



POCONO TOWNSHIP COMMISSIONERS

AGENDA

October 7, 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 –

Please remember to sign in as you enter the meeting room.
Trick or Treat – Thursday, October 31st – 6 – 8pm

Hearings –

Presentations –

BCRA Tank and Pump Station – request action on waivers and discussion and possible action on other planning items (action items*)

Resolutions

Resolution 2019-18 – Motion to adopt Resolution 2019-18 adopting the health, safety and welfare standards as related to the Transient Dwelling Use Ordinance (action item*)

OLD BUSINESS

1. Motion to approve the minutes of the September 16, 2019 meeting of the Board of Commissioners (action item*)
2. Motion to approve the minutes of the September 23, 2019 work session of the Board of Commissioners and the Planning Commission (action item*)

NEW BUSINESS

1. Personnel

- a. Ryan Huey has completed his return to work evaluation and has been released to full duty by his doctor and the return to work doctor effective September 29, 2019.

2. Financial Transactions

- a. Motion to ratify vouchers payable received through October 3, 2019 in the amount of \$ 5,982.70 (action item*)

- b. Ratify gross payroll for pay period ending September 22, 2019 in the amount of \$ 102,343.98 (action item*)
- c. Motion to approve vouchers payable received through October 3, 2019 in the amount of \$ 387,262.06 (action item*)
- d. Motion to approve capital expenditures received through October 3, 2019 in the amount of \$ 21120.26 (action item*)
- e. Motion to make the following signatories on all Pocono Township Bank accounts – Gerald J. Lastowski, Richard Wielebinski, Jerrod Belvin, Chad Kilby, Keith Meeker, Frank Cefali and Donna M. Asure. (action item*)
- f. Motion to authorize the purchase of four (4) additional body cameras and docking station from Watch Guard for \$5,705.00 as recommended by Chief Werkheiser (action item*)

3. Travel/Training Authorizations (Approve/Ratify)

Report of the President

Gerald Lastowski

- a. Motion to authorize the zoning officer to proceed with the Notice of Violation for Lot 17, Summit Avenue for dangerous structure violations as reported by inspection and follow the recommendations of the zoning inspection report. (action item*)

Commissioners Comments

Richard Wielebinski – Vice President

Keith Meeker - Commissioner

Chad Kilby – Commissioner

- a. Update – survey at TLC Park

Jerrod Belvin – Commissioner

- a. Motion to authorize the zoning officer to proceed with a Notice of Violation for 452 Cherry Lane Road for dangerous structure violations as reported by inspection and follow the recommendations of the zoning inspection report. (action item*)

Reports

1. Zoning

2. Public Works Report

- a. Update - road crew projects
- b. Update – Park operations
- c. Update – