



POCONO TOWNSHIP COMMISSIONERS

AGENDA

May 6, 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 – June 1, 2019

Run for the Red – Sunday, May 19, 2019

Website Logo Contest – starting Monday, April 8th – vote on line or here at township building

Presentations –

Hearings –

Resolutions

Motion to send a letter to the Secretary of The Department of Community and Economic Development committing Pocono Township to the required fifteen (15) percent match if the Flood Mitigation grant is awarded to the township (action item*)

Resolution 2019-XX – Motion to apply for a Flood Mitigation grant in an amount not to exceed \$225,000 from the Commonwealth Financing Authority of the Commonwealth of Pennsylvania to be used for design and construction work related to flooding issues associated with the White Oak Drive Culvert in the Township and designate the Township Manager and the President of the Board of Commissioners the Township Manager and the President of the Board of Commissioners as the officials to execute all documents and agreements between the Township of Pocono and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant (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 approve the minutes of the April 10, 2019 work session of the Board of Commissioners (action item*)
2. Motion to approve the minutes of April 17, 2019 meeting of the Board of Commissioners (action item*)
3. Motion to approve minutes of April 22, 2019 work session of the Board of Commissioners (action item*)

NEW BUSINESS**1. Personnel**

- a. Motion to ratify the return to work, full duty, with no restrictions of Thomas Lynott as Patrolman/Detective, per the fitness for duty/return to work evaluation as of Saturday, April 20, 2019. (action item*)
- b. Motion to ratify the hiring of Jonathan Kyle Miller as seasonal park employee at a rate of \$12.00 per hour for approximately 32 hours per week beginning Friday, April 26, 2019 as recommended by Bob Sargent (action item*)
- c. Motion to hire Derek McMaster as seasonal park employee at a rate of \$12.00 per hour for approximately 32 hours per week beginning May 20, 2019 as recommended by Bob Sargent (action item*)
- d. Acknowledge the resignation of Thomas Malanga as seasonal park employee effective Friday, May 10, 2019
- e. Motion to rescind motion for Tom Shick and Corey Sayre to receive fifty cents per hour for CDL Class A license and replace with a policy to include up to two, based on seniority, Class A CDL licenses as special certifications under the PW CBA at fifty cents per hour effective May 6, 2019. (action item*)
- f. Acknowledge the resignation of Pam Tripus as Pocono Township employee effective end of business on Friday, May 17, 2019.
- g. Motion to approve the proposal of Jessica Cemelli-Smith to administer the township social media pages for up to five hours per week for \$25.00/hour (action item*)
- h. Motion to hire Julian Valentini as an intern for both administration and parks, at an hourly rate of \$15/hour for up to 30 hours per week (action item*)

2. Financial Transactions

- a. Motion to ratify vouchers payable received through May 2, 2019 in the amount of \$ 5772.47 (action item*)
- b. Ratify gross payroll for pay period ending April 21, 2019 in the amount of \$ 104,180.05 (action item*)

(Action Item*)

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- c. Motion to approve vouchers payable received through May 2, 2019 in the amount of \$ 66,215.11 (action item*)
- d. Motion to approve capital expenditures received through May 2, 2019 in the amount of \$ 2482.50 (action item*)
- e. Motion to approve the purchase of a 2019 Ram 5500, using co-stars pricing, from Ray Price Dealerships at a cost of \$52,000, and upfitting from A&H at a cost of \$38,541 which replaces motion made to purchase 2019 Ford 550 with upfitting as recommended by Bob Sargent (action item*)
- f. Motion to purchase Motorola radios for 2020 police vehicles from Motorola in the amount of \$4,830.20 not as a sole source but as a co-star vendor/quote as recommended by Chief Werkheiser (possible action item*)
- g. Motion to approve the following action with the maturing \$1.5MCD at Keystone Bank as recommended by the fiscal department –
 - Open \$750,000 CD at Wayne Bank for 9 months at interest rate of 1.99%/2.00% APY
 - Open \$750,000 CD at Wayne Bank for 6 months at interest rate of 1.74%/1.75% APY (action item*)

3. Travel/Training Authorizations (Approve/Ratify)

- a. Motion to authorize Bob Sargent and Ryan Huey to attend the State Inspection Update seminar on May 8, 2018 from 5:30pm to 9pm at MCTI for a cost of \$20/person (action item*)

Report of the President

- a. Info on Gaunt Road Composting Facility, Stroud Township

Commissioners Comments

Richard Wielebinski – Vice President

Harold Werkheiser – Commissioner

Chad Kilby – Commissioner

- a. Update on Intersection Lighting Project

Jerrold Belvin – Commissioner

- a.

Reports

1. Public Works Report

- a. Update – Pavilion #1 repair
- b. Update - Fish Hill Road Storm System project – start date May 6th

(Action Item*)

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- c. Update - park electrical work from Heritage Center to basketball courts
- d. Update – Park Lane repairs
- e. Update – Traffic Counts

2. Administration – Manager's Report

- a. Update - Regional Comprehensive Plan
- b. Update – Traffic Task Force
- c. Update – Business Association
- d. Update – Mutual Aid Agreement
- e. Update – Sewer cards
- f. Update – Website Logo Contest
- g. Update - Well at Mountain View Park
- h. Motion to enter into annual Memorandum of Understanding with Northampton Community College to use NCC for Thursdays on the Green movies and for NCC to use MVP for recreational programs beginning June 1, 2019 (action item*)
- i. Motion to enter into Consulting Services Agreement with SFM for zoning officer services at \$65/hour for a maximum of 20 hours per week effective May 1, 2019 (action item*)
- j. Correspondence received granting extension of commissioner review period for Tannersville Point Luxury Apartments until June 6, 2019

3. Township Engineer Report

- a. White Oak Culvert replacement project – applying for flood mitigation grant
- b. Right hand turn lanes from Rt. 611 onto Rimrock and Bartonsville Avenue – applying for DCED multi-modal grant
- c. TLC Bridge Grant – GP11 Permit application submitted
- d. Update - Culvert cleaning maintenance
- e. Update - Master sidewalk plan
- f. Update – Storm Water Ordinance (Archer Lane Violation)
- g. Learn Road to Fish Hill Road culvert inspection

4. Township Solicitor Report

- a. Motion to authorize the draw on the LOC for the Camelback Hotel and Waterpark project in the event the work, as listed by T&M, is not completed by May 15, 2019. (action item*)

(Action Item*)

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- b. Motion to approve the Right of Way Agreement with PPL for the Trapasso project on Rt. 611 and Discovery Drive and authorize President of the Board of Commissioners to execute the documents (action item*)
- c. Discussion on draft resolution from Borough of West Easton to amend Right to Know law (possible action item*)
- d. Motion to approve the change to municipal taxing district for Woodcrest Blvd., Lot 10, the Reserve at Bryson's Farm (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*)

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POCONO TOWNSHIP



www.pocconopa.gov

TOWNSHIP OF POCONO MONROE COUNTY, PENNSYLVANIA

RESOLUTION TO APPROVE SUBMISSION OF A FLOOD MITIGATION GRANT

RESOLUTION NO. 2019-11

Be it **RESOLVED**, that the Township of Pocono, Monroe County Pennsylvania hereby requests a Flood Mitigation grant in an amount not to exceed \$225,000 from the Commonwealth Financing Authority of the Commonwealth of Pennsylvania to be used for design and construction work related to flooding issues associated with the White Oak Drive Culvert in the Township.

Be it **FURTHER RESOLVED**, that the Applicant does hereby designate the Township Manager and the President of the Board of Commissioners as the officials to execute all documents and agreements between the Township of Pocono and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 6th day of May, 2019.

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Print Name: Pamela Tripus
Title: Township Secretary

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



POCONO TOWNSHIP

www.poconopa.gov

May 7, 2019

Secretary Dennis M. Davin
Department of Community and Economic Development
400 North Street, 4th Floor
Harrisburg PA 17120

Dear Secretary Davin,

At the May 6, 2019 Pocono Township Board of Commissioners meeting the board acknowledged and placed into the record that if awarded a Flood Mitigation Grant through the Commonwealth Financing Authority, Pocono Township is committed to providing the necessary match of fifteen (15) percent.

