



POCONO TOWNSHIP COMMISSIONERS
AGENDA

March 18, 2019 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 –

Pocono Township Community Day – Saturday, June 1, 2019 – 11am – 4pm
Executive Session held March 11, 2019 - personnel
Executive Session held March 13, 2019 for acquisition of real property
Township Building Office Hours – 7:30am – 5pm – M-F beginning Monday, March 18, 2019

Presentations –

Eagle Scout – Roger W. Perkowski, III – Resolution 2019-05 – Motion to adopt Resolution 2019-05 honoring Eagle Scout Roger W. Perkowski, III

Hearings –

Resolutions

Resolution 2019-06 – Motion to adopt Resolution 2019-06 authorizing the township manager to execute the documents for the PennDot application for Traffic Signal approval for the Trapasso LDP. (action item*)

Resolution 2019-07 – Motion to adopt Resolution 2019-07 a resolution granting conditional approval of the Running Lane, LLC minor subdivision and lot combination plan (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

OLD BUSINESS

1. Motion to amend minutes of the February 4, 2019 meeting of the Board of Commissioners to change Harold Werkheiser from present to absent (action item*)
2. Motion to approve the minutes of the March 4, 2019 work session of the Board of Commissioners (action item*)
3. Motion to approve minutes of March 4, 2019 meeting of the Board of Commissioners (action item*)
4. Motion to approve the minutes of the March 11, 2019 work session of the Board of Commissioners (action item*)

NEW BUSINESS**1. Personnel**

- a. Acknowledge resignation of Dottie Telesky from the Parks and Recreation Board
- b. Motion to adopt the following revised job specifications – Township Secretary, Administrative Assistant/Accounts Payable, Receptionist/Administrative Assistant – Permit & zoning (action item*)

2. Financial Transactions

- a. Motion to ratify vouchers payable received through March 14, 2019 in the amount of \$ 2,273.91 (action item*)
- b. Ratify gross payroll for pay period ending March 10, 2019 in the amount of \$ 102,132.65 (action item*)
- c. Motion to approve vouchers payable received through March 14, 2019 in the amount of \$ 298,907.12 (action item*)
- d. Motion to approve capital expenditures received through March 14, 2019 in the amount of \$ 10,452.00 (action item*)
- e. Open bid documents for clean-up days – Motion to accept lowest quote received (possible action item*)
- f. Road paving bids – review and discuss – (possible action item*)
- g. Tar and chip bids – review and discuss – (possible action item*)
- h. Motion to award the sale of the 2007 Dodge Durango to Jay Hill in the amount of \$ 1,032.00 as the lowest bid received on municibid. (action item*)
- i. Motion to purchase two 2020 Police Interceptor Sport Utility vehicles from Ray Price Ford at \$32,896.56 (vehicle only) each using co-star pricing (action item*)
- j. Discussion on co-star purchase of 10 ton dump truck (possible action item*)
- k. Discussion on co-star purchase of the upfit of the 10 ton dump truck (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

- l. Motion to approve the purchase of a 2019 Ford 550, 1.5 ton truck using co-stars pricing to Ray Price Ford in the amount of \$ 51,458.30 (action item*)
- m. Motion to approve the upfitting of the 2019 Ford 550, using co-stars pricing, to A&H in the amount of \$39,416.00 (action item*)

3. Travel/Training Authorizations (Approve/Ratify)

- a. Motion to approve travel of Robert Sargent to attend Environmentally Sensitive Maintenance Training on April 2nd and 3rd at Best Western Lehigh Valley Hotel and Conference Center at no cost for registration, driving township vehicle, lunch provided and to pay expenses associated with the travel (action item*)
- b. Motion to approve travel of Donna M. Asure to attend PA-PEMA: G291 Joint Information Systems/Joint Information Center training on May 31, 2019 at Chester county Public safety Training Campus, no cost for registration and to pay expenses associated with the travel (action item*)

Report of the President

- a. County reassessment discussion
- b. Discussion/decision on zoning officer (action item*)

Commissioners Comments

Richard Wielebinski – Vice President

a.

Harold Werkheiser – Commissioner

Chad Kilby – Commissioner

- a. Update on intersection lighting
- b. Learn Road Culvert Potential Closure
- c. Discussion on Township Planning Board Involvement

Jerrold Belvin – Commissioner

- a. Motion to have Jon Tresslar & Leo Devito, explore the feasibility, survey & appraisal to connect an emergency access route to Breezewood Drive (paper road) & Finch lane (action item*)

Reports

1. Emergency Service

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

(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

2. Park Board**3. Zoning****4. Public Works Report**

- a. Update on road crew projects
- b. Clean up day discussion/recommendation on prices (possible action item*)
- c. Pavilion #3 repair update

5. Administration – Manager’s Report

- a. Update on Comprehensive Plan
- b. Update on Traffic Task Force
- c. Update on Business Association
- d. Update on Township Logo Contest
- e. Motion to approve request from Paola Razzaq to add family health care to her current plan. (action item*)
- f. Request from Youth Development Services (YES) to waive the pavilion rental fee (possible action item*)
- g. Correspondence received from Running Lane, LLC granting an extension of time for decisions on Running Lane, Preliminary/Final Land Development & Subdivision Plan until June 30, 2019

6. Township Engineer Report

- a. White Oak Culvert replacement project – applying for flood mitigation grant – discussion and possible action on easements
- b. Fish Hill Road Storm System - spring project
- c. Right hand turn lanes from Rt. 611 onto Rimrock and Bartonsville Avenue
 - On hold until grant award
- d. TLC Bridge Grant
 - DEP GP-11 permit for maintenance
 - Schedule for repair
- e. TLC Dam - grant
- f. Culvert cleaning maintenance
- g. Master sidewalk plan – part of multi-modal grant
- h. Update on rewrite of storm water ordinance (Archer Lane)
- i. Update on bid for generator

(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

7. Township Solicitor Report

- a. Update on Exxon Monitoring wells
- b. Northridge request for reduction in letter of credit (possible action item*)
- c. Update on easements for White Oak culvert and emergency access

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



www.poconopa.gov

RESOLUTION 2019 - 05

BE IT RESOLVED, by the Board of Commissioners of Pocono Township, a First-Class Township located in Monroe County, Tannersville, Pennsylvania, 18372, which Resolution shall be directed to Roger W. Perkowski, III.

WHEREAS, Roger W. Perkowski III's project benefited the Valor Clinic Foundation's Paul's House in Kunkletown, PA, which assists in improving the lives of Veterans, by helping to them to assimilate back into civilian life, by offering counseling and a place to live.

WHEREAS, Roger W. Perkowski, III built raised planting beds specifically for disabled veterans to allow them to work in the gardens. The planting beds were 8' by 4' by 3' each, made of treated wood and filled with stone for drainage and topsoil to plant a number of herb and vegetable seedlings.

WHEREAS, Roger W. Perkowski III raised \$1,208 by selling candy to provide the funding for the project.

