

POCONO TOWNSHIP COMMISSIONERS
COMBINED MEETING AGENDA
March 20, 2017 - 6:00 p.m.

- 1) Pledge of Allegiance
- 2) Roll Call
- 3) Announcements:
 - a. Executive Session was held March 6, 2017 on personnel matters. No action was taken.
 - b. Executive Session was held March 9, 2017 on litigation and personnel matters. No action was taken.
 - c. A Public Hearing on a proposed Resort Re-Use Overlay District will be held on April 18, 2017 at St. Luke's Ambulance Building.
- 4) Public Comments on matters not on the agenda

Comments are for any item NOT on the agenda. Comments on agenda items will be taken after each item is discussed by the Board of Commissioners, but before formal action is taken. (Please limit individual comments to 3 minutes to allow time for others wishing to speak and direct all questions and comments to the President)

- 5) Approval of Minutes:
 - a. Meeting of March 6, 2017
 - b. Special Meeting of March 9, 2017
 - c. Work Session of March 16, 2017
- 6) Approval of Bills and Transfers
 - a. Appropriations list dated March 20, 2017
 - b. Check and Transfer list dated March 20, 2017
 - c. Check Ratification list dated March 20, 2017
- 7) Report of the President
- 8) Commissioners Comments

Bob DeYoung, Vice President

Jerry Lastowski, Commissioner

Judi Coover, Commissioner

Ellen Gnandt, Commissioner

- 9) Reports:
 - a. Police Report

- b. Civil Service Commission Update
- c. Pocono Township Volunteer Fire Company
- d. St. Luke's Ambulance
- e. Administration – Manager's Report
 - i. Change of Pay Days from Wednesday-Tuesday to Monday-Sunday begins with the current pay period.
 - ii. Authorize Zoning Officer to proceed with enforcement against owner of dangerous structure pursuant to Ordinance 2012-03.
 - iii. Ratification of Declaration of Disaster Emergency.
 - iv. Emergency Management Update
- f. Public Works Report
 - i. Winter Storm Stella.
 - ii. Sewer Service Line Warranty Program endorsed by PA Municipal League.
 - iii. Plaza 611 Easements Update.
 - iv. Continuation of Pat Briegel as Public Works interim Consultant.
 - v. Full and Part-Time positions have been advertised.
- g. Finance Committee
- h. Township Solicitor Report
 - i. PMSD – TLC Park Tank Removal Agreement
 - ii. Summit Health – Site work commencement timing request
- i. Township Engineer Report
 - i. Status Report on Sewer Redesign and Air Valve Replacement.
 - ii. Summit Health Waiver Requests
 - iii. Larson Subdivision Steep Slope Waiver Issue
 - iv. Northampton Community College Request for Release of remaining \$336,994.00 letter of credit for Monroe Campus Land Improvements.
 - v. Robert Ace Request for Release of Remaining Letter of Credit.
 - vi. Carriage House at Pocono Manor Request for Release of Letter of Credit.

10) Presentations:

- a. Brodhead Watershed Association Presentation on Green Infrastructure

11) Resolutions and Ordinances:

- a. Resolution 2017-__ Resolution Approving 2017 Memorandum of Understanding with Northampton Community College – Monroe Campus for the Provision of Recreational Programs for Pocono Township Residents.

12) Further Public Comments.

Please limit individual comments to 3 minutes to allow time for others wishing to speak and direct all questions and comments to the President.

13) Executive Session (If Necessary)

14) Adjournment

POCONO TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

MARCH 6th, 2017 6:00 P.M.

DRAFT

The Regular meeting of the Pocono Township Commissioners was held on 03/06/2017 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Harold Werkheiser at 6:00 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.

Lisa Pereira, Solicitor, Broughal & DeVito; Jon Tresslar, Township Engineer, Boucher & James, Inc.; Charles Vogt, Township Manager; and Pamela Tripus, Township Secretary, were present.

ANNOUNCEMENT:

- 1) An executive session was held on February 21st, 2017 to discuss personnel matters.
- 2) An executive session was held on March 2nd, 2017 to discuss personnel matters.
- 3) An executive session was held on March 6th, 2017 to discuss personnel matters.
- 4) Special Meeting is scheduled for 9:00 a.m., Thursday March 9th, 2017 for the Board to Schedule Reviews of the Resort Re-Use Overlay District Petition. The meeting will be held at St. Luke's Ambulance Building.

PUBLIC COMMENTS:

Ed Sarrubi, Twp. resident, thanked Commissioner Gndt for meeting with him concerning the Brookdale overlay project.

MINUTES:

E. Gndt made a motion, seconded by J. Coover, to approve the regular meeting minutes of 02/21/2017. 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 E. Gndt, to approve the work session minutes of March 2nd, 2017. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, abstained; J. Lastowski, yes; and J. Coover, yes. Motion carried.

BILLS AND TRANSFERS:

J. Lastowski made a motion, seconded by J. Coover, to approve the check and transfer list dated 03/06/2017. Discussion followed. J. Lastowski amended his motion, seconded by J. Coover, to approve the check and transfer listing dated 03/06/2017, and hold check #55481 condition upon verification by E. Gndt for amended returns. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

BILLS AND TRANSFERS CONT:

J. Lastowski made a motion, seconded by B. DeYoung, to approve the Ratification list dated 03/06/2017. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

REPORT OF THE PRESIDENT: None**REPORT OF THE COMMISSIONERS:**

Bob DeYoung, Vice President, none.

Jerry Lastowski, Commissioner, none.

Judi Coover, Commissioner,

Web Posting Policy - J. Coover made a motion, seconded by E. Gndt, to post only regular BOC meeting agenda packages on Friday. No correspondence or advance postings, unless specifically requested by the Board.

Discussion followed.

J. Coover retracted the motion, E. Gndt retracted the second.

J. Coover made a motion, seconded by E. Gndt, indicating the web posting policy shall be "only items approved by the Township Manger will be posted to the website". Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Public Comment and Questions and Answers in Minutes - J. Coover made a motion, seconded by H. Werkheiser, that the meeting minutes will document all official actions, including motions, administrative directives, resolutions, ordinances, formal presentations, and public comments. When and if there is discussion, the minutes shall state "Discussion followed". If a Commissioner wishes to have their specific comment recorded in the minutes, they must make that request at the time. Public Comment will include the name of the person and the topic of their comment. If a member of the public asks a specific question of the board, and the board answers their question, both the question and the answer will be stated in the minutes. 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 indefinitely and will be made available to anyone who may wish to obtain the verbatim meeting." Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Ellen Gndt, Commissioner;

1) Emergency Management Governor's appointment - C. Vogt updated the board on the status.

2) Treasurer's Bond - Discussion followed. J. Coover made a motion, seconded by E. Gndt, to raise the Treasurer's Bond to 50% of the amount estimated by the Board of Commissioners to be available to the Township Treasurer at any time during the calendar year. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

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E. GNANDT CONT:

- 3) Alternate Solicitor - E. Gndt made a motion, seconded by J. Coover to authorize Request for Proposals for an Alternate Solicitor to be sent out. Discussion followed. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

REPORTS:

Civil Service Commission -

Introduction of Probationary Officer Marc Iannazzo - Pocono Township Police Chief Kent Werkheiser introduced Probationary Police Officer Marc Iannazzo and family to the Board.

ADMINISTRATION:

Maillie Engagement and Schedule - Discussion followed.

Time Clocks - The Board authorized the Township Manager to pursue the Cloud based upgrade and internet connection for time clocks at the park.

Christine Brodsky extended time -

J. Lastowski made a motion, seconded by B. DeYoung, to ratify Christine Brodsky's extended time since 12/31/2016 and extend for 90 days.

Discussion followed. J. Lastowski amended his motion to include not more than 32 hours per week, seconded by B. DeYoung. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

PUBLIC WORKS REPORT:

Road side trash pickup - Discussion followed. C. Vogt noted the Public Works Department is cleaning up the roadways.

Patrick Briegel - Discussion followed. J. Lastowski made a motion, seconded by B. DeYoung, to change Patrick Briegel as Sewer Consultant, only and add the duties of Public Works Consultant to include Road Crew oversight and Emergency Contact for call outs for two months. Roll call vote: E. Gndt, no; B. DeYoung, yes; H. Werkheiser, no; J. Lastowski, yes; and J. Coover, no. Motion failed.

J. Coover made a motion, seconded by E. Gndt, to change Patrick Briegel (Pocono Management Associates LLC) to include Road Crew oversight and Emergency Contact for call outs provided the Township has terms & Conditions by 03/20/2017. Roll call vote: E. Gndt, yes; B. DeYoung, no; H. Werkheiser, no; J. Lastowski, no; and J. Coover, yes. Motion failed.

H. Werkheiser made a motion, seconded by E. Gndt, to change Patrick Briegel as Sewer Consultant and add the duties of Public Works Consultant to include Road Crew oversight and Emergency Contact for call outs for two weeks with C. Vogt to act as Public Work Consultant after the two weeks. Discussion followed. E. Gndt requested it be amended to remove C. Vogt. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

FINANCE COMMITTEE: J. Lastowski noted the Finance Committee met with PFM on the status of the Police Pension. PFM will provide a study of the retiring police and drawdowns by April 1st.

