



**POCONO TOWNSHIP COMMISSIONERS**

**AGENDA**

June 18, 2018 7:00 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 –**

Closing Post Office Box as of July 1, 2018

**Hearings –**

**Presentations –**

Interview of Erik Battle for Park and Recreation Board (possible action item\*)

**OLD BUSINESS**

1. Approve minutes of the June 4, 2018 Meeting of Board of Commissioners (action item\*)

**NEW BUSINESS**

1. Personnel

- a. Motion to ratify the hiring of Reecha Patel for a summer internship, at a rate of \$7.25 per hour, up to 40 hours per week, beginning June 18, 2018 (action item\*)

**2. Financial Transactions**

- a. Motion to ratify vouchers payable received through June 15, 2018 in the amount of \$ 13,259.98 (action item\*)
- b. Ratify gross payroll for pay period ending June 3, 2018 in the amount of \$ 116,044.99 (action item\*)

(Action Item\*)

\*A matter listed as an "Action Item" on the Agenda is a matter that the Board of Commissioners will discuss and may deliberate or take official action on. A matter listed on the Agenda as an "Action Item" does not require the Board of Commissioners to deliberate or take official action on that matter.

\*\* Change to agenda versus draft posted on website

- c. Motion to approve vouchers payable received through June 15, 2018 in the amount of \$ 241,307.34 (action item\*)
- d. Motion to approve capital expenditure received through June 15, 2018 in the amount of \$ 31,991.80 (action item\*)

### **3. Travel/Training Authorizations (Approve/Ratify)**

#### **Report of the President**

- a. Motion to reimburse general fund from sewer operating fund for time spent by administrative staff on sewer issues as recorded on time sheets (action item\*)

#### **Commissioners Comments**

Bob De Young – Vice President

Harold Werkheiser – Commissioner

Rich Wielebinski – Commissioner

- a. Motion to authorize the Zoning officer to send a notice of violation based on his investigation of the dangerous structure at Lot 1, Route 314 Pocono Manor (action item\*)
- b. Motion to authorize the Zoning Officer to send a notice of violation based on his investigation for the dangerous structures at 248 Shine Hill Road, Henryville (action item\*)

Jerrold Belvin – Commissioner

#### **Reports**

##### **1. Emergency Service**

- a. Police
- b. EMS
- c. Fire

##### **2. Park Board**

##### **3. Finance Committee**

##### **4. Administration – Manager's Report**

- a. Motion to approve application of Camelback Resort for a firework display at Camelback Mountain on July 3, 2018 with a rain date of July 6, 2018 contingent upon receiving the insurance certificate and any other requirements of Ordinance 2015-08 and 09 (action item\*)
- b. Motion to execute an engagement letter with PFM Financial Advisors for financial services and authorize the President of the Board of Commissioners to sign document (action item\*)

(Action Item\*)

\*A matter listed as an "Action Item" on the Agenda is a matter that the Board of Commissioners will discuss and may deliberate or take official action on. A matter listed on the Agenda as an "Action Item" does not require the Board of Commissioners to deliberate or take official action on that matter.

\*\* Change to agenda versus draft posted on website

- c. Motion to authorize the closing of four checking accounts at Wayne Bank and authorize the opening of new accounts at ESSA (action item\*)
- d. Motion to award the sale of the 2014 Ford Explorer to Kevin Wiley in the amount of \$1,750.00 as the highest bidder on municibid (action item\*)
- e. Inspection of 1079 Sullivan Trail results
- f. MRM Trust – liability dividend received \$ 10,340.81
- g. Update on the hiring of Public Works employees
- h. Discussion on current/future MCTI rate for MOU - \$78.00/hour (possible action item\*)
- i. Resignation of Esme Felins from Park Board – thank-you sent.

#### **5. Public Works Report**

- a. Paving project update
- b. Park lawn mower delivered

#### **6. Township Engineer Report**

- a. Update Status Report on Sewer Redesign
- b. Update on Route 611 Sewer Line Relocation Work Update
- c. Update on Sanofi Sanitary Sewer Easement
- d. Update on enclosure for Valve Station #5 – bid opening June
- e. Update on White Oak Culvert replacement project – awaiting DEP review
- f. Update on Fish Hill Road Storm System Notice of violation from MCCC
- g. TLC Bridge Grant application update
- h. Discussion on dedication of MCTA Drive (possible action item\*)
- i. MS4 - Response to DEP and Annual Report Letter

#### **Township Solicitor Report**

- a. Update on Amusement Tax Ordinance (possible action item\*)
- b. Motion to grant a one year extension as requested by Summit Health Campus and to authorize the execution of a resolution setting forth the decision (action item\*)
- c. Motion to grant a one year extension as requested by Trap Enterprises, LLC Hotel Project and to authorize the execution of a resolution setting forth the decision (action item\*)
- d. Motion to grant a one year extension as requested by Vincent Trapasso and Charlie Lynn Trapasso Route 611 Project and to authorize the execution of a resolution setting forth the decision (action item\*)

(Action Item\*)

\*A matter listed as an “Action Item” on the Agenda is a matter that the Board of Commissioners will discuss and may deliberate or take official action on. A matter listed on the Agenda as an “Action Item” does not require the Board of Commissioners to deliberate or take official action on that matter.

\*\* Change to agenda versus draft posted on website

## **Resolutions**

- a. Resolution 2018-42 Resolution correcting the name and acknowledging the precise physical address of Dhanvi Corp., Inc for liquor license transfer originally approved by Ordinance 2018-04 (action item\*)
- b. Resolution 2018-43 Resolution authorizing the Township Manager to execute documents associated with the 2015 Green Light Go Grant which provides for an emergency vehicle preemption system along the Route 611 corridor (action item\*)

## **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**

(Action Item\*)

\*A matter listed as an “Action Item” on the Agenda is a matter that the Board of Commissioners will discuss and may deliberate or take official action on. A matter listed on the Agenda as an “Action Item” does not require the Board of Commissioners to deliberate or take official action on that matter.

\*\* Change to agenda versus draft posted on website

POCONO TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
June 4<sup>TH</sup>, 2018 7:00 P.M.

DRAFT

The regular meeting of the Pocono Township Commissioners was held on Tuesday, 06/04/2018 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Gerald Lastowski at 7:00 p.m., followed by the Pledge of Allegiance.

**ROLL CALL:** Gerald Lastowski, present; Bob M. DeYoung, present; Harold Werkheiser, absent; Richard Wielebinski, present; and Jerrod Belvin, present.

**IN ATTENDANCE:**

Leo DeVito, Twp. Solicitor, Broughal & DeVito; Jon Tresslar, Twp. Engineer, Boucher & James, Inc.; Donna Asure, Township Manager; and Pamela Tripus, Township Secretary, were present.

**PUBLIC COMMENT:**

J. Lastowski noted on the 1<sup>st</sup> Quarter Fiscal report Public comment will be allowed during that presentation.

Chris Ortolan, Twp. resident, questioned the seal coat and paving projects and how the roads were determined. He suggested a capital plan for road maintenance.

J. Lastowski explained the Twp. is discussing how to move forward with maintaining the roads. J. Lastowski noted they are looking at a plan with sections. B. Sargent, Road Supervisor, noted most of the current projects were on the previous Public Works Director's list. B. Sargent explained they are currently working on the most urgent roads.

Ellen Gndt, Twp. resident, questioned the status of the Audit. D. Asure explained they were waiting for GASB 75.

Ellen Gndt, Twp. resident, noted she felt some of her comments were not accurate in the 05/21/2018. Ellen Gndt, Twp. resident, questioned the use of the term 'quorum' for no vote on two items. L. DeVito, Twp.

Solicitor, explained if three persons are present and one cannot vote, it is still a quorum. P. Tripus will correct the minutes.

Ellen Gndt, Twp. resident, questioned the posted agenda.

Ellen Gndt, Twp. resident, questioned the Collective Bargaining Agreement. J. Lastowski requested E. Gndt submit questions in writing to the Township Manager and she will respond to her questions.

Jake Singer, Twp. resident, questioned if Flute Road was on the agenda.

**ANNOUNCEMENTS:**

- A) An executive session was held on June 4<sup>th</sup>, 2018 to discuss personnel and litigations.

DRAFT

**MINUTES:**

R. Wielebinski made a motion, seconded by J. Belvin, to approve the minutes of the 04/30/2018 regular meeting. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, abstained; and J. Belvin, yes. Motion carried.

J. Lastowski made a motion, seconded by R. Wielebinski, to approve the minutes of the 05/16/2018 Work session meeting. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, abstained; and J. Belvin, yes. Motion carried.

J. Belvin made a motion, seconded by J. Lastowski, to approve the minutes of the 05/21/2018 meeting. Roll call vote: R. Wielebinski, abstained; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

**NEW BUSINESS:**

Personnel

Seasonal Park Employees:

R. Wielebinski made a motion, seconded by J. Belvin, to ratify the hiring of Alyssa Bullis as seasonal park employee, beginning 05/12/2018 at a rate of \$12.00 per hour for approximately 32 hours per week. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, abstained; and J. Belvin, yes. Motion carried.

R. Wielebinski made a motion, seconded by B. DeYoung, to ratify the hiring of Michael Kresge as seasonal park employee, beginning 06/02/2018 at a rate of \$12.00 per hour for approximately 32 hours per week. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Collective Bargaining Agreement - Teamsters 773 -

J. Lastowski made a motion, seconded by J. Belvin, to ratify the Collective Bargaining Agreement with Teamsters 773, Public Works/clerical effective 01/01/2018 through 12/31/2022 and authorize the President of the Board of Commissioners to execute the documents with retro pay increases back to 01/01/2018 to be competed in the pay period ending 06/03/2018. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, no; and J. Belvin, yes. Motion carried.

Public Works Employees -

J. Lastowski made a motion, seconded by B. DeYoung, to approve the advertising for and hiring of 2 full-time Public Works employees. R. Wielebinski spoke in favor of hiring additional employees. J. Lastowski noted concern of hiring additional employees since it would tax the budget. J. Belvin noted the Township's need to improve the roads and roadway drainage. B. Sargent noted ideally a full complement would be 10 employees, currently the Township is at 6 full-time, plus his position. Discussion followed.

J. Lastowski amended his motion to approve the advertising for and hiring of 3 full-time Public Works employees, B. DeYoung seconded. J. Lastowski opened the meeting to public comment.

Jake Singer, Twp. resident, spoke in support of the additional employees. Dean Hartshorn, Public Works Employee, spoke in support of additional workers for when staff is on vacation/comp time.

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

Leave of absence - Starner -

J. Lastowski made a motion, seconded by J. Belvin, to extend the medical leave of absence for Phillip Starner, originally from 05/29/2018, now through 08/18/2018 per the PW CBA. R. Wielebinski questioned his status. Discussion followed. J. Lastowski amended his motion, seconded by J. Belvin, to extend the medical leave of absence for Phillip Starner, originally from 05/29/2018, now through 08/18/2018 per the PW CBA with the condition of a full release from the physician prior to return to work. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

FMLA Leave - Getz -

R. Wielebinski made a motion, seconded by J. Belvin, to grant the FMLA leave for Ed Getz, effective 06/01/2018 for approximately 4 to 6 weeks, conditioned upon a full release from the physician prior to return from work. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

#### Financial Transactions-

1<sup>st</sup> Quarter fiscal report: Frank Cefali, Twp. Treasurer, gave the 1<sup>st</sup> Quarter Fiscal report. Discussion followed. J. Lastowski opened the meeting to public comment.

Christopher Ortolan, Twp. resident, questioned if the Township budgeted monthly or annually. F. Cefali, Twp. Treasurer, explained it was an annual budget.

Ellen Gndt, Twp. resident, commented on previous accounting practices and if receivables are entered at the end of quarter.

Ellen Gndt, Twp. resident requested a balance sheet and comparative from last year. J. Lastowski noted if Ellen Gndt wished to request additional information to submit a right-to-know request to the Township.

#### Administrative Changes-

a) Police longevity will now be paid out upon anniversary date.

b) CBA agreed upon match of up to \$600 for Police 457 Plan will be paid out on a per payroll basis.