NOW THEREFORE BE IT PROCLAIMED, that the Pocono Township Board of Commissioners congratulate and sincerely commend Roger W. Perkowski, III for earning the Eagle Scout Award in Boy Scout Troop 85, Tannersville, PA, Pennsylvania.

WHEREAS, this Resolution was ordained and enacted on the 18th day of March, at a regular business meeting of the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania.

POCONO TOWNSHIP COMMISSIONERS:

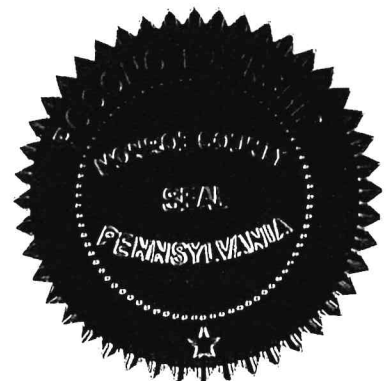
Gerald J. Lastowski, President

Richard Wielebinski, Vice President

Jerrod Belvin, Commissioner

Chad Kilby, Commissioner

Harold Werkheiser, Commissioner



POCONO TOWNSHIP



www.poconopa.gov

TOWNSHIP OF POCONO, MONROE COUNTY PENNSYLVANIA

RESOLUTION 2019-06

BE IT RESOLVED, by the authority of the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania and;

IT IS HEREBY resolved by the authority of the same, that the Township Manager of Pocono Township, Donna M. Asure is authorized and directed to submit the attached Application for Traffic Signal Approval to the Pennsylvania Department of Transportation and to sign this Application on behalf of the Municipality.

ADOPTED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 18th, day of March, 2019.

ATTEST:

Township of Pocono
Board of Commissioners

By _____
Pamela Tripus
Township Secretary

By: _____
Gerald J. Lastowski
President

TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. 2019-07

A RESOLUTION GRANTING CONDITIONAL APPROVAL OF THE RUNNING LANE, LLC MINOR SUBDIVISION AND LOT COMBINATION PLAN

WHEREAS, the applicant, Running Lane, LLC, submitted a minor subdivision and lot combination plan application titled "Running Lane, LLC Minor Subdivision/Lot Combination Plan" (the "Plan"). The applicant proposes a minor subdivision/lot combination of an existing property located along State Route 0611, approximately 0.7 miles south of the intersection with Lower Swiftwater Road (SR 0314). The existing property (Tract 1) is located with the C Commercial Zoning District and consists of the Pocono Brewing Company with associated parking, stormwater management and on-lot water and sewer services. The existing property is split by SR 0611 and has a total gross area of 5.47 acres, with 0.507 acres located on the eastern side of SR 0611. The proposed Plan includes the subdivision of two (2) tracts from the existing 21.9 acres property split by SR 0611 and owned in half interest by Lorri Zimmerman and Jeffrey T. Butz, Executors of the Butz Estate, and Robert Miller and Marilyn Butz. Tract 2 is located on the western side of SR 0611 and is proposed to have a gross area of 0.366 acres, including 0.199 acres of the SR 0611 Right-of-Way, creating a net area of 0.167 acres. Tract 3 is located on the western side of SR 0611 and is proposed to have a gross area of 0.877 acres, including 0.496 acres of the SR 0611 Right-of-Way and 0.175 acres of the Wiscasset Road Right-of-Way, creating a net area of 0.206 acres. Tracts 2 and 3 will be conveyed to and combined with Tract 1 to create 1 6.713 acre property (5.023 acres net). The remaining Butz/Miller property will have a proposed area of 19.30 acres and will be entirely located on the eastern side of SR 0611.

WHEREAS, the Township Engineer has reviewed the Plan and offered comments in his letters dated January 10, 2019, and March 13, 2019; and

WHEREAS, the Pocono Township Planning Commission recommended the conditional plan approval of the Plan at a meeting held on January 14, 2019; 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 404.1.D: Boundary Closure. *The applicant shall not be required to provide a lot closure report for proposed Tract 6 (Butz/Miller).*
2. SALDO Section 404.2.V: Existing or Proposed Contour Lines. *The applicant shall not*

be required to provide a minimum of two contours lines to show the direction and amount of slope since no development is proposed.

3. SALDO Section 402.2.X: Location and Extent of Various Soil Types. *The applicant shall not be required to show the existing soils on the plan since no development is proposed.*

That the “Running Lane, LLC Minor Subdivision/Lot Combination Plan” as shown on the plan prepared by Bue-Morris Associates, LLC, dated June 2017, 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 applicant shall comply with all of the conditions and requirements identified in the Township Engineer’s letter dated March 13, 2019.
2. The applicant shall enter into an Improvements Agreement with the Township and provide appropriate security, if deemed necessary by the Township.
3. The applicant shall enter into a Maintenance Agreement with the Township and provide appropriate security, if deemed necessary by the Township.
4. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the Township, if deemed necessary by the Township.
5. The applicant 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 applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
7. 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.
8. The applicant 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 applicant 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 18th day of March, 2019.

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Print Name: Pamela Tripus
Title: Secretary

By: _____
Print Name: Gerald J. Lastowski
Title: President

POCONO TOWNSHIP BOARD OF COMMISSIONERS
Work Session Minutes

DATE: March 4, 2019
TIME: 5:00 pm
PLACE: Township Building
PRESIDING COMMISSIONER: Jerry Lastowski
ROLL CALL:

Harold Werkheiser - Absent
Richard Wielebinski – Present
Chad Kilby - Present
Jerrod Belvin – Present

Also present were Leo DeVito, Township Solicitor, and Donna M. Asure-Township Manager

The work session was called to order at 5:05pm by President Lastowski.

There was no public comment.

The purpose of the work session was to interview candidates for the position of Zoning Officer for Pocono Township.

SFM Consulting –

- ✓ Represented by Shawn McGlynn and Jeff Snyder
- ✓ They would be a third party contracted service (as the former ZO was)
- ✓ Mr. McGlynn would be the ZO and Mr. Snyder would be the Zoning Administrator
- ✓ Both are certified zoning officers
- ✓ Fee is \$65/hour for zoning and codes enforcement
- ✓ If they work together would only be billed for one-man hour
- ✓ SFM believes the township should start at 6 – 9 hours per week and build from there
- ✓ Would like set hours such as M-W-F - 8am – 11am
- ✓ They are certified to perform fire inspections on commercial properties
- ✓ Currently provide various services for Stroud, Jackson, Middle Smithfield, Barrett, Eldred, Stbg Boro, and several municipalities in Pike county
- ✓ They have written/reviewed ordinances for several municipalities
- ✓ They worked on a sign inventory in Middle Smithfield
- ✓ Special projects would be billed at \$65.00/hour
- ✓ Available on weekends
- ✓ Familiar with permit manager
- ✓ Mr. Snyder, being a resident would step aside if there is a conflict in a needed action
- ✓ They are used to drafting their own complaints but would involve the township solicitor
- ✓ No issues going to properties by themselves
- ✓ Will not abuse the 30-day time line – like to get things done right away
- ✓ Do not invoice for phone calls or emails

Maureen Minnick –

- ✓ Started as land use secretary in Tobyhanna Township in 2005
- ✓ Laid off and brought back in 2013
- ✓ Asked if she wanted to become ZO
- ✓ Position eliminated in January 2018
- ✓ Currently part-time in Lehigh Township, Wayne, County
- ✓ Would like full time but will consider part-time
- ✓ Currently making \$21/hour
- ✓ Will not abuse the 30-day time line – like to get things done right away
- ✓ Is not certified to do commercial fire inspections
- ✓ Generally ok with going to site by herself
- ✓ Does not have ZO certification
- ✓ Not familiar with permit manager but with other data bases
- ✓ Available on weekends but would rather not work in building alone
- ✓ Believes in talking to property owner first before filing paperwork
- ✓ Would involve solicitor

The Board discussed having this topic on the March 18, 2019 Board of Commissioners' meeting agenda for discussion and possible action.