TOWNSHIP SOLICITOR REPORT:

Express Men Factory Outlet Zoning Application - L. Pereira, Twp. Solicitor, requested direction from the Board. Mike Tripus, Township Zoning Officer, explained the application. J. Lastowski made a motion, seconded by H. Werkheiser, to authorize the Twp. Solicitor to represent the Township at the Express Men Factory Outlet Zoning Hearing on 03/28/2017 at 5:00 p.m. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

TOWNSHIP ENGINEER REPORT:

Status Report on Sewer Redesign and Air Valve Replacement-J. Tresslar, Twp. Engineer, gave an update on the progress.

Northampton Community College Request for Release of remaining \$336,994.00. - J. Tresslar is working with NCC to address the remaining issues.

Robert Ace Request for Release of Remaining Letter of Credit - J. Tresslar will review the work for the release.

Carriage House at Pocono Manor Request for Release of Remaining Letter of Credit - J. Tresslar will review the work for the release.

PRESENTATION: BCRA Manager Ken Brown, and Max Stoner, Glace Associates, presented plans for easements for construction of the water lines through the TLC Property. Discussion followed. H. Werkheiser made a motion, seconded by E. Gndt, to grant temporary easement as presented by BCRA at the 03/06/2017 mtg. conditioned upon the area being established by orange fencing and inspected by the Twp. Engineer. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

RESOLUTIONS: None

PUBLIC COMMENT:

J. Coover questioned the contract for Gypsy Moth spraying. C. Vogt will request a contract from Bruce's Flying Service. Maxine Turbolski, Twp. resident, questioned if the Township would purchase more comfortable chairs for the meeting room. Discussion followed. J. Coover made a motion, seconded by J. Lastowski, to request quotes for replacing the meeting room chairs. Roll call vote: E. Gndt, yes; B. DeYoung, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.
B. DeYoung noted the wooden chairs would be replaced if new chairs were purchased.

ADJOURNMENT INTO EXECUTIVE SESSION - E. Ghandt made a motion, seconded by J. Coover, to adjourn the meeting into executive session to discuss personnel issues at 7:35 p.m., until 03/20/2017 at 6:00 p.m., at the Pocono Township Municipal Building, Tannersville, PA. Roll call vote: E. Ghandt, 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 indefinitely and will be made available to anyone who may wish to obtain the verbatim meeting.

POCONO TOWNSHIP BOARD OF COMMISSIONERS
SPECIAL MEETING TO SET REVIEW AND HEARING DATES
FOR PROPOSED RESORT RE-USE OVERLAY DISTRICT

MARCH 9th, 2017 9:00 A.M.

DRAFT

The Special meeting of the Pocono Township Commissioners was held on 03/09/2017 at the St. Luke's Ambulance Building, Tannersville, PA, and was opened by President Harold Werkheiser at 9:00 a.m., followed by the Pledge of Allegiance.

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, Township Engineer, Boucher & James, Inc.; and Pamela Tripus, Township Secretary, were present.

ANNOUNCEMENTS: None

PUBLIC COMMENT: None

OTHER BUSINESS:

Proposed Resort Re-Use Overlay District Amendment to Zoning Ordinance - Jeff Durney, Solicitor for the Developer; and Edward P. Abraham represented the application.

J. Tresslar, Twp. Engineer, gave an overview of the changes to the Draft Resort Re-Use Overlay District Amendment to the Zoning Ordinance. Discussion followed.

H. Werkheiser opened the meeting to public comment.

Maxine Turbolski and Ruth Keller, Twp. residents, questioned the remaining land between Dyson and Rt. 611. The Board noted the application did not include the remaining lands.

Susan Caci, Twp. resident, noted noise and odor problems with the existing sewer treatment plant.

Steve Larson, Twp. resident, questioned if the treatment center site plans were available. The Board noted the full land development plan will be presented with the conditional use application.

Tom Wise, Twp. resident, questioned if other properties would be impacted by the ordinance change. The Board noted the former Summit Resort would meet the standards of the Ordinance.

Tom Wise, Twp. resident, questioned the use of the Developer's billboard during the last election. The Board noted the billboard was offered to all candidates.

Steve Keller, Twp. resident, questioned who drafted the ordinance and if it was specific to the property. L. DeVito, Twp. Solicitor, explained the Developer petitioned the Township to consider the ordinance and the Board, Engineer, and Twp. Solicitor, have reviewed the draft. L. DeVito noted the steps to proceed.

Steve Keller, Twp. resident, questioned if the Board will consider the Planning Commission's recommendations. The Board concurred they will take into consideration all Planning Commissions and Public comments.

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Ed Sarrubi, Twp. resident, noted E. Gndt met with him and heard his concerns. He questioned the nature of patients they will treat. The Board noted it will be addressed during the Conditional Use Application.

Gus Psistos, Twp. resident, requested the Board use a screen projection during meetings. The Board concurred to request a visual presentation.

G. Psistos questioned if public sewer will be used it would residents be required to hook into it. The Board noted sewer would be addressed during Land Development.

G. Psistos questioned if information will be posted to the website for residents to review. The Board noted it would be posted after Board review the information.

Bob Demarest, Twp. resident, questioned if campgrounds would be included in the re-use overlay.

Steve Larson, Twp. resident, questioned the acceptance of Court Ordered patients.

J. Coover made a motion, seconded by E. Gndt, to refer the Proposed Resort Re-Use Overlay District Amendment to Zoning Ordinance to (i) Pocono Township Planning Commission and (ii) Monroe County Planning Commission for their review and comment. H. Werkheiser explained by voting for sending it for review, did not mean he was for or against the Ordinance. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Public Hearing Date for Proposed Resort Re-Use Overlay District Amendment to Zoning Ordinance - Discussion followed.

J. Coover made a motion, seconded by E. Gndt, to set the Public Hearing Date on the Proposed Resort Re-Use Overlay District Amendment to Zoning Ordinance for 04/18/2017 at 6:00 p.m. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

ADJOURNMENT:

E. Gndt made a motion, seconded by J. Coover, to adjourn the meeting into executive session to discuss personnel and litigation matters, at 10:53 p.m. Roll call vote: E. Gndt, yes; H. Werkheiser, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

POCONO TOWNSHIP BOARD OF COMMISSIONERS
WORK SESSION MINUTES

DATE: March 16, 2017

TIME: 9:00am

PLACE: Township Building

PRESIDING COMMISSIONER: Jerry Lastowski;

ROLL CALL: Ellen Ghandt, Present
Bob DeYoung, Absent
Harold Werkheiser, Absent
Jerry Lastowski, Present
Judi Coover, Present
Charlie Vogt, Manager, Present

NO CITIZENS APPEARED OFFICIALLY AND TESTIFIED.

NO OFFICIAL ACTIONS OR ROLL CALL VOTES WERE TAKEN.

THE WORK SESSION WAS ADJOURNED AT: 12:00pm

General Fund
March 2017 Appropriations

	Actual	Budget	\$ Over Budget	Adjusted Budget	Appropriation
400.110 · Salary & Wages - Legislative	0.00	16,250.00	-16,250.00		
400.192 · Legislative SSI Tax	0.00	1,243.00	-1,243.00		
400.260 · Minor Equipment	0.00	1,000.00	-1,000.00		
400.420 · Dues, Subscriptions & Membershi	6,472.11	7,234.00	-761.89		
400.460 · Legislative Meetings & Training	37.77	1,000.00	-962.23		
400.640 · Legislative - Donations	287.50	1,000.00	-712.50		
	6,797.38	27,727.00	-20,929.62		
401.110 · Admin Salaries & Wages	19,231.00	104,167.00	-84,936.00		
401.192 · Admin SSI Taxes	1,471.15	7,969.00	-6,497.85		
401.199 · Admin Life and Disability Ins	189.00	756.00	-567.00		
401.200 · Administration Allowances	321.70	1,000.00	-678.30		
401.220 · Admin Operating Supplies	4.00	500.00	-496.00		
401.260 · Admin Minor Equipment	0.00	1,500.00	-1,500.00		
401.420 · Admin Dues, Subscriptions & Mem	0.00	1,665.00	-1,665.00		
401.460 · Admin Meetings & Training	0.00	1,750.00	-1,750.00		
	21,216.85	119,307.00	-98,090.15		
402.110 · Fin Admin Salaries & Wages	10,182.32	53,000.00	-42,817.68		
402.120 · Financial Admin OVT	0.00	2,000.00	-2,000.00		
402.192 · Fin Admin SSI Taxes	779.70	4,208.00	-3,428.30		
402.196 · Fin Admin Health Insurance	3,892.73	12,447.00	-8,554.27		
402.198 · Fin Admin Non-Uni Pension Plan	733.82	4,770.00	-4,036.18		
402.199 · Fin Admin Life & Disability Ins	201.00	804.00	-603.00		
402.220 · Fin Admin Operating Supplies	44.98	500.00	-455.02		
402.260 · Fin Admin Minor Equipment	0.00	500.00	-500.00		
402.310 · Fin Admin Professional Svcs	438.96	15,000.00	-14,561.04		
402.420 · Fin Admin Dues, Subscriptions	75.00	750.00	-675.00		
402.460 · Fin Admin Meetings & Training	350.00	750.00	-400.00		
	16,698.51	94,729.00	-78,030.49		
403.110 · Tax Collection Salaries & Wages	1,923.10	10,000.00	-8,076.90		
403.192 · Tax Collection SSI Taxes	147.15	765.00	-617.85		
403.199 · Tax Collection Bond Ins	0.00	2,000.00	-2,000.00		
403.215 · Tax Collection Postage	1,602.06	2,000.00	-397.94		
403.220 · Tax Collection Operating Supply	1,246.40	2,000.00	-753.60		
403.310 · Tax Collection Professional Srv	6,271.77	23,250.00	-16,978.23		
	11,190.48	40,015.00	-28,824.52		
404.310 · Township Solicitor	3,750.00	75,000.00	-71,250.00		
404.314 · Legal Services Special Counsel	0.00	10,000.00	-10,000.00		
	3,750.00	85,000.00	-81,250.00		
405.110 · Secretary Salaries & Wages	21,337.86	118,461.00	-97,123.14		
405.120 · Secretary OT	626.69	5,000.00	-4,373.31		
405.192 · Secretary SSI Taxes	1,673.21	9,445.00	-7,771.79		
405.196 · Secretary Insurance	13,739.20	37,341.00	-23,601.80		
405.198 · Secretary Non-Uni Pension Plan	1,266.38	10,661.00	-9,394.62		
405.199 · Secretary Life & Disability Ins	402.00	2,400.00	-1,998.00		
405.220 · Secretary Operating Supplies	0.00	500.00	-500.00		
405.260 · Secretary Minor Equipment	0.00	1,000.00	-1,000.00		
405.420 · Secretary Dues, Subscriptions	0.00	500.00	-500.00		
405.460 · Secretary Meetings & Training	0.00	1,000.00	-1,000.00		
	39,045.34	186,308.00	-147,262.66		
406.215 · Gen Govt Postage	23.75	5,000.00	-4,976.25		
406.220 · Gen Govt Operation Supplies	1,484.16	7,000.00	-5,515.84		
406.310 · Gen Govt Professional Svcs	0.00	5,000.00	-5,000.00		
406.320 · Gen Govt Communications	1,410.74	8,000.00	-6,589.26		
406.340 · Gen Govt Advertising & Printing	421.00	8,000.00	-7,579.00		
406.374 · Gen Govt Office Equipment Maint	0.00	1,000.00	-1,000.00		
406.384 · Gen Govt Equipment Leases	927.70	6,396.00	-5,468.30		
	4,267.35	40,396.00	-36,128.65		
407.252 · Computer Parts & Supplies	369.99	1,000.00	-630.01		
407.260 · Technology Minor Equipment	0.00	4,000.00	-4,000.00		
407.450 · Contracted Services	5,008.10	8,200.00	-3,191.90		
	5,378.09	13,200.00	-7,821.91		