POCONO TOWNSHIP COMMISSIONERS' REGULAR MEETING, 06/04/2018

PG 4

State Workers Insurance Fund (SWIF) Audit results - invoiced \$15,688.00 additional charges. D. Asure, Twp. Manager, explained during the audit, the employment status of Patrick Briegel was questioned. He was not an employee and for most of the year did not have a Certificate of Insurance on file as a contracted vendor. Because of this the auditor had to consider him an employee for the sake of Workers Comp and charged the Township the extra money.

Pocono Township Police Pension Plan and Non-Uniform Money Purchase Plan - J. Belvin made a motion, seconded by R. Wielebinski, to adopt the definition of compensation for the Pocono Township Police Pension Plan, the Nationwide 457 Plan and the non-uniform Money Purchase. D. Asure, Twp. Manager, noted when Frank Cefali, Treasurer, Paola Razzaq, Bookkeeper, and herself, met with the Pension Group they found that when refunds were given to the Police Department last year, it was recommended at that time by the pension, the change to definitions of compensations, since the refund did not abide by the agreement. The changes will be equal under all the plans. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Beyer-Barber -

J. Lastowski made a motion, seconded by B. DeYoung, to authorize Beyer-Barber to prepare amendments to the Pocono Township Police Pension Plan and Non-Uniform Money Purchase Plan to be billed on a 'time and charges' basis for a minimum of \$600.00 (\$300.00 each plan). Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Delaware Valley Retirement

R. Wielebinski made a motion, seconded by B. DeYoung, to authorize Delaware Valley Retirement to prepare an amendment to the Pocono Township 457 Plan at a cost of \$250.00. Both Beyer Barber and Delaware Valley need to incorporate the new compensation definitions in the Plan, change Supervisor to Commissioner, and define administrator. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Wayne Bank

R. Wielebinski made a motion, seconded by J. Belvin, to have all authorized signers of bank accounts at Wayne Bank to re-sign a bank resolution at the request of Wayne Bank. D. Asure, Twp. Manager, noted Wayne Bank auditors found the original resolution was incorrect. Discussion followed. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Ratify Vouchers Payable

R. Wielebinski made a motion, seconded by J. Belvin, to ratify vouchers payable for the period ending 06/01/2018 in the amount of \$99,946.87. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

DRAFT

Ratify Gross Payroll

J. Lastowski made a motion, seconded by R. Wielebinski, to ratify gross payroll for pay period ending 05/20/2018 in the amount of \$82,563.45. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Vouchers Payable

R. Wielebinski made a motion, seconded by J. Belvin, to approve voucher payables received through 06/01/2018 in the amount of \$55,901.78. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Capital Expenditures

J. Belvin made a motion, seconded by J. Lastowski, to approve Capital expenditures received through 06/01/2018 in the amount of \$19,602.60. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Travel/Training Authorizations -

Flagger training:

J. Belvin made a motion, seconded by R. Wielebinski, to approve the attendance of the Public Works Department employees-6 FT, 1 Seasonal - at the flagger training course to be held 06/12/2018 at Jackson Township Municipal Building, from 9:00 a.m. to noon, at a cost of \$50.00 per person. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

**REPORT OF THE PRESIDENT**

Gerald Lastowski, President

- a) Generator donated from the Fire Company to the Township - D. Asure, Twp. Manager, sent a thank you note for their donation. D. Asure explained they are waiting for a starter for the generator.
- b) TLC Park - J. Lastowski explained there is a hole in the sidewalk, the PW Department has put an orange fence around it and they have patched it but it is still sinking. B. Sargent, Road Supervisor, explained there is a pipe under the path that is undermining the area. B. Sargent requested Board permission to have the Twp. Engineer inspect the site. J. Lastowski requested the Twp. Engineer inspect the sidewalk and the railing between the ponds.
- c) Capital Planning
  - 1) White Oak Drive - J. Lastowski noted they will meet on Wednesday at 9:00 a.m. to discuss Twp. resident Keith Kuntz's concerns.

**COMMISSIONERS COMMENTS**

Robert M. DeYoung, Vice-President - no report.

Harold Werkheiser, Commissioner - absent.

COMMISSIONERS COMMENTS CONT:

Richard Wielebinski, Commissioner

DRAFT  
PG. 6

a) 248 Shine Hill Road -

R. Wielebinski made a motion, seconded by B. DeYoung, to authorize the Township Zoning Officer to send a Notice of Violation for the dangerous structure at 248 Shine Hill Road. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

b) P.O. Box 38, Route 314 -

R. Wielebinski made a motion, seconded by J. Belvin, to authorize the Township Zoning Officer to send a Notice of Violation for the dangerous structure at P.O. Box 38, Rt. 314, below Summit Road Tax ID: 12/13/1/1. L. DeVito, Twp. Solicitor, questioned if it had a physical address or tax map parcel number. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

c) 1079 Sullivan Trail - R. Wielebinski made a motion, seconded by B. DeYoung, to authorize the Twp. Zoning Officer to inspect the property at 1079 Sullivan Trail to determine if the structure is a dangerous structure and report back to the Board of Commissioners. J. Lastowski opened the meeting to public comment. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Jerrod Belvin, Commissioner

a) TLC Field repair - D. Asure, Twp. Manager, explained the Little League has been trying to raise funds to do the repair. J. Belvin made a motion, seconded by R. Wielebinski, to authorize the Township Manager to get quotes for necessary supplies to repair the ball field at the TLC Park utilizing in-lieu of funds. B. DeYoung questioned if ESSA may help. J. Lastowski recommended the Twp. Manager to reach out to ESSA to partner with the Township to repair. Discussion followed. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

b) TEMA (Township Emergency Management Association) - J. Belvin explained since they are in the process of rewriting the Emergency Management Plan, TEMA will assist in the process. J. Belvin made a motion, seconded by R. Wielebinski, for Pocono Township to become a member of TEMA through PSATS for an annual cost of \$125.00. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

c) Amendment of Ordinance 2014-01 - J. Belvin recommended updating the Twp. Manager's ordinance to include the Ordinance 2014-01. J. Belvin made a motion, seconded by J. Lastowski, to authorize the Township Solicitor to prepare an amendment to the current Manager's Ordinance so that it adopts the Township Manager's Ordinance 2014-01. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

REPORTS:

ADMINISTRATION - MANAGER'S REPORT

DRAFT  
PG 47

- a) J & Z Professional Services, LLC - D. Asure, Twp. Manager, received three quotes for cleaning services, and recommended J & Z Professional Services, LLC.  
J. Lastowski made a motion, seconded by B. DeYoung, to award the cleaning services for the Municipal Building, Maintenance Building, and Police Building to J & Z Professional Services, LLC for once a week cleaning per building for a total of \$947.50 per month for all three buildings beginning June 18<sup>th</sup>, 2018, contingent upon review of contract by the Twp. Solicitor and receiving the certificate of insurance. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.
- b) Paving of Parking Lot - D. Asure, Twp. Manager, explained the Fire Company is considering paving their parking lot. She requested direction from the Board if they are interested in partnering with the Fire Company to pave the Township's lot. The Board concurred to wait until a decision is made on the Twp. Buildings.
- c) Sale of Copiers, Fax Machine and Police Car  
J. Belvin made a motion, seconded by B. DeYoung, to authorize the Township Manager to sell two Township owned copiers, one fax machine and one 2013 Ford Taurus Sedan police car. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.
- d) Great Wolf Lodge - Firework's Permit -  
B. DeYoung made a motion, seconded by J. Lastowski, to approve the application from SkyShooters for Great Wolf Lodge's fireworks display on 07/03/2018, contingent upon receiving the application fee, bond, certificate of liability insurance naming Pocono Township as additional insured and any other requirements of Ordinance 2015-08 & 09. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.
- e) Camelback Resort - Fireworks Display - D. Asure, Twp. Manager, explained the application is in the name of Camelback Resort which is not the legal name and not signed by the owner. Additional information is required. Discussion followed. No action taken.
- f) St. Luke's - D. Asure reported St. Luke's is assisting the Township with first aid kits and scheduling of CPR/First Aid training. She thanked St. Luke's.
- g) Burning Ordinance clarification - D. Asure, Twp. Manager, explained a question was asked concerning the burning of leaves. She explained as amended in 2014 - Ord. 2014-12 the Burning of Leaves is prohibited material.

REPORTS CONT:

PUBLIC WORKS REPORT:

DRAFT

Pocono Spray Patch - D. Asure, Twp. Manager, explained the difference in pricing due to the escalator clause.

R. Wielebinski made a motion, seconded by J. Belvin, to grant a request by Pocono Spray Patch to have the Township waive liquidated damages and extend completion date for Seal Coat project until 08/01/2018 contingent upon agreeing to hold the escalator of asphalt index price to the PennDOT ECMS June Index pricing. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Hanson Aggregates, LLC - Waiver request

R. Wielebinski made a motion, seconded by J. Lastowski, to grant the request by Hanson Aggregates LLC, to have the Township waive liquidated damages and extend the completion date for Bituminous Wearing and Leveling Course project until 07/31/2018 contingent upon agreeing to hold the escalator of asphalt index price to the PennDOT ECMS June Index pricing. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Paving Project Update: D. Asure, Twp. Manager, noted seal coating should start next week, June 11th. B. Sargent, Road Supervisor, noted the road crew is close to completing the preparation of the roads. Discussion followed.

Ferris Mower, 61" - D. Asure, Twp. Manager, explained three quotes were requestion and two quotes were received.

J. Lastowski made a motion, seconded by B. DeYoung, to award the purchase of a Ferris Mower, 61" Briggs, 32HP Mower to Cramer's Powerhouse as the lowest quote received at \$12,349.00 as recommended by Road Supervisor Robert Sargent. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Ferris Mower

R. Wielebinski made a motion, seconded by B. DeYoung, to repair the Ferris Mower at a cost of approximately \$3,000.00 as recommended by Road Supervisor Robert Sargent. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Township Engineer Report:

Status Report on Sewer Redesign - J. Tresslar, Twp. Engineer, noted Valve Station No. 2 was brought on line and the project should be completed by next week. Discussion followed.

Route 611 Sewer Line Relocation Work Update - J. Tresslar, Twp. Engineering, indicated work is ongoing.

Sanofi Sanitary Sewer Easement - No update.

TWP. ENGINEER'S REPORT CONT:

Enclosure for Valve Station #5 - Bid opening 05/23/2018 and 06/19/2018.

J. Tresslar, Twp. Engineer, explained only one quote was received for construction of an enclosure. He is waiting for the bids for a prefab enclosure. Discussion followed on various options to cover the screw screen and the maintenance of the screw screens.

White Oak Culvert replacement project -

Plans were submitted to DEP. Discussion followed on the purposed detour during construction.

Fish Hill Road Storm System Notice of Violation from MCCD -

J. Tresslar, Twp. Engineer, noted two quotes were received: Based on 9 hour day - portal to portal.

1) \$3,178.00 - Environmental Services Corporation

2) \$3,325.00 - JMT Environmental Technologies

Discussion followed on including the inlets along Learn Road.

R. Wielebinski made a motion, seconded by J. Belvin, to approve

Environmental Services Technologies, in the amount of \$3,178.00 (Based on 9 hour day - \$225.00 per hour) to clean the Fish Hill Road stilling basin and inlets, and to include an additional day if needed to include Learn Road inlets. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

TLC Bridge

J. Tresslar, Twp. Engineer, noted the grant application has been submitted.

Resolution 2015-42 - Kopelson Minor Subdivision - J. Tresslar, Twp.

Engineer, explained the tract was approved with conditions. They recently resubmitted the revised plan and have met the conditions. J. Tresslar read the conditions.

J. Lastowski made a motion, seconded by R. Wielebinski, to grant the request to extend the time frame on Resolution 2015-42, Kopelson Minor Subdivision, for one year with Resolution being adopted at the next BOC meeting. R. Wielebinski questioned why the need for the extension. Marc Wolf, Solicitor for the applicant, noted delays with the Rt. 715 realignment and change of engineers delayed the project. Discussion followed on the various projects. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

MCTA Drive - Peggy Howarth, Executive Director MCTA, gave an update of the Pocono Hospitality Right of Way Agreement. She will come back to the Board once the ROW agreement is completed. R. Wielebinski questioned if MCTA drive will be brought up to Twp. specifications.

UGI

J. Tresslar, Twp. Engineer, explained his quote for monitoring/inspection of the UGI installation along Rt. 611.

J. Lastowski made a motion, seconded by R. Wielebinski, to approve the Boucher & James, Inc. quote dated 05/01/2018, in the amount not to exceed \$4,000.00 to monitor the UGI pipeline installation where it crosses the Pocono Township sewer system in 9 areas.