No public comment received.

Work Session was adjourned at 5:45pm.

NO OFFICIAL ACTIONS OR ROLL CALL VOTES WERE TAKEN DURING WORK SESSION.

Submitted by:

Donna M. Asure
Township Manager

**POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
MARCH 4th, 2019 7:00 P.M.**

DRAFT

The regular meeting of the Pocono Township Commissioners was held on Monday, March 4th, 2019 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Gerald J. Lastowski at 7:05 p.m., followed by the Pledge of Allegiance.

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

IN ATTENDANCE:

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

PUBLIC COMMENT:

Annabella Lastowski, Twp. resident, stated the Pocono Township Road Crew is the best in the area and deserves a big Thank you!

ANNOUNCEMENTS:

Pocono Township Community Day will be held on 06/01/2019.

HEARING FOR ORDINANCE 2019-02

Donna Kenderdine, Court Reporter, in attendance.

Ordinance 2019-02 - Amending the Code of Ordinances, Chapter 60, Salaries and Compensation, Article 1, Commissioners -

L. DeVito, Twp. Solicitor explained the Ordinance defines the prorating of Commissioners' salaries. G. Lastowski opened the hearing to comment.

Ellen Gndt, Twp. resident, read a statement objecting to the amendment to the ordinance and stating she would challenge it. Discussion followed.

L. DeVito, Twp. Solicitor, explained it is a clarification of an existing policy. G. Lastowski noted the Board would not be wasting tax payer funds to defend this ordinance, if it was not being taken to court.

R. Wielebinski made a motion, seconded by G. Lastowski, to close the hearing. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

G. Lastowski made a motion, seconded by J. Belvin, to adopt Ordinance 2019-02, an Ordinance of the Township of Pocono, amending the Code of Ordinances of Pocono Township, Chapter 60, Salaried and Compensation, Article 1, Commissioners. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

A full copy of the transcript of the hearing may be obtained by contacting Donna Kenderdine, Court reporter.

RESOLUTIONS:

Resolution 2019-03 - Employment agreement with Kent Werkheiser -

R. Wielebinski made a motion, seconded by C. Kilby, to adopt Resolution 2019-03 amending Resolution 2018-27 - the employment agreement with Kent Werkheiser as Pocono Township Chief of Police, effective 01/01/2019 through 01/06/2020 at an annually salary of \$96,142. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

DRAFT

RESOLUTIONS CONT:

Resolution 2019-04 - Employment agreement with Donna Asure
R. Wielebinski made a motion, seconded by C. Kilby, to adopt Resolution
2019-04 amending Resolution 2018-28 - the employment agreement with
Donna Asure as Pocono Township Manager, effective 01/01/2019 through
01/01/2020 at an annual salary of \$90,100.00. Roll call vote: R.
Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes.
Motion carried.

MINUTES:

G. Lastowski made a motion, seconded by R. Wielebinski, to approve the
minutes of the 02/19/2019 Board of Commissioner's work session. Roll
call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J.
Belvin, yes. Motion carried.

G. Lastowski made a motion, seconded by C. Kilby, to approve the minutes
of the 02/19/2019 Board of Commissioner's regular meeting. Roll call
vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J.
Belvin, yes. Motion carried.

PERSONNEL - G. Lastowski noted the resignation of Kristen Long from the Pocono Township Police Department.

FINANCIAL TRANSACTIONS:

Ratify Vouchers Payable -

G. Lastowski made a motion, seconded by R. Wielebinski, to ratify
vouchers payable received through 02/28/2019 in the amount of \$1,671.17.
Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes;
and J. Belvin, yes. Motion carried.

Ratify Gross Payroll -

G. Lastowski made a motion, seconded by C. Kilby, to ratify gross payroll
for pay period ending 02/17/2019 in the amount of \$96,800.74. Roll call
vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J.
Belvin, yes. Motion carried.

Vouchers Payable

G. Lastowski made a motion, seconded by J. Belvin, to approve vouchers
payable received through 02/28/2019 in the amount of \$115,840.50. Roll
call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J.
Belvin, yes. Motion carried.

Capital Expenditures

G. Lastowski made a motion, seconded by R. Wielebinski, to approve
capital expenditures received through 02/28/2019 in the amount of
\$4,001.18. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C.
Kilby, yes; and J. Belvin, yes. Motion carried.

REPORT OF THE PRESIDENT - Gerald Lastowski

BCRA - G. Lastowski reported he and D. Asure, Twp. Manager, met with BCRA and discussed the top issues they are facing.

- a) Rt. 715 waterline is ready to bid with a bid opening of 04/10/2019. The water line will run outside the TLC 1st base line. They may be required to close the ballfield during construction. They will cut through the existing basketball court and will need guidance on restoring the court. The line will run under the Rt. 80 bridge and ramps with a time line of completion by late September. Once completed, it will require a resolution for the service area. BCRA is on line to purchase PJJWA.
- b) New water tanks are proposed on the former Gantzhorn property. Two 750,000 gallon tanks will be installed.
- c) Second 1.7 Million gallon tank is proposed to be located on PMSD property.
- d) In the next five to ten years, BCRA is considering running a second water line up Rt. 611. BCRA is looking for grants for funding and they are requesting the Township to consider requiring mandatory connections.

C. Kilby questioned where the line will run from the Rt. 715 tanks. G. Lastowski noted along Rt. 715.

Pocono Gas - Ertle

G. Lastowski requested an update on the cars parked at the site. D. Asure, Twp. Manager, will discuss the property with Missy Prugar, Zoning Officer.

COMMISSIONERS COMMENTS

Richard Wielebinski, Vice President

Monthly Zoning Report - R. Wielebinski requested a monthly report from the Zoning Officer on the status of the violations and zoning activities.