General Fund
March 2017 Appropriations

408.310 · Township Engineer	2,526.25	50,000.00	-47,473.75
409.220 · Building Operating Supplies	0.00	1,000.00	-1,000.00
409.360 · Building Utilities	8,791.34	35,000.00	-26,208.66
409.373 · Building Maint & Repairs	4,824.12	17,000.00	-12,175.88
409.460 · Building Contracted Services	1,261.07	7,000.00	-5,738.93
	14,876.53	60,000.00	-45,123.47
410.120 · Police Salaries & Wages-Admin	16,564.00	88,626.00	-72,062.00
410.130 · Police Salaries & Wages-Officer	193,419.80	1,292,497.00	-1,099,077.20
410.140 · Police Salaries & Wages-Civilian	9,968.98	45,936.00	-35,967.02
410.179 · Police Longevity Pay	0.00	42,824.00	-42,824.00
410.180 · Police Overtime Wages	26,703.08	125,000.00	-98,296.92
410.185 · Sick & Vacation Buy Back	0.00	60,000.00	-60,000.00
410.187 · Police Overtime Civ Support	0.00	500.00	-500.00
410.191 · Uniform Allowance	1,353.80	14,400.00	-13,046.20
410.192 · Police SSI Taxes	18,354.43	122,047.00	-103,692.57
410.196 · Police Health Insurance	150,826.00	467,707.00	-316,881.00
410.197 · Police Pension Plan	0.00	145,320.00	-145,320.00
410.198 · Police Life & Disability Ins	3,618.00	16,470.00	-12,852.00
410.199 · Police Non-Uniform Pension	628.24	4,134.00	-3,505.76
410.200 · Police 457 Contribution	0.00	6,000.00	-6,000.00
410.220 · Police Operating Supplies	2,471.09	5,000.00	-2,528.91
410.221 · Crime Scene Supplies	152.71	1,000.00	-847.29
410.222 · Ammunition	0.00	5,000.00	-5,000.00
410.231 · Vehicle Fuel	8,017.20	42,500.00	-34,482.80
410.260 · Police Minor Equipment	1,359.00	91,145.00	-89,786.00
410.310 · Police Professional Services	5,065.00	2,500.00	2,565.00
410.314 · Civil Service Comm Solicitor	2,649.70	15,000.00	-12,350.30
410.320 · Police Communications	2,698.57	15,000.00	-12,301.43
410.341 · Police Advertising & Printing	37.20	400.00	-362.80
410.373 · Police Maint & Repair Bldg	1,273.85	5,000.00	-3,726.15
410.374 · Police Equipment Maint	684.65	3,500.00	-2,815.35
410.420 · Police Dues, Subscriptions	0.00	1,500.00	-1,500.00
410.450 · Police Contracted Services	19,203.87	89,026.00	-69,822.13
410.451 · Police Vehicle Maintenance	8,234.95	25,000.00	-16,765.05
410.460 · Police Meetings & Training	950.00	8,500.00	-7,550.00
	474,234.12	2,741,532.00	-2,267,297.88
411.232 · Fire Department Fuel	0.00	7,500.00	-7,500.00
411.540 · Foreign Fire Payments	0.00	104,000.00	-104,000.00
411.541 · Disbursement to Fire Company	0.00	215,000.00	-215,000.00
	0.00	326,500.00	-326,500.00
413.220 · Code Enforcement Supplies	0.00	100.00	-100.00
413.260 · Code Enforcement Minor Equip	0.00	100.00	-100.00
413.310 · Prof Services - BIU Building	79,818.90	200,000.00	-120,181.10
413.311 · Prof Services - SEO	1,715.00	15,000.00	-13,285.00
413.319 · Code Enforcement UCC Fees	0.00	1,000.00	-1,000.00
413.420 · Code Enforcement Dues & Subs	0.00	250.00	-250.00
413.460 · Code Enforcement Meetings	0.00	500.00	-500.00
	81,533.90	216,950.00	-135,416.10
414.110 · Planning & Zoning Salaries	0.00	1,020.00	-1,020.00
414.192 · Planning & Zoning SSI Taxes	0.00	78.00	-78.00
414.220 · Planning & Zoning Supplies	25.00	500.00	-475.00
414.310 · Planning & Zoning Prof Svcs	6,977.26	42,000.00	-35,022.74
414.313 · Planning & Zoning Engineering	150.00	10,000.00	-9,850.00
414.314 · Planning & Zoning Legal	2,580.00	25,000.00	-22,420.00
414.341 · Planning & Zoning Advertising	212.20	3,200.00	-2,987.80
	9,944.46	81,798.00	-71,853.54
415.220 · Emer Mgmt Operating Supplies	0.00	500.00	-500.00
415.364 · Emergency Management Operations	0.00	1,500.00	-1,500.00
415.460 · Emer Mgmt Meetings & Training	0.00	200.00	-200.00
	0.00	2,200.00	-2,200.00
427.220 · Solid Waste Coll Supplies	45.00	1,500.00	-1,455.00
427.450 · Contracted Svcs - Clean-Up Days	0.00	16,000.00	-16,000.00
	45.00	17,500.00	-17,455.00