TWP. ENGINEER REPORT -UGI CONT:

DRAFT

R. Wielebinski questioned if it would be 'potholed' before they do construction. J. Lastowski noted his disappointment with the lack of progress for the Rt. 611 project. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

PPL Right of Way Documents - J. Tresslar, Twp. Engineer, explained PPL will be working near the Township's sewer easement.

R. Wielebinski made a motion, seconded by J. Belvin, to authorize President Gerald J. Lastowski to execute the Right-of-Way documents for overhead easements as requested by PPL. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Township Solicitor Report

Exxon Monitoring Wells Agreement - L. DeVito, Twp. Solicitor, updated the Board on the request for easement. He noted he has not been contacted by them concerning the request. Discussion followed.

Amusement Tax Ordinance - L. DeVito, Twp. Solicitor, noted he provided a draft of an Amusement Tax Ordinance to the Board. J. Lastowski questioned if the Twp. had the staff to collect the fee. J. Lastowski questioned if non-profits, Fire Company carnivals, etc. could be exempt. L. DeVito noted they are not exempt under the draft. Discussion followed. The Board concurred to take no action at this time.

Sign Ordinance/SALDO Amendment - L. DeVito, Twp. Solicitor, reviewed the amendment.

R. Wielebinski made a motion, seconded by J. Lastowski, to authorize the Twp. Solicitor to advertise a hearing on 07/16/2018 to amend Ordinance 110 of the Zoning Ordinance and Ordinance No. 77 of the SALDO concerning signs. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Ordinance 110 Amendment - L. DeVito, Twp. Solicitor, explained proposed amendment to Ordinance 110 is to regulate the Medical Marijuana facilities. He noted the Planning Commission reviewed and passed it on to the Board of Commissioners for consideration.

J. Lastowski made a motion, seconded by R. Wielebinski, to authorize the Solicitor to advertise for a hearing on 07/16/2018 to amend the Zoning Ordinance 110 to provide for the establishment and regulation of medical marijuana facilities. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

TLC Tanks - L. DeVito noted the information has been sent to the state showing the tanks have been removed.

POCONO TOWNSHIP COMMISSIONERS' REGULAR MEETING, 06/04/2018  
TWP. SOLICITOR'S REPORT CONT:

PG. 2  
DRAFT

Resolution 2018-41 - rescinding Resolution 2018-38 - L. DeVito, Twp. Solicitor, explained previously the LDP was denied by Resolution 2018-38. The question is whether or not a full land development plan is required to have a used car lot under the SALDO. Marc Wolf, Attorney for the applicant, will present at a future Board of Commissioner's meeting a waiver request. A time extension was received until 08/27/2018. R. Wielebinski made a motion, seconded by J. Belvin, to rescind Resolution 2018-38 denying preliminary/final plan approval of the Ertle Enterprises, Inc. Land Development Plan. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

**PUBLIC COMMENT:**

Ellen Gndt, Twp. resident, commented on the State Workman's Comp payment and the pension refunds.

**ADJOURNMENT**

B. DeYoung made a motion, seconded by J. Belvin, to adjourn the meeting at 9:25 p.m. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; and J. Belvin, yes. Motion carried.

**POCONO TOWNSHIP**  
**Monday, June 18, 2018**

## **SUMMARY**

**Ratify**

General Fund	\$	116,656.22
Sewer Operating	\$	299.75
Sewer Construction	\$	-
Capital Reserve	\$	12,349.00

**Bill List**

TOTAL General Fund	\$	143,710.32
TOTAL Sewer <u>OPERATING</u> Fund	\$	97,597.02
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	-
TOTAL Capital Reserve Fund	\$	31,991.80

<b><u>Budget Adjustments</u></b>	\$	-
----------------------------------	----	---

<b><u>Budget Appropriations</u></b>	\$	-
-------------------------------------	----	---

**Notes:**

# POCONO TOWNSHIP CHECK LISTING

## RATIFY

Monday, June 18, 2018

	<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
<b>General Fund</b>					
Payroll	06/08/2018			PAY 11 (Includes retroactive Non Police CBA pay and police longevity)	116,044.99
General Expenditures				<b>TOTAL PAYROLL</b>	<b>\$116,044.99</b>
	06/05/2018	57156	PENTELEDATA	Park & Township Internet Service	130.02
	06/05/2018	57157	PSATS	Township Emergency Management Assoc.	125.00
	06/14/2018	57158	KIMBALL MIDWEST	Public works shop supplies	231.27
	06/14/2018	57159	PENTELEDATA	Police Internet	124.94
				<b>TOTAL General Fund Bills</b>	<b>\$ 611.23</b>
<b>Sewer Operating Fund</b>					
	06/05/2018	2181	PENTELEDATA	Internet service pump stations	299.75
					<b>\$ 299.75</b>
<b>Sewer Construction Fund</b>					
				<b>TOTAL Sewer Construction Fund</b>	<b>\$ -</b>
<b>Capital Reserve</b>					
	06/07/2018	207	CADCO DISTRIBUTING	New park mower/FER 5901575 is	9,899.00
	06/07/2018	208	Cramers Powerhouse	Fast Vac 61 CU Hard Top	2,450.00
				<b>TOTAL Capital Reserve Fund</b>	<b>\$ 12,349.00</b>
<b>TOTAL General Fund</b>					
<b>TOTAL Sewer Operating</b>				116,656.22 Transferred by:	
<b>TOTAL Sewer Construction</b>				299.75	
<b>Total Capital Reserve</b>				-	
				12,349.00	
				<b>129,304.97</b> Authorized by:	

# POCONO TOWNSHIP CHECK LISTING

## Monday, June 18, 2018

<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
<b>General Fund</b>				
06/15/2018	57160	NATIONWIDE	Employee Pay 11/Employer matching contribution (police only)	\$ 5,321.53
06/14/2018	57161	Access Office Technologies	Cables for copiers	\$ 26.85
06/14/2018	57162	ARGS Technology, LLC	IT Services - Police/Twp	\$ 2,875.00
06/14/2018	57163	Bartonsville Printing	Flyers - Thursday on the Green	\$ 625.00
06/14/2018	57164	BIU of PA, Inc.	SEO/ZO/BIU Permits	\$ 20,181.10
06/14/2018	57165	Brodhead Creek Regional Authority	Sewer	\$ 177.08
06/14/2018	57166	Broughal & DeVito, L.L.P.	Legal - General/Police/Planning	\$ 8,083.58
06/14/2018	57167	Cardmember Service	Printer/Flagger Classes	\$ 688.88
06/14/2018	57168	Cardmember Service	MS Licenses/Work session	\$ 270.51
06/14/2018	57169	Cardmember Service	Training/Ink/harddrive	\$ 433.01
06/14/2018	57170	D.G. Nicholas Co.	Brake Drum dollie/Supplies	\$ 686.19
06/14/2018	57171	DES	Recycling	\$ 30.00
06/14/2018	57172	Dunne Manning Stores, LLC	Car Washes	\$ 17.50
06/14/2018	57173	Eureka Stone Quarry, Inc.	9.5	\$ 2,526.41
06/14/2018	57174	Flamm, Walton Heimback & Lamm, PC	Legal	\$ 3,283.00
06/14/2018	57175	Hineline, Robert	Workboot Allowance	\$ 89.99
06/14/2018	57176	J & B Auto	Police Vehicle Repairs	\$ 203.22
06/14/2018	57177	Kost Tire & Auto Service	Police Vehicle Tires	\$ 599.76
06/14/2018	57178	Kresge, Scott	Uniform Allowance	\$ 184.98
06/14/2018	57179	Lawrence B. Fox P.C.	Civil Service - Legal	\$ 625.40
06/14/2018	57180	Leon Clapper, Inc.	Mt. View - Repair waterline	\$ 800.00
06/14/2018	57181	Lynott, Tom	Yearbook - ID assistance	\$ 75.00
06/14/2018	57182	Medico Industries, Inc.	Case Loader	\$ 2,258.46
06/14/2018	57183	Metro Technology Services, Inc.	Annual Renewal for Alert Records Management System	\$ 2,666.00
06/14/2018	57184	Metropolitan Telecommunications	Phones - Township	\$ 304.86
06/14/2018	57185	Metropolitan Telecommunications	Phones - Park/Township	\$ 600.05
06/14/2018	57186	Network Fleet	GPS Service	\$ 325.45
06/14/2018	57187	Otto, Jamie Lynn	Cleaning - 06/07/2018	\$ 275.00

<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
06/14/2018	57188	PAPCO, Inc.	Gasoline	\$ 1,661.35
06/14/2018	57189	PMHIC	Health Insurance - July	\$ 57,192.21
06/14/2018	57190	Pocono Farmstand & Nursery	Plants for buildings	\$ 170.95
06/14/2018	57191	Pocono Record	Advertising	\$ 498.93
06/14/2018	57192	PPL Electric Utilities	Township/Traffic/Park	\$ 1,432.86
06/14/2018	57193	Prevailed Studios	Art Show Music	\$ 250.00
06/14/2018	57194	Prosser Laboratories, Inc.	Water Testing - Mt. View	\$ 29.00
06/14/2018	57195	Road Runner Food Mart	Gasoline - Police	\$ 171.41
06/14/2018	57196	Robert B. Turnbull, Jr.	TLC Park - Storm damaged tree	\$ 750.00
06/14/2018	57197	RR Donnelley	Traffic Citations	\$ 19.90
06/14/2018	57198	Safariland, LLC	OC Training	\$ 100.00
06/14/2018	57199	Shick, Tom	Workboot Allowance	\$ 132.50
06/14/2018	57200	Site2	Online Backup and Recovery	\$ 210.00
06/14/2018	57201	Sparkle Car Wash	Vehicle washes	\$ 36.00
06/14/2018	57202	Staples Business Credit	Office and Park Supplies	\$ 779.81
06/14/2018	57203	Starr Uniform Center	Equipment - New Hires	\$ 6,275.55
06/14/2018	57204	UNIFIRST Corporation	Carpets/Uniforms	\$ 122.28
06/14/2018	57205	Unum Life Insurance	Life Insurance	\$ 1,797.22
06/14/2018	57206	Waste Management of Pennsylvania, Inc.	Spring Cleanup	\$ 12,528.75
06/14/2018	57207	WatchGuard Video	Holsters (20) for body cameras	\$ 412.00
06/14/2018	57208	Weatherly Borough Police Department	VOID: Ballistic Vest - James Scott	\$ -
06/14/2018	57209	Wilson Products Compressed Gas Co.	Supplies	\$ 7.00
06/14/2018	57210	BIU of PA, Inc.	ZO Services	\$ 900.00
06/14/2018	57211	Kyocera Document Solutions America, Inc.	Copiers lease	\$ 600.40
06/14/2018	57212	Tulpehocken Mountain Spring Water Inc	Water	\$ 81.90
06/14/2018	57213	Weatherly Borough Police Department	Ballistic Vest - James Scott	\$ 594.41
06/15/2018	57214	Teamster Local 773	June dues non-police union	\$ 425.00
06/15/2018	57215	Teamster Local 773	June dues police union	\$ 1,153.00
06/15/2018	57216	United States Treasury	PCOR Fees 2018	\$ 169.69
06/15/2018	57217	AFLAC	Supplemental insurance	\$ 291.26
06/15/2018	57218	Verizon	Police Ipads & department cell phones	\$ 683.13
<b>TOTAL General Fund</b>				<b>\$ 143,710.32</b>

<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
<b>Sewer Operating Fund</b>				
06/15/2018	2182	BLUE RIDGE COMMUNICATION	Phone, internet pump stations	\$ 120.92
06/15/2018	2183	BCRA	Broadhead Creek Regional Authority	\$ 84,015.00
06/15/2018	2184	Broughal & Devito	Sewer legal	\$ 390.00
06/15/2018	2185	EEEMA O&M Services Group	Sewer O&M 2018	\$ 7,989.80
06/15/2018	2186	Met-Tel	Pump station # 4 phone	\$ 61.06
06/15/2018	2187	PA One Call System	Sewer mapping services	\$ 104.39
06/15/2018	2188	Pocono Management	Contracted services 5/28 - 6/10/2018	\$ 2,471.35
06/15/2018	2189	Pocono Record	Advertising Sewer	\$ 284.01
06/15/2018	2190	PPL	Electric service pump stations	\$ 2,160.49
TOTAL Sewer Operating				\$ 97,597.02
<b>Sewer Construction Fund</b>				
TOTAL Sewer Construction Fund				\$ -
<b>Capital Reserve Fund</b>				
06/15/2018	209	P&D Operating	Upfit units 96 & 98	\$ 31,991.80
TOTAL Capital Reserve Fund				\$ 31,991.80
<b>ESSA</b>				
TOTAL General Fund		\$	143,710.32	
TOTAL Sewer Construction Fund		\$	-	
TOTAL ESSA TRANSFER		\$	143,710.32	
			Transferred by:	
<b>Wayne Bank</b>				
Sewer Operating		\$	97,597.02	
Capital Reserve		\$	31,991.80	
TOTAL WAYNE TRANSFER		\$	129,588.82	
			Authorized by:	



# POCONO TOWNSHIP

[www.poconopa.gov](http://www.poconopa.gov)

JUNE 14, 2018

Dear Commissioners,

As requested by the Pocono Township Board of Commissioners I inspected a property on Route 314, Pocono Manor. The property, Lot 1, PIN # 12635500705015. There is a structure on the property which is vacant, dilapidated and partially collapsed creating a dangerous condition and meets the definition of a Dangerous Structure as defined in by Pocono Township Ordinance 2012-03.

