



**POCONO TOWNSHIP COMMISSIONERS
SEWER COMMITTEE AGENDA
November 4, 2019 6:00 p.m.**

Open Meeting

Pledge of Allegiance

Roll Call

Public Comments

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

Announcements

Hearings

Presentations

OLD BUSINESS

1. Motion to approve the minutes of the October 7, 2019 sewer committee meeting (action item*)
2. Vasilios Kotretsos - 312 Learn Road - request for reduction in EDU's
3. Jimmy Schlier EDU purchase answer
4. Resolution update committee report – workshop date to discuss

NEW BUSINESS

1. Financial Transactions
2. Appeals

REPORTS

1. Commissioners
2. Sewer Consultant
 - a. Update – expanding service area
 - b. Update - Deferred property list review report
 - c. Update – Properties with no lateral

- d. Amber Inn – Tapping fees at \$2500 versus \$3750
- 3. Administration
- 4. Sewer Engineer
 - a. Update - Sanofi Sanitary Sewer Easement
 - b. Update - Act 537
- 5. Solicitor
 - a. Update - Baymont Hotel and Suites – court decision
 - b. Update – Tobyhanna/Kalahari
 - c. Update – Gateway Equities – lawsuit filed

Public Comment

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

Executive Session – if necessary

Adjournment

**Pocono Township Board of Commissioners
Sewer Committee Meeting Minutes
October 7, 2019**

The Sewer meeting of the Pocono Township Commissioners was held on Tuesday, 10/07/2019 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Gerald Lastowski at 6:00 p.m., followed by the Pledge of Allegiance.

ROLL CALL: Keith Meeker, present; Richard Wielebinski, present; Gerald J. Lastowski, present; Chad Kilby, present; Jerrod Belvin, present by phone.

IN ATTENDANCE:

Leo DeVito, Twp. Solicitor, Broughal & Devito; Jon Tresslar, Twp. Engineer, Boucher & James, Inc.; Patrick Briegel, Sewer Consultant; Donna M. Asure, Township Manager and Dee Ackerman, Administrative Assistant were present.

PUBLIC COMMENT: none

ANNOUNCEMENTS: none

MINUTES:

J. Lastowski made a motion, seconded by C. Kilby, to approve the minutes of 09/03/2019 sewer committee meeting. Roll call vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

OLD BUSINESS:

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

Jimmy Schlier - EDU Purchase answer. No action taken.

Resolution update committee report - workshop date to discuss – no action taken

FINANCIAL TRANSACTIONS:

C. Kilby made a motion, seconded by R. Wielebinski, to approve the quote from Keystone Engineering Group to purchase install and integrate a Rain Gauge and Temperature Transmitter at Pump Station #5 for a cost not to exceed \$7,300.00 as recommended by Patrick Briegel and Boucher & James. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

C. Kilby made a motion, seconded by R. Wielebinski, to approve the quote from Pumping Services, Inc to conduct a bypass test at Pump Station #5 in the amount of \$3,865.16 contingent upon solicitor review as recommended by Patrick Briegel and Boucher & James. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

K. Meeker made a motion, seconded by C. Kilby, to approve the proposal from Boucher & James in the amount of \$45,000.00 to provide engineering services to install jockey pumps at Pump Station #5 as recommended by Patrick Briegel. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to enter into a three (3) year contract beginning October 7, 2019 and ending October 7, 2022 with PMA, and Patrick Briegel at a rate of \$800 base rate for first 10 hours and \$80.00 per hour for every hour over ten plus mileage at IRS rate. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

Pocono Township Board of Commissioners
Sewer Committee Meeting Minutes
October 7, 2019

APPEALS:

REPORTS:

COMMISSIONERS:

Commissioner Lastowski reported that the Board is discussing the possibility of reducing the user fees. The Board must consider the amount of money necessary to have to pay off debts, possibly consider expanding the service area, necessary repairs and maintenance on the system and capital purchases.

SEWER CONSULTANT REPORT:

Update - expanding service area – no report

Update - Deferred property and properties with no laterals - It was discussed that a work session with the Board will be necessary to discuss the properties on the deferral list as well as the properties that may not have a lateral. Projects are ongoing such as camera inspections, etc to find solutions to these properties. Dates will be circulated to the Board for their consideration.

Amber Inn- Discussion took place on the request from the owner to pay \$2500 per EDU versus \$3,750. The Board requested that the sewer consultant provide as much documentation as possible for discussion at the next Board of Commissioners meeting and the next sewer meeting.

ADMINISTRATION

SEWER ENGINEER:

Sanofi Sanitary Sewer Easement - no report.

ACT 537 - no report

TOWNSHIP SOLICITOR:

Baymont Hotel and Suites connection – L. DeVito, township solicitor reported that the hearing was held on October 1, 2019. The township presented its case and we now await the decision of the court.

Tobyhanna/Kalahari - Data is being reviewed as it pertains to volume, the mass loading component (strength of waste) and where this puts Pocono Township as far as capacity and responsibility to the BCRA Waste Water Treatment Plant.

Gateway Equities – As instructed by the Board a lawsuit for tapping fees and user fees will be filed by the end of the end of the week.

PUBLIC COMMENT:

Naseer Chohan, Business owner at corner of 611 and 715 spoke to the board concerning his reduced water usage due to competition within the township. He is requesting reduction in EDU's. Discussion took place on the number of uses on the property, the mandatory number of EDU's required by the governing resolution for each use and if there is anything in the resolution that would allow this request to be granted based on water use. Patrick Briegel was asked to look into this.

ADJOURNMENT:

J. Lastowski made a motion, seconded by R. Wielebinski, to adjourn the meeting at 6:50pm. Roll call vote:
K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby yes; J. Belvin, yes. Motion carried