General Fund

March 2017 Appropriations

430.110 · Public Works Salaries	72,541.88	369,986.00	-297,444.12		
430.120 · Public Works OT Wages	5,897.87	25,000.00	-19,102.13		
430.192 · Public Works SSI Taxes	5,960.07	30,216.00	-24,255.93		
430.196 · Public Works Insurance	71,260.72	213,660.00	-142,399.28		
430.198 · Public Works N-U Pension	5,723.71	31,679.00	-25,955.29		
430.199 · Public Works Life & Disab Ins	1,608.00	5,570.00	-3,962.00		
430.200 · Public Works Director Allowance	0.00	600.00	-600.00		
430.220 · Public Works Oper Supplies	1,922.94	13,000.00	-11,077.06		
430.232 · Public Works Diesel	7,150.41	55,000.00	-47,849.59		
430.234 · Public Works Vehicle Supplies	1,005.76	6,000.00	-4,994.24		
430.238 · Public Works Uniforms	1,017.44	7,800.00	-6,782.56		
430.260 · Public Works Minor Equip Purch	409.99	2,000.00	-1,590.01		
430.331 · Mileage Reimbursement	0.00	1,000.00	-1,000.00		
430.341 · Public Works Advertising	180.00	1,500.00	-1,320.00		
430.373 · Public Works Maint & Rep Bldg	0.00	5,000.00	-5,000.00		
430.375 · Public Works Heavy Equip Maint	1,898.69	60,000.00	-58,101.31		
430.384 · Public Works Equip Rental	0.00	500.00	-500.00		
430.420 · Public Works Dues, Subscription	200.00	200.00	0.00		
430.450 · Public Works Contracted Svcs	125.00	500.00	-375.00		
430.460 · Public Works Meetings & Trainin	0.00	500.00	-500.00		
430.650 · Public Works Hand Tool Purch	0.00	500.00	-500.00		
	176,902.48	830,111.00	-653,208.52		
432.220 · Snow & Ice Rem Oper Supplies	52,240.02	125,000.00	-72,759.98		
432.375 · Snow & Ice Rem Equipment Maint	2,073.60	8,000.00	-5,926.40		
432.450 · Snow & Ice Rem Subcontractors	0.00	7,500.00	-7,500.00		
	54,313.62	140,500.00	-86,186.38		
433.220 · Traffic Signals & Signs Supply	0.00	3,000.00	-3,000.00		
433.360 · Traffic Signals & Signs Utiliti	581.39	4,000.00	-3,418.61		
433.450 · Traffic Signals Contracted Svcs	400.00	8,000.00	-7,600.00		
	981.39	15,000.00	-14,018.61		
438.220 · Road Maint Supplies	272.13	50,000.00	-49,727.87		
438.611 · Line Painting	0.00	20,000.00	-20,000.00		
438.612 · Crack Sealing	0.00	30,000.00	-30,000.00		
438.613 · Vegetation Control	0.00	5,000.00	-5,000.00		
	272.13	105,000.00	-104,727.87		
452.390 · Recreation fees	68.95	0.00	68.95	200.00	200.00
454.110 · Park Salary & Wage	0.00	67,796.00	-67,796.00		
454.120 · Park OT	0.00	500.00	-500.00		
454.192 · Park SSI	0.00	5,225.00	-5,225.00		
454.198 · Park N-U Pension Plan	0.00	2,412.00	-2,412.00		
454.220 · Park Operating Supplies	3.22	3,000.00	-2,996.78		
454.231 · Park Vehicle Fuel	0.00	1,500.00	-1,500.00		
454.260 · Park Minor Equipment	265.89	1,500.00	-1,234.11		
454.310 · Park Professional Services	0.00	1,000.00	-1,000.00		
454.320 · Park Communications	169.90	800.00	-630.10		
454.340 · Park Advertising & Printing	70.80	500.00	-429.20		
454.360 · Park Utilities	605.36	2,700.00	-2,094.64		
454.373 · Park Repairs & Maintenance	6.00	10,000.00	-9,994.00		
454.374 · Park Equipment Maintenance	162.93	1,500.00	-1,337.07		
454.450 · Park Contracted Services	0.00	20,000.00	-20,000.00		
454.460 · Park Meetings & Training	0.00	500.00	-500.00		
454.700 · Park Recreation Board	0.00	17,500.00	-17,500.00		
	1,284.10	136,433.00	-135,148.90		
457.540 · Community Day Celebration	0.00	6,000.00	-6,000.00		
463.540 · TIF	0.00	160,420.00	-160,420.00		
	0.00	160,420.00	-160,420.00		
483.194 · Employer Pd Unemployment Comp	18,950.78	30,000.00	-11,049.22		
483.195 · Employer Pd Worker's Comp	134,991.00	243,000.00	-108,009.00		
483.200 · Federal Healthcare Tax	0.00	200.00	-200.00		
483.201 · Transitional Reinsurance Fee	0.00	2,000.00	-2,000.00		
	153,941.78	275,200.00	-121,258.22		
486.350 · Property & Liability Insurance	127,844.00	119,847.00	7,997.00	130,000.00	10,153.00

General Fund

March 2017 Appropriations

486.355 · Professional Bonds

3,506.25	6,425.00	-2,918.75
131,350.25	126,272.00	5,078.25

492.300 · Interfund Transfer to Cap Fund

1,057,942.00	1,057,942.00	0.00
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492.310 · Transfer to Capital Fund Resery

0.00	1,500,000.00	-1,500,000.00
1,057,942.00	2,557,942.00	-1,500,000.00

491.000 · Refund of Prior Year Revenues

46.21	3,000.00	-2,953.79
46.21	3,000.00	-2,953.79

	<u>Original Fund Balance</u>	<u>Previously Appropriated</u>	<u>Fund Balance</u>	<u>Adjusted Fund Balance</u>	<u>Appropriation</u>
279.999 · Use of Fund Balance	4,935,518.41	0.00	4,935,518.41	4,925,165.41	-10,353.00

POCONO TOWNSHIP CHECK LISTING
March 20, 2017

General Fund	<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
	03/15/2017	55495	Teamsters Local 773	Non uniform union dues	561.00
	03/15/2017	55496	Teamsters Local 773	Police union dues	1,139.00
	03/15/2017	55497	Aflac	Supplemental Insurance	396.08
	03/15/2017	55498	Ackerman, Earl	Duty Uniform	479.91
	03/15/2017	55499	VOID		
	03/15/2017	55500	Bartonsville Printing	Letterhead paper	40.00
	03/15/2017	55501	BIU of PA, Inc.	ZO/SEO/Permits	80,730.50
	03/15/2017	55502	Brodhead Creek Regional Authority	Sewer	208.34
	03/15/2017	55503	Broughal & DeVito, L.L.P.	Legal - Police/Zoning/General	5,775.00
	03/15/2017	55504	Cardmember Service	Flags/DUI Crime books (17)	1,075.41
	03/15/2017	55505	Broughal & DeVito, L.L.P.	Corona Cafe' Liquor Licence	210.00
	03/15/2017	55506	Cardmember Service	Postage/Office365/printer/park bathroom	690.44
	03/15/2017	55507	Cargill Incorporated	Salt	4,355.24
	03/15/2017	55508	Cyphers Truck Parts	Truck #4 repair	127.30
	03/15/2017	55509	D.G. Nicholas Co.	Parts for Park Tractor	139.83
	03/15/2017	55510	Davidhauser's Inc.	Calibrate (4) trackers	112.00
	03/15/2017	55511	DES	Recycling	20.00
	03/15/2017	55512	Friedman Electric	Lights	124.60
	03/15/2017	55513	JNK Hydrotest & Extinguisher Supply Co.	Extinguishers yearly service	498.15
	03/15/2017	55514	Keystone Business Products	Staples	80.00
	03/15/2017	55515	Kimball Midwest	Parts	244.28
	03/15/2017	55516	Koch 33 Auto	Unit #88 repair	1,828.74
	03/15/2017	55517	Kost Tire & Auto Service	Tires - Police	451.09
	03/15/2017	55518	Lawrence B. Fox P.C.	Civil service - Legal	1,319.20
	03/15/2017	55519	Lynott, Tom	Prisoner Transport cost	90.00
	03/15/2017	55520	Marshall Machinery	Parts for Park Tractor	110.10
	03/15/2017	55521	McGruff Safe Kids	ID Kits and Guides	297.00
	03/15/2017	55522	Minuteman Press	Flyer - Park	35.00
	03/15/2017	55523	Monroe County Treasurer	Bills/Journals/Postage Tax collections	2,848.46
	03/15/2017	55524	Network Fleet	GPS Service	325.45
	03/15/2017	55525	Otto, Carol	Cleaning	550.00
	03/15/2017	55526	P & D Emergency Services	#99 cabinet	1,377.00
	03/15/2017	55527	PAPCO, Inc.	Gasoline/Diesel	3,682.67
	03/15/2017	55528	Broughal & DeVito, L.L.P.	Planning Commission	517.50
	03/15/2017	55529	Cardmember Service	Supplies/Landex/Parking	66.77
	03/15/2017	55530	PMHIC	Health Insurance - April	59,994.55
	03/15/2017	55531	Pocono Record	Advertising	40.00
	03/15/2017	55532	PPL Electric Utilities	Electric - Township/traffic/park	2,474.02
	03/15/2017	55533	Praxair Dist Mid-Atlantic	Supplies	25.14
	03/15/2017	55534	VOID		
	03/15/2017	55535	Sparkle Car Wash	Car washes - Police vehicles	70.00
	03/15/2017	55536	Starr Uniform Center	Uniform - New hire and uniform supplies	2,540.03
	03/15/2017	55537	State Workers Insurance Fund	Installment 4 of 11	21,314.00
	03/15/2017	55538	Stroudsburg Electric Motor Service	Motor - Public Works Heater	210.00
	03/15/2017	55539	Sundance Networks, Inc.	IT Service	510.00
	03/15/2017	55540	UNIFIRST Corporation	Carpets/Uniforms	163.10

POCONO TOWNSHIP CHECK LISTING

March 20, 2017

03/15/2017 55541	Unum Life Insurance	Life Insurance	2,006.00
03/15/2017 55542	Wilson Products Compressed Gas Co.	Supplies	6.75
03/15/2017 55543	Wrecker International Inc.	Tow	65.00
03/16/2017 55544	Advanced Collision	Car repairs	923.14
03/16/2017 55545	Advanced Eyecare Specialists	New hire eye exam	196.00
03/16/2017 55546	Sirchie Fingerprint Laboratories	Crime scene supplies	7.16
TOTAL General Fund			\$201,050.95

Sewer Operating Fund

03/15/2017 1783	Pocono Management Associates LLC	Pat Briegel	2,014.62
03/15/2017 1784	BRODHEAD CREEK REGIONAL AUTHORITY	April sewer treatment	81,299.00
03/15/2017 1785	PA One Call System, Inc	Utility markings	74.62
03/15/2017 1786	Evoqua Water Technologies LLC	Bioxide	8,131.70
03/15/2017 1787	Want To Inc.	Maintenance	2,310.00
03/15/2017 1788	PPL Electric Utilities	Electric for pump stations	633.06
TOTAL Sewer Operating Fund			\$94,463.00