I have attached photographs of the structure which I have taken from the roadway.

Very truly yours,

Michael Tripus



Pocono Township

Zoning Officer

selected features.txt

OBJECTID 163297373  
TOWNSHIP 12  
MAP 6355  
SUBMAP 00  
BLOCK 70  
PARCEL 5015  
EXT  
MAPNUMBER 12635500705015  
MAP\_EXT  
SheetNum 635500  
EDITOR CL  
LASTUPDATE 2013-10-04  
PIN 12635500705015  
ACCOUNT 12/13/1/1  
OWNER POCONO MANOR INVESTORS LP  
LASTNAME POCONO MANOR INVESTORS LP  
FIRSTNAME1  
FIRSTNAME2  
ADD1 PO BOX 38  
ADD2  
ADD3  
CITY POCONO MANOR  
STATE PA  
ZIP 18349  
STNUMF  
STNUMT  
STDIR  
STNAME PA RT 154  
STUNIT 4  
STCITY  
STZIP  
DEEDREF 2394 4123  
DEEDBOOK 2394  
DEEDPAGE 4123  
SALEAMT 1  
ACREAGE 597.02  
LANDVALUE 207570  
BLDGVALUE 339870  
CLASS 9  
CLASSDESC Taxable  
LANDUSE 751  
LANDUSEDES RESORTS & GROUP CAMPS  
LOCATION PA RT 154  
LEGAL LOT 1  
HOMESTEADF R  
HOMESTEAD  
SALEDATE 11/21/2011  
Shape\_STAr 0



# POCONO TOWNSHIP

[www.poconopa.gov](http://www.poconopa.gov)

June 14, 2018

Dear Commissioners,

I have been asked to inspect the buildings on a property located at 248 Shine Hill Road, Henryville, PA 18332. The property PIN # is 12637301453407 and Tax Acct # is 12/6/2/35-3.

I have conducted the inspection and determine the structures located on the property meet the definition of Dangerous Structures as defined by the Pocono Township Ordinance 2012-03.

Structure #1, the residential structure, a manufactured single-family dwelling unit, trailer, is uninhabited and is deteriorating.

Structure #2 is a white wood framed garage type utility building. The exterior of the building is deteriorating and it appears in addition to the poor condition of the roof a tree is resting on the left side of the roof.

Structure # 3 is a wood framed structure which has for the most part collapsed and is past the point of repair.

In addition to the condition of the structures the property is becoming overgrown.

Very truly yours

Michael Tripus  
  
Zoning Officer

selected features.txt

OBJECTID 163299880  
TOWNSHIP 12  
MAP 6373  
SUBMAP 01  
BLOCK 45  
PARCEL 3407  
EXT  
MAPNUMBER 12637301453407  
MAP\_EXT  
SheetNum 637301  
EDITOR  
LASTUPDATE - -  
PIN 12637301453407  
ACCOUNT 12/6/2/35-3  
OWNER WIDDOSS VALERIE J  
LASTNAME WIDDOSS  
FIRSTNAME1 VALERIE J  
FIRSTNAME2  
ADD1 313 SHINE HILL ROAD  
ADD2  
ADD3  
CITY HENRYVILLE  
STATE PA  
ZIP 18332  
STNUMF 248  
STNUMT  
STDIR  
STNAME SHINE HILL RD  
STUNIT  
STCITY  
STZIP  
DEEDREF 1784 1751  
DEEDBOOK 1784  
DEEDPAGE 1751  
SALEAMT 54900  
ACREAGE 1.48  
LANDVALUE 3570  
BLDGVALUE 3260  
CLASS 9  
CLASSDESC Taxable  
LANDUSE 141  
LANDUSEDES MOBILE HOMES, PARKS, CTS  
LOCATION 248 SHINE HILL RD  
LEGAL  
HOMESTEADF R  
HOMESTEAD  
SALEDATE 07/11/1991  
Shape\_STAR 0

541  
Mar

**POLICE REPORT FOR APRIL 2018**

The following are the recorded activities of the Pocono Township Police Department for the month of April 2018. Also listed are the available recorded activities for 2018 year to date.

	April 2018	Y-T-D 2018	March 2018	
Incidents Investigated	853	3279	944	
Burglary / Fire Alarms Answered	70	281	83	
Motor Vehicle ACC	37	202	53	
Assaults	11	20	3	
Narcotics	5	23	3	
Criminal Arrests	27	92	19	
Theft	16	67	17	
DUI alcohol/drug impaired	17	45	9	
Mental Health	6	24	9	
Vehicle Reports	1	6	0	
Death Investigations	0	5	2	
Assisting other agencies	44	156	42	
Missing Persons	1	4	0	
Traffic Citations Issued	93	293	89	
Written Warnings	189	675	188	
Traffic & Parking issues	28	134	52	
911 Hang-up Calls	63	318	95	

Mileage all Vehicles: 11,983

Income from Report Fees: \$509.00

Income from Report Fees: \$521.60

*May*  
**POLICE REPORT FOR FEBRUARY 2018**

The following are the recorded activities of the Pocono Township Police Department for the month of May 2018. Also listed are the available recorded activities for 2018 year to date.

	May 2018	Y-T-D 2018		
Incidents Investigated	964	2446		
Burglary / Fire Alarms Answered	84	212		
Motor Vehicle ACC	41	153		
Assaults	6	12		
Narcotics	9	24		
Criminal Arrests	31	78		
Theft	24	58		
DUI alcohol/drug impaired	11	30		
Mental Health	4	13		
Vehicle Reports	3	8		
Death Investigations	0	3		
Assisting other agencies	29	99		
Missing Persons	1	4		
Traffic Citations Issued	118	229		
Written Warnings	253	551		
Traffic & Parking issues	43	97		
911 Hang-up Calls	64	224		

Mileage all Vehicles: 16,308

Income from Report Fees: \$617.50

May 14, 2018  
Honorable Commissioners,

The following represents the activities of St Luke's Emergency & Transport Services within Pocono Township during the month of April 2018.

Total Emergency EMS Calls: 86  
Total Emergency EMS Calls resulting in Transport: 64  
Average Time Dispatch to En Route: 1.5 minutes  
Average Time En Route to On Scene: 8.5 minutes

Calls by disposition:  
Transported Lights and Sirens: 11  
Transported No Lights / No Sirens: 53  
Treatment / No Transport: 8  
Cancelled: 8  
Stand-by: 6

Projects (APRIL):

1. Working with township manager, Donna Asure, St Luke's ETS has updated and restocked the first aid kits in township buildings as part of the safety initiative.
2. Provided both public and private meeting space for Pocono Township.
3. Provided meeting space for the Highway Safety Program.
4. Provided local Boy Scout Leadership first aid and CPR training.
5. Provided CPR training and updates for the Pocono Township Volunteer Fire Company.
6. St Luke's ETS is proud to participate in the annual Monroe County Ambulance Association Legislative Breakfast and has invited the Pocono Township Commissioners and the Township Manager to Lehigh Valley Hospital Cancer Center Serenity and Tranquility Room on Friday June 1<sup>st</sup>, at 8am.

Respectfully submitted,



Rodney Wolfe Jr, EMT-Paramedic  
Director of Operations  
St Luke's Emergency & Transport Services

Pocono Township Volunteer Fire Co

May Chief's Report

Total call for April 50

Traffic Control: 1

Dwelling Fire: 4

Medevac Landing: 2

Vehicle Fire: 2

Structure Fire: 3

Automatic Fire Alarms: 15

Motor Vehicle Accidents: 6

RIT calls: 1

Wires down: 2

Tree on wires: 1

Unknown type fire: 3

Brush Fire: 5

Smoke Investigation: 1

Odor Investigation: 1

CO Alarms: 1

Pump detail: 1

Public Assist: 1

Car tickets are now available. Please see any member of the fire company or Dee Ackerman at the township building.

Thank you,

A handwritten signature in black ink, appearing to read 'B. Harrison', with a long horizontal stroke extending to the right.

Bradley Harrison

Fire Chief

Facility Name 1-1-18 To 12-31-2018 (5-15-18)		Parent Facility	Used Days	Used Days (%)	Used Hours (%)	Reservations
ESSA (TLC) Field			76	20.82%	41.61%	76
Northampton Community College Pavilions			0	0.00%	0.00%	0
Pavilion #1 150 Guests		Pavilions	0	0.00%	0.00%	0
Pavilion #2 75 Guests		Pavilions	33	9.04%	6.82%	34
Pavilion #3 200 Guests, including a stage		Pavilions	39	10.68%	8.29%	39
Pavilion #4 100 Guests		Pavilions	46	12.60%	10.48%	46
Sports fields - Mountain View Park			24	6.58%	4.69%	24
Basketball Courts			0	0.00%	0.00%	0
Lower Little League Field		Sports fields - Mountain View Park	0	0.00%	0.00%	0
Men's Baseball		Sports fields - Mountain View Park	76	20.82%	41.61%	76
Sand Volleyball Court		Sports fields - Mountain View Park	97	26.58%	10.63%	101
Soccer Field		Sports fields - Mountain View Park	0	0.00%	0.00%	0
Softball		Sports fields - Mountain View Park	0	0.00%	0.00%	0
Upper Little League Field		Sports fields - Mountain View Park	12	3.29%	0.82%	12
		Sports fields - Mountain View Park	76	20.82%	41.61%	76



Donna Asure  
Township Manager  
Pocono Township  
P.O. Box 197  
112 Township Drive  
Tannersville, PA 18372



---

One Keystone Plaza  
Suite 300  
Harrisburg, PA 17101  
717.232.2723

---

[pfm.com](http://pfm.com)

Dear Donna:

The purpose of this letter (this "Engagement Letter") is to confirm our agreement that PFM Financial Advisors LLC ("PFM") will act as financial advisor to the Pocono Township (the "Client"). PFM will provide, upon request of the Client, services related to financial planning, budget and strategic advice and planning, policy development and services related to debt issuance, as applicable and set forth in Exhibit A to this Engagement Letter. Most tasks requested by Client will not require all services provided for in Exhibit A and as such the specific scope of services for such task shall be limited to just those services required to complete the task.

PFM is a registered municipal advisor with the Securities and Exchange Commission (the "SEC") and the Municipal Securities Rulemaking Board (the "MSRB"), pursuant to the Securities Exchange Act of 1934 Rule 15Ba1-2. MSRB Rule G-42 requires that municipal advisors make written disclosures to its Clients of all material conflicts of interest and certain legal or disciplinary events. Such disclosures are provided in PFM's Disclosure Statement delivered to Client together with this Engagement Letter.

PFM's services will commence as soon as practicable after the execution of this Engagement Letter by the Client and a request by the Client for such service. Any material changes in or additions to the scope of services described in Exhibit A shall be promptly reflected in a written supplement or amendment to this Engagement Letter. Services provided by PFM which are not included in the scope of services set forth in Exhibit A of this Agreement shall be completed as agreed in writing in advance between the Client and the PFM. Upon request of Client, PFM or an affiliate of PFM may agree to additional services to be provided by PFM or an affiliate of PFM, by a separate agreement between the Client and PFM or its respective affiliate.

