



POCONO TOWNSHIP COMMISSIONERS
SEWER COMMITTEE AGENDA

July 1, 2019 6:00 p.m.

Open Meeting

Pledge of Allegiance

Roll Call

Public Comments

Comments are for any issue. Please limit individual comments to 5 minutes to allow time for others wishing to speak and direct all questions and comments to the President.

Announcements

Hearings

Presentations

OLD BUSINESS

1. Motion to approve the minutes of the June 3, 2019 sewer committee meeting (action item*)
2. Vasilios Kotretsos - 312 Learn Road - request for reduction in EDU's
3. Jimmy Schlier EDU purchase answer
4. Resolution update committee report – workshop date to discuss

NEW BUSINESS

1. **Financial Transactions**
 - a. Motion to approve Invoice from Keystone Engineering Group in the amount of \$ 4,745.00 as recommended by Patrick Briegel. (action item*)
 - b. Motion to approve invoice dated June 1, 2019 from Brennan Electric DBA Wanto Inc., in the amount of \$10,000.00 for work done on the float project (total cost \$22,750.00) as recommended by Patrick Briegel and Boucher & James (action item*)
2. **Appeals**

REPORTS

1. Commissioners
2. Sewer Consultant
 - a. Update on Verizon hook up
 - b. Update on Fencing at Valve Station #1
 - c. Update – expanding service area
 - d. Update - Deferred property list review report
3. Administration
 - a. Gateway Equities – letter sent giving 120 days to hook up – deadline August 28th
 - b. KSD Hospitality –
 - Received final CO
 - Requesting forgiveness of January 1, 2017 thru Sept. 30, 2017 as they were not yet hooked into system (possible action item*)
4. Sewer Engineer
 - a. Update - Sanofi Sanitary Sewer Easement
 - b. Update - Act 537
5. Solicitor
 - a. Update - Baymont Hotel and Suites

Public Comment

Please limit individual comments to 5 minutes to allow time for others wishing to speak and direct all questions and comments to the President.

Executive Session – if necessary

Adjournment

**Pocono Township Board of Commissioners
Sewer Committee Meeting Minutes
June 3, 2019**

The Sewer meeting of the Pocono Township Commissioners was held on Monday, 06/03/2019 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Gerald Lastowski at 6:07 p.m., followed by the Pledge of Allegiance.

ROLL CALL: Gerald J. Lastowski, present; Richard Wielebinski, present; Jerrod Belvin, present; Chad Kilby, present; and Harold Werkheiser, absent.

IN ATTENDANCE:

Leo DeVito, Twp. Solicitor, Broughal & Devito; Jon Tresslar, Twp. Engineer, Boucher & James, Inc.; Mike Gable, Engineer, Boucher & James; Donna Asure, Township Manager; and Patrick Briegel, Sewer Consultant, were present.

PUBLIC COMMENT: none

ANNOUNCEMENTS:

Executive Session was held on Monday, June 3, 2019 to discuss possible litigation.

MINUTES:

G. Lastowski made a motion, seconded by C. Kilby, to approve the minutes of 05/06/2019 sewer committee meeting. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

OLD BUSINESS:

Vasilios Kotretsos - 312 Learn Road - request for reduction in EDUs. No action taken.

Jimmy Schlier - EDU Purchase answer. No action taken.

Resolution update committee report - workshop date to discuss – workshop was to be held on June 12, 2019.

FINANCIAL TRANSACTIONS

R. Wielebinski made a motion, seconded by J. Belvin, to approve invoice No. 1900693 from Keystone Engineering Group in the amount of \$9,328.76 for control and float system improvements project No. 1831019 as recommended by Patrick Briegel and Boucher & James.

Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

APPEALS : none

REPORTS:

COMMISSIONERS: none

SEWER CONSULTANT REPORT:

Verizon Hookup - P. Briegel, Sewer Consultant, reported that plans were received today, inspections are taking place and project to hookup is moving forward.

Update on Fencing at Valve Station #1 - P. Briegel, Sewer Consultant, reported that the fencing is basically complete with a few minor corrections.

Update - expanding service area – no report

**Pocono Township Board of Commissioners
Sewer Committee Meeting Minutes
June 3, 2019**

Update - Deferred property list review report – P. Briegel, reported that properties are slowly coming off of the deferred list. Commissioner Wielebinski asked that as properties are removed from the list an email is sent to the Commissioners to inform them.

ADMINISTRATION

Gateway Equities - 2185 Route 611 - denial of reduction in EDU - D. Asure, Twp. Manager, reported that the property owner has not yet contacted the township in response to the letter that was sent to demand hookup to the sewer system.

KSD Hospitality – A certified letter was sent giving the property owner until June 3, 2019 to contact BIU to schedule a final inspection for the necessary certificate of occupancy. The owner called the township today at 3:45pm and believes they do not owe arrears. A meeting has been set. Discussion followed.

J. Belvin made a motion, seconded by R. Wielebinski, to authorize the solicitor to investigate and take all legal actions allowed against KSD Hospitality for failure to obtain a certificate of occupancy prior to June 3, 2019.

Roll Call Vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

SEWER ENGINEER:

Sanofi Sanitary Sewer Easement - J. Tresslar, Twp. Engineer, no report.

ACT 537 - J. Tresslar, Twp. Engineer, no report

TOWNSHIP SOLICITOR:

Baymont Hotel and Suites connection – L. DeVito, township solicitor reported that a hearing has been scheduled for August 6, 2019.

Kalahari Non-disclosure agreement-

J. Lastowski made a motion, seconded by R. Wielebinski, to authorize the execution of the Non-disclosure agreement with Tobyhanna Township. Discussion took place on the need for this document.

Roll Call Vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

Tobyhanna Agreement – Discussion took place on the request to extend the current agreement in place with Tobyhanna concerning Kalahari and the installation of the pre-treatment facility. The Board directed the solicitor and township manager to contact their counterparts in Tobyhanna Township and inform them that an extension is not reasonable at this time.

PUBLIC COMMENT: none

ADJOURNMENT:

G. Lastowski made a motion, seconded by R. Wielebinski, to adjourn the meeting at 6:25 p.m. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby yes; and J. Belvin, yes. Motion carried

POCONO TOWNSHIP
SEWER PROJECT INVOICES TO BE APPROVED
Monday, July 1, 2019

<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
Sewer Construction Fund				
06/28/2019	296	KEYSTONE ENGINEERING	Professional services Project 2018.00333	\$ 4,745.00
06/28/2019	297	WANTO INC	Professional services float project	\$ 10,000.00
TOTAL Sewer Construction Fund				\$ 14,745.00

Sewer Operating Fund

TOTAL Sewer Construction Fund	\$ -
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ESSA Transfer \$ 14,745.00 Transferred by: _____
Authorized by: _____