If you have any questions, do not hesitate to contact me.

Thank you,

Donna M. Asure
Pocono Township Manager

Pocono Township Board of Commissioners
Work Session Minutes

DATE: April 10, 2019

TIME: 5:00 pm

PLACE: Township Building

PRESIDING COMMISSIONER: Jerry Lastowski

ROLL CALL:

Harold Werkheiser - Absent

Richard Wielebinski – Absent

Chad Kilby – Present

Jerrod Belvin – Present

Also, present Leo DeVito, Township Solicitor, Jon Tressler – Township Engineer, B&J; Mike Gable-engineer, B&J; Patrick Briegel – Pocono Township Sewer Consultant; Donna Asure – Township Manager; Township Supervisors from Tobyhanna Township as well as Tobyhanna Township Manager and Assistant Manager, Tobyhanna Township Engineer and Solicitor; BCRA Director Dave Horton and representatives from Kalahari Resort including legal counsel and Borton Lawson, engineering firm representing Kalahari, Ralph Matergia, counsel for PMI.

The work session was called to order at 5:30pm by President Lastowski with the Pledge of Allegiance.

There was no public comment.

The work session began with discussions of the various correspondence that has been sent requesting extensions and/or amendments of the current agreements.

John VanLuvanee, council for Kalahari stated there were two issues –

- The request for extension of pre-treatment – extend letter of credit and three-year grace period
- Reduce flows/need to buy additional EDU's/overage charges

Discussion followed on –

- The agreements currently in place and the protective language they contain
- The township would not be giving anything up extending the time period
- There is not enough information to prove violations
- Data collection since the Phase I agreement was put into place in 2015
- Testing was done originally but then stopped
- Quality of the effluent
- The effect of the PMI development
- Taking pool water out of the equation – changing the effluents and design
- Whether or not there have been any issues that have triggered any significant concerns for Pocono Township or BCRA
- Go through end of 2019 to show progress on reduction of flows
- Less incentive to reduce flows if they have more capacity
- Kalahari has paid over \$300K in overage charges in last ¾ years
- The need to know hotel occupancy and how that relates to flow rate
- Concerns on pool discharge (130K during day to 400K at night)
- Use of site wells
- Infiltration studies to be done this spring
- Reverse osmosis

Pocono Township Board of Commissioners

Work Session Minutes

- Equalization tanks as a resolution – and the timing of this
- How does BCRA going through the permitting process affect Kalahari?
- Addressing higher strength waste
- Is there an impact at all if it is not impacting the plant?

Discussion took place on involving all three owner municipalities if any agreements are to be amended. BCRA stated that they needed to get a copy of all agreements in place between Pocono and Tobyhanna. BCRA stated they needed to come up to speed with everything that was going on and all agreements in place to be able to weigh in on the issues.

Ralph Matergia, representing PMI discussed the economic impact of the development that will occur in this area. He explained that the project is gaining traction and the effluent from this project needed to be taken into consideration by the engineers.

Steve Pine spoke to the letter of credit and stated that Kalahari would be willing to extend the letter of credit with the knowledge that the dialogue was going to continue.

A timeline was discussed for the professionals to get together and provide the necessary information such as occupancy rates. It was felt that this could be done by May 1, 2019. This would help to quantify the flow data.

The subcommittee formed earlier this year will be placed on hold at this time.

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

Having no further discuss and no other public comment at this time the work session was adjourned at 6:40pm.

Submitted by:

Donna M. Asure
Pocono Township Manager

**POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 17, 2019 - 6:00 P.M.**

pg. 1

The Regular Meeting of the Pocono Township Commissioners was held on April 17, 2019 at the Pocono Township Municipal Building, Tannersville, PA, and opened by President Gerald Lastowski at 6:00 p.m., followed by the Pledge of Allegiance.

ROLL CALL: Gerald 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.; DonnaASURE, Township Manager; and Christine Brodsky, Administrative Assistant, were present.

PUBLIC COMMENTS: Chris Orlotan, Twp. Resident, inquired about Cranberry Road patching; obtaining a monthly ZO report detailing violations and STR's; obtaining an update on 151 Terrace Drive being a STR with no application on file; and why the high amount of resignations from the Park Board. Discussion followed.

ANNOUNCEMENTS:

Pocono Township Community Day will be held on 06/01/2019 from 11:00 a.m. to 4:00 p.m.

Clean-up Days are May 2, 3 & 4 from 7:30 a.m. to 3 p.m.

Township Building office hours are 7:30 a.m. to 5:00 p.m. Monday through Friday beginning 03/18/2019.

An Executive Session was held on 04/08/2019 for acquisition of real property.

An Executive Session will be held after tonight's meeting to discuss personnel matters.

PRESENTATIONS: None

RESOLUTIONS:

Resolution 2019-10 - Multimodal Transportation Fund Grant

R. Wielebinski made a motion, seconded by C. Kilby, to adopt Resolution 2019-10 to apply for a Multimodal Transportation Fund Grant and to authorize the Township Manager to execute the documents associated with the grant. Roll call vote: R.

POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 17, 2019 - 6:00 P.M.

pg. 2

Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

Jason Fitzgerald, Penn Strategies President, will be submitting two Multimodal Transportation Fund Grant applications on behalf of the Township. They will be applying for a \$75,000 grant through PennDOT to bully fund the turning lane project at Rimrock & Bartonsville Ave., and the larger streetscape project requires applying for the Department of Community of Economic Development Multimodal Grant. The applications for these grants are not due until July. Discussion continued.

MINUTES:

4/1/2019 Work Session

J. Lastowski made a motion, seconded by C. Kilby, to approve the minutes of the 04/01/2019 Work Session of the Board of Commissioners. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

04/01/2019 Regular Meeting

J. Lastowski made a motion, seconded by R. Wielebinski, to approve the minutes of the 04/01/2019 Board of Commissioners meeting. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

04/08/2019 Work Session

J. Lastowski made a motion, seconded by R. Wielebinski, to approve the minutes of the 04/08/2019 Work Session. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

PERSONEL:

R. Wielebinski made a motion, seconded by J. Lastowski, to require Officer Aaron Anglemyer to undergo a fit for duty/return to work evaluation prior to returning to full duty. J. Lastowski opened the floor for public comment. Hearing none. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin; yes. Motion carried.

FINANCIAL TRANSACTIONS:

1Q 2019 Fiscal Report - Frank Cefali, Twp. Treasurer, reviewed revenue and expenses broken up by quarter. Revenues for 1Q 2019 were \$1,080,458, and revenues for 1Q 2018 were \$1,078,653. The expenses from the General Fund for 1Q 2019 were \$1,599,283, and

POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 17, 2019 - 6:00 P.M.

pg. 3

expenses from the General Fund for 1Q 2018 were \$1,396,588 with increases being due to salaries, indicating we are on target with first quarter revenue and expenses.

Chris Orlotan, Twp. Resident, inquired whether the Twp. would be able to do a quarterly budget vs. yearly budget. Discussion followed.

DCED report was filed by the April 1st deadline - the report was filed with DCED by the auditor on behalf of the TWP and in the prothonotary's office.

Ratify Vouchers Payable - J. Lastowski made a motion, seconded by R. Wielebinski, to ratify vouchers payable received through 04/11/2019 in the amount of \$1,508.68. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin; yes. Motion carried.

Ratify Gross Payroll - J. Lastowski made a motion, seconded by J. Belvin, to ratify gross payroll for pay period ending 04/07/2019 in the amount of \$100,370.87. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin; yes. Motion carried.

Vouchers Payable - J. Lastowski made a motion, seconded by R. Wielebinski, to approve vouchers payable received through 04/11/2019 in the amount of \$305,782.79. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

Capital Expenditures - J. Lastowski made a motion, seconded by C. Kilby, to approve Capital Expenditures received through 04/11/2019 in the amount of \$7,732.24. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

Road Paving Bid - J. Lastowski made a motion, seconded by J. Belvin, to award the 2019 road paving bid to Hanson Aggregate as the lowest bid received in the amount of \$1,292,073.82. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

R. Wielebinski inquired as to the start date and Cranberry Lane paving. Discussion followed.

POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 17, 2019 - 6:00 P.M.

pg. 4

REPORT OF THE PRESIDENT:

Gerald Lastowski, President - J. Lastowski acknowledged resignation of Jennifer Fisher, Erik Battle, and Dianna Anglemyer from the Park & Recreation Board and a letter of thanks will be sent for their service to the community.