Sewer Construction Fund ESSA 03/15/2017 206

Broughal & Devito	Legal for construction	240.00
TOTAL Sewer Construction Fund		\$240.00

ESSA

TOTAL General Fund	\$201,050.95	Transferred by:
TOTAL Sewer Construction Fund	\$240.00	
TOTAL ESSA Transfer	\$201,290.95	

Wayne Bank

TOTAL Sewer Operating Fund	\$94,463.00	Authorized by:
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Pocono Township Check Listing
Ratify
March 20, 2017

	<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
General Fund					
Payroll	3/15/2017			Pay 6 2017	76,921.92
				TOTAL PAYROLL	<u>\$76,921.92</u>
	3/6/2017	55491	Metropolitan Telecommunication	Phones	548.54
	3/6/2017	55492	Penteledata	Internet	124.95
	3/6/2017	55493	Metropolitan Telecommunication	Phones	289.77
	3/6/2017	55494	Penteledata	Internet	59.95
				TOTAL General Fund	<u>\$1,021.21</u>
Sewer Operating Fund					
	3/6/2017	1780	Metropolitan Telecommunication	Phones	63.81
	3/6/2017	1781	Penteledata	Internet	299.75
	3/15/2017	1782	BLUE RIDGE COMMUNICATIONS	Cable for pump stations	181.32
				TOTAL Sewer Operating	<u>\$544.88</u>
TOTAL General Fund			<u>\$77,943.13</u>	Transferred by:	
TOTAL Sewer Operating			<u>\$544.88</u>	Authorized by:	

POCONO TOWNSHIP

www.pocconopa.gov

March ~~10~~, 2017

NOTICE OF VIOLATION

DATE OF NOTICE: March ~~10~~, 2017

PROPERTY: 178 Oak Hill Road, Tannersville, PA 18372

TAX CODE NO: 12/6B/1/54

PIN: 12637304839424

*not
yet
issued*

You are in violation of the Zoning Ordinance of Pocono Township. The following information is provided to you in accordance with the Pennsylvania Municipalities Planning Code Section 616.1 and the Pocono Township Zoning Ordinance Section 901:

1. **The name of the owner of record and any other person against whom the municipality intends to take action.**
Ronald Reddy
2. **The location of the property in violation.**
178 Oak Hill Road, Tannersville, PA 18372
Tax Code # : 12/6B/1/54
PIN # : 12637304839424
3. **The specific violation with a description of the requirements which have not been met.**
The Zoning Permit issued to you for the construction of a 24, x 40, two story garage and renewed several times, the last and final renewal being on August 8, 2008, has expired. In addition the structure that has been under construction for more than thirteen (13) years has deteriorated to the point of collapsing, therefore becoming deemed a "dangerous structure" as defined in the Pocono Township DANGEROUS STRUCTURE Ordinance NO. 2012-03 enacted and ordained into law by the Pocono Township Supervisors on the 16th day of July, 2012. Means of compliance with this Ordinance can be obtained from the Pocono Township Zoning Office.
4. **The date before which the steps for compliance must be commenced and the date before which the steps must be completed.**

The work to correct the above-cited violations must be commenced within fifteen (15) days of this Notice of Violation and be completed within sixty (60) days from the receipt of this notice.

You have the right to appeal this Notice of Violation. Any and all appeals of this Notice must be filed with the Pocono Township Zoning Hearing Board at the Pocono Township Municipal Building, 112 Township Road, Tannersville, PA 18372 within thirty (30) days from the date of this Notice. Any person, partnership or corporation who or which has violated or permitted the violation of the provisions of any zoning ordinance shall, upon being found liable therefore in a civil enforcement proceeding commenced by the Township, pay a judgment of not more than Five Hundred Dollars (\$300.00) plus all court costs, including reasonable attorney fees incurred by the Township as a result thereof. If you neither pay nor timely appeal the judgment, the Township may enforce the judgment pursuant to the applicable Rules of Civil Procedure. Each day that the violation continues shall constitute a separate violation. All judgments, costs and reasonable attorney fees collected for the violation of the zoning ordinance shall be paid to the Township.

Sincerely,



Michael Tripus
Zoning Officer
Pocono Township

**POCONO TOWNSHIP
MONROE COUNTY, PENNSYLVANIA**

**ORDINANCE NO. 2012 - 03
DANGEROUS STRUCTURES**

AN ORDINANCE OF POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA, PROVIDING FOR THE VACATING, REMOVAL, REPAIR, OR DEMOLITION OF ANY STRUCTURES DANGEROUS TO THE HEALTH, MORALS, SAFETY, OR GENERAL WELFARE OF THE PEOPLE OF POCONO TOWNSHIP; AND FOR THE ASSESSMENT OF THE COST OF VACATION, REMOVAL, REPAIR, OR DEMOLITION THEREOF AS A MUNICIPAL LIEN OR ASSESSMENT AGAINST SUCH PREMISES; PROVIDING FOR THE RECOVERY OF SUCH COSTS IN AN ACTION AT LAW; AND PRESCRIBING PENALTIES FOR THE VIOLATION THEREOF.

WHEREAS, in the Township of Pocono, Monroe County in the Commonwealth of Pennsylvania ("Township"), there are or may be in the future structures that are dilapidated, unsafe, dangerous, unsanitary, or any two or more from among these; and

WHEREAS, these aforementioned buildings or structures constitute a menace to the health, morals, safety, and general welfare of the people of the Township; and

WHEREAS, these aforementioned buildings or structures constitute a public nuisance and may also tend to constitute a fire menace; and

WHEREAS, the Township has determined that the enactment of the foregoing Ordinance is necessary to enable the Township to effectively exercise its police power to protect the health, safety and general welfare of the people the Township; and

WHEREAS, the Township has the statutory power to enact such an ordinance pursuant to Section 66533 of the Pennsylvania Second Class Township Code, 53 P.S. § 66533.

AND NOW, THEREFORE, be it enacted and ordained by the Board of Supervisors for the Township of Pocono, and it is hereby enacted and ordained by their authority of the same, as follows:

SECTION I: SHORT TITLE

This ordinance shall be known as and may be cited as the "Pocono Township Dangerous Structure Ordinance."

SECTION 2: APPLICATION

This ordinance shall apply uniformly to all persons, business organizations, nonprofit organizations, and all other legal entities; and, it shall apply uniformly to all property and all property owners within the Township.

SECTION 3: DEFINITIONS AND WORD USAGE

Unless otherwise specifically defined below, words or phrases used herein shall be interpreted so as to give them the same meaning as they have in common usage and so as to give the ordinance its most reasonable application consistent with its intent.

- a. The word "shall" is always mandatory and not merely directory.
- b. The word "Board" shall mean the Board of Supervisors of the Township.
- c. The word "Township" shall mean the Township of Pocono, County of Monroe in the Commonwealth of Pennsylvania.
- d. The words "dangerous structure" shall mean all buildings or structures, including but not limited to residences, dwellings, garages, sheds, outhouses, barns, commercial buildings, and industrial buildings, which have one or more of the following defects:
 - i. Those which have suffered damage or deterioration as a result of fire, water, wind, earth movement, act of God, act of man, or other cause so as to fail utterly to provide the amenities essential to decent living and are unfit for human habitation;
 - ii. Those which have suffered damage or deterioration as a result of fire, water, wind, earth movement, act of God, act of man, or other cause so as to have become dangerous to the life and safety, morals, or the general health and welfare of the occupants or other people of the Township;
 - iii. Those which have become or are so dilapidated, decayed, unsafe, unsanitary, or which so utterly fail to provide the amenities essential to decent living so that they are unfit for human habitation;
 - iv. Those which have become or are so dilapidated, decayed, unsafe, unsanitary, or which so utterly fail to provide the amenities essential to decent living are likely to cause accidents, sickness, or disease, so as to work injury to the health, morals, safety, or general welfare of the people of the Township;

- v. Those which have parts thereof which are so attached that they might fall and injure members of the public or cause damage to adjoining property;
or
- vi. Those which because of their general condition are unsafe, unsanitary, or dangerous to the health, morals, safety, or general welfare of the people of the Township.

Words used in the present text include the future and past, words in the plural number include the singular, words in the singular number include the words in the plural, and words either in the feminine, masculine, or neuter, shall include words of the other two genders.

SECTION 4: DANGEROUS STRUCTURES AS NUISANCES

- a. All "dangerous structures" are hereby declared to be public nuisances and shall be repaired, vacated, or demolished as hereinabove and hereinafter provided.
- b. Each day a nuisance in the form of a "dangerous structure" continues, after notice is given pursuant to Section 7 of this ordinance that said dangerous structure is to be repaired, vacated, or demolished, shall constitute a separate offense in violation of this ordinance.

SECTION 5: INVESTIGATION PROCEDURE

Whenever it shall be reported or come to the attention of any Township official that any structure, completed or in the process of construction, or any portion thereof, is in a dangerous condition, such person shall report same to the Board in person at a regularly scheduled township meeting or by written letter, signed by the complainant, identifying the property in question, naming the property owner, and briefly explaining the nature of the dangerous structure. The Board shall immediately designate a Township official, employee, or construction code official to make an investigation and examination of such structure. If such investigation or examination indicates such structure to be a "dangerous structure", a written report of such investigation shall be sent to the Board, specifying the exact condition of such structure and setting forth whether or in what respect the structure is dangerous and whether the structure is capable of being properly repaired or whether it shall be removed as a "dangerous structure".