For the services described in Exhibit A, PFM will be paid a flat fee to be determined for each transaction and as mutually agreed upon between the Client and PFM. In addition to fees for services, PFM may charge for certain out of pocket expenses incurred in connection with its services.



This Engagement Letter shall be effective from June 13, 2018 and shall remain in effect unless canceled in writing by either party upon thirty (30) days written notice to the other party. PFM shall not assign any interest in this Engagement Letter or subcontract any of the work performed under this Engagement Letter without the prior written consent of the Client; provided that upon notice to Client, PFM may assign this Engagement Letter or any interests hereunder to a municipal advisor entity registered with the SEC that directly or indirectly controls, is controlled by, or is under common control with, PFM.

All information, data, reports, and records ("Data") in the possession of the Client or any third party necessary for carrying out any services to be performed under this Engagement Letter shall be furnished to PFM and the Client shall, and shall cause its agent(s) to, cooperate with PFM in its conduct of reasonable due diligence in performing the services. To the extent Client requests that PFM provide advice with regard to any recommendation made by a third party, Client will provide to PFM written direction to do so as well as any Data it has received from such third party relating to its recommendation. Client acknowledges and agrees that while PFM is relying on the Data in connection with its provision of the services under this Engagement Letter, PFM makes no representation with respect to and shall not be responsible for the accuracy or completeness of such Data.

All notices given under this Engagement Letter will be in writing, sent by registered United States mail, with return receipt requested, addressed to the party for whom it is intended, at the addresses on the first page of this Engagement Letter.

All materials, except functioning or dynamic financial models, prepared by PFM pursuant exclusively to this Engagement Letter will be the property of the Client. Subject to the preceding exception, upon termination of this Engagement Letter, PFM will deliver to the Client copies of any and all material pertaining to this Engagement Letter.

The following professional employees of PFM will provide the services set forth in this Engagement Letter: ; Scott Shearer, Managing Director; Zach Williard, Director; Wesley Hall, Senior Analyst; Ben Kapenstein, Senior Analyst; Brandy McLendon, Managing Associate; Erica Schmidt, Associate; Sarah Bates, Associate. PFM may, from time to time, supplement or otherwise amend team members. The Client has the right to request, for any reason, PFM to replace any member of the advisory staff. Should the Client make such a request, PFM will promptly suggest a substitute for approval by the Client.

PFM will maintain insurance coverage with policy limits not less than as stated in Exhibit B. Except to the extent caused by willful misconduct, bad faith, gross negligence or reckless disregard of obligations or duties under this Engagement Letter on the part of PFM or any of its associated persons, neither PFM nor any of its associated persons shall have liability to any person for any act or omission in connection with



performance of its services hereunder, or for any error of judgment or mistake of law, or for any loss arising out of any issuance of municipal securities, any municipal financial product or any other financial product or investment, or for any financial or other damages resulting from Client's election to act or not to act, as the case may be, contrary to or, absent negligence on the part of PFM or any of its associated persons, upon any advice or recommendation provided by PFM to Client.

PFM, its employees, officers and representatives at all times will be independent contractors and will not be deemed to be employees, agents, partners, servants and/or joint ventures of Client by virtue of this Engagement Letter or any actions or services rendered under this Engagement Letter.

This Engagement Letter represents the entire agreement between Client and PFM and may not be amended or modified except in writing signed by both parties.

Please have an authorized official of the Client sign a copy of this Engagement Letter and return it to us to acknowledge the terms of this engagement.

Sincerely,  
**PFM FINANCIAL ADVISORS LLC**

Scott Shearer  
Managing Director

Zach Williard  
Director

Accepted by:

**POCONO TOWNSHIP**

\_\_\_\_\_  
Authorized Signature

Donna Asure  
Name

Township Manager  
Title

\_\_\_\_\_  
Date



**EXHIBIT A**  
**SCOPE OF SERVICES**

Services Related to Debt Transactions (includes short term financings, notes, loans, letters of credit, line of credit and bonds), upon the request of the Client:

- Assist the Client in the formulation of Financial and Debt Policies and Administrative Procedures.
- Review current debt structure, identifying strengths and weaknesses of structure so that future debt issues can be designed to maximize ability to finance future capital needs. This will include, but not be limited to, reviewing existing debt for the possibility of refunding that debt to provide the Client with savings.
- Provide special financial services as requested by the Client.
- Analyze financial and economic factors to determine if the issuance of bonds is appropriate.
- Develop a financing plan in concert with Client's staff which would include recommendations as to the timing and number of series of bonds to be issued.
- Attend meetings with Client's staff, consultants and other professionals and the Client.
- Assist the Client in preparing financial presentations for public hearings and/ or referendums.
- Discuss with the Client the method of sale, either as a negotiated sale, private placement or a public sale. In a public sale, make recommendation as to the determination of the best bid. In the event of a negotiated sale, as applicable assist in the solicitation, review and evaluation of any investment banking proposals, and provide advice and information necessary to aid in such selection.
- Advise as to the various financing alternatives available to the Client.
- Develop alternatives related to debt transaction including evaluation of revenues available, maturity schedule and cash flow requirements.
- Evaluate benefits of bond insurance and/or security insurance for debt reserve fund.
- If appropriate, develop credit rating presentation and coordinate with the Client the overall presentation to rating agencies.
- Review underwriter's proposals and submit an analysis of same to the Client.
- Assist the Client in the procurement of other services relating to debt issuance such as printing and paying agent, etc.
- Identify key bond covenant features and advise as to the financial consequences of provisions to be included in bond indentures, resolutions or other governing documents regarding security, creation of reserve funds, flow of funds, redemption provisions, additional parity debt tests, etc.; review and comment on successive drafts of bond governing documents.
- Review the requirements and submit analysis to bond insurers, rating agencies and other professionals as they pertain to the Client's obligation.



- Review the terms, conditions and structure of any proposed debt offering undertaken by the Client and provide suggestions, modifications and enhancements where appropriate and necessary to reflect the constraints or current financial policy and fiscal capability.
- Coordinate with Client's staff and other advisors regarding the furnishing of data for offering documents, it being specifically understood that PFM is not responsible for the inclusion or omission of any material in published offering documents.
- As applicable, advise the Client on the condition of the bond market at the time of sale, including volume, timing considerations, competing offerings, and general economic considerations.
- Assist and advise the Client in negotiations with investment banking groups regarding fees, pricing of the bonds and final terms of any security offering, and make recommendations regarding a proposed offering to obtain the most favorable financial terms based on existing market conditions.
- Assist the Client's legal and financing team for the closing of the transaction.

## Pam Tripus

---

**From:** Municibid <support@municibid.com>  
**Sent:** Friday, June 15, 2018 3:02 PM  
**To:** Pam Tripus  
**Subject:** Awesome! Your item sold - 2014 Ford Explorer Listing #16620773



**Congratulations! Your item ended successfully!**



**2014 Ford Explorer listing # 16620773**

**Winning Bid Amount: \$1,750.00 USD**

Municibid will take the buyers fee in a separate transaction from the bidders credit card.

**Winning bidder:** Kevin Wiley (username: kkev333 )

**Email:** ~~capacastalt@icloud.com~~

**Phone:** ~~708-251-1890~~

The auction report for this item will be arriving shortly in an another email

---

## Your Next Steps

### 1. **Contact the winning bidder**

Please contact **Kevin Wiley** ASAP to arrange payment and pickup. If the bid is waiting approval by your agency, please contact the bidder to let them know when they can expect a decision.

You can also use our Municibid message system to contact the bidder. [Use Municibid Messaging](#)

### 2. **Create an invoice for this item**

### 3. **Mark the Item Paid**

After the item has been paid for and picked up, don't forget to mark it paid. [How do I do this?](#)

PLT TRUSTEES' REPORT OF APRIL 5<sup>th</sup>, 2018 -- CALCULATION OF ANNUAL DIVIDENDS

**POCONO TOWNSHIP {~~NORTHAMPTON~~ COUNTY}**

Please provide copies of this 2018 PLT Dividend Report to each member of your governing body

THE TOTAL 2018 DIVIDEND AUTHORIZED BY THE BOARD OF TRUSTEES TO  
BE PAID TO ALL ELIGIBLE MEMBERS IS \$ 2,966,865.

	Prior S.I.R. Dividends Received	S.I.R. FY2012 Fifth/Final Dividend	S.I.R. FY2013 Fourth Dividend	S.I.R. FY2014 Third Dividend	S.I.R. FY2015 Second Dividend	S.I.R. FY2016 First Dividend	2018 Aggregate Distribution	PLT/S.I.R. TOTALS
A. CONTRIBUTION {PREMIUM}	---	---	---	---	---	\$29,160	\$56,717	\$56,717
B. INCURRED LOSSES	---	---	---	---	\$6,911	\$5,515	\$12,426	\$12,426
C. LOSS RATIO	---	---	---	---	25.1%	18.9%	21.9%	21.9%
D. 2018 DIVIDEND	---	---	---	---	\$1,436.80	\$3,554.29	\$5,349.71	\$10,340.81
E. CUMULATIVE DIVIDENDS	---	---	---	---	\$4,765.92	\$3,554.29	\$5,349.71	\$13,669.92
F. NET PREM. TO-DATE {A - E}	---	---	---	---	\$22,791.08	\$25,605.71	\$51,367.29	\$43,047.08
G. % SAVINGS TO-DATE	---	---	---	---	17.3%	12.2%	9.4%	24.1%

FY 2018 DIVIDEND SUMMARY:

	Pocano Twp.
Your Annual Premium:	\$29,160
Your 2018 Dividend Check:	\$10,340.81
Your Net Premium:	\$18,819.19
Your % Savings {max - 80%}:	35.5%
Funds Held in Escrow:	\$0.00

SINCE IT'S INCEPTION, MUNICIPAL RISK MANAGEMENT'S  
WORKERS' COMPENSATION AND PROPERTY/LIABILITY  
INSURANCE PROGRAMS HAVE RETURNED OVER  
\$129 MILLION IN DIVIDENDS TO OUR MEMBERS.

We thank you for your Trust!

## POCONO TOWNSHIP ENGINEER'S REPORT

June 18, 2018

### i. **Update Status Report on Sewer Redesign.**

The second train in Valve Station #2 was brought on line May 29, 2018. The system has been operating automatically since then with no incidents.

A rather lengthy punchlist was forwarded to the contractor on June 1<sup>st</sup>. A meeting was held with the Contractor, BCRA, Pat Briegel, and ourselves to discuss punchlist and open items. Many items have been addressed. A follow-up punchlist is scheduled to be developed the end of the week of June 18<sup>th</sup>.

All items are expected to be addressed by the end of June except for erection of the fence at VS#1 which is pending an ordinance change in Stroud Township.

#### **Update on Route 611 Sewer Line Relocation Work.**

Inspection is being performed as warranted by the Contractor's schedule.

On June 4<sup>th</sup> the Board authorized B&J to perform inspection work on the area further north where UGI is installing new gas lines near the Township. On June 7<sup>th</sup> B&J received plans for this portion of the work. Upon review of the plans we noticed UGI was planning on installing their gas line directly overtop and parallel with the Township's sewer lines. We immediately contacted all parties and said this was not acceptable. We are still discussing the need to change the location with representatives from UGI. They say they would like to accommodate us, but their options are limited. Unless the board directs us otherwise, we will remain steadfast in our assertion this is not an acceptable location for their gas line.

### ii. **Update on Sanofi Sanitary Sewer Easement.**

On Friday March 19<sup>th</sup>, 2018 spoke with Sanofi engineer Aaron Sisler. He reported Sanofi and PennDOT were still working out the limits of the Right-of-Way to be acquired by PennDOT, and until that was resolved the Pocono Sanitary Sewer Easement would not be vacated nor would an HOP be issued to Pocono township for the sewer within the PennDOT ROW.

No update.

No update.

No Update.

No update.

No update.

### iii. **Update on Enclosure for Valve Station #5.**

Project advertised for bid 4/16, and 4/20. Bids to be opened on 5/23/18. Anticipate BOC awarding contract at 06/06/18 meeting.

A pre-construction meeting was held on Wednesday April 25<sup>th</sup>. Six contractors attended. Questions were asked, and an addendum is being sent providing answers.