Zoning Officer - Discussion followed on townships contacted, individuals interviewed, hourly rates, and impact on the budget.

C. Kilby made a motion, seconded by R. Wielebinski, to appoint SFM as Township Zoning Officer at an hourly rate of \$65 for 20 hours per week. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

Leo DeVito, Twp. Solicitor, inquired as to Melissa Prugar's availability with magistrate hearings coming up for actions that she has taken.

J. Lastowski made a motion, seconded by R. Wielebinski, to authorize the township solicitor to contact Melissa Prugar in the event her testimony is necessary for any hearing. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

J. Lastowski opened a discussion on PennDOT doing construction work on I-80 and the effect it has on Rt. 611 traffic. Twp. Solicitor suggested calling and sending a letter on behalf of Pocono Twp. residents to Representative Jack Rader and Senator Mario Scavello's office to see if PennDOT can do anything to help alleviate the situation.

COMMISSIONERS COMMENTS:

Richard Wielebinski, Vice-President

Property Maintenance Ordinance - The Ordinance was sent to the Planning Commission and is on the PC agenda next month for their review as a group.

Road Supervisor Transportation - Discussion was held on finding a pick-up truck for the Road Supervisor, R. Sargent. D. Asure explained the only area that there would be extra funds from the

POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 17, 2019 - 6:00 P.M.

pg. 5

capital budget would be in the large projects under Municipal such as Right-Hand Turn Lanes; White Oak Culvert, etc. where payment is dependent on obtaining grants.

J. Lastowski would like to wait for reassurance that the purchase of a new vehicle will not have a detrimental affect on the budget for the rest of this year and into next year.

R. Wielebinski asked about the legality of moving funds from one account to another. Twp. Solicitor, L. DeVito, indicated it can be done after the first quarter.

R. Wielebinski made a motion, seconded by C. Kilby, to purchase a 2019 RAM 2500 regular cab, black forest green, from Ray Price Ford for \$42,780, the discount price being \$11,905 for a total price of \$30,875. J. Lastowski opened the floor for public comment. Hearing none. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

C. Kilby recommends going through the budget items closely and allocate as needed.

D. Asure indicated \$30,000 was budgeted for radios. B. Sargent discussed that new radios are not necessary at this time. J. Lastowski stated, and in agreement were R. Wielebinski, J. Belvin, and C. Kilby, that monies budgeted for radios would be allocated to the purchase of a new truck.

Chad Kilby, Commissioner -

Update on Intersection lighting

The contract was signed and sent to PPL. Construction should start within the next five weeks.

Learn Road Culvert Potential Closure -

J. Tresslar distributed plans for review and gave an update.

Jerrold Belvin, Commissioner -

Purchase of Police Duty Weapon

Chief Kent Werkheiser requested to purchase his former duty weapon for \$350.00. Supporting documentation of the value of the weapon was submitted.

POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 17, 2019 - 6:00 P.M.

pg. 6

J. Belvin made a motion, seconded by R. Wielebinski, to allow Kent Werkheiser, Chief of Pocono Township Police, to purchase his former duty weapon for a price of \$350.00. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

2565 Bartonsville Avenue (formerly Wine Press Inn)

J. Belvin made a motion, seconded by R. Wielebinski, to authorize the zoning officer to file a Notice of Violation for dangerous structures at 2565 Bartonsville Avenue based on Melissa Prugar's inspection. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

Discussion followed. J. Belvin suggested Melissa Prugar to follow-up with this violation notice. It was also requested that D. Asure write a letter of thanks to Melissa and Boucher & James.

J. Belvin made a motion, seconded by C. Kilby, to authorize Twp. Manager to write a letter of thanks to Melissa Prugar and Boucher & James. J. Lastowski opened the floor for public comment. Hearing none. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

REPORTS:

Police - Chief Kent Werkheiser gave his report for March 2019.

EMS - A report was supplied to the Board.

Fire - A report was previously supplied to the Commissioners.

PUBLIC WORKS REPORT:

Update on Road Crew Projects - Work on the road pipes at Barton Glen is to begin within the next two weeks.

Update on Pavilion #3 repair - The repair on Pavilion #3 is finished and the pillars need staining for the job to be complete.

Update on Pavilion #1 repair - Construction has started on Pavilion #1.

POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 17, 2019 - 6:00 P.M.

pg. 7

Update on Electrical repairs at MVP from Heritage Center to basketball court - B. Sargent indicated electrical repairs would be taken care of soon.

B. Sargent gave further updates, thanked the Board for his attendance at the PSATS meeting, and inquired whether fees the fire department may require can be waived. J. Lastowski suggested the fire department send requests to the board for consideration.

ADMINISTRATION - MANAGER'S REPORT

Update on Comprehensive Plan - A meeting will be held on April 25th to finalize RFP documents.

Update on Traffic Task Force - PennDOT has assigned Mr. Dennis Toomey to our traffic task force. Twp. Manager emailed Mr. Toomey requesting he attend the May 15, 2019 workshop meeting. The Twp. is waiting for a response. Discussion followed.

Update on Business Association - A meeting has been scheduled for June 5, 2019 at 5:30 p.m. inviting business who have agreed to be part of the Business Association to brainstorm.

Update on Township Logo Contest - People have been voting on the new Twp. Logo in person and online. Votes are actively coming in.

Update on Well at Mt. View Park - D.ASURE and R. Wielebinski had a meeting with DEP representative. R. Wielebinski gave an update and discussed the costs and details involved in putting a new well in the park. It is recommended the Twp. replace all plumbing going into the restroom facilities and water fountains and decommission the old well by a certified well driller. Discussion followed.

R. Wielebinski made a motion, seconded by J. Belvin, to authorize the replacement of the well at Mountain View Park and obtain sealed bids from three professional well drillers, having Twp. personnel open and accept the lowest bid and move forward. J. Lastowski opened the floor for public comment. Hearing none.

POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 17, 2019 - 6:00 P.M.

pg. 8

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

Buckle Up PA Project - J. Lastowski made a motion, seconded by C. Kilby, to ratify agreements with National Highway Traffic Safety Administration for Buckle Up PA Project and the Aggressive Driving Enforcement & Education Project for the period of 10/01/18 to 9/30/20 as recommended by Chief Kent Werkheiser. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

Educational Programs at the Park - R. Wielebinski made a motion, seconded by C. Kilby, to enter into an agreement with Kettle Creek Environmental Education Center/Monroe County Conservation District to provide four educational programs at the Township Parks for a cost of \$75.00 per program: May 18th - A Look at the Life in TLC Pond; June 15th - Snake (MVP); July 20th - Nature Scavenger Hunt (MVP); and August 24th - Bugs (MVP), and authorize the President of the Board of Commissioners to execute the document. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

Playground Bid - R. Wielebinski made a motion, seconded by J. Lastowski, to rescind the motion to rebid the playground equipment for TLC Park. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

IU-20 Pavilion Fees - J. Belvin made a motion, seconded by C. Kilby, to approve the request by IU-20 to waive the pavilion fees for two pavilions each day of May 28th, 29th, 30th, and 31st. J. Lastowski opened the floor for public comment. Hearing none. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

TOWNSHIP ENGINEER REPORT:

White Oak Culvert Replacement Project - J. Tresslar gave his report. All information was given to the grant writer to apply for grant money. The project is in process.

Fish Hill Road Storm System - B. Sargent updated the Commissioners on materials and a time frame for this project.

POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 17, 2019 - 6:00 P.M.

pg. 9

Right Hand Turn Lanes from Rt. 611 onto Rimrock and Bartonsville Ave. - The Multimodal Transportation Fund Grant application will be submitted on behalf of the Twp.

TLC Bridge Grant - In the process of working on the GP11 and all items should be received in time to start work in the fall.

TLC Dam - Grant - J. Tresslar indicated an inspection still needs to be done next week, weather permitting.

Culvert cleaning maintenance - J. Tresslar will get together with B. Sargent to discuss.