SECTION 6: STANDARDS FOR REPAIR, VACATION, OR DEMOLITION

The following standards shall be followed by the Board in ordering the repair, vacation, or demolition of a dangerous structure:

- a. If the "dangerous structure" can be repaired as determined by the Board so that it will no longer exist in violation of the terms of this ordinance, it shall be ordered to be repaired.
- b. If the "dangerous structure" is in such condition as to make it dangerous to the health, morals, safety, or general welfare of its occupants, it shall be ordered to be vacated.
- c. If the "dangerous structure" cannot be reasonably repaired as determined by the Board, or if its potential to harm the life and safety, morals, or the general health and welfare of the occupants or other people of the Township cannot be mitigated by repair, it shall be demolished and the debris from such demolition shall be properly disposed of in accordance with all applicable laws and regulations.
- d. If the "dangerous structure" is a fire hazard or is existing or erected in violation of the terms of this ordinance, any other ordinance of the Township, or any statute of the Commonwealth of Pennsylvania, it shall be demolished and the debris from such demolition shall be properly disposed of in accordance with all applicable laws and regulations.

SECTION 7: ENFORCEMENT PROCEDURES

- a. If any structure is deemed to be a "dangerous structure" pursuant to the standards of this ordinance, the Board shall forthwith cause notice to be served upon the owner or owners of such dangerous structure as determined by the records in the Office of the Recorder of Deeds/Tax Assessment Office in and for the County of Monroe, or failing to find any owner or owners, then such notice shall be posted on the property for a period of not less than ten (10) days and mailed to the last known address of the owner.
- b. The notice required by this section shall be sent by certified mail to the owner or owners of a "dangerous structure" at the last known address according to the records in the Tax Assessment Office in and for the County of Monroe.
- c. Such notice shall identify the structure deemed dangerous, contain a statement of the particulars which made this structure a dangerous structure, and include an order requiring the same to be put in such condition as to conform with the terms of this ordinance; provided further in any case where the notice prescribes the repair of any structure, the owner thereof shall have the option to remove such structure in lieu of making the repairs thereto within the time period provided.
- d. Such notice shall require any person notified to repair, vacate, or demolish any structure to commence the work or act required by the notice within fifteen (15) days of such notice and to comply with such repair, vacation, or demolition within sixty (60) days from the receipt of such notice.

SECTION 8: PENALTIES

- a. All fines provided for in this section shall be in addition to costs.
- b. Any person who shall fail to comply with any notice or order to repair, vacate, or demolish any "dangerous structure", which notice is served in accordance with this ordinance shall, upon conviction before a District Justice in an action brought by or on behalf of the Township, be subject to a fine of three hundred (\$300.00) dollars per violation. Every day that a person fails to comply with any notice or order to repair, vacate, or demolish any dangerous structure shall be deemed a separate violation of this ordinance.
- c. Any person who wrongfully removes the notice provided for in Section 7 (a) shall, upon conviction before a District Justice in an action by or on behalf of the Township, be subject to a fine of one hundred (\$100.00) dollars.
- d. Any person having an interest in any structure who fails to comply with any notice or order to repair, vacate, or demolish any dangerous structure by commencing said repair, vacation, or demolition within fifteen (15) days of the receipt of such notice, by such failure, does empower the Board to cause such structure to be repaired, vacated, or demolished by the Township and to cause the costs of such repair, vacation, or demolition together with a penalty of ten (10%) percent to be charged upon the land upon which the structure exists as a municipal lien, or alternatively to recover such costs and penalty together with reasonable attorney fees incurred by the Township, in a suit at law against the owner or owners, but, failing to recover same, the judgment therefore shall be charged upon the land as a lien; and, this subsection is separate from and in addition to the fine, penalty, and costs which may be imposed by any other subsection of this ordinance.

SECTION 9: EMERGENCY CASES

In all cases where it reasonably appears that the continued existence of a "dangerous structure" in its then-present form presents an immediate danger to the life or safety of any person or group of persons in the Township unless such "dangerous structure" is immediately repaired, vacated or demolished, the Township official, employee, or construction code official inspecting the "dangerous structure" shall report such facts to the Township and the Township shall cause the immediate repair, vacation or demolition of such "dangerous structure". The costs of such emergency repair, vacation or demolition shall be collected in the same manner as provided in Section 8 hereof.

SECTION 10: SEVERABILITY

The provisions of this ordinance are severable. If any sentence, clause, or section of this ordinance is for any reason found to be unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, or sections of this ordinance. It is hereby declared to be the intent of the Board of Supervisors of Pocono Township that this ordinance would have been adopted had such unconstitutional, illegal, or invalid sentence, clause, or section not been included herein.

SECTION 11: EFFECTIVE DATE

This ordinance shall become effective five (5) days after enactment.

SECTION 12: REPEALS

All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed insofar as they may be inconsistent herewith.

ENACTED AND ORDAINED into law by the Pocono Township Supervisors this 16th day of July, 2012.

Board of Supervisors of Pocono Township

By: 

Frank J. Hess, Chairman

By: _____

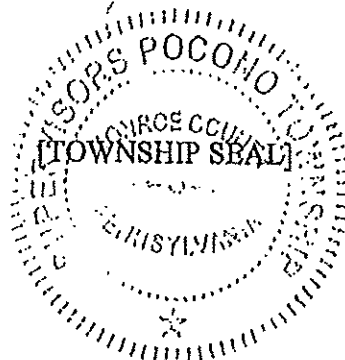
Harold Werkheiser, Vice-Chairman

By: 

Henry Bengel, Supervisor

ATTEST: 

Township Secretary



DECLARATION OF DISASTER EMERGENCY

WHEREAS, on or about March 13th, 2017 a (disaster) has caused or threatens to cause injury, damage, and suffering to the persons and property of Pocono Township; and

WHEREAS, the Winter Storm 'Stella' has endangered the health, safety and welfare of a substantial number of persons residing in Pocono Township, and threatens to create problems greater in scope than problems Pocono Township may be able to resolve; and

WHEREAS, emergency management measures are required to reduce the severity of this disaster and to protect the health, safety and welfare of affected residents in Pocono Township;

NOW, THEREFORE, we, the undersigned Commissioners of Pocono Township pursuant to the provisions of Section 7501 of the Pennsylvania Emergency Management Services Code, (35 PA C.S., Section 7501), as amended, do hereby declare the existence of a disaster emergency in Pocono Township.

FURTHER, we direct the Pocono Township Emergency Management Coordinator to coordinate the activities of the emergency response, to take all appropriate action needed to alleviate the effects of this disaster, to aid in the restoration of essential public services, and to take any other emergency response action deemed necessary to respond to this emergency.

STILL FURTHER, we authorize officials of Pocono Township to act as necessary to meet the current exigencies of this emergency, namely: by the employment of temporary workers, by the rental of equipment, by the purchase of supplies and materials, and by entering into such contracts and agreements for the performance of public work as may be required to meet the emergency, all without regard to those time-consuming procedures and formalities normally prescribed by law, mandatory constitutional requirements excepted.

This Declaration shall take effect immediately.

POCONO TOWNSHIP BOARD OF COMMISSIONERS

President

Commissioner

Commissioner

Commissioner

Township Secretary

Ratified: _____

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Pennsylvania Municipal League

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National League of Cities Service Line Warranty Program Administered by Utility Service Partners, Inc.



NLC Service Line
Warranty Program

When a home owners' service line breaks immediate attention is imperative to avoid wasted water and ground pollution. The NLC Service Line Program provides homeowners with a low cost alternative to expensive repairs, and 24/7/365 service when the unexpected pipe breaks in their yard or backs up into their basement. So not only do the homeowners in your community gain peace of mind, but they help preserve our water supply for future generations. Please contact Ashley Shiwarski at ashiwarski@utilitysp.net or 724-749-1097 to learn more about this free program available for your municipality. You can visit our website by clicking on the logo to the left.

In Corporate Engagement:

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- [Associate Membership](#)
- [Invest In PML](#)

[Printer-friendly Version](#)

Official Website of the Pennsylvania Municipal League

414 N. Second St., Harrisburg, PA 17101 (P) 717-236-9469 (F) 717-236-6716 Office Hours: Mon - Fri 8:00 am - 5:00 pm

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Dear Judi Coover:

The Pennsylvania Municipal League is pleased to endorse the National League of Cities (NLC) Service Line Warranty Program provided by Utility Service Partners, Inc. (USP). Offered at no cost to Pennsylvania Municipal League member municipalities, the NLC Service Line Warranty Program, administered by Utility Service Partners, Inc., is an important educational tool for informing homeowners of their service line responsibilities. The program is an affordable home protection solution for your residents to help them deal with the financial burden of unanticipated service line repair and replacement costs. Homeowners in participating municipalities are eligible to purchase low-cost warranties, which provide repairs for broken or leaking outside water and sewer lines, up to \$4,000 for each occurrence.