175 Laurel Lake Road - R. Wielebinski noted there is trash, vehicles, poles, etc. on the property.

R. Wielebinski made a motion, seconded by J. Belvin, to authorize the Zoning Officer to conduct an inspection at 175 Laurel Lake Road for possible violations of the Township's junk Ordinance. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

2831 Bartonsville Ave

R. Wielebinski Made a motion, seconded by C. Kilby, to authorize the Zoning Officer to file a Notice of Violation for 2831 Bartonsville Ave based on the inspection done concerning dangerous structure violations. G. Lastowski opened the meeting to public comment. Hearing none. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

Harold Werkheiser, Commissioner - Absent

PG.3
DRAFT

REPORT OF THE COMMISSIONERS CONT:

DRAFT

Chad Kilby, Commissioner

Intersection Lighting- C. Kilby noted he toured the sites with J. Belvin and PPL. R. Wielebinski questioned the type of lighting for TLC park. Discussion followed on types of lighting for TLC park. It was reported to stay within the current budgeted amount, the project may need to be phased in.

Website Logo Contest - C. Kilby requested the Board consider allowing the residents to pick the new logo.

C. Kilby made a motion, seconded by R. Wielebinski, to utilize the designs provided by the website creator, develop a contest for Township residents to run no more than two months, collecting feedback on the various designs. G. Lastowski opened the meeting to public comment. Ellen Gnanndt, Twp. resident, asked if residents could submit designs. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

PennDOT Ponding concerns on Rt. 715 North - D.ASURE, Twp. Manager, explained she spoke to PennDOT and they will send a PennDOT manager to inspect.

Rt. 611/Old Mill Bridge - request for inspection report from PennDOT - C. Kilby requested the Twp. Engineer request inspection records for the bridge. J. Tresslar, Twp. Engineer, will inspect the bridge and contact PennDOT.

Rt. 611/715 Realignment Project - Request for sidewalks and light incorporation in to project scope - C. Kilby made a motion, seconded by J. Belvin, to reach out to the PennDOT Engineer, to strongly suggest include sidewalks and street lighting in the redesign plan. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

Jerrold Belvin, Commissioner

Return of service weapon to Robert Miller - 25 years of service J. Belvin made a motion, seconded by R. Wielebinski, to return the service weapon to Robert Miller for 25 years of service with Pocono Township's Police Department. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

2565 Bartonsville Ave -

J. Belvin made a motion, seconded by G. Lastowski, to authorize the zoning officer to inspect 2565 Bartonsville Ave, (Former Wine Press Inn) for a possible dangerous structure including the deteriorating Pavilion behind property. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

Property 12/11A/1/92

J. Belvin made a motion, seconded by R. Wielebinski, to authorize the zoning officer to inspect the property (Tax ID: 12/11A/1/92) - located behind the Dunkin Donuts between 2055 & 2039 Rt. 611. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

Corner of Laurel Loop and Rt. 611

J. Belvin made a motion, seconded by R. Wielebinski, to authorize the Zoning Officer to file a notice of violation for the Corner of Laurel Loop and Rt. 611 based on an inspection done for violations of dangerous structures. (12/11A/1/93). G. Lastowski opened the meeting to public comment. Mike Velardi, Twp. resident, questioned why the Zoning Officer needed approval. L. DeVito, Twp. Solicitor, explained the procedure is in the Ordinance.

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

REPORTS:

Public Works Department - None

Administration - Manager's Report

TLC Playground equipment - D. Asure, Twp. Manager, noted the Park Board recommended the purchase of new playground equipment for TLC park. It is estimated to be over the bid threshold. Discussion followed.

J. Belvin made a motion, seconded by G. Lastowski, to authorize the Twp. Manager to go out to bid for playground equipment for TLC as recommended by the park board. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

Regional Comprehensive Plan update- D. Asure, Twp. Manager, explained a meeting was held and grant funding is being applied for. Once the funding is in place and a consultant is hired, the Board will need to determine who will represent the Township at the meetings.

Traffic Task Force - D. Asure, Twp. Manager, noted Christine Meinhart-Fritz, Monroe County Planning Director, has offered to meeting with the Board of Commissioners to discuss her knowledge of current PennDOT projects and their impact on Pocono Township. C. Kilby noted the scope of the task force committee is for the immediate traffic concerns. D. Asure will set up a workshop.

Thursday on the Green Advertising-

G. Lastowski made a motion, seconded by J. Belvin, to enter into an advertising contract with Messee Magazine for \$1,000.00 (reduced rate) for 3 ads as negotiated by the park board in exchange for a table at Thursday on the Green and ability to distribute magazines at Park and Recreation functions. G. Lastowski opened the meeting to public comment. Ellen Gndt, Twp. resident, asked about the magazine. D. Asure, Twp. Manager, explained it is a magazine for family and comes out bi-monthly. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

TWP. MANAGER REPORT CONT:

Heat Pump - D. Asure, Twp. Manager, noted three quotes were received for replacement of the heat pump.

G. Lastowski made a motion, seconded by C. Kilby, to authorize the replacement of one four-ton roof top heat pump from Super Heat, Inc. as the lowest of three quotes received in that amount of \$7,895.00. G. Lastowski opened the meeting to public comment. Hearing none.

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

TOWNSHIP ENGINEER REPORT:

White Oak Culvert Replacement project - J. Tresslar, Twp. Engineer, noted he is working with the grant writer.

Fish Hill Road Storm System - J. Tresslar, Twp. Engineer, explained it will start in the spring.

Right hand turn lanes from Rt. 611 onto Rimrock and Bartonsville Ave - J. Tresslar, Twp. Engineer, noted it is on hold until the grant awarded.

TLC Bridge Grant - J. Tresslar, Twp. Engineer, explained he is working to obtaining permits and go out to bid.

Culvert cleaning maintenance - J. Tresslar, Twp. Engineer, explained he is working on an overall recommendation.

Master sidewalk plan - part of multi-modal grant - J. Tresslar, Twp. Engineer, requested a work session for discussion. Discussion followed. J. Tresslar explained he is working on the cost estimate.

G. Lastowski suggested holding a Saturday work session. Discussion followed. The Board concurred not to hold a Saturday work session.

Archer Lane Update - J. Tresslar, Twp. Engineer, explained he is working on the grading ordinance. R. Wielebinski noted a recent correspondence from MCCD and Mr. Archer to improve the drainage. Discussion followed.

Learn Road to Fish Hill Road culvert inspection - J. Tresslar, Twp. Engineer, explained they inspected the culvert and it is in need of repair.

Transfer Switch - J. Tresslar, Twp. Engineer, contacted Keystone for the information for the bid package.

CONFIDENTIAL

TOWNSHIP SOLICITOR REPORT:

Exxon Monitoring wells update - No report.

Weis Market Traffic Signal and Lights - L. DeVito, Twp. Solicitor, explained a letter was sent to Mr. Insalacco concerning the connection of his sign to the Township's light box. Mr. Insalacco has not responded. C. Kilby made a motion, seconded by J. Belvin, to hire an electrician to remove the Weis Marker sign breaker from the Township box and place a sign on the box to state "for access call Pocono Township and tampering is unlawful" on the box. Discussion followed on the cost to the Township for their sign and if the lock is broken again. G. Lastowski opened the meeting to public comment. Mike Velardi, Twp. resident, suggested alternate ways to disable the connection. Annabella Lastowski, Twp. resident, asked who owns it? C. Kilby noted it was a junction box for the Traffic signal. Ellen Gndt, Twp. resident, questioned what law they were breaking. Shawn Goucher, Pocono Township Police, noted it was a theft of services.