Master sidewalk plan - part of multi-modal grant - J. Tresslar stated more work needs to be done before applying for the Multimodal grant.

Update on rewrite of Storm Water Ordinance (Archer Lane) - J. Tresslar, Twp. Engineer, indicated work continues with the Storm Water Ordinance.

TOWNSHIP SOLICITOR REPORT:

Exxon Monitoring Wells - L. DeVito, Twp. Solicitor - Nothing to report.

Northridge request for reduction in letter of credit - L. DeVito, Twp. Solicitor, gave his report. The reduction was granted and there is a discrepancy in the amount the Twp. believes it should be holding, and further research is needed. Work on the project is nearing completion.

White Oak Culvert Easement - L. DeVito, Twp. Solicitor, gave his report. Discussion followed on White Oak Culvert and his work on preparing documents to grant easements to the Township.

Emergency Access - Breezewood Drive - Discussion took place concerning the easements for emergency access on Breezewood Drive.

Social Media Comment Policy - L. DeVito, Twp. Solicitor, indicated if comments are allowed, the Twp. cannot selectively

POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
APRIL 17, 2019 - 6:00 P.M.

pg. 10

block negative comments. All comments would be viewed. Discussion followed on private Facebook accounts.

PUBLIC COMMENT:

Dean Hartshorn inquired about the park safety equipment inspections. D. Asure indicated staff should be doing inspections on a regular basis. Discussion followed.

ADJOURNMENT:

J. Lastowski made a motion, seconded by R. Wielebinski, to adjourn the meeting into Executive Session at 8:00 p.m. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

Executive Session was held after the meeting to discuss personnel matters and Commissioners were not returning.

Respectfully submitted
Christine Brodsky
Administrative Assistant

POCONO TOWNSHIP BOARD OF COMMISSIONERS
Work Session Minutes

DATE: April 22, 2019
TIME: 5:30 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-Solicitor, Donna Asure-Township Manager

The work session was called to order at 5:50pm President Lastowski.

The Board discussed –

- Traffic Task Force – PennDot was not too positive about being involved with a task force on traffic when there was not much they could do. Commissioner Kilby is going to put some suggestions together that perhaps could be given to PennDot for their review
- Park – The Board discussed the need to administer the park face book page. The Pavilion repairs were discussed and the board was informed that Bob Sargent needed a large auger to perform the repairs and buying the piece outright versus renting made more economical sense. The purchase is just under \$4,000.00
- May 15th – this is the next advertised monthly work session and it will be used for a sewer discussion on the draft resolution and the deferral list
- Planning Commission Priorities – the board after the last work session with the Planning Commission, had agreed to come up with a list of priorities for the planning commission to have input on. The board discussed several topics and concurred that the following were the top three at this time –
 - Sign Ordinance
 - Short Term Rentals
 - Soil and Erosion Ordinance

The Board asked that I pass on these top three topics at the planning commission on April 22, 2019.

There was no public comment received.

NO OFFICIAL ACTIONS OR ROLL CALL VOTES WERE TAKEN DURING WORK SESSION.
The work session ended at 6:47pm.

Submitted by:

Donna M. Asure
Township Manager

POCONO TOWNSHIP
Monday, May 6, 2019

SUMMARY

Ratify

General Fund	\$	109,132.34
Sewer Operating	\$	820.18
Sewer Construction	\$	-
Capital Reserve	\$	-

Bill List

TOTAL General Fund	\$	50,591.63
TOTAL Sewer <u>OPERATING</u> Fund	\$	15,623.48
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	-
TOTAL Capital Reserve Fund	\$	2,482.50
Liquid Fuels	\$	-

Budget Adjustments

\$ -

Budget Appropriations

\$ -

Interfund Transfer

FROM:

TO:

Notes:

POCONO TOWNSHIP CHECK LISTING

RATIFY

Monday, May 6, 2019

General Fund	Date	Check	Vendor	Memo	Amount
Payroll	04/26/2019			PAY 8 Pay Period ending 4/21/2019	\$ 104,180.05
General Expenditures				TOTAL PAYROLL	\$104,180.05
	04/16/2019	58332	METTEL	Police Phones	\$ 306.54
	04/16/2019	58333	VERIZON	Police Ipads	\$ 70.06
	04/16/2019	58334	VERIZON	Police Cell Phones	\$ 608.18
	04/17/2019	58335	JP Mascaro	Waste removal	\$ 270.45
	04/17/2019	58336	JP Mascaro	Waste removal	\$ 198.64
	04/23/2019	58337	American United Life Insurance	GTL Insurance	\$ 2,089.50
	04/23/2019	58338	US postal service	Septic cards mailout	\$ 880.02
	04/29/2019	5839	VERIZON	TWP Public Works Cellphones	\$ 528.90
Sewer Operating Fund				TOTAL General Fund Bills	\$ 4,952.29
	04/16/2019	1238	Blue Ridge	Internet service sewer system	\$ 181.56
	04/16/2019	1239	Blue Ridge	Dedicated line sewer system	\$ 37.47
	04/17/2019	1240	JP Mascaro	Waste removal	\$ 99.25
	04/23/2019	1241	Blue Ridge	Modems sewer system	\$ 121.04
	04/23/2019	1242	Verizon	Sewer modem service	\$ 120.11
	04/23/2019	1243	Met-Ed	Pump station 4 electric service	\$ 260.75
Sewer Construction Fund					\$ 820.18
Capital Reserve				TOTAL Sewer Construction Fund	\$ -
TOTAL General Fund				TOTAL Capital Reserve Fund	\$ -
TOTAL Sewer Operating					
TOTAL Sewer Construction					
Total Capital Reserve					
				Transferred by:	
				109,132.34	
				820.18	
				-	
				-	
				109,952.52	
				Authorized by:	

POCONO TOWNSHIP CHECK LISTING

Monday, May 6, 2019

<u>Date</u>	<u>General Fund</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
5/2/2019		58340	NATIONWIDE 457 PLAN	EMPLOYEE & EMPLOYER CONTRIBUTION PAY 8	\$ 3,363.86
5/2/2019		58342	METLIFE	NON POLICE PENSION APRIL 2019	\$ 5,585.65
5/2/2019		58343	TEAMSTERS	NON POLICE UNION DUES APRIL 2019	\$ 693.00
5/2/2019		58344	TEAMSTERS	POLICE UNION DUES MAY 2019	\$ 1,452.00
5/2/2019		85345	US BANK	POLICE PENSION MAY 2019	\$ 6,569.31
5/3/2019		58346	ADP, LLC	Contracted services	\$ 149.81
5/3/2019		58347	Allstate Septic Systems, LLP	Septic clean out	\$ 555.00
5/3/2019		58348	Anglemeyer, Aaron	Uniform allowance	\$ 74.58
5/3/2019		58349	Bartonsville Printing	Printing services	\$ 560.00
5/3/2019		58350	Best Auto Service Center	Police vehicle maintenance	\$ 457.89
5/3/2019		58351	Brodhead Creek Regional Authority	Q1 water service	\$ 201.99
5/3/2019		58352	Cefali and Associates PC	March 2019 Services	\$ 350.00
5/3/2019		58353	Cramer's Home Building Center	Operational supplies	\$ 57.08
5/3/2019		58354	Creative Works Systems, Inc.	Professional services	\$ 17.50
5/3/2019		58355	D.G. Nicholas Co.	Operational supplies	\$ 391.70
5/3/2019		58356	Davidheiser's Inc.	Equipment maintenance	\$ 124.00
5/3/2019		58357	Eric A. Moses Co.	Contracted services	\$ 193.90
5/3/2019		58358	Eureka Stone Quarry, Inc.	Road supplies	\$ 1,205.40
5/3/2019		58359	Francis Smith & Sons Inc	Contracted services	\$ 250.00
5/3/2019		58360	Gotta Go Potties, Inc	Mt. View Park supplies	\$ 24.00
5/3/2019		58361	H. M. Beers, Inc.	SEO service	\$ 1,845.00
5/3/2019		58362	Hanson Aggregates Pennsylvania LLC	Road supplies	\$ 975.20
5/3/2019		58363	Hartshorn, Dean	Training reimbursement pesticide license	\$ 352.01
5/3/2019		58364	Highmark Inc.	Monthly HRA fees	\$ 113.85
5/3/2019		58365	Howarth, Carl	Coffee & other supplies	\$ 51.00
5/3/2019		58366	HUNTER KEYSTONE PETERBILT	Operational supplies	\$ 365.75
5/3/2019		58367	J & Z Professional Services LLC	Cleaning services	\$ 947.50
5/3/2019		58368	J. P. Mascaro & Sons	Waste removal	\$ 469.09
5/3/2019		58369	Lawrence B. Fox P.C.	Legal services	\$ 637.50
5/3/2019		58370	Medico Industries, Inc.	Operational supplies	\$ 165.85
5/3/2019		58371	Miller, Larry	Uniform allowance	\$ 165.41
5/3/2019		58372	Northampton Community College	OSHA Training Fees	\$ 2,000.00
5/3/2019		58373	OFFICE DIRECT	Police equipment maintenance	\$ 375.00
5/3/2019		58374	PAPCO, Inc.	Diesel & gasoline	\$ 5,865.62
5/3/2019		58375	Peggy Korkidas	Pavilion #2 Reimb for 5/18/19 Ck 1865	\$ 100.00