Some additional program benefits are:

1. No cost for Pennsylvania municipalities to participate
2. Affordable rates for residents
3. Repairs made by trusted local contractors
4. Reduces local officials' frustration
5. Increases citizen satisfaction

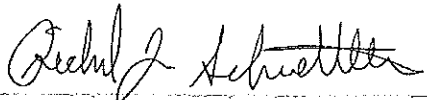
Pennsylvania Municipal League has chosen to partner with USP because of its outstanding national reputation. It is the only protection program endorsed by the National League of Cities, multiple state municipal leagues and over 400 cities nationwide. USP is a BBB Accredited Business with an A+ rating and received the Pennsylvania Municipal League's 2014 Business/Community Partnership Award. They maintain a customer satisfaction rating exceeding 95% and have had a clean record with government agencies and regulatory bodies for more than a decade.

Other things to consider are: 1) USP pays for the repairs, not your residents, 2) all repairs are performed to local code, 3) customers are provided with a 24/7/365 customer service repair hotline, and 4) USP is responsible for all aspects of the program, including marketing, billing, customer service, and performing all repairs.

The Pennsylvania Municipal League is here to assure the program works for Pennsylvania municipalities who participate. I strongly encourage you to consider joining Pennsylvania member municipalities and others and adopt the NLC Service line Warranty Program for your municipality.

For more information, please contact Ashley Shiwarski of Utility Service Partners, Inc., the program administrator. She can be reached at 724-749-1097 or ashiwarski@utilitysp.net. Please also visit www.utilitysp.net.

Sincerely,



Rick Schuettler
Executive Director
Pennsylvania Municipal League

APPENDIX G

REQUEST FOR MODIFICATION

Name of Applicant: Pocono Medical Center & DF Pocono Associates LP

Name of Subdivision or Land Development: Summit Health Campus

Section of Subdivision and Land Development Ordinance: 2.106 – Requirement to submit a preliminary plan application prior to a final plan application.

Justification for Relief: The application has been submitted as a preliminary/final application, meeting the requirements of both applications. The process to apply for a separate preliminary plan and final plan application is more applicable to a subdivision application where construction may occur with preliminary approval, but the sale of lots cannot occur until the final plan is approved, than a land development application. An application meeting the requirements of preliminary plan and final plan in one application will allow the project to meet the necessary schedule without compromising the review process.

Is the hardship self-imposed? Yes x No

Is the hardship related to financial issues? Yes x No

Will relief from the referenced section of the Subdivision and Land Development Ordinance alter the intent of the Ordinance?

Yes No Explain No

APPENDIX G

REQUEST FOR MODIFICATION

Name of Applicant: Pocono Medical Center & DF Pocono Associates LP

Name of Subdivision or Land Development: Summit Health Campus

Section of Subdivision and Land Development Ordinance: 2.302.A & SMO 403 B (p 35)
Plan size

Justification for Relief: To present the detail of the land development plan, the applicant requests a plan sheet size of 30"x42" so that the main portion of the development can be displayed on one sheet. This makes the plan easier to read.

Is the hardship self-imposed? Yes x No

Is the hardship related to financial issues? Yes x No

Will relief from the referenced section of the Subdivision and Land Development Ordinance alter the intent of the Ordinance?

Yes No Explain No

APPENDIX G

REQUEST FOR MODIFICATION

Name of Applicant: Pocono Medical Center & DF Pocono Associates LP

Name of Subdivision or Land Development: Summit Health Campus

Section of Subdivision and Land Development Ordinance: SMO 306 D (page 31).

Justification for Relief: The Ordinance requires Penn DOT 1986 Rainfall intensity curves. As with the previously approved land development for this site, the National Oceanic and Atmospheric Administration National Weather Service Atlas 14, Volume 2, Version 3 tables were used. These tables are more accurate, up to date, and easier to read than the old Penn DOT graphs.

Is the hardship self-imposed?	Yes	<input checked="" type="checkbox"/>	No
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Is the hardship related to financial issues?	Yes	<input checked="" type="checkbox"/>	No
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Will relief from the referenced section of the Subdivision and Land Development Ordinance alter the intent of the Ordinance?

Yes No Explain No. The result will be more accurate calculations.

APPENDIX G

REQUEST FOR MODIFICATION

Name of Applicant: Pocono Medical Center & DF Pocono Associates LP

Name of Subdivision or Land Development: Summit Health Campus

Section of Subdivision and Land Development Ordinance: SMO 303A (page 18).

Justification for Relief: The Ordinance requires a minimum dewatering time of 24 hours for the one year 24 hour storm. Due to favorable infiltration rates and new DEP requirements requiring more infiltration surface per development area surface, some infiltration areas are anticipated to empty less than 24 hours.
The Ordinance was written prior to current requirements.

Is the hardship self-imposed?	Yes	<u>x</u>	No
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Is the hardship related to financial issues?	Yes	<u>x</u>	No
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Will relief from the referenced section of the Subdivision and Land Development Ordinance alter the intent of the Ordinance?

Yes	No	Explain	No. The detention time in the basins has been maximized to the greatest extent possible with the physical constraints of the site.
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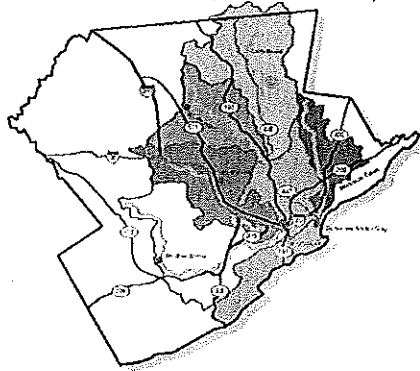


Informative presentation on BWA initiative on storm water

Our Mission

The mission of the Brodhead Watershed Association is to protect the environment and water resources within the watershed.

Strategies to achieve the mission include education to enhance public understanding of water issues, data collection, community outreach, and public reports.

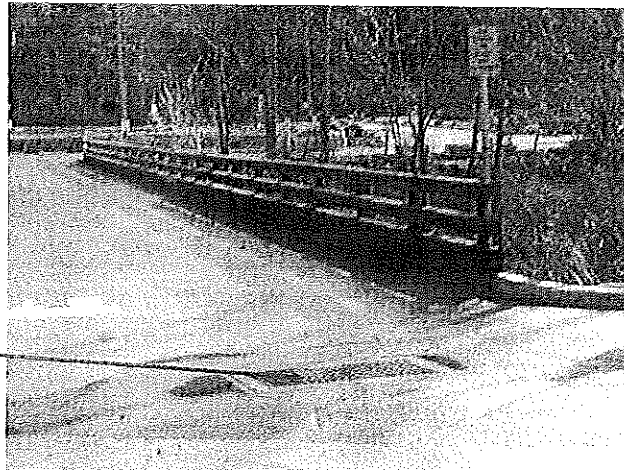


Storm water issues

BWA believes the next logical process, in addition to the outreach we continuously do, is to find ways to address existing developed parcels with little or no storm water controls



Parking lot storm drain next to creek



More examples



Impacts on environment

Storm water runoff carries with it:

- Sediment
- Nutrients – phosphates and nitrates which impact aquatic life
- Animal fecal waste

Storm water

- Increase flow to streams (erosion or flooding)
- “Steals” the water from recharging our wells and aquifer



Why Pocono Township ?

Storm water impacts affect many areas of the Brodhead watershed, but Pocono Township offers some unique opportunities.....

Need – while new construction will comply with new storm water requirements, the Rt. 611 corridor is populated with long existing establishments that existed prior to Stormwater controls and would benefit from retrofits.

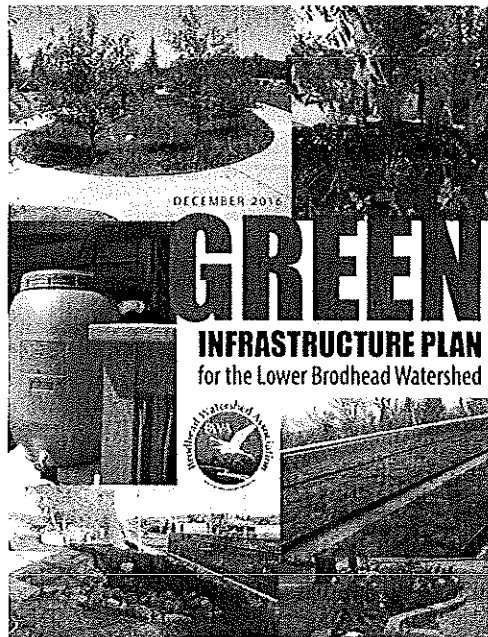
Visibility – large local and tourist population that would be impressed with “green” streetscape, even if only subliminally

Opportunity – DRWI Pocono Kittatinny Cluster – more on that in a minute



...and BWA has done this before.....

BWA grant from National Fish Wildlife
Federation on Green Infrastructure on
Lower Brodhead (Stroud Twp.,
Stroudsburg, East Stroudsburg)



Green Infrastructure

Various techniques to allow storm water to be resorbed into the ground, thereby allowing **recharge** of groundwater and **filtration** by natural methods.

Examples – Rain barrels, rain gardens, flow through planters, bio-swales; pavers, pervious pavement, etc.

Partners: Monroe County Planning Commission, Monroe County Conservation District, East Stroudsburg Boro, Stroudsburg Boro, Stroud Twp.



Storm water control options for existing developed land in Pocono Twp.

BWA proposal for storm water options in Pocono Twp.

