary/Final and SMW Sec. 303.I.8 - 75' buffer. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

J. Lastowski made a motion, seconded by J. Coover, to adopt Resolution 2016-40 - Crossings Land Development Plan. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

d) Northridge Bond Release #21 - J. Coover made a motion, seconded by J. Lastowski, to approve the Northridge at Camelback Bond Release #21, as recommended by T&M's letter of 07/29/2016 in the amount of \$65,517.74. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

e) Resolution 2016-41 - PennDOT Grant for Interrupters - J. Tresslar explained the grant requirements. Discussion followed on the appropriation required to match the grant application. J. Lastowski questioned if Jackson Township could be included in the grant. J. Tresslar noted Jackson Twp. could not be included. J. Lastowski made a motion, seconded by J. Coover, to authorizing the letter of acceptance of the PennDOT Grant for the interrupters and authorizing the Twp. Manager to sign. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Resolution 2016-41 - J. Coover made a motion, seconded by J. Lastowski, to adopt Resolution 2016-41 PennDOT Grant for Emergency Vehicle Preemption System. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

RESOLUTIONS:

a) Resolution 2016-42 - Sewer Policy Grace Period - J. Coover made a motion, seconded by E. Gndt, to adopt Resolution 2016-42 - Sewer Policy - J. Lastowski requested the Board revisit the policy to assure the residents are treated fairly. H. Werkheiser noted he will be unable to connect within the 90 days due to a contractor delay. Discussion followed as to the policy of requesting the full rate if the property

RESOLUTION 2016-42 CONT:

owner does not connect within 90 days. J. Clapper, Public Works Director noted there are several factors that may delay connections. J. Coover spoke in favor of the 60 day grace period to connect. Bob Demarest, Twp. resident, spoke in favor of helping residents that are trying to connect. Mike Tripus, Twp. Zoning Officer, noted there is a limited amount of contractors and engineers available to do the work. H. Werkheiser left the meeting. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

PUBLIC COMMENT:

Bob Demarest, Twp. Resident, commented on the length of the meetings and added discussions.

EXECUTIVE SESSION: L. DeVito requested an executive session for the Stock hearing. Discussion followed. J. Coover requested to reschedule the executive session to another date, due to the late hour. The Board concurred to hold an executive session on 08/18/2016 at 4:30 p.m.

ADJOURNMENT: J. Coover made a motion, seconded by E. Gndt, to adjourn the meeting at 11:00 p.m., until Tuesday 09/06/2016 at 7:00p.m., at the Pocono Township Municipal Building. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Respectfully submitted
Pamela Finkbeiner
Township Secretary