Approve

<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
5/3/2019	58376	PENTELEDATA	Modem rental	\$ 359.92
5/3/2019	58377	PPL Electric Utilities	Electric service	\$ 48.87
5/3/2019	58378	Praxair Dist Mid-Atlantic	Operational Supplies	\$ 27.42
5/3/2019	58379	Reliable Sign and Striping	Signs	\$ 39.90
5/3/2019	58380	Robert B. Turnbull, Jr.	Tree cutting service	\$ 320.00
5/3/2019	58381	Sargent, Robert	Travel expense reimbursement	\$ 22.02
5/3/2019	58382	Sirchie Fingerprint Laboratories	Police supplies	\$ 288.89
5/3/2019	58383	Site2	Backup & Recovery Services	\$ 410.00
5/3/2019	58384	Staples Credit Plan	Office supplies	\$ 123.28
5/3/2019	58385	Steele's Hardware	Operational supplies	\$ 680.72
5/3/2019	58386	Stephenson Equipment, Inc.	Public works supplies	\$ 17.51
5/3/2019	58387	STTC Service Tire Truck Centers, INC.	Tires heavy equipment	\$ 1,670.00
5/3/2019	58388	Suburban Testing Labs	Mountain View Park Water Testing	\$ 101.50
5/3/2019	58389	Super Heat, Inc.	Replacement of heating system	\$ 7,895.00
5/3/2019	58390	Tulpehocken Mountain Spring Water Inc	Water services	\$ 172.09
5/3/2019	58391	UNIFIRST Corporation	Uniforms & mats	\$ 233.10
5/3/2019	58392	Vector Security, Inc	Contracted services	\$ 126.00
5/3/2019	58393	Wagner, James	Travel expense services	\$ 298.98
5/3/2019	58394	Werkheiser, Kent	Uniform allowance reimbursement	\$ 350.00
5/3/2019	58395	Wilson Products Compressed Gas Co.	Operational supplies	\$ 7.25
5/3/2019	58397	Eureka Stone Quarry, Inc.	Road paving supplies	\$ 683.17
5/3/2019	58398	Fry's Plastic	Operational supplies	\$ 10.56
TOTAL General Fund				\$ 50,591.63

Sewer Operating Fund

05/02/2019	1245	A1 LOCK & SAFE LLC	Service Pump Station # 2	\$ 125.00
05/02/2019	1246	Allstate Septic Systems, LLP	Service Pump Station 5	\$ 255.00
05/02/2019	1247	BRODHEAD CREEK REGIONAL AUTHORITY	Water service Q1 2019	\$ 190.65
05/02/2019	1248	Cramer, Swetz, McManus & Jordan	Legal services sewer	\$ 63.00
05/02/2019	1249	IVES EQUIPMENT CORPORATION	INSTALLATION & PARTS	\$ 4,510.40
05/02/2019	1250	J P Mascaro & Sons	Waste removal Pump Station 5	\$ 99.25
05/02/2019	1251	KEYSTONE ENGINEERING GROUP	Engineering services	\$ 139.00
05/02/2019	1252	ONYX VALVE CO	REPAIR PARTS & LABOR VALVE STATIONS	\$ 1,763.00
05/02/2019	1253	PA One Call System, Inc	Sewer mapping services	\$ 65.47
05/02/2019	1254	PENTELEDATA	Modem rental sewer pump stations	\$ 299.75
05/02/2019	1255	Pocono Management Associates LLC	Contracted services 4/08 -4/28/2019	\$ 4,157.04
05/02/2019	1256	Steele's Hardware	Operational supplies	\$ 67.92

<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
05/02/2019	1257	Want To Inc.	Electrical contractor service Apr 2019	\$ 2,110.00
05/03/2019	1258	KEYSTONE ENGINEERING GROUP	Engineering services	\$ 278.00
05/03/2019	1259	UTILITY LOCATOR		\$ 1,500.00
TOTAL Sewer Operating				\$ 15,623.48

Sewer Construction Fund

TOTAL Sewer Construction Fund	\$ -
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Capital Reserve Fund

5/2/2019	1050	Phillips & Donovan Architects LLC	Professional services new twp. Complex	\$ 2,482.50
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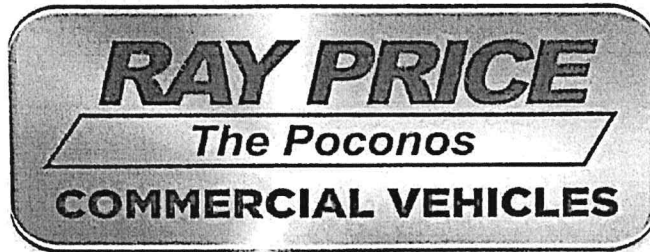
TOTAL Capital Reserve Fund	\$ 2,482.50
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LIQUID FUELS

TOTAL Liquid Fuels	\$ -
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ESSA

TOTAL General Fund	\$ 50,591.63	
TOTAL Sewer Construction Fund	\$ -	Authorized by: _____
Sewer Operating	\$ 15,623.48	
Capital Reserve	\$ 2,482.50	
Liquid Fuels	\$ -	
TOTAL ESSA TRANSFER	\$ 68,697.61	Transferred by: _____



2969 RT 940
Mt Pocono, PA 18344

570-839-1111

Costars # 537359

Customer:

Pocono Township

Vehicle:

2019 Ram 5500 Crew Cab Chassis

Vehicle Price	\$60,890.00
Body	\$0.00
Subtotal	\$60,890.00
Discount	\$8,890.00
Your Price	\$52,000.00

*Price includes fees, detail, delivery, 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: President Board of Commissioners

Date : _____

PO Number: _____

Unit \$ 38,541.00

Tax

TOTAL \$ 38,541.00

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

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

RESOLUTION NO. 2019-34

RESOLUTION ADOPTING REGULATIONS AND FEE SCHEDULES FOR
TOWNSHIP RESIDENTS, NON-RESIDENTS AND COMMERCIAL USERS FOR THE
LEAF AND YARD WASTE COMPOST FACILITY ON GAUNT ROAD

The Board of Supervisors of Stroud Township, Monroe County, Pennsylvania, hereby adopts the following Resolution at its regular meeting held on February 19, 2019, at 7:00 P.M., at the Stroud Township Municipal Center, to wit:

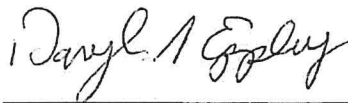
WHEREAS, the Board of Supervisors wish to adopt regulations and fee schedules for Township residents, non-residents and commercial users for the Leaf and Yard Waste Compost Facility on Gaunt Road;

NOW, THEREFORE, it is hereby resolved as follows, to wit:

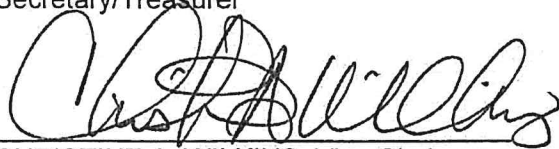
RESOLVED, that the Board of Supervisors of the Township of Stroud, Monroe County, Pennsylvania, hereby adopts and approves regulations and fee schedules for Township residents, non-residents and commercial users for the Leaf and Yard Waste Compost Facility pursuant to Exhibit A, Establishment of Regulations and Fee Schedules for Township Residents, Non-Residents and Commercial Users for Stroud Township's Leaf and Yard Waste Compost Facility attached hereto and incorporated herein by reference.