Technical options

Financial strategies

Options and layered approaches

Importance of local support

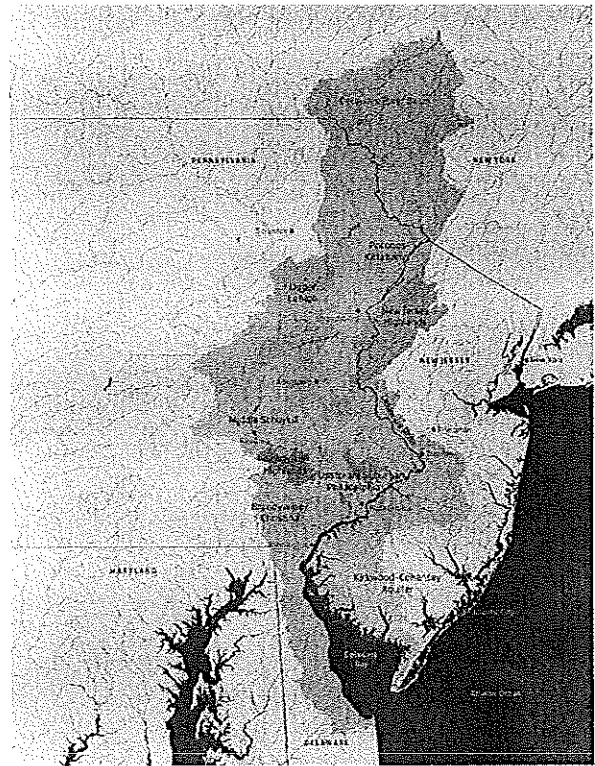


Delaware River Watershed Initiative

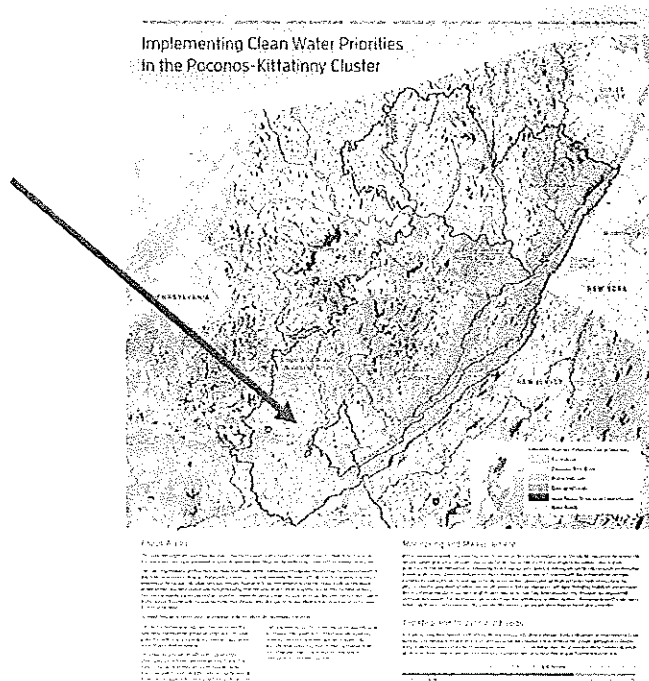
Sponsored by William Penn Foundation

Eight priority areas to improve water
quality, including Poconos

Project will continue for at least next
three years



Funding anywhere within "cluster" area, including all of Pocono Twp.



Opportunities for Funding

- BWA appeals to WPF that Pocono Twp. is to be a Focus Area within Pocono Kittatinny Cluster – no matching funds required - Not a high probability of success.
- BWA argues for storm water as a “complimentary strategy” in cluster process, no matching funds required, more limited funding – High probability of success
- BWA applies for NFWF grant (as we did in Lower Brodhead). Matching funds needed (but can be “in kind services”. Good probability of success in 2018



Municipality Support

Not technically required, but very beneficial and much appreciated
Simple Letter of Support to BWA is all that is asked



Next steps

What questions do you have for BWA ?



Further contact info

Bob Heil, Executive Director BWA

P.O. Box 339 Henryville, PA 18332

info@brodheadwatershed.org

www.brodheadwatershed.org

Facebook <https://www.facebook.com/BrodheadWatershedAssociation/>



**TOWNSHIP OF POCONO, MONROE COUNTY
PENNSYLVANIA**

RESOLUTION 2017-07

**A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING
WITH NORTHAMPTON COMMUNITY COLLEGE**

WHEREAS, Pocono Township desires to enter into an agreement with Northampton Community College (NCC) for the provision of recreational services; and

WHEREAS, NCC has an established and successful recreation program; and

WHEREAS, the Board desires to execute the agreement with NCC: and

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED that the agreement with NCC be accepted and approved.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 20th day of March, 2017.

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Pamela Tripus
Township Secretary

By: _____
Harold Werkheiser
President

Memorandum of Understanding
Between Pocono Township and Northampton Community College
February 2017

The purpose of this MOU is to outline the continuing functional relationship between Pocono Township (the Township) and Northampton Community College (NCC) for the purpose of partnering to provide recreational programming to the residents of the Township. In recent years, the Township has sought to provide recreational programming to its residents through a partnership with Hamilton and Jackson Townships known as HJP. This relationship ended as of December 31, 2015 and the Township seeks to continue a relationship with NCC to fulfill this function into the future.

NCC has a robust and growing recreational program for adults and youth through its Division of Community Education. NCC is interested in expanding its adult and youth recreational offerings to better serve the community. NCC seeks to continue a relationship with the Township to leverage the resources of both partners to serve the community and fulfill the college's mission.

To this end NCC and the Township propose the following for 2017:

NCC agrees to:

- Offer sports classes as part of the regular Summer Youth programming to be held at both Mountain View Park and the NCC gymnasium. This will allow for classes to meet "rain or shine;"
- Schedule classes from 9am-noon, Monday-Thursdays on the weeks stated below;
- Offer the following classes: tennis (week of 6/19);lacrosse (week of 7/10); soccer (week of 7/24); volleyball (week of 7/24); and basketball (week of 7/31);
- Run classes consistent with the College's regular procedures regarding minimum class size;
- Create a discount code for summer youth students from Pocono Township who enroll in a sports class to equal a discount of \$25 per camp;
- Provide the grassy area at the center of the Monroe campus for a series of community nights (two movies and one music night) to be held the third Thursdays of June, July and August. If inclement weather the program will be held in the NCC gymnasium;
- Provide, set up and take down of a projector and screen for the two movie nights;
- Provide, set up and take down of a stage for the music night;
- Work with the Township to secure entertainment for the music night;
- Provide pricing for the public performance rights for selected movies;
- Provide food and beverage sales for the events from the NCC food service provider, Sodexo. Any additional vendor at events would be mutually agreed upon by both parties;
- Provide the Township with an annual report reflecting the number of residents who participated in sports classes under this agreement, the total value of discounts awarded, and assessment results indicating the level of participant satisfaction with their experience;
- Promote the program directly to Township residents in partnership with the Township;
- Meet as needed with the Township Recreation Committee to ensure the partnership serves the Township's and NCC's needs;
- Hire and supervise all program staff and ensure their child abuse, PA and FBI background checks have been completed and are clear;
- Provide cell phone contact numbers for the Director (Dee Raneri, NCC 2411 Rte715, Tannersville, PA 18372. Cell 570-972-6200) to township liaison to ensure communication channels are open;
- Supervise students at all times while at Mt View Park.

The Township agrees to:

- Promote NCC recreational programs to its residents through regular public communications including the Township newsletter, Township website and Facebook page, Township electronic message board;

- Clearly state on all promotional materials that the three summer evening events are *sponsored* by Pocono Township and *held* at the NCC Monroe campus;
- Provide access to the facilities of Mountain View Park at no cost to NCC for the purpose of offering programs and classes through this partnership;
- Verify residency addresses for all registered students using the promo code for summer sports classes;
- Pay NCC an amount equal to the total discount from regular prices (\$25 per student per sports class) awarded to Township residents under this agreement based on submitted invoices;
- Work with the College to secure entertainment for the music night;
- Obtain corporate sponsors for the music night to pay for the bands. If no corporate sponsor is obtained, then the Township will cover the cost of the music;
- Obtain public performance rights for the movies shown at NCC and seek corporate sponsors if needed;
- Invite NCC representatives to meetings of the Township Recreational Committee as needed to ensure the partnership meet's both parties' needs.
- Designate one person as liaison to NCC and provide cell number as a contact in the event of an emergency.

The Township and NCC hereby agree to indemnify and hold the other harmless of and from any and all claims arising out of or alleged to have arisen out of the use of the Township's facilities or NCC's activities under this MOU to the extent that the claims are alleged to have been caused by one or the other's negligence. This indemnification shall also include attorney's fees.

Each party shall present a Certificate of Insurance naming one another as an additional insured under the policy in the event of third party claims.

This MOU outlines the general terms of this partnership and is subject to modification at any time that both parties agree.

The parties agree that this MOU shall apply only to the program contemplated hereunder. Should NCC and the Township determine that the program was beneficial and desire to continue with the program, the parties hereto will enter into an annual agreement concerning the same.

If there is a breach by either party to the terms of this memorandum either party may notify the breaching party of the condition and permit a thirty (30) day cure period. This agreement shall be null and void and of no further force and effect upon written notice after a failure to cure.

The undersigned agree to the terms of this MOU:

NCC Representative

Date

Pocono Township Representative

Date