

POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
OCTOBER 17th, 2016 7:05 P.M.

The Regular meeting of the Pocono Township Commissioners was held on 10/17/2016 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Harold Werkheiser at 7:05 p.m., followed by the Pledge of Allegiance.

ROLL CALL: Ellen Gndt, present; Bob DeYoung, present; Harold Werkheiser, present; Jerry Lastowski, present; and Judi Coover, present.

Leo DeVito, Twp. Solicitor, Broughal & DeVito; Jon Tresslar, Twp. Engineer; Charles Vogt, Twp. Manager; and Pamela Finkbeiner, Township Secretary, were present.

ANNOUNCEMENTS:

- a. An executive session was held on 10/03/2016 to discuss personnel matters.
- b. Conditional Use Summit Health Campus was held on September 29th, 2016 at 6:00 p.m. and is continued until 10/20/2016 at 6:00 p.m.

PUBLIC COMMENT: None

MINUTES: J. Coover made a motion, seconded by E. Gndt, to table the 09/28/2016 Special Meeting minutes. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes; Motion carried.

J. Lastowski made a motion, seconded by B. DeYoung, to approve the 09/29/2016 Summit Health Campus Conditional Use minutes. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, abstained; J. Lastowski, yes; and J. Coover, abstained; Motion carried.

E. Gndt made a motion, seconded by J. Lastowski, to approve the 10/03/2016 Regular Minutes. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes; Motion carried.

J. Coover made a motion, seconded by R. DeYoung, to approve the 10/14/2016 Work Session Minutes. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, abstained; J. Lastowski, yes; and J. Coover, yes; Motion carried.

BILLS:

J. Lastowski made a motion, seconded by H. Werkheiser, to approve the bill's list of 10/17/2016. Discussion followed. Joe Folsom, Twp. resident questioned payment of the invoices.

Roll call vote: E. Gndt, no; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, no; Motion carried.

REPORTS:

Report of the President, none

Commissioners Comments:

Bob DeYoung, Vice President, none.

Ellen Gandt, Commissioner, requested an executive session to discuss a personnel matter.

Judi Coover, Commissioner, presented a motion.

J. Coover made a motion, seconded by E. Gandt, that all meeting minutes document all, only official actions, including motions, ordinance, resolutions and presentations and public comment. If and when there is discussion, the minutes shall state "Discussion followed" unless the person making a comment expressly requests their comment be made part of the record. In the bottom footer of the meeting minutes it shall say "A recording of the entire meeting will be kept on file at the Township for six months and will be made available to anyone who may wish to obtain the verbatim meeting." Discussion followed.

H. Werkheiser made a motion, seconded by J. Coover, to amend the main motion to change 6 month retention to perpetuity. Roll call vote: E. Gandt, yes; B. DeYoung, no; H. Werkheiser, yes; J. Lastowski, no; and J. Coover, yes; Motion carried.

Roll call vote - Main motion Meeting Minutes - Roll call vote: E. Gandt, yes; B. DeYoung, no; H. Werkheiser, yes; J. Lastowski, no; and J. Coover, yes; Motion carried.

Jerry Lastowski, Commissioner, no report.

EMERGENCY SERVICES REPORTS:

Pocono Township Police Chief Kent Werkheiser - gave his report for September.

Pocono Township Volunteer Fire Company - Joe Folsom, volunteer member, gave a report on the open house and noted smoke detectors are available to the public.

St. Luke's Ambulance - Rodney Wolfe gave the report for Ambulance services.

ADMINISTRATION REPORT:**Township Manager's Report**Budget review dates:

- a) Budget will be available for Public Inspection not later than November 23rd, 2016.
- b) Budget will be advertised for adoption at a December 15th, 2016 meeting.

Homes of the Poconos, LLC (Halterman) - Former GMDC Property Development Agreement and Prior Escrow Balance Due. Discussion followed. J. Lastowski made a motion, seconded by B. DeYoung, to table the Homes of the Poconos, LLC (Halterman) project. Roll call vote: E. Gandt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes; Motion carried.

Anthony Maula, Spirit of Swiftwater LDP - Escrow Deficiency and no Financial Security - Discussion followed. J. Coover made a motion, seconded by J. Lastowski, to notify the property owner that in 15 days of receipt of said notice they shall meet all the requirements of the notice or all activities shall be stopped conditioned upon legal and engineering review. Discussion followed.

Roll call vote: E. Gnandt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes; Motion carried.

Public Works Report -

Appointment of Helen Beers as Additional Alternate SEO - Discussion followed.

J. Coover made a motion, seconded by H. Werkheiser, to appointed Helen Beers as Alternate SEO conditioned her wage is not higher than the BIU rate. Roll call vote: E. Gnandt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes; Motion carried.

Finance Committee - No report.

Township Solicitor Report -

1) SALDO Update - Leo DeVito, Twp. Solicitor, reported.

Township Engineer Report:

1) Crossings Planning Module Sewer Exemption - Jon Tresslar, Twp. Engineer explained. J. Coover made a motion, seconded J. Lastowski to authorize the Township Manager to approve and sign sewer Planning Module Sewer Exemption conditioned upon the Township Engineer's review and recommendation. Roll call vote: E. Gnandt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes; Motion carried.

PRESENTATIONS:

American Legion Request - Tom Bowditch, American Legion, addressed the Board. J. Coover made a motion, seconded by J. Lastowski, to approve the use of TLC Park for American Legion events on 11/11/2016, Memorial Day 05/29/2017, 06/10/2017, and 08/19/2017. Roll call vote: E. Gnandt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes; Motion carried.

Jim Werkheiser, Pocono Jackson Historical Association, spoke concerning a WWI memorial.

RESOLUTIONS:

Resolution 2016-47 - Amin Minor Subdivision - Brian Courtright represented the plan. J. Lastowski made a motion, seconded by B. DeYoung, to adopt Resolution 2016-47 - G.M. & Kailas Amin Minor Subdivision Plan. Discussion followed. Roll call vote: E. Gnandt, no; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes; Motion carried.

PUBLIC COMMENT: None

ADJOURNMENT INTO EXECUTIVE SESSION: B. DeYoung made a motion, seconded by E. Gndt to adjourn the meeting into executive session at 8:50 p.m. to discuss a personnel issue. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

*A recording of the entire meeting will be kept on file at the Township for perpetuity and will be made available to anyone who may wish to obtain the verbatim meeting.

Respectfully submitted
Pamela Finkbeiner
Township Secretary