A pre-fab enclosure was removed as an alternate and set up as a stand alone bid. This was necessary to provide the BOC maximum flexibility in their award of a bid, either to a stick build contractor, or alternatively a pre-fab contractor. Bids will be opened for the stick-built option on 5/23/18. Bids will be opened for the pre-fab option on 6/19/18. An award is scheduled for July 2, 2018.

Only one bid was received for the stick-built enclosure on May 23, 2018. It was for \$321,000 submitted by Joyce Electrical Inc.

Two bids were received for the electrical portion:

Eastern Environmental Contractors, Inc.	\$28,000
Joyce Electrical, Inc.	\$58,400

Bids for a pre-fab structure are due June 19, 2018.

No update, waiting for pre-fab bid opening.

**iv. Update on White Oak Culvert Replacement Project.**

Plans were submitted to the DEP on April 27, 2018.

Plans under review by the DEP.

We called DEP today for a status update and was told only that the Department has until October 1<sup>st</sup> to respond.

Met with property owner and other township representatives on site on June 6, 2018. Property owner is understanding of timeframes involved and seemed happy that the project is moving forward.

**v. Update on Fish Hill Road Storm System Notice of Violation from MCCD.**

Contract was awarded by Board on June 4<sup>th</sup> to Environmental Services Corporation. They have been notified the project was awarded to them and we are waiting for copies of their insurance before telling them to proceed.

**vi. TLC BRIDGE**

Jon s. Tresslar was contacted by Laurie Henry administrator for the Greenways Trails and Recreation Program. Laurie reported everything in the application was in order. He said he made some slight adjustments to the prices in the line items, but the overall amount of the grant request remained the same.

June 18, 2018

Brian Burden, EIT  
Pennsylvania Department of Environmental Protection  
Northeast Regional Office  
2 Public Square  
Wilkes Barre, PA 18701-1915

**SUBJECT: RESPONSE TO TECHNICAL DEFICIENCIES REVIEW  
POLLUTANT REDUCTION PLAN  
POCONO TOWNSHIP, MONROE COUNTY  
NPDES PERMIT APPLICATION NO. PAI132270  
PROJECT 1630022**

Dear Mr. Burden:

On behalf of Pocono Township, we are submitting three (3) copies of the following information in response to your review dated January 12, 2018.

- Sediment and Nutrient Loading Reduction by Proposed BMPs Calculations.
- Record of Consideration.
- Pollutant Reduction Plan Planning Area (Sheet 1 of 1) dated July 10, 2017, revised May 21, 2018.

To ease the review of the information we have itemized the comments followed by an annotated response, in bold, indicating how each comment has been addressed. Only items that required comment have been addressed and are listed in accordance with the review letter.

- The plan does not contain a copy of the permittee's record of consideration for each timely comment received. Please note that PA DEP shares the same concerns regarding the PRP as the Monroe County Conservation District and PennFuture did in their comment letters, dated August 31, 2017 and August 10, 2017, respectively. Pocono Township may need to adjust their PRP in order to satisfactorily address these comments.

**RESPONSE: See the attached Pocono Township Record of Consideration which addresses comments by the Monroe County Conservation District and PennFuture, dated August 31, 2017 and August 10, 2017, respectively.**

**It should be noted the comments include concerns related to Swiftwater Lake. Swiftwater Lake has been removed from Pocono Township's Impaired Downstream Waters per the PADEP Municipal MS4 Requirements Table. Therefore, these comments no longer apply to the Pollutant Reduction Plan.**

- Each of the proposed best management practices (BMPs) that will be implemented to achieve pollutant reduction objectives are not identified on the map. Please correct and resubmit the map.

**RESPONSE:** The proposed best management practices include stream restoration and/or forest buffers. The area for these are now shown on the Pollutant Reduction Plan (Sheet 1 of 1). Additional best management practices are also identified in the narrative as potential measures to reduce the pollutant loading. As discussed within the narrative, the locations for the proposed best management practices will need to be investigated to ensure their appropriateness prior to implementation. The investigation will occur early in the 5 year permit period in order to address the required pollutant loading in a timely fashion.

- Load reduction calculations have not been provided for each proposed BMP. Please correct and resubmit your plan.

**RESPONSE:** Load reduction calculations are now provided in the narrative.

- The plan proposes the use of stream restoration as a BMP for pollutant load reductions. A low-end estimate for stream restoration is approximately \$50 per linear foot. Please refer to the enclosed document titled *Considerations of Stream Restoration Projects in Pennsylvania for eligibility as an MS4 Best Management Practice* for information regarding the implementation of this BMP.

**RESPONSE:** This comment will be taken into consideration during our investigation into the location of the stream restoration.

- DEP requests that you submit an implementation schedule for the proposed BMPs identified in your plan.

**RESPONSE:** The Pollutant Reduction Plan indicates the best management practices will be implemented within 5 years. Due to the fact that investigation into the appropriateness of the proposed best management practices is required, a specific schedule cannot be determined at this time. It should be noted the investigation is anticipated to occur early in the 5 year permit period.

Sincerely,

Brian Burden, EIT – Pennsylvania Department of Environmental Protection  
June 18, 2018  
Page 3 of 3

Jon S. Tresslar, P.E., P.L.S.  
Township Engineer

JST/mep/cg

Enclosures

cc: Donna Asure, Township Manager – Pocono Township  
Melissa E. Prugar, P.E. – Boucher & James, Inc.

S:\2016\1630022\Documents\Correspondence\PA DEP\Response to DEP Review.docx

## Donna Asure

---

**From:** Furjanic, Sean <sefurjanic@pa.gov>  
**Sent:** Monday, June 11, 2018 11:32 AM  
**To:** Furjanic, Sean  
**Subject:** Annual MS4 Status Report  
  
**Importance:** High

Good Morning,

You are receiving this email because you are identified in our database as a point of contact for the permittee of a municipal separate storm sewer system (MS4). **The purpose of this email is to remind you of your upcoming obligation to prepare and submit an Annual MS4 Status Report, unless you have received a waiver.**

### Due Date for Annual Report

Your Annual Report is due by **September 30, 2018** if you had coverage under the PAG-13 General Permit as of September 16, 2017 (i.e., the due date for PAG-13 NOIs to renew coverage). The reporting period is the end of the previous annual or progress report to June 30, 2018. For subsequent annual reports, the reporting period will be July 1 – June 30.

Your Annual Report is due by **September 30, 2019** if you did not have PAG-13 coverage as of September 16, 2017, but have received coverage for the first time after September 16, 2017. The reporting period is the permit effective date to June 30, 2019. For subsequent annual reports, the reporting period will be July 1 – June 30.

**If you have an individual permit** that prescribes a due date for Annual or Progress Reports other than September 30, **DEP requests that you submit your next report by September 30, 2018**, and all subsequent reports by September 30. All new and renewed individual permits will require submission by this date. DEP is requesting that you adopt this as your due date moving forward as part of an initiative related to electronic reporting. The reporting period is the end of the previous annual or progress report to June 30, 2018. For subsequent annual reports, the reporting period will be July 1 – June 30.

### Reporting Mechanism

DEP has been working toward the development of an electronic annual reporting system. Development is expected to be complete during 2018, but likely not in time for the September 2018 reports. Therefore you will need to use DEP's Annual Report template (3800-FM-BCW0491) for reports due by September 30, 2018. DEP will distribute further information on the status of the electronic system in the near future. For now, please submit the annual reports in hard copy format or, if you receive authorization from the appropriate DEP regional office, through email.

If you have any questions, please contact DEP's Bureau of Clean Water at [RA-EPPAMS4@pa.gov](mailto:RA-EPPAMS4@pa.gov).

Sincerely,

**Sean M. Furjanic, P.E., Environmental Program Manager**  
PA Department of Environmental Protection  
Bureau of Clean Water, NPDES Permitting Division  
400 Market Street, PO Box 8774, Harrisburg, PA 17105-8774  
Phone: 717-787-2137, Fax: 717-772-5156



May 31, 2018  
Project Number 10192.015

Pocono Township Commissioners  
112 Township Drive  
PO Box 197  
Tannersville, PA 18372

**ATTENTION: DONNA ASURE, MANAGER**

**SUBJECT: SUMMIT HEALTH CAMPUS LAND DEVELOPMENT APPLICATION**

Dear Donna:

The Pocono Township Commissioners adopted resolution 2017-26 granting conditional preliminary/final land development approval for the Summit Health Campus on July 3, 2017. Condition number eight of the resolution requires that all conditions of the preliminary/final Plan approval must be met and the plan recorded within 12 months of the approval date, or the approval will be considered void.

On behalf of the applicants, Pocono Medical Center and DF Pocono, LP, we are submitting this request to amend the resolution to extend the time limit to address the conditions of the resolution and record the plan to July 3, 2019. The applicants are continuing to work toward obtaining PennDOT and DEP permits necessary for the project.

If you have any questions regarding the above comments, please contact me.

Very truly yours,

**R.K.R. HESS, a division of UTRS. Inc.**

Nathan S. Oiler, PE  
Land Development Section Manager

cc: Pocono Medical Center  
DF Pocono Associates, LP

*P:\PA\Monroe Co\Pocono Twp\Pocono Medical Center\10192.005 Conditional Use Applic\WP\Permit Applications\Poc Twp Land Dev Appl\2018-5-30 Land Development Resolution Extension.docx*

**TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2017-26**

**A RESOLUTION GRANTING CONDITIONAL PRELIMINARY/FINAL  
APPROVAL OF THE SUMMIT HEALTH CENTER LAND DEVELOPMENT PLAN**

**WHEREAS**, the applicants, Pocono Medical Center and DF Pocono Associates, L.P., submitted a preliminary/final land development plan application titled "Summit Health Campus Land Development Plan" (the "Plan"). The Plan proposes to construct a hospital and medical office building, located at the southwestern corner of the intersection of State Route 715 and Exit 299 of Interstate Route 80 on an approximate 88 acre site located in the C Commercial Zoning District; and

**WHEREAS**, the Township Engineer has reviewed the Plan and offered comments in his letters dated February 10, 2017, May 2, 2017 and June 7, 2017; and

**WHEREAS**, the Pocono Township Planning Commission recommended the conditional preliminary/final plan approval of the Plan at a meeting held on June 12, 2017; and

**WHEREAS**, the Pocono Township Board of Commissioners desires to take final action on this Plan.

**NOW THEREFORE BE IT HEREBY RESOLVED** by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania:

That the following requests for modification from the Subdivision and Land Development Ordinance are hereby granted:

1. SALDO Sections 2.106 and 2.200: The initial plan submitted to the Commission for review shall be considered the Official Preliminary Plan. *The applicants shall be permitted to submit a preliminary/final land development plan.*
2. SALDO Sections 2.302.A and 2.303.A: Plans shall be drawn at a scale not to exceed 1"=100', and shall be prepared on a standard sheet size of 12-inch by 18-inch, 18-inch by 24-inch or 24-inch by 36-inch. *The applicants shall be permitted to prepare their plans on a standard sheet size of 30-inch by 52-inch in order to present the area of proposed development on one sheet.*

That the following requests for modification of the Brodhead and McMichael Creeks Stormwater Management Ordinance are hereby granted:

1. SMO Section 303.A: The ordinance requires a minimum dewatering time of 24 hours with a 4" orifice or greater. *The applicants shall be permitted a dewatering time of less than 24 hours.*

2. SMO Section 306.D: The ordinance requires Penn DOT 1986 Rainfall intensity curves. *The applicants shall be permitted to utilize rainfall intensities from the NOAA rather than Penn DOT. This is only a partial waiver from the rainfall intensity portion of Section 306.D.*
3. SMO Section 403.B: The ordinance requires maps of the project area to be submitted on 24-inch by 36-inch sheets. *The applicants shall be permitted to prepare their plans on a standard sheet size of 30-inch by 52-inch in order to present the area of proposed development on one sheet.*

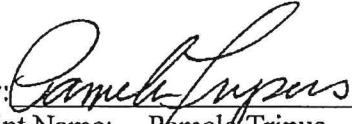
That the "Summit Health Campus Land Development Plan" as shown on the preliminary/final land development plan prepared by prepared by RKR Hess, dated December 21, 2016, as revised, be hereby approved with the following conditions, and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:


1. The applicants shall comply with all of the conditions and requirements identified in the Township Engineer's letter dated June 7, 2017.
2. The applicants shall enter into an Improvements Agreement with the Township and provide appropriate security, if deemed necessary by the Township.
3. The applicants shall enter into a Maintenance Agreement with the Township and provide appropriate security, if deemed necessary by the Township.
4. The applicants shall enter into a Stormwater Management and Maintenance Agreement with the Township, if deemed necessary by the Township.
5. The applicants shall pay all necessary fees associated with the Plan, including but not limited to any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.
6. The applicants shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
7. The applicants shall provide three (3) mylars for recording the plans and eight (8) sets of paper prints which are signed and notarized by the owner and sealed by the engineer.
8. The applicants shall meet all conditions of the preliminary/final plan approval, and Plan shall be recorded within twelve (12) months of Conditional Preliminary/Final Plan approval, and agrees that if such conditions are not met, the Conditional Preliminary/Final Plan approval will be considered void.
9. The applicants shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the Plan is denied.