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

G. Lastowski made a motion, seconded by R. Wielebinski, to request the staff to calculate the electric usage over the 28 years the Weis market sign was connected and authorize the Twp. Solicitor to send Mr. Insalacco a letter and a bill. G. Lastowski opened the meeting to public comment. Annabella Lastowski, Twp. resident, suggested a 30-day maximum for payment then fine. Randy Peechkata, Twp. resident, questioned if it could be metered. C. Kilby noted in the future it can be metered and billed directly to them.

PUBLIC COMMENT:

G. Lastowski noted they interviewed two people for the position of Zoning Officer and will be on the next agenda.

C. Kilby gave an update on the Green Light Go grant, noting it will be going out to bid.

ADJOURNMENT:

G. Lastowski Made a motion, seconded by R. Wielebinski, to adjourn the meeting at 8:20 p.m. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

POCONO TOWNSHIP BOARD OF COMMISSIONERS
Work Session Minutes

DATE: March 11, 2019

TIME: 5:00 pm

PLACE: Township Building

PRESIDING COMMISSIONER: Jerry Lastowski

ROLL CALL:

Harold Werkheiser - Absent

Richard Wielebinski – Present

Chad Kilby - Present

Jerrod Belvin – Present

Also present were Jon Tressler, B&J, Township Engineer and Donna M. Asure-Township Manager. Township Grant writer Jason Fitzgerald joined the work session by phone.

The work session was called to order at 5:05pm by President Lastowski.

There was no public comment.

Mr. Tressler presented the Board with draft drawings of the Master Safety Enhancement plan for Route 611 from Route 715 to Warner Road. The plan shows the construction of sidewalks on both sides of the roadway.

The following was discussed –

- ✓ How each property may be affected by this construction
- ✓ Whether the work can be done in or out of the PennDot right of way
- ✓ What information is necessary to apply for a grant
- ✓ The benefits of applying for both a DCED and PennDot Multi-modal grant. Though DCED looks for projects that benefit economic development, there are many safety aspects to the purpose of this plan and that is what the PennDot grant looks for
- ✓ The hazardous area around Fish Hill Road with the two road ways
- ✓ Should lighting be added to the project, the benefits of underground wiring being done during construction and the possibility of the township maintaining this lighting.

Mr. Tressler estimated the project at approximately 6000 lineal feet. Grants can be applied for up to the maximum of \$3 million dollars.

The Board discussed the benefits to the Tannersville area of this project not only for safety but for economic development and building of a town center area that all would be proud of.

No public comment was received.

NO OFFICIAL ACTIONS OR ROLL CALL VOTES WERE TAKEN DURING WORK SESSION.

Work Session was adjourned at 6:00pm.

Submitted by:

Donna M. Asure
Township Manager

POCONO TOWNSHIP
Monday, March 18, 2019

SUMMARY

Ratify

General Fund	\$	104,106.81
Sewer Operating	\$	299.75
Sewer Construction	\$	-
Capital Reserve	\$	-

Bill List

TOTAL General Fund	\$	165,252.47
TOTAL Sewer <u>OPERATING</u> Fund	\$	133,654.65
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	-
TOTAL Capital Reserve Fund	\$	10,452.00
Liquid Fuels	\$	-

Budget Adjustments

\$	-
----	---

Budget Appropriations

\$	-
----	---

Interfund Transfer

FROM:

TO:

Notes:

POCONO TOWNSHIP CHECK LISTING

RATIFY

Monday, March 18, 2019

General Fund	Date	Check	Vendor	Memo	Amount
Payroll	03/15/2019			PAY 5 Pay Period ending 3/10/2019	\$ 102,132.65
				TOTAL PAYROLL	\$102,132.65
General Expenditures					
	3/4/2019	58155	PENTELEDATA	Police internet	\$ 124.95
	3/4/2019	58156	PENTELEDATA	Township Internet	\$ 164.90
	3/4/2019	58157	PENTELEDATA	Heritage Center Internet	\$ 70.07
	3/4/2019	58158	Suburban Testing Lab	Water testing Mt. View Park	\$ 103.00
	3/4/2019	58159	Steele's Hardware	Shop supplies	\$ 294.73
	3/11/2019	58160	Cardmember Services	Training	\$ 175.00
	3/14/2019	58185	Kimball Midwest	Supplies	\$ 308.39
	03/15/2019	58217	Kyocera Document Solutions America	Feb & Mar Copiers township & police	\$ 733.12
				TOTAL General Fund Bills	\$ 1,974.16
Sewer Operating Fund					
	03/04/2019	1200	PENTELEDATA	Sewer internet connection	\$ 299.75
				TOTAL Sewer Construction Fund	\$ 299.75
Capital Reserve					
				TOTAL Capital Reserve Fund	\$ -
TOTAL General Fund					
TOTAL Sewer Operating				104,106.81 Transferred by:	
TOTAL Sewer Construction				299.75	
Total Capital Reserve				-	
				-	
				104,406.56 Authorized by:	

