

**POCONO TOWNSHIP SUPERVISORS
MINUTES OF THE SPECIAL MEETING
NOVEMBER 19th, 2013, 6:00 P.M.**

The Special Sewer Meeting of the Pocono Township Supervisors was held on November 19th, 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.

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 11/06/2013 Sewer Meeting Minutes. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

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 November 19, 2013 **SEWER CONSTRUCTION ACCOUNT:** \$39,919.41; **SEWER OPERATING ACCOUNT:** \$3,517.61; **ESCROW ACCOUNT: (CMS)** \$399.00 **(UTRS)** \$805.15; **RKR HESS ASSOCIATES:** \$14,358.21; **UTRS:** \$23,673.37. Roll call vote: F. Hess, yes; and H. Bengel, Motion carried.

APPROVAL OF DEBT SERVICE PAYMENTS DUE 12/01/2013: H. Bengel made a motion, seconded by F. Hess, to approve the Debt Service payment due 12/01/2013 in the amount of \$693,135.15 (Wayne Bank \$160,411.07; ESSA 4.5M \$334,850.00; and First Keystone Community Bank \$197,874.08). Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

CONNECTION OF SEWER CUSTOMERS

At a recent meeting with the Township's Bond Counsel and Financial Advisors it was discussed that the first round of mandatory connection notices should be sent out February 1st, 2014, with a tentative eight month schedule for notices to be sent to all existing developed properties.

BCRA SERVICES AGREEMENTS

Update on two Draft Agreements which have been drawn up for consideration by the Township and BCRA. They are: a "Billing and Collection Agreement" and an "Operation and Management Agreement" for the Pocono Township Sewer System.

Contract NO. 2 - H. Bengel made a motion, seconded by F. Hess, to pay the negotiated settlement of \$20,000.00 compensation to Leeward Construction the over-excavation and concrete mat installation, performed as a precautionary measure, while resetting Manhole B2-1-04 near Alfredo's Restaurant in January 2012. Roll call vote: F. Hess, yes; and H. Bengel, yes. Motion carried.

Contract No. 3 - Leeward Construction is scheduled to start work on corrective measures to the sewerline within the steel casing near Manhole MH#C-01-06 (near the Scotrun on-ramp) in the first week of December. PADOT has been notified.

Contract No. 3 - A letter was sent to Leeward Construction requesting the submittal of the sewer video for the area near Billy's Diner in Tannersville.

CROSSINGS PREMIUM OUTLETS SEWER SERVICE CONNECTION

The Engineer for the Crossings Premium Outlets has submitted revised plans for their proposed sewer service connection improvements within the PADOT Right-of-Way of Rt. 611. RKR Hess is reviewing the revised plans on behalf of the Township.

GREAT WOLF LODGE SEWER SERVICE

The Engineer for Great Wolf Lodge has submitted an application for sewer service and sewer connection plans for the review. RKR Hess has provided preliminary review comments for discussion.

BCRA has raised the question as to the potential benefits of having tanker trucks haul excess sewage from Great Wolf Lodge to Pocono Pump Station No. 5 in the near term. Discussion followed. Consensus of the Board was to have Great Wolf Lodge haul directly to the BCRA Plant.

JOINT MUNICIPAL WWTP OPERATION AND MAINTENANCE BUDGET FOR 2014

Pocono Township is in receipt of a memo dated October 16th, 2013 from BCRA, stating the O & M and Debt Service expenses that the Township should anticipate being billed by BCRA in relation to the Joint Municipal Wastewater Treatment Plant in 2014. Pocono Township's share of these O&M Expenses, Debt Service Expenses and Capital Reserve Expenses is calculated to \$697,328.90 for the year, broken into 12 installments of approximately \$58,110.74 per month. H. Bengel made a motion, seconded by F. Hess, to authorize an automatic payment of the 2014 monthly invoices calculated to be \$697,328.90 for the year broken into 12 installments of approximately \$58,110.74 per month to BCRA from the Sewer Operating Account.

ADJOURNMENT

H. Bengel made a motion, seconded by F. Hess, to adjourn the meeting at 6:40 p.m. Roll call vote: F. Hess, yes, and H. Bengel, yes. Motion carried.