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 3<sup>rd</sup> day of July, 2017.

ATTEST:

Township of Pocono  
Board of Commissioners

By:   
Print Name: Pamela Tripus  
Title: Secretary

By:   
Print Name: Robert M. DeYoung  
Title: Vice - President

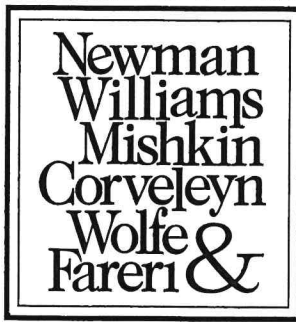
Daniel M. Corveleyn  
Marc R. Wolfe  
James V. Fareri  
Gerard J. Geiger  
Vincent Rubino  
David L. Horvath

Aaron M. DeAngelo  
J. Zac Christman\*  
Robert J. Kidwell

*Of Counsel:*  
Samuel W. Newman  
Todd R. Williams  
Ronald J. Mishkin

*\*Member of NJ and PA Bar*

ATTORNEYS AT LAW



A PROFESSIONAL CORPORATION

P. O. Box 511  
712 Monroe Street  
Stroudsburg, PA 18360-0511

Telephone  
570.421.9090

Fax 570.424.9739

[www.newmanwilliams.com](http://www.newmanwilliams.com)

June 4, 2018

Pocono Township Board of Commissioners

**ATTN: Gerald Lastowski, President**

P.O. Box 197

Tannersville, PA 18372

**RE: Trap Enterprises, L.L.C. Hotel Project  
Our File No. 46778**

Dear Commissioners:

On behalf of Trap Enterprises, L.L.C. ("Developer") I request that the Board of Commissioners agree to extend the time the Developer has to satisfy the conditions of Land Development Plan approval imposed by the Board of Commissioners. Among other factors, the postponed Pennsylvania Department of Transportation Route 611 Highway Improvement Project has had a material impact on the Developer's ability to proceed forward with the above-referenced project. The Developer requests that the Commissioners agree to an extension of one (1) year from the date of completion of the PADOT Route 611 Highway Improvement Project.

Thank you for your attention to this matter.

Very truly yours,

Marc R. Wolfe

MRW/aml

cc: Donna Asure, Township Manager  
Leo DeVito, Jr., Esq.  
Jon S. Tresslar, P.E.  
Vincent J. Trapasso

TOWNSHIP OF POCONO, MONROE COUNTY,  
PENNSYLVANIA

RESOLUTION NO. 2014-29

**A RESOLUTION GRANTING CONDITIONAL FINAL APPROVAL OF  
THE TRAP ENTERPRISES DESAKI HOTEL FINAL  
LAND DEVELOPMENT PLAN**

**WHEREAS**, the applicant, Trap Enterprises, LLC, submitted a final land development plan application for a plan titled "Trap Enterprises Desaki Hotel Project" (the "Plan"). The Plan proposes the subdivision of an existing 5.44 acre tract, located in the C Commercial Zoning District. The applicant is proposing to construct a five (5) story, 100 room hotel. The proposed building will have a 10,125 square foot footprint with a total area of 50,625 square feet. The property is located on the west side of Route 611, approximately 1,000 feet (0.2 miles) south of the intersection with Discovery Drive, identified as Monroe County Tax Parcel I.D. 12/11/1/8-3, PIN Number 112-6364-04-74-8985; and

**WHEREAS**, the Township Engineer has reviewed the Plan and offered comments in his letter dated May 21, 2014; and

**WHEREAS**, the Pocono Township Planning Commission recommended the conditional final plan approval of the Plan at a meeting held on June 9, 2014; and

**WHEREAS**, the Pocono Township Board of Commissioners desires to take final action on this Plan.

**NOW THEREFORE BE IT HEREBY RESOLVED** by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania:

That the following requests for modification from the Subdivision and Land Development Ordinance are hereby granted:

1. SALDO Section 2.303.3.B.4: *Proposed and existing streets and lot layout on immediately adjoining tracts, including name and right-of-way widths that fall within 300 feet distance from the project boundary lines.* Waiver to limit the requirement to show all existing off-site features within 300 feet to the features currently on the Plan.
2. SALDO Section 3.209.B.1: *No more than thirty five (35%) percent of the original ground cover within any designated steep slope area on the property may be disturbed by grading, filling or other means. At least sixty five (65%) percent of the original ground cover must remain undisturbed during the establishment, alteration or maintenance of the property.* Waiver to grant relief from the steep slope disturbance requirements to allow for eighty-seven percent (87%)

disturbance of existing steep slopes.

3. SALDO Section 3.209.B.5: *The Final Plan shall be recorded with a steep slope easement. The easement shall be comprised of at least sixty five (65%) percent of the total existing area and located within the original boundaries of the steep slope area. Allocation of the easement should be made as evenly as possible throughout the lots to allow each lot adequate room for additional grading, accessory structures, etc.* Waiver to grant relief from the steep slope disturbance requirements to allow for thirteen percent (13%) of the existing slopes to be preserved within steep slope easements.
4. SALDO Section 3.306.B: *Non-residential and multi-family use driveways shall be a minimum width of twelve (12) feet and maximum width of twenty-four (24) feet at the street right-of-way line.* Waiver to grant relief from the driveway width requirements to permit a driveway width of forty-one feet (41') which is necessary to meet the requirements of the Pennsylvania Department of Transportation.
5. SALDO Section 3.605.A: *Minimum curb construction standards shall include plain cement concrete in accordance with Pennsylvania Department of Transportation standards.* Waiver to grant relief from the requirement of an 8-inch curb reveal to allow a 6-inch curb reveal as shown on the Plan.

That the following request for waiver from the Brodhead/McMichael Creek Stormwater Management Ordinance is hereby granted:

1. Section 301.L: *Roof drains should not be connected to storm sewers in order to promote overland flow and infiltration/percolation of stormwater.* Waiver permitting the roof drains to connect directly to the storm sewer.

That the "Trap Enterprises Desaki Hotel Project" as shown on the final land development plan prepared by prepared by Pennoni Associates, Inc., containing 17 sheets, dated November 25, 2013, last revised April 25, 2014, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer's letter dated May 21, 2014.
2. The applicant shall provide to the Township a title search for that portion of Township Road 629, being a portion of old State Route 168, lying within Birch Street, which applicant desires be vacated.
3. The applicant shall provide copies of the sewer easement and right-of-way agreement referenced in Paragraph 24 of the General Comments section of the May 21, 2014 letter, for review and comment by the Township Solicitor.

4. The applicant shall provide copies of the deeds referenced in Paragraph 25 of the General Comments section of the May 21, 2014 letter, for review and comment by the Township Solicitor.
5. The applicant shall comply with all of the conditions and requirements identified in the Pocono Township Volunteer Fire Department letter dated April 2, 2014.
6. The applicant shall enter into an Improvements Agreement with the Township and provide appropriate security.
7. The applicant shall enter into a Maintenance Agreement with the Township and provide appropriate security.
8. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the Township.
9. Prior to the recording of the Plan, the applicant shall pay all necessary fees associated with the Plan, including but not limited to any outstanding plan account charges, all professional services fees, and an open space/recreation fee in an amount to be determined by the Board of Commissioners.
10. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
11. The applicant shall provide three (3) mylars for recording the plans and eight (8) sets of paper prints which are signed and notarized by the owner and sealed by the engineer.
12. The applicant shall meet all conditions of the final plan approval, and Plan shall be recorded within twelve (12) months of Conditional Final Plan approval, and agrees that if such conditions are not met, the Conditional Final Plan approval will be considered void.
13. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the application is denied.

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 7<sup>th</sup> day of July, 2014.

ATTEST:

Township of Pocono  
Board of Commissioners

By: Pamela Finkbeiner  
Print Name: Pamela Finkbeiner  
Title: Secretary

By: Richard Wielebinski  
Print Name: Richard Wielebinski  
Title: President



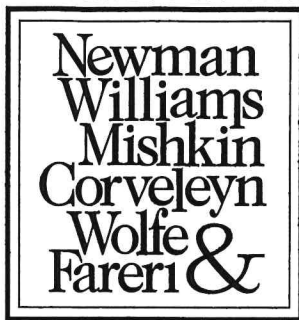
Daniel M. Corveleyn  
Marc R. Wolfe  
James V. Fareri  
Gerard J. Geiger  
Vincent Rubino  
David L. Horvath

Aaron M. DeAngelo  
J. Zac Christman\*  
Robert J. Kidwell

*Of Counsel:*  
Samuel W. Newman  
Todd R. Williams  
Ronald J. Mishkin

*\*Member of NJ and PA Bar*

ATTORNEYS AT LAW



A PROFESSIONAL CORPORATION

P. O. Box 511  
712 Monroe Street  
Stroudsburg, PA 18360-0511

June 4, 2018

Telephone  
570.421.9090

Fax 570.424.9739

[www.newmanwilliams.com](http://www.newmanwilliams.com)

Pocono Township Board of Commissioners

**ATTN: Gerald Lastowski, President**

P.O. Box 197

Tannersville, PA 18372

**RE: Vincent J. Trapasso and Charlie Lynn Trapasso Route 611 Project  
Our File No. 46778**

Dear Commissioners:

On behalf of Vincent J. Trapasso and Charlie Lynn Trapasso, his wife ("Developer") I request that the Board of Commissioners agree to extend the time the Developer has to satisfy the conditions of Land Development Plan approval imposed by the Board of Commissioners. Among other factors, the postponed Pennsylvania Department of Transportation Route 611 Highway Improvement Project has had a material impact on the Developer's ability to proceed forward with the above-referenced project. The Developer requests that the Commissioners agree to an extension of one (1) year from the date of completion of the PADOT Route 611 Highway Improvement Project.

Thank you for your attention to this matter.

