

**POCONO TOWNSHIP SUPERVISORS  
MINUTES OF THE SPECIAL MEETING  
SEPTEMBER 30<sup>th</sup>, 2013, 6:00 P.M.**

The Special Sewer Meeting of the Pocono Township Supervisors was held on September 30<sup>th</sup>, 2013 at the Pocono Township Municipal Building, Tannersville, Pa., and was opened by Chairman Frank Hess at 6:00 p.m. followed by the Pledge of Allegiance.

**ACKNOWLEDGEMENT OF COMMENTS FROM RESIDENTS:** Chairman Frank Hess noted that each visitor has the right to comment at this time or before any action is taken on a matter.

**ROLL CALL:** Frank Hess, present; and Henry Bengel, present. Harold Werkheiser, absent.

Timothy McManus, Special Sewer Solicitor; Russ Scott, RKR Hess Associates; and Frank Froio, Twp. Administrator, were present.

**MINUTES**

H. Bengel made a motion, seconded by F. Hess, to approve the 9/17/2013 Sewer Meeting Minutes. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried. The 08/20/2013 Sewer Meeting Minutes were not acted upon at this time.

**APPROVAL OF BILLS:** H. Bengel made a motion, seconded by F. Hess to approve payment of semi-monthly invoices on the Bill Payment list dated September 30<sup>th</sup>, 2013 SEWER CONSTRUCTION ACCOUNT: \$34,030.99; SEWER OPERATING ACCOUNT: \$309.42; ESCROW ACCOUNT: \$627.00; GENERAL FUND: \$2,320.71; PARK FUND: \$1,044.00. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

**CONNECTION NOTICES TO CUSTOMERS**

The Final Connection notices to property owner will be coordinated for early spring connections.

The Reservation Policy and Procedures is still under review by the Supervisors.

**TOBYHANNA TOWNSHIP SEWER SERVICE**

H. Bengel made a motion, seconded by F. Hess, to adopt Ordinance #2013-09 approving the Intermunicipal Sewage Collection and Disposal Service Agreement with Tobyhanna Township. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

**PHASE II SEWER COLLECTION SYSTEM ITEMS**

Contract No. 3 - RKR Hess has requested Leeward Construction to perform flushing and updated videotaping of the three (3) segments of sewer pipeline in the area in the area of Citizens Bank, Switzerland Old World Gifts and Billy's Pocono Diner.

Contract No. 10 - A meeting was held with Doli Construction Corporation on September 23<sup>rd</sup>, 2013 to attempt to resolve any remaining construction payment issues to closeout Contract No. 10.

**CROSSING PREMIUM OUTLETS SEWER SERVICE CONNECTIONS**

The Township is awaiting a response to review comments issued September 11<sup>th</sup>, 2013 on the plans for sewer service connection improvements within the PADOT Right-of-Way on Rt. 611. Discussion followed regarding dedication of lines in PADOT Right-of-ways.

A draft HOP Agreement has been circulated by the Sewer Solicitor for review and discussion. The Sewer Solicitor was directed to make revisions to the draft HOP agreement as discussed and to send it back to the Crossing's Attorney.

**PAYOFF OF GENERAL OBLIGATION NOTE SERIES B of 2009**

The Township will need to take action to pay off the PennStar Bank Interim Finance - General Obligation Note Series B of 2009 by December 1<sup>st</sup>, 2013, in the estimated amount of \$1,500,000.00. In accordance with the schedule of source funds as recommended in the letter of July 31<sup>st</sup>, 2013 from Concord Public Financial Advisors, Inc., this debt is to be retired with the proceeds of the \$4.5M Wayne Bank GSRB Series B of 2010.

**TOWNSHIP GIS MAPPING**

The Sewer System Record Plans for Contract Nos. 1, 4, 5, and 7 have been forwarded to the Township's GIS Consultant for incorporation into the mapping for the Township. Other Record Plan sets will be forwarded in the near future, as they are completed.

**PA DCNR/DEP DISTRICT OFFICE SEWER SERVICE CONNECTION**

On September 26<sup>th</sup>, 2013, a meeting was held by representatives of RKR Hess with representatives for the PA DCNR and PA DEP regarding the details of connecting their office in Swiftwater to the sewer system. PADEP/DCNR has requested that the Township replace and/or upgrade their existing effluent pipeline to meet current standards, such that it can be dedicated to the Township. An agreement would be needed to establish the reimbursement of construction costs to the Township. The Supervisors instead directed RKR Hess to respond with a counter proposal that PA DCNR and PA DEP improve the existing line by inserting a two (2") inch line within the existing pipeline, and after that the Township would consider an offer of dedication of that line if one was made.

If the original proposal from PA DCNR and PA DEP was to be pursued, RKR Hess would require authorization to inspect the condition of the existing pipeline and to develop cost estimates for its replacement and/or rehabilitation. As part of this inspection, the Township may wish to contract with a firm to provide video inspection of the pipeline. Since the above referenced counter proposal is being made to PA DCNR and PA DEP, no action was taken.

**LETTER FROM ROBERT FISK AND MICHELE FRENZA FISK REGARDING FUTURE SEWER SERVICE TO THE COMMERCIAL PROPERTIES AT 3115-3117 ROUTE 611 (TIE DYE DAVE'S)** The Supervisors requested Russ Scott to prepare a draft response letter.

**RESOLUTION 2013-25** - H. Bengel made a motion, seconded by F. Hess, to authorize the Chairman to submit the application for the LSA for the revised Stadden Road Bridge Grant. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

**LETTER OF SUPPORT - LSA GRANT** - H. Bengel made a motion, seconded by F. Hess, to write a letter of support to Michelle Bisbing, Monroe County Economic Development Corporation for a LSA Grant for Rt 611 improvement near and around the intersection of Rt. 611, Rimrock Road and Bartonsville Ave. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

**ADJOURNMENT**

H. Bengel made a motion, seconded by F. Hess, to adjourn the meeting at 7:30 p.m. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.