POCONO TOWNSHIP CHECK LISTING **Monday, March 18, 2019**

<u>General Fund</u>	<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
	03/13/2019	58161	D.G. Nicholas Co.	4 Invoices: Wiper Blades/Lamps/Gloves	\$ 143.85
	03/13/2019	58162	Hanson Aggregates Pennsylvania LLC	2 Invoices: 1/4 Inch Wash	\$ 5,289.22
	03/13/2019	58163	Monroe County Control Center	2Q Dispatch Services	\$ 12,116.18
	03/13/2019	58164	UNIFIRST Corporation	Carpets/Uniforms	\$ 156.90
	03/14/2019	58165	ADP, LLC	2 Invoices: Y/E Tax Serv; Pay Period 5	\$ 570.75
	03/14/2019	58166	ARGS Technology, LLC	2 Invoices: Feb TWP & Police Services	\$ 2,625.00
	03/14/2019	58167	Axon Enterprise, Inc.	Cartridge Battery Pack	\$ 300.00
	03/14/2019	58168	Banks Vacuum	Vacuum Service	\$ 58.97
	03/14/2019	58169	BIU of PA, Inc.	Permit Fees	\$ 2,995.65
	03/14/2019	58170	Brodhead Creek Regional Authority	March Services	\$ 177.08
	03/14/2019	58171	Broughal & DeVito, L.L.P.	Planning Commission	\$ 495.00
	03/14/2019	58172	Cargill Incorporated	Salt	\$ 1,927.51
	03/14/2019	58173	Cefali and Associates PC	Treasurer Services - January	\$ 555.00
	03/14/2019	58174	D.G. Nicholas Co.	5 Invoices: Auto Supplies	\$ 652.80
	03/14/2019	58175	Davidheiser's Inc.	Tracker Testing	\$ 124.00
	03/14/2019	58176	Davina Bernabe	Restitution Payment	\$ 270.00
	03/14/2019	58177	DES	Recycling	\$ 24.00
	03/14/2019	58178	Eric A. Moses Co.	2 Invoices: Vehicle Supplies	\$ 334.78
	03/14/2019	58179	Francis Smith & Sons Inc	2 Invoices: Mo. Service/ER Stop Switch Relocate	\$ 2,480.00
	03/14/2019	58180	Highmark Inc.	HRA 3/4 to 3/10/19	\$ 125.63
	03/14/2019	58181	Howarth, Carl	Coffee Supplies	\$ 98.00
	03/14/2019	58182	HUNTER KEYSTONE PETERBILT	2 Invoices: Axel Shaft/Truck 11 Repair	\$ 2,524.69
	03/14/2019	58183	J & B Auto	3 Invoices: Units 99, 94 & 88 Service	\$ 806.82
	03/14/2019	58184	JDM Consultants, LLC	Grant Consulting - March 2019	\$ 2,500.00
	03/14/2019	58186	Kresge, Scott	Uniform Allowance	\$ 144.98
	03/14/2019	58187	Lawrence B. Fox P.C.	Civil Services - Legal	\$ 412.50
	03/14/2019	58188	Medico Industries, Inc.	Keys for Chipper	\$ 4.31
	03/14/2019	58189	Metropolitan Telecommunications	2 Invoices: TWP & Park/ Police	\$ 365.78
	03/14/2019	58190	Monroe County Treasurer	Bills/Postage Tax Collection	\$ 2,920.44
	03/14/2019	58191	MRM Worker's Compensation Pooled Trust	Workman's Comp - Installment 7 of 12	\$ 10,900.09
	03/14/2019	58192	Nauman Mechanical Inc.	HVAC Service - Twp	\$ 301.31
	03/14/2019	58193	Network Fleet	GPS Serv March	\$ 325.45
	03/14/2019	58194	Norris McLaughlin, P.A.	Feb Prof Serv	\$ 901.00
	03/14/2019	58195	PAPCO, Inc.	3 Invoices: Gasoline/Diesel	\$ 6,780.02
	03/14/2019	58196	PMHIC	Health Insurance April	\$ 73,694.44

<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
03/14/2019	58197	PPL Electric Utilities	3 Invoices: TWP/Traffic Lights/Park	\$ 2,961.15
03/14/2019	58198	Praxair Dist Mid-Atlantic	Cylinder Rental 1/20 to 2/20/19	\$ 27.42
03/14/2019	58199	Site2	Computer backup and recovery - Twp/Police	\$ 360.00
03/14/2019	58200	Smart Blonde Creative/MeSee Magazine	Mt. View Park - Advertizing	\$ 1,000.00
03/14/2019	58201	Sparkle Car Wash	Feb Police Washes	\$ 2.00
03/14/2019	58202	Staples	Office Supplies - Township	\$ 216.02
03/14/2019	58203	Starr Uniform Center	Police Badge IDs	\$ 280.00
03/14/2019	58204	State Workers Insurance Fund	Fireman's WC Install 4 of 11	\$ 2,372.00
03/14/2019	58205	Stiff Oil Company	Heating Fuel	\$ 1,857.80
03/14/2019	58206	Stroudsburg Electric Motor Service	Fasco Motor	\$ 470.00
03/14/2019	58207	STTC Service Tire Truck Centers, INC.	3 Invoices: Truck Repairs	\$ 1,773.33
03/14/2019	58208	Tulpehocken Mountain Spring Water Inc	Water	\$ 96.49
03/14/2019	58209	Wilson Products Compressed Gas Co.	Industrial Oxygen	\$ 7.25
03/14/2019	58210	Nationwide - 457	PAY 5 2019 CONTRIBUTION	\$ 2,922.61
03/14/2019	58211	AFLAC	SUPPLEMENTAL INSURANCE	\$ 207.62
03/15/2019	58212	Broughal & DeVito, L.L.P.	File 3043-19 Gen Billing 2019	\$ 5,513.00
03/15/2019	58213	Cardmember Service	MSF Lic; PSATS; CPH Insurance	\$ 662.14
03/15/2019	58214	Cargill Incorporated	Deicer Salt Order 4272594	\$ 5,804.16
03/15/2019	58215	Competition Service Center	Wheel Adjustment	\$ 184.50
03/15/2019	58216	Hanson Aggregates Pennsylvania LLC	1/4 Inch Wash	\$ 2,711.13
03/15/2019	58218	Pocono Record	Advertising	\$ 219.04
03/15/2019	58219	Reliable Sign and Striping	One Way Nut & Bolt	\$ 200.00
03/15/2019	58220	Cardmember Service	Printer Toner	\$ 45.29
03/15/2019	58221	Verizon Wireless	Police Cell Phones	\$ 608.97
03/15/2019	58222	Cardmember Service	Amazon/QTarget/USPS	\$ 578.34
03/15/2019	58223	Verizon Wireless	Police Ipads	\$ 70.06
TOTAL General Fund				\$ 165,252.47

Sewer Operating Fund

03/15/2019	1201	BLUE RIDGE COMMUNICATIONS	SEWER MODEM CONNECTIONS	\$ 244.36
03/15/2019	1202	Boucher & James, Inc.	SEWER ENGINEERING SERVICES	\$ 77.25
03/15/2019	1203	BRODHEAD CREEK REGIONAL AUTHORITY	APRIL2019 SEWER TREATMENT	\$ 109,055.16
03/15/2019	1204	BROUGHAL & DEVITO, L.L.P.	SEWER LEGAL SERVICES	\$ 1,170.00
03/15/2019	1205	EEMA O&M Services Group, Inc.	MARCH O&M SERVICES	\$ 6,077.40
03/15/2019	1206	Emergency Systems Service Co.	2019 ANNUAL SERVICE AGREEMENT	\$ 4,402.01
03/15/2019	1207	METROPOLITAN TELECOMMUNICATIONS	PUMP STATION 5 PHONE SERVICE	\$ 62.11
03/15/2019	1208	PA One Call System, Inc	SEWER MAPPING SERVICES	\$ 70.72
03/15/2019	1209	Pocono Management Associates LLC	CONTRACTED SERVICES 2/11 -3/10/2019	\$ 4,246.57

<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
03/15/2019	1210	Pocono Township	SEWER ADMIN SERVICES	\$ 1,939.46
03/15/2019	1211	PPL Electric Utilities	PUMP STATIONS ELECTRIC SERVICE	\$ 3,874.82
03/15/2019	1212	Steele's Hardware	SUPPLIES	\$ 7.99
03/15/2019	1213	Utility Locator LLC	MARCH 2019 CONTRACTED SERVICES	\$ 1,112.88
03/15/2019	1214	Verizon	SEWER MONITORING SYSTEM PHONE LINE	\$ 85.08
03/15/2019	1215	BROUGHAL & DEVITO, L.L.P.	SEWER LEGAL SERVICES	\$ 75.00
03/15/2019	1216	Pocono Township	SEWER ADMIN SERVICES	\$ 1,153.84
TOTAL Sewer Operating				\$ 133,654.65