Very truly yours,

Marc R. Wolfe

MRW/aml

cc: Donna Asure, Township Manager  
Leo DeVito, Jr., Esq.  
Jon S. Tresslar, P.E.  
Vincent J. Trapasso

**TOWNSHIP OF POCONO, MONROE COUNTY,  
PENNSYLVANIA**

**RESOLUTION NO. 2014-30**

**A RESOLUTION GRANTING CONDITIONAL FINAL APPROVAL OF  
THE TRAP ENTERPRISES ROUTE 611 FINAL  
LAND DEVELOPMENT PLAN**

**WHEREAS**, the applicant, Trap Enterprises, LLC, submitted a final land development plan application for a plan titled "Trap Enterprises Rt. 611 Project" (the "Plan"). The Plan proposes the subdivision of an existing 10.39 acre tract, located in the C Commercial Zoning District, into three (3) lots. The applicant is proposing development on only two of the lots. Lot 1 has an area of 5.90 acres and will be developed with a three (3) story, 36,000 square foot professional office building and associated parking lot. A daycare center is proposed to be located on the first floor of the building. Lot 2 has an area of 1.71 acres and will be developed with a ten (10) pump fueling station that will include a one (1) story, 5,400 square foot building to be utilized as a convenience store, with an associated parking lot and fueling islands. No development is proposed on Lot 3, which has an area of 1.93 acres. The property is located on the west side of Route 611 and immediately across from Discovery Drive, identified as Monroe County Tax Parcel I.D. 12/11/1/17, PIN Number 112-6364-00-76-9007; and

**WHEREAS**, on May 16, 2012, the Pocono Township Zoning Hearing Board granted the applicant a variance from Section 562.C of the Zoning Ordinance to allow the vehicle fueling station to be positioned closer than three hundred feet (300') to the proposed property line of Lot 1; and

**WHEREAS**, on August 5, 2013, the Pocono Township Board of Supervisors granted the applicant a conditional use for the daycare center pursuant to Section 405.B.3 and Section 532 of the Zoning Ordinance; and

**WHEREAS**, the Township Engineer has reviewed the Plan and offered comments in his letter dated June 12, 2014; and

**WHEREAS**, the Pocono Township Planning Commission recommended the conditional final plan approval of the Plan at a meeting held on June 23, 2014; and

**WHEREAS**, the Pocono Township Board of Commissioners desires to take final action on this Plan.

**NOW THEREFORE BE IT HEREBY RESOLVED** by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania:

That the following requests for modification from the Subdivision and Land Development Ordinance are hereby granted:

1. SALDO Section 2.303.3.B.2: *The north arrow (indicate true or magnetic), graphic scale and date.*
2. SALDO Section 2.303.3.B.4: *Proposed and existing streets and lot layout on immediately adjoining tracts, including name and right-of-way widths that fall within 300 feet distance from the project boundary lines. Waiver to limit the requirement to show all existing off-site features within 300 feet to the features currently on the Plan.*
3. SALDO Section 3.209.B.1: *No more than thirty five (35%) percent of the original ground cover within any designated steep slope area on the property may be disturbed by grading, filling or other means. At least sixty five (65%) percent of the original ground cover must remain undisturbed during the establishment, alteration or maintenance of the property. Waiver to grant relief from the steep slope disturbance requirements.*
4. SALDO Section 3.209.B.5: *The Final Plan shall be recorded with a steep slope easement. The easement shall be comprised of at least sixty five (65%) percent of the total existing area and located within the original boundaries of the steep slope area. Allocation of the easement should be made as evenly as possible throughout the lots to allow each lot adequate room for additional grading, accessory structures, etc. Waiver to grant relief from the steep slope disturbance requirements.*
5. SALDO Section 3.209.B.6: *The Final Plan shall note that no structures shall be located within the easement; and that no excavation, grading, filling or other disturbance of the existing ground cover is permitted within the easement. Waiver to grant relief from the steep slope disturbance requirements.*
6. SALDO Section 3.306.B: *Non-residential and multi-family use driveways shall be a minimum width of twelve (12) feet and maximum width of twenty-four (24) feet at the street right-of-way line. Waiver to grant relief from the driveway width requirements.*
7. SALDO Section 3.605.A: *Minimum curb construction standards shall include plain cement concrete in accordance with Pennsylvania Department of Transportation standards. Waiver to grant relief from the requirement of an 8-inch curb reveal to allow a 6-inch curb reveal as shown on the Plan.*

That the following deferral from the Subdivision and Land Development Ordinance is hereby granted:

1. SALDO Section 2.302.D.16: *The applicant shall submit the architectural plans to Pocono Township upon application of building permits instead of at the Preliminary Plan stage.*

That the following request for waiver from the Brodhead/McMichael Creek Stormwater Management Ordinance is hereby granted:

1. Section 301.L: *Roof drains should not be connected to storm sewers in order to promote overland flow and infiltration/percolation of stormwater.* Waiver permitting the roof drains to connect directly to the storm sewer.

That the "Trap Enterprises Rt. 611 Project" as shown on the final land development plan prepared by prepared by Pennoni Associates, Inc., containing 21 sheets, dated November 26, 2013, last revised April 25, 2014, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer's letter dated June 12, 2014.
2. The applicant shall provide copies of the sewer easement and right-of-way agreement referenced in Paragraph 28 of the General Comments section of the June 12, 2014 letter, for review and comment by the Township Solicitor.
3. The applicant shall provide written documentation evidencing who will be responsible for maintaining the proposed driveway on Lot 1, which will also provide access to Lot 2 and Lot 3.
4. The applicant shall comply with all of the conditions and requirements identified in the Pocono Township Volunteer Fire Department letter dated April 2, 2014, with the following additional conditions: (i) providing two (2) bollards and a chain across the emergency access, including a Knox Box on the chain; and (ii) Fire Department shall review the fire lane location and confirm whether this remains an active comment. *AND DISMISSAL OF JULY 4, 2014 FROM CHAD KILBY TO VINCENT TRAPASSO.*
5. The applicant shall enter into an Improvements Agreement with the Township and provide appropriate security.
6. The applicant shall enter into a Maintenance Agreement with the Township and provide appropriate security.
7. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the Township.
8. Prior to the recording of the Plan, the applicant shall pay all necessary fees associated with the Plan, including but not limited to any outstanding plan account charges, all professional services fees, and an open space/recreation fee in an amount to be determined by the Board of Commissioners.

9. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
10. The applicant shall provide three (3) mylars for recording the plans and eight (8) sets of paper prints which are signed and notarized by the owner and sealed by the engineer.
11. The applicant shall meet all conditions of the final plan approval, and Plan shall be recorded within twelve (12) months of Conditional Final Plan approval, and agrees that if such conditions are not met, the Conditional Final Plan approval will be considered void.
12. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the application is denied.

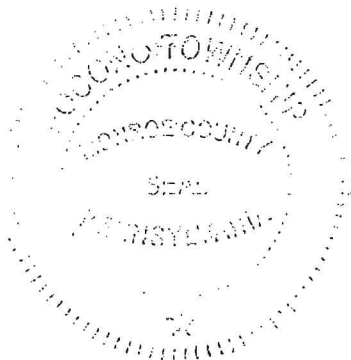
**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 7<sup>th</sup> day of July, 2014.

ATTEST:

Township of Pocono  
Board of Commissioners

By: Pamela Finkbeiner  
Print Name: Pamela Finkbeiner  
Title: Secretary

By: Richard Wielebinski  
Print Name: Richard Wielebinski  
Title: President



**TOWNSHIP OF POCONO, MONROE COUNTY  
PENNSYLVANIA**

**RESOLUTION NO. 2018-42**

**A RESOLUTION CORRECTING THE NAME AND ACKNOWLEDGING THE  
PRECISE PHYSICAL ADDRESS OF DHANVI CORP, INC. FOR LIQUOR LICENSE  
NO. R-18213 TRANSFER**

**WHEREAS**, the Board of Commissioners adopted Ordinance No. 2018-04 on March 19, 2018, approving the intermunicipal transfer of eating place retail dispenser Liquor License No. R-18213 into Pocono Township; and

**WHEREAS**, Ordinance No. 2018-04 identified the applicant as Dhanvi Corporation rather than Dhanvi Corp, Inc., and did not list the precise physical address.

**NOW, THEREFORE, BE IT ADOPTED AND RESOLVED** that the Liquor License No. R-18213 shall be transferred to Dhanvi Corp, Inc. located at 2740 Pa 611, Tannersville, PA 18372.

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 18<sup>th</sup> day of June, 2018.

ATTEST:

Township of Pocono  
Board of Commissioners

By: \_\_\_\_\_  
Pamela Tripus  
Township Secretary

By: \_\_\_\_\_  
Gerald J. Lastowski  
President

**ORDINANCE NO. 2018-04**

**AN ORDINANCE OF THE TOWNSHIP OF POCONO, COUNTY OF MONROE, COMMONWEALTH OF PENNSYLVANIA, APPROVING THE INTERMUNICIPAL TRANSFER OF A RESTAURANT LIQUOR LICENSE NO. R-18213 INTO POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA FROM PRICE TOWNSHIP, MONROE COUNTY, PENNSYLVANIA, PURSUANT TO THE PENNSYLVANIA LIQUOR CODE.**

**WHEREAS**, Act 141 of 2000 (the "Act"), which amends the Commonwealth's Liquor Code, authorizes the Pennsylvania Liquor Control Board to approve, in certain instances, the intermunicipal transfer of restaurant liquor licenses across municipal boundaries within the same county regardless of the quota limitations provided for in Section 461 of the Liquor Code if, as in Pocono Township, Monroe County, Pennsylvania, sales of liquor and malt or brewed beverages are legal in the municipality receiving the license; and

**WHEREAS**, amendments to the Liquor Code stipulate that, prior to adoption of an ordinance by the receiving municipality, at least one public hearing be held for the purpose of permitting interested parties to state their concerns regarding the transfer of liquor license into the receiving municipality; and

**WHEREAS**, an application for transfer filed under the act must contain a copy of the Ordinance adopted by the municipality approving the transfer of liquor license into the municipality; and

**WHEREAS**, the Board of Commissioners of Pocono Township, Monroe County have held a public hearing to receive comments on the proposed liquor license transfer and, after consideration of the issues, finds that the intermunicipal transfer of restaurant liquor license No. R-18213 in Pocono Township, Monroe County, Pennsylvania, will not be detrimental to the

health, welfare, peace and morals of Pocono Township, Monroe County, Pennsylvania, or its residents; and

**WHEREAS**, the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania, pursuant to the Pennsylvania Liquor Code, 47 P.S. 4-461, as amended, hereby ordains and enacts the following ordinance:

**BE IT ENACTED AND ORDAINED**, by the Commissioners of Pocono Township, Monroe County, Pennsylvania, wherein, it is hereby enacted and ordained by the authority of same, and pursuant to the authority granted to the Board of Commissioners by the Legislature of the Commonwealth of Pennsylvania and the "First Class Township Code", as amended, of the Commonwealth of Pennsylvania, as follows:

**SECTION 1. APPROVAL OF INTERMUNICIPAL TRANSFER OF LIQUOR**

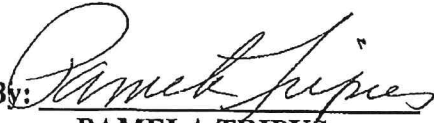
**LICENSE.** The request by Dhanvi Corporation to transfer Liquor License No. R-18213 to Dhanvi Corporation, to their facilities located at 2740 PA Route 611, Pocono Township, Monroe County, PA 18372, is hereby approved.

**SECTION 2. REPEALER.** All ordinances and parts of ordinances inconsistent herewith be, and the same hereby are, repealed.

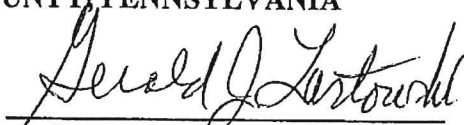
**SECTION 3. EFFECTIVE DATE.** This Ordinance shall be effective five (5) days after its adoption by the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania.

**ENACTED AND ORDAINED** at a regular meeting of the Board of Commissioners of the Township of Pocono, Monroe County, Pennsylvania on this 19<sup>th</sup> day of March, 2018.

ATTEST:

By:   
PAMELA TRIPUS  
Secretary

BOARD OF COMMISSIONERS,  
POCONO TOWNSHIP, MONROE  
COUNTY, PENNSYLVANIA

By:   
GERALD LASTOWSKI  
President

**POCONO TOWNSHIP BOARD OF COMMISSIONERS  
TOWNSHIP OF POCONO  
MONROE COUNTY PENNSYLVANIA  
RESOLUTION 2018 – 43**

**WHEREAS**, the Board of Commissioners of Pocono Township has determined that the need for the Township to have Emergency Vehicle Preemption System in order for emergency vehicles to continue to provide an effective level of protection for the emergency service personnel and the citizens of Pocono Township and;

**WHEREAS**, the Board of Commissioners of Pocono Township have determined that the Emergency Vehicle Preemption System will benefit the citizens, visitors, and Emergency Service personnel and is a public necessity,

**WHEREAS**, the Board of Commissioners of Pocono Township, approved Pocono Township to prepare and file a Green Light-Go Application under the Pennsylvania Department of Transportation's Municipal Partnership Program, to obtain funding to install optical emergency preemption equipment at nine (9) signalized intersections along SR611 corridor in Pocono Township, Monroe County,

**WHEREAS**, the Pennsylvania Department of Transportation has approved the application and has awarded Pocono Township the requested amount of \$68,512.50 and has requested that Pocono Township execute the Grant Agreement,

**NOW BE IT RESOLVED** that the Township Manager is hereby authorized to execute said Grant Agreement file/submit the same; and that the Township agrees to pay the matching funds in the amount of \$68,512.00.

**ADOPTED** by the Board of Commissioners of Pocono Township this 18<sup>th</sup> day of June, 2018.

**ATTEST:**

**Township of Pocono  
Board of Commissioners**

By \_\_\_\_\_  
Donna M. Asure  
Township Manager

By: \_\_\_\_\_  
Gerald J. Lastowski  
President