IN WITNESS WHEREOF, the aforesaid Resolution is hereby adopted as of the day and year first above set forth.

TOWNSHIP OF STROUD



DARYL A. EPPLEY, Chairman and
Secretary/Treasurer



CHRISTINE A. WILKINS, Vice Chairman
And Assistant Secretary

(TOWNSHIP SEAL)



EDWARD C. CRAMER, Supervisor
And Assistant Treasurer



ESTABLISHMENT OF REGULATIONS AND FEE SCHEDULES FOR TOWNSHIP RESIDENTS, NON-RESIDENTS AND COMMERCIAL USERS OF STROUD TOWNSHIP'S LEAF AND YARD WASTE COMPOST FACILITY

As an Act 101 mandated municipality Stroud Township ("Township") operates a leaf and yard waste composting facility/drop-off site located at 134 Gaunt Road off of Route 611. The Compost facility and drop-off site provide Township residents, residents of surrounding municipalities and commercial landscapers/contractors the ability to deliver leaf and yard waste and acquire valuable products (compost and mulch) resulting from the processing of the leaf and yard waste.

The Pennsylvania Department of Environmental Protection ("Department") has recommended that the Township establish a means to ensure the future financial sustainability/viability of its compost facility, including the maintenance and replacement of equipment used at this facility to process leaf and yard waste.

In consideration of the costs associated with the operation of the compost facility, the Department's recommendation, the increasing competitive nature and uncertainty of future ACT 101 grant funding, the Township Board of Supervisors have established reasonable fees for continued use of the drop-off site and for products generated from the processing of leaf and yard waste at the compost facility. **NOTE: Stroud Township residents will continue to enjoy the ability to drop-off leaf and yard waste and to self-load products (compost and mulch) free of charge as set forth herein. A nominal fee (loading fee) will be charged for quantities of products loaded by Township personnel (as specified in the Fee Schedule). PROOF OF RESIDENCY IS REQUIRED.**

Commercial Fee Structure

The Township Board of Supervisors has established an annual fee for commercial users for disposition of permitted leaf and yard waste at the Township's compost facility.

Commercial users have the option to pay: 1) an annual base fee of \$300.00, which includes up to 30 loads dropped (or number of loads equivalent to 30), plus \$10 per load over 30 loads dropped (or number of loads equivalent to 30), which the township will invoice contractor monthly or, 2) a per-load fee according to the following Drop-Off Fee Schedule.

For more information inquire at the Municipal Building or call (570) 421-3362.

Fees

Drop-Off

Stroud Township residents will continue to be able to use the drop-off site free of charge as set forth herein. **Proof of residency is required.** Commercial entities that have not paid an annual base fee of \$300 will be charged (per applicable delivery) as specified in the Drop-Off Fee Schedule below.

Monroe County residents who are not residents of Stroud Township will pay the per-load Drop-off fee set forth below and will be charged as specified in the Products/Materials Loading Fee Schedule below. Proof of Monroe County residency is required.

Stroud Township does not accept leaf and yard waste and tree debris from outside of Monroe County, nor any such material that originated outside of Monroe County. Stroud Township reserves the right to limit the quantity of material, and type of material, delivered to or dropped off at leaf and yard waste composting facility.

Prices are subject to annual review and modification. Leaf and yard waste delivery vehicles not consistent with the following listed vehicle types tipping fee will be determine by the on-site operator, based on comparative vehicle size/capacity. All fees are determined by the load capacity of the vehicle not by the volume of the load at the time of delivery. **Only acceptable materials, (leaves, grass clippings, brush and tree trimmings)** are to be delivered. These materials should be delivered source separated, to the extent possible. No plastic bags, metal, or municipal waste or rubbish of any kind will be accepted!

DROP-OFF FEE SCHEDULE

TYPE OF VEHICLE	FEE
CAR/VAN	\$ 5.00
PICK-UP TRUCK	\$10.00
ONE TON DUMP TRUCK	\$15.00
SINGLE AXLE DUMP TRUCK	\$25.00
TANDEM-AXLE DUMP TRUCK	\$50.00
SINGLE AXLE UTILITY TRAILER	\$10.00
TANDEM-AXLE UTILITY TRAILER	\$15.00
HEAVY DUTY DUMP TRAILER	\$25.00
FIFTH WHEEL Dump TRAILER	\$75.00
CHIPPER/FORESTRY TRUCK- WOOD CHIPS	\$10.00
CHIPPER/FORESTRY TRUCK- BRUSH & LIMBS	\$25.00

Products/Materials Loading Fee

Stroud Township residents will continue to be able to **self-load** limited quantities of compost and mulch free of charge. **Monroe County residents who are not residents of Stroud Township** are able to **self-load** limited quantities of compost and mulch free of charge. **Proof of residency is required.**

All products loaded by Township personnel (**for all residential and commercial users**) will be charged as specified in the Products/Materials Loading Fee Schedule below. Residential and commercial users are not permitted to load products/ materials by any equipment or tools other than manually by a shovel or up to 5-gallon bucket. No power or manual equipment or tools shall be used to cut, split or process any material at the township's Yard Waste and Compost Facility.

PRODUCTS/MATERIALS LOADING FEE SCHEDULE

PRODUCTS/MATERIALS	FEE
MULCH	
MINIMUM LOADING FEE (3 yards or less)	\$10.00
EACH ADDITIONAL 3 YARDS	\$10.00
COMPOST	
MINIMUM LOADING FEE (3 yards or less)	\$20.00
EACH ADDITIONAL 3 YARDS	\$20.00

Yard Waste Site Rules & Regulations

1. Acceptable leaf and yard waste includes **only** leaves, grass clippings brush or tree trimmings to a maximum length of five (5) feet and a maximum diameter of twenty four (24") inches, natural Christmas trees and wood chips.
2. All leaf and yard waste shall be deposited in the **designated areas**.
3. The following items are **specifically prohibited** from being deposited at the drop-off site:
 - ➡ Tree Stumps
 - ➡ Construction/demolition waste of any nature, including lumber, stone, brick, asphalt or concrete
 - ➡ Metal, plastic bags and paper waste
 - ➡ Garden produce such as tomatoes, apples, pumpkins, etc.
 - ➡ Garbage or refuse or litter of any variety
 - ➡ Any material not listed herein deemed prohibited in the sole discretion of yard attendant

4. Hours of operation:

- ➡ Monday through Friday, 7:30 a.m. to 2:30 p.m., beginning February 20, 2019 to November 27, 2019. Open Saturdays, beginning Saturday, April 6, 2019 to November 23, 2019, 7 a.m. to 2 p.m.
- ➡ Closed: Sundays and Holidays
- ➡ Stroud Township Board of Supervisors reserves the right to close access to the composting facility at any time for the purpose of operating the equipment upon the site, the inspection and maintenance of the equipment at the site or for any reason it deems necessary.

5. Frequent residential and commercial users may establish a township account whereby outstanding balances shall be paid in full within 30 days of Township billing. Residential and commercial users with township accounts who fail to remit payment of billed per-load fees within 30 days of the date of Township invoice shall subject such residential and commercial users to a monthly interest charge of 1.5% on outstanding balance(s) and discontinued use of the township yard waste and compost facility until outstanding balance(s) are paid in full. Legal fees and collection costs will be charged to residential and commercial users whose accounts are 60 days past due.
6. The following circumstances shall constitute a violation of these Rules and Regulations.

- ➡ The disposition of any unacceptable material at the drop-off site.
- ➡ The disposition of any material at the entry to, or along, Gaunt Road, or not within the yard waste processing area.
- ➡ The disposition of any material at the drop-off site at any time other than the designated hours of operation.
- ➡ All loads of materials/product must be taped prior to exiting the compost facility.
- ➡ Smoking and other hazardous activities are not allowed at the Composting Facility.