Sewer Construction Fund

TOTAL Sewer Construction Fund	\$ -
-------------------------------	------

Capital Reserve Fund

03/15/2019	1046	P&D EMERGENCY SERVICES	E-TICKET MACHINES 2019 POLICE CAPITAL	\$ 10,452.00
------------	------	------------------------	---------------------------------------	--------------

TOTAL Capital Reserve Fund	\$ 10,452.00
----------------------------	--------------

LIQUID FUELS

TOTAL Liquid Fuels	\$ -
--------------------	------

ESSA

TOTAL General Fund	\$ 165,252.47	Authorized by: _____
TOTAL Sewer Construction Fund	\$ -	
Sewer Operating	\$ 133,654.65	
Capital Reserve	\$ 10,452.00	
Liquid Fuels	\$ -	
TOTAL ESSA TRANSFER	\$ 309,359.12	Transferred by: _____

Pam Tripus

From: Municibid <support@municibid.com>
Sent: Friday, March 15, 2019 3:03 PM
To: Pam Tripus
Subject: Awesome! Your item sold - 2007 Dodge Durango Listing #20763573



Congratulations! Your item ended successfully!



2007 Dodge Durango listing # 20763573

Winning Bid Amount: \$1,302.00 USD

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

Winning bidder: Jay Hill (username: Ahill)

Email:

Phone:

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



Ray Price Ford
2971 Rt 940 Mount Pocono, PA 18344
Office: 866-607-8111

2020 Police Interceptor Utility, Sport
Utility
AWD Base(K8A)
Price Level: 20

Pricing - Single Vehicle

MSRP

Vehicle Pricing

Base Vehicle Price	\$40,615.00
Options & Colors	-\$2,735.00
Upfitting	\$0.00
Destination Charge	\$1,095.00
Subtotal	\$38,975.00

Pre-Tax Adjustments

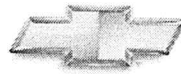
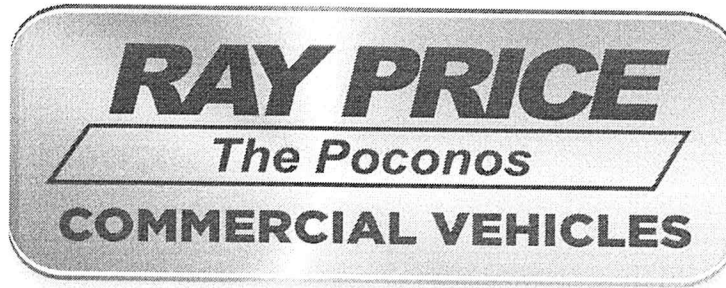
Code	Description	
3	Ray Price Ford PA COSTARS Discount	-\$6,078.44
Total		\$32,896.56

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information. | Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Chief Kent Werkheiser, Pocono Twp Police Dept
By: Mark Singleton Date: 03/08/2019



Costar# 426951

2969 RT 940
Mt Pocono, PA 18344
570-839-1111

Customer: Pocono Twp Road Dept

Vehicle: 2019 Ford F-550 Crew Cab Chassis

Vehicle Price	\$63,575.00
Body	\$0.00
Subtotal	\$63,575.00
Discount	\$12,116.70
Your Price	\$51,458.30

*Price includes fees, delivery, detail, full tank of fuel

If you wish to proceed with this order and purchase
please sign & date below and email back to:
msingleton@raypricecars.com

Authorization Signature

Date

Price is valid until the end of the month. Thereafter it is subject
to change without notice.

Price does include any applicable taxes, tags, and fees.

Mark Singleton
Commercial Sales Manager
Ray Price Dealerships
msingleton@raypricecars.com
570-236-4490 cell



PITTSBURGH - 1124 McLaughlin Run Road, Bridgeville, PA 15017 412-257-1160
 HARRISBURG - 1405 B Hagy Way, Harrisburg, PA 17110 717-724-0310
 SOMERSET - 241 East Garrett Street, Somerset, PA 15501 814-444-6403
 800-753-7566 Fax PGH: 412-257-4471 Fax HAR - 717-724-0309

Customer **Pocono Township**
 Name **Bob Sargent**
 Address **112 Township Dr**
 City **Tannersville** State **PA** ZIP **18372**
 Phone **570-242-7137**
 Email **rsargent@poconopa.gov**

QUOTE
 Date **12/19/2018**
 Quote No. **AB121918-2**
 Rep **ALB**
 FOB

Qty	Description	Unit Price	TOTAL
1	9'6" Aluminum Dump Body W/ Upfit to Dodge 5500 Includes: Stainless Steel UTG spreader, 9' Western Snow Plow, Electric Tarp, Fold Down Sides & Spring Loaded Shovel Holder *Dependant on chassis availability. \$875 additional charge for upfit to Ford F550 Specifications attached on separate document CoStars # 025-044	\$ 38,541.00	\$ 38,541.00

Quote Accepted By _____
 Title: _____
 Date : _____
 PO Number: _____

Unit \$ 38,541.00
 Tax _____
 TOTAL \$ 38,541.00

TERMS: EQUIPMENT - DUE UPON DELIVERY
 PARTS - NET 30 WITH ACCOUNT

+ 875.00
39,416.00

Please review carefully. If you have any questions, contact your sales representative. If there are no questions, please sign and return a copy to our office, as we must have a signed copy of this quotation along with any attachments before we process and fabricate your order. Customer signature above constitutes acceptance of the above quotation as an order. CHANGES TO THIS QUOTE ARE SUBJECT TO SCHEDULING AND PRICE CHANGES.

Quote prices applicable 60 days from date of Quote

March 18th mtg

POLICE REPORT FOR FEBRUARY 2019

The following are the recorded activities of the Pocono Township Police Department for the month of February 2019. Also listed are the available recorded activities for 2019 year to date, January 2019 and Year-end total 2018.

	Feb 2019	Y-T-D 2019	Jan 2019	Y-E-T 2018	Feb 2018
Incidents Investigated	898	1984	1086	11740	689
Burglary / Fire Alarms Answered	60	149	89	949	53
Motor Vehicle ACC	41	111	70	595	66
Assaults	9	16	7	71	3
Narcotics	5	15	10	117	7
Criminal Arrests	31	57	26	399	24
Theft	20	35	15	325	21
DUI alcohol/drug impaired	14	31	17	139	10
Mental Health	8	19	11	84	2
Drug Overdose	1	6	5	n/a	n/a
Death Investigations	1	1	0	19	2
Assisting other agencies	47	84	37	412	26
Missing Persons	2	2	0	22	1
Traffic Citations Issued	134	316	182	1650	53
Written Warnings	169	474	305	2891	111
Traffic & Parking issues	56	107	51	354	54
911 Hang-up Calls	114	186	72	957	70

Mileage all Vehicles: 15,078

Income from Report Fees: \$520.25

A. Dangerous Structures

1. **2565 Bartonsville Avenue (Wine Press Estates)**

- a. 3/14/19 check property per BOC , Violation of Trash and Dangerous Structure Ordinances
 - 1.a.i. One (1) building has collapsed roof, and pavilion has collapsed roof – both are considered dangerous structures
 - 1.a.ii. Trash bags and debris throughout property
 - 1.a.iii. Trash placed next to trash dumpster, trash dumpster is overfilled
 - 1.a.iv. one (1) junk dumpster is presented on the property. This dumpster is filled to top (does not appear to be overfilled).

2. **Laurel Loop (structure behind Dunkin Donuts)**

- a. Metal arch structure appears structurally sound, however near the roof, a piece of plywood is missing. No broken woods. Looks secure other than missing plywood near roof.
- b. Other small building (appears to be “gatehouse”) is structurally sound.

3. **2831 Bartonsville Avenue**

- a. 2/25/19 – checked property, structurally OK, not secure due to broken windows
- b. BOC instructed to send NOV at meeting held on 3-4-19
- c. **NOV dated 3/11/19, mailed 3/12/19**

4. **Laurel Loop and Route 611**

- a. Visited site on 2/25/19 – hole in roof of main dwelling type structure, broken window in second structure
- b. BOC instructed to send NOV at meeting held on 3-4-19
- c. **NOV dated 3/11/19, mailed 3/12/19 (15 day notice)**

5. **Pocono Farmstand**

- a. NOV for dangerous structure sent 2/11/19, **green card received**
- b. Property owner came in and picked up applications to correct violation
- c. **No work commence within 15 days of first notice - Second notice dated 3/11/19, mailed 3/12/19 (15 day notice)**

6. **2477 Clubhouse Road**

- a. Visited site on 2/25/19, not dangerous structure, property maintenance

B. Short Term Rentals

7. 199 Glenoak Forest
 - a. Operating STR without license
 - b. 2/25 – per conservation with D. Asure send NOV
 - c. NOV dated 3-4-19, 7 day notice, nothing received to date
8. 123 Windy Hill Lane
 - a. Operating STR without license
 - b. Sent NOV dated 3/7/19, 7 day notice, nothing received to date
9. 151 Terrace Drive
 - a. Operating a STR without a license
 - b. NOV dated 3/11/19, mailed 3/12/19, 7 day notice, nothing received to date

C. Trash & Junk Vehicles

10. 175 Laurel Lake Road

- a. 3/14/19 – check property per BOC
 - 10.a.i. Vehicle parts (i.e., doors) located within side yard, 2 to 3 cars are sitting in side yard and adjacent to side of home.
 - 10.a.ii. Junk/trash piled on front porch

11. 5313 Birchwood Drive

- a. 3/14/19 – check property per BOC
 - 11.a.i. Dumpster is no longer on property
 - 11.a.ii. Trash now strewn over side yard (by pool)
 - 11.a.iii. Junk is piles under and on deck located in opposite side yard.

12. 2162 Deerfield Road

- a. 3/14/19 – check property as follow up to previous visit, dumpster has been removed from site and no trash is present on site

13. 2193 White Oak Drive

- a. Drainage notice reminder sent and need done by 4/1/19, certified returned as unclaimed 3/11/19
- b. Trash NOV sent 2/20/19 (dtd. 2/14/19), check 3/20/19
- c. Junk car advisement sent 2/20/19 (dtd. 2/14/19), check 3/20/19

14. 1563 Sullivan Trail

- a. NOV for trash and junk vehicles sent 2/12/19 (dtd. 2/7/19), check 3/12/19
- b. No certified mailing card received to date, **certified mail returned as unclaimed**

15. 3415 Buck Run Road

- a. Checked periodically for accumulating trash, Request for Action received
- b. Advisement for potential trash violation sent 2/25/19 (dtd 2/25/19), check 3/7/19
- c. **Property owner called and indicated that they have cleaned up the debris/trash. Cleaning out part of house. Will check periodically. Owner provided telephone number if other issues arise.**
- d. **Table and other items in yard have been removed. Many of the crates present during last visit have been removed. Still have small pile of trash near garage. Appears to be working on cleaning up property.**

16. 1 Toms Way Junk Vehicles/Junk Yard

- a. L. Devito sent NOV dated 2/27/19

D. Zoning Ordinance Violations (other than signs)

17. Ertle/Penney, Zoning Ordinance Violations

Section 470—85.F - unlicensed vehicles are prohibited

Section 470-85.H – vehicles cannot be stored or more than 30 days

Section 470-34.C.1 – parking lot must be paved per SALDO

- a. Sent NOV to L. Devito for review on 3/11/19.
- b. NOV dated 3/14/19 (mail date will updated for next BOC meeting)

18. Joe Lehman – handicap ramp

- a. Sent L. Devito NOV for review on 3/7/19. NOV for construction without Zoning Permit, and construction on J. Lehman's property.

E. Signs

19. 2508 Route 611 – Bagel shop

- a. 2/25/19 – stopped in bagel shop and informed that banner sign is prohibited per the Z.O., and the 2nd sign on plywood is not a permitted sign.
- b. 2/28/19 – owner stopped in and said he will remove banner sign in 1 week, and will submit application for new LED sign. Informed him that plywood sign also needs to be removed.
- c. Application for LED sign now submitted. Banner sign has not been removed.

F. Other Advisements of Potential Violations

20. Dove Lane

- a. Advisement sent 2/7/19 regarding permitted use – property owner refused regular mail and certified came back undeliverable due to vacant property
- b. Sent advisement letter and returned envelopes (regular mail refused, certified mail indicates vacant house) to L. Devito on 3/11/19.

21. 144 Barton Court

- a. Email received regarding vehicles parked on roadway during snow emergency.
- b. Advisement dated 2/28/19, sent 3/1/19

F. Existing Zoning Permits Update (when requested)

22. Warner Road and Route 611

- a. Zoning Permit issued 11/7/2018, expires 11/7/2019 for work on existing structures.

EXTENSION OF TIME PURSUANT TO SECTION 508(3) OF THE PENNSYLVANIA
MUNICIPALITIES PLANNING CODE

TO:	Board of Commissioners Pocono Township Municipal Building P.O. Box 197 Tannersville, PA 18372	Planning Commission Pocono Township Municipal Building P.O. Box 197 Tannersville, PA 18372
-----	--	---

FROM: Running Lane, LLC
Preliminary/Final Land Development & Subdivision Plan

Pursuant to Section 508(3) of the Pennsylvania Municipalities Planning Code, 53 P.S. 10508(3), the undersigned authorized representative and engineer for the applicant hereby agrees to an extension of time for decision by the Pocono Township Planning Commission and the Pocono Township Board of Commissioners concerning the approval of the subdivision and/or land development plan entitled:

Running Lane, Preliminary/Final Land Devel & Subdivision Plan

This extension shall be valid to and including June 30, 2019. If an agent, the undersigned verifies that this extension agreement is executed with the authorization of the applicant.



(Signature)

Charles H. Niclaus, P.E.
Barry Isett & Assoc.
(Print Name)

Dated: 3/5/19