7. Violation of any of the Rules and Regulations, upon conviction thereof in a summary proceeding, is subject to a fine not less than \$300.00, but not more than \$1,000.00 in addition to applicable costs for each rule or regulation violated, for each time violation occurs.

Notice: Persons using the Compost Facility do so at their own risk. Any person using the Compost Facility who causes damage or injury to persons or property shall be liable for said damage and/or injury.

Mulch/Compost Disclaimer. Mulch/Compost is a natural, material that has been stored processed outside. The processing of said materials has been managed to improve decomposition, reduce weeds, diseases and insects. However, mulch/compost may still contain allergens, weeds, insects or foreign matter. Sensitive users should wear proper clothing and protection when handling the mulch/compost. Stroud Township makes no guarantee concerning the quality of the mulch/compost, and assumes no liability for injury or property damage as a result of the use or delivery of the mulch/compost. Residential and commercial users who obtain mulch/compost from Stroud Township do so at their own risk.

Memorandum of Understanding
Pocono Township
Northampton Community College
May, 2019

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

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

To this end NCC and the Township propose the following:

NCC agrees to:

- Offer sports classes as part of the regular Summer Youth programming to be held at both Mountain View Park and the NCC gymnasium. This will allow for classes to meet "rain or shine;"
- Schedule classes from 9am-noon, Monday-Thursdays on the weeks stated below;
- Offer the following classes: tennis (week of 7/29).
- Run classes consistent with the College's regular procedures regarding minimum class size;
- Create a discount code for summer youth students from Pocono Township who enroll in a sports class to equal a discount of \$25 per camp;
- Provide the grassy area at the center of the Monroe campus for a series of community nights "Thursdays on the Green" to be held June 27; July 25; and August 22. If inclement weather the program will be held in the NCC gymnasium;
- Provide a farmer's market/craft fair on the dates listed above prior to the start of the movie;
- Obtain the appropriate zoning permit through the township which will allow solicitation by produce and craft vendors;
- Provide, set up and take down of a projector and screen for the movies;
- Provide pricing to the township for the public performance rights for selected movies;
- Provide food and beverage sales for the events from the NCC food service provider, Sodexo. Any additional vendors at events would be mutually agreed upon by both parties;
- Promote the program directly to Township residents in partnership with the Township including, but not limited to, distribution of flyers provided by Township to all Pocono Mountain public schools. Distribution will take place when the NCC summer youth catalogs are delivered to the schools;
- Meet as needed with the Township Recreation Committee to ensure the partnership serves the Township's and NCC's needs;
- Hire and supervise all program staff and ensure their child abuse, PA and FBI background checks have been completed and are clear;
- Provide cell phone contact numbers for the Director (Dee Raneri, NCC 2411 Rte715, Tannersville, PA 18372. Cell 570-972-6200) to township liaison to ensure communication channels are open;

- Supervise students at all times while at Mt View Park.

The Township agrees to:

- Promote NCC recreational programs to its residents through regular public communications including the Township newsletter, Township website and Facebook page, Township electronic message board;
- Clearly state on all promotional materials that the three Thursdays on the Green events are *sponsored* by Pocono Township and *held* at the NCC Monroe campus;
- Provide access to the facilities of Mountain View Park at no cost to NCC for the purpose of offering programs and classes through this partnership;
- Verify residency addresses for all registered students using the promo code for summer sports classes;
- Pay NCC an amount equal to the total discount from regular prices (\$25 per student per sports class) awarded to Township residents under this agreement based on submitted invoices;
- Create and print flyers for Thursdays on the Green to be distributed to PMSD public schools;
- Obtain public performance rights for the movies shown at NCC and seek corporate sponsors if needed to cover costs;
- Invite NCC representatives to meetings of the Township Recreational Committee as needed to ensure the partnership meet's both parties' needs.
- Designate one person as liaison to NCC and provide cell number as a contact in the event of an emergency.

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

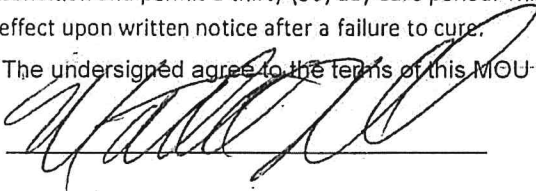
Each party shall present a Certificate of Insurance naming one another as an additional insured under the policy in the event of third party claims.

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

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

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

The undersigned agrees to the terms of this MOU



6/1/19
Date

Date

CONSULTING SERVICES AGREEMENT

This Agreement is made _____, 2019, between SFM Consulting, LLC. (hereinafter "SFM") whose principal business address is 2407 Seipstown Rd., Fogelsville, PA 18051 and Pocono Township (hereinafter "Municipality") whose principal business address is 112 Township Dr., Tannersville, PA 18372.

WHEREAS, the Municipality wishes to engage SFM as a consultant and independent contractor to perform the services referenced herein. SFM shall be the sole provider of the referenced services to the community for the full term of this Agreement, with the understanding that the Municipality's prior code enforcement officer will continue to service those applications for which it has previously issued permits; and;

WHEREAS, the Municipality has taken such action at a public meeting to appoint SFM to engage in the services outlined in this Agreement and has further granted SFM the authority to act as an agent of the Municipality; and;

NOW THEREFORE, the parties referenced above hereto agree as follows:

1. Services Provided

SFM agrees to serve as the representative and agent of the Municipality and will provide the following services in accordance with the terms and conditions of this Agreement (hereinafter referred to as "Services"):

- Zoning Officer Services
- Code Enforcement Services, includes Short-term Rentals and all Stand-alones.
- Code Legislation Support.
- Expert Testimony.

2. Cost of Services

The cost of Services will be charged in accordance with the rate schedule attached hereto as Exhibit "A". SFM reserves the right to amend this rate schedule with sixty (60) days notice. The Municipality shall not be billed for travel time to and from the community.

3. Service Standards

SFM shall provide the Services outlined herein to the best of its ability and in accordance with generally accepted practices in the industry. During such time, SFM shall perform the Services outlined herein from either an office provided by the Municipality or from its own office. SFM shall, nevertheless, be on-call twenty four hours a day, seven days a week, to respond to emergencies on behalf of the Municipality.

4. Payment

Invoices shall be paid upon receipt. Payments shall be mailed to SFM Consulting, LLC, 2407 Seipstown Road, Fogelsville, PA 18051. An invoice shall not be considered delinquent for purposes of this Agreement until it is thirty (30) days past due.

5. Termination

Either party may terminate this Agreement at any time (at will of either party) by providing the other with written notice of their intent to terminate this Agreement. Either party may terminate

this agreement, at any time, with or without cause, and that termination shall be effective thirty (30) days after the notice is given.

6. Notices

Any notices required to be given under this Agreement shall be mailed by First Class Mail, Return Receipt Requested, or by overnight courier to the following address:

As to SFM:

SFM, Consulting, LLC
2407 Seipstown Rd.
Seipstown Rd., PA 18051

As to Municipality:

Pocono Township Municipal Building
112 Township Drive
Tannersville, PA 18372
ATTN: Township Manager

7. Dispute Resolution

In the event there is a perceived breach of this Agreement or there is a dispute or other controversy arising out of or relating to the provision of Services in accordance with this Agreement, the parties hereto agree to exercise their best efforts to resolve the dispute or controversy as soon as possible. If the dispute or controversy cannot be resolved to the satisfaction of both parties, either party may terminate the agreement in accordance with Section 5 of this Agreement. Nothing in this paragraph shall affect or diminish either party's right to file a claim in any Court of competent jurisdiction.

8. Agency

- (a) The Municipality shall take such action, as is necessary, at a public meeting of the governing body, to appoint SFM as the Municipality's representative for the Services indicated within this Agreement. Upon appointment of SFM by the Municipality, SFM shall become an agent of the Municipality and shall be entitled to perform its Services as outlined in this Agreement with the full authority of the Municipality and may act on behalf of and bind the Municipality to any decisions made during the performance of the Services outlined herein. In particular, SFM shall be authorized to issue any and all determinations, permits, certifications, or other documents required or necessary to carry out its duties or appointment. SFM agrees to perform the Services in accordance with all applicable provisions of the Municipalities Planning Code, the Pennsylvania Uniform Construction Code, any other State or Federal Law applicable to the Municipality.
- (b) As an agent of the Municipality, SFM shall be entitled to use the services of the Municipality's solicitor for proceedings involving litigation before the appropriate Magisterial District Judge or the Court of Common Pleas of Monroe County.

9. Indemnifications

- (a) SFM will indemnify and defend the Municipality, its officers, supervisors, agents, and employees from any and all liabilities of any kind to the extent that they arise from negligent acts or omissions of SFM in its performance of this Agreement. The Municipality will indemnify and defend SFM, its officers, agents, and employees, from any and all liabilities of any kind that arise from any negligent or wrongful acts or omissions of the Municipality in its performance of this Agreement.
- (b) The parties hereto agree and acknowledge that nothing contained herein shall be construed as or constitute a waiver of any immunity afforded the Municipality or SFM under the Pennsylvania Tort Claims Act, 42 Pa.C.S. § 8501, et seq., its successor statute or any other Federal or state law.

10. Entire Agreement

This Agreement contains the entire Agreement of the parties and there are no other promises or conditions in any other Agreement, whether oral or written. This Agreement supersedes any prior written or oral Agreements between the parties.

11. Amendment

This Agreement may be modified, amended or extended if the amendments are made in writing is signed by both parties, unless otherwise provided in this Agreement.

12. Severability

If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If the Court finds that any provision of this Agreement is invalid or unenforceable, but that by limited such provisions it would become valid and enforceable, then such provisions shall be deemed to be written, construed, and enforced as so limited.

13. Effective Date

This Agreement shall be effective the date upon which both parties have signed the Agreement.

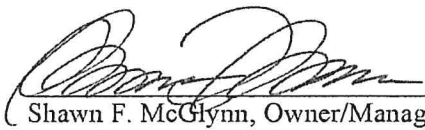
14. Wavier of Contractual Right

The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce or compel strict compliance with every provision of this Agreement.

15. Applicable Law

The laws of the Commonwealth of Pennsylvania shall govern this Agreement and the relationship between the parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year indicated below.



Shawn F. McGlynn, Owner/Manager
SFM Consulting, LLC

Date 4/25/19

Gerald Lastowski, President, Board of Commissioners
Pocono Township

Date _____

EXHIBIT "A"

Cost of Services

2019 Rate Schedule

Services will be for up to a maximum of twenty (20) hours per week. Additional hours must be pre-approved by the Township Manager.

Zoning and Code Enforcement Services

For zoning and code enforcement services SFM will charge the Municipality \$65.00 per hour.

CRAMER, SWETZ, McMANUS & JORDAN, P.C.

ATTORNEYS AT LAW
711 SARAH STREET
STROUDSBURG, PENNSYLVANIA 18360-2196
<http://www.csmjlawyer.com>
fawolf@csmjlawyer.com

TELEPHONE 570-421-5568
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WILLIAM B. CRAMER
JAMES A. SWETZ*#
TIMOTHY J. McMANUS
BRIAN C. JORDAN
JEFFREY L. WRIGHT
BARBARA J. FITZGERALD##
F. ANDREW WOLF
GARY J. SAYLOR, II

*Board Certified in Criminal Trial Advocacy, Civil Pretrial
and Trial Advocacy by the National Board of Trial Advocacy,
A Pennsylvania Supreme Court Approved Agency

#Also Admitted in Florida

##Also Admitted in New Jersey

April 17, 2019

Via Email & First Class Mail

Pocono Township Commissioners
112 Township Drive
P.O. Box 197
Tannersville, PA 18372

Attn: Donna Asure, Township Manager

Re: Tannersville Point Luxury Apartments
Project No. 1630006R

Dear Ms. Asure:

Please accept this letter on behalf of the applicant, Tannersville Point, LLC, as a request for extension of the Commissioners' review period on the Lot Improvement Plan and the Land Development Plan in this matter. By my calculation the review period expires on May 7, 2019. The applicant has requested a thirty (30) day extension of the review period through June 6, 2019.

Please contact me with any questions or concerns. Thank you for your cooperation and consideration.

Very truly yours,

CRAMER, SWETZ, McMANUS & JORDAN, P.C.

BY: 

F. Andrew Wolf, Esquire

FAW:clm

Cc: John S. Tresslar, P.E., P.L.S

Leo DeVito, Esquire, Broughal & DeVito, LLP

Emmett P. Mancinelli, P.E.

Tannersville Point, LLC

Prepared by: PPL Electric Utilities
Return to: PPL Electric Utilities
Bill Alvarez
165 Beach Lake Highway
Honesdale, PA 18431

Tax ID 12/11/1/17

W.O. Number:							
5	8	0	2	4	1	4	5



GRANT OF RIGHT OF WAY
(Municipal Authority)

KNOW ALL MEN BY THESE PRESENTS, That **Pocono Township**, a First Class Township and political subdivision of the Commonwealth of Pennsylvania hereinafter called "GRANTOR", intending to be legally bound, does hereby for itself and its successors and assigns grant unto **PPL ELECTRIC UTILITIES CORPORATION ("PPL")**, its successors and assigns, the right to construct, reconstruct, operate and maintain its electric and communication facilities consisting of **overhead** facilities as shown on the plan hereto attached and made a part hereof including such other wires, cables, fixtures and apparatus necessary for the convenient transaction of the business of PPL, upon, across, over, under and along the property identified as County Tax Parcel No. **12636400769007** which the undersigned owns or has any interest located along **SR 611** situate in the **Township of Pocono**, County of **Monroe**, Commonwealth of Pennsylvania; including the right of ingress and egress to and from the said lines for any of the aforesaid purposes; also the right to cut down any and all trees within twenty-five (25) feet each side of centerline of the electric/communication line and the right to trim any and all trees within twenty-five (25) feet each side of centerline of the electric/communication line and to remove brush along said lines which in the judgment of said PPL menace the said lines; and also the right to permit the attachment of wires and cables of any other person or company to said poles. Any poles or facilities erected hereunder along a highway, whether within or outside the highway limits, may be relocated to conform to new or relocated highway limits. PPL shall restore the property to substantially the same condition that the property was in prior to installation, maintenance or repair of the electric facilities. A copy of this agreement and an acceptance hereof by PPL shall be filed by PPL with the Pennsylvania Public Utility Commission and this agreement shall thereafter become effective in accordance with the provisions of the Public Utility Law.

IN WITNESS WHEREOF GRANTOR has caused this agreement to be executed by its proper officer, this _____ day of _____, 2019.

By:

ATTEST:

Name:
Title:

Gerald J. Lastowski , President



Christine A. Wilkins, Chairwoman
Patrick L. Briegel, Vice Chairman
Edward C. Cramer, Supervisor

TOWNSHIP

Stroud Township Municipal Center 1211 North Fifth Street Stroudsburg, PA 18360-2646
Phone 570-421-3362 Fax 570-421-3240 www.stroudtownship.org

April 24, 2019

Monroe County Assessment Office
c/o Cindy Treible, C.P.E., Chief Assessor
Monroe County Administrative Building
One Quaker Plaza, Suite 102
Stroudsburg, PA 18360

Re: PIN #17638100590163; Parcel #17/16/1/6-9,
Woodcrest Blvd., Lot 10 The Reserve at Bryson's Farm

Dear Cindy:

At their April 23, 2019 meeting the Stroud Township Board of Supervisors authorized me to request a change to the municipal taxing district from Stroud Township to Pocono Township based upon the builder's representation that the planned home will be built on the Pocono Township portion of the subject parcel as depicted on the captioned recorded subdivision plan. Should this request be approved, please notify Stroud and Hamilton tax collectors accordingly.

Please contact me should you have any questions or need further assistance regarding this matter.

Sincerely,

STROUD TOWNSHIP

Daryl A. Eppley
Manager/Secretary/Treasurer

Enclosure

cc: Stroud Township Supervisors
Todd Weitzmann, Township Supervisors' Solicitor
Helen Beers, Township Zoning Officer
Robert & Christina McFadden, Property Owners
Wendy Shiffer, Stroud Twp. Tax Collector (email only)
Patricia J. Michael, Pocono Twp. Tax Collector (email only)
Donna Asure, Pocono Township Manager (email only)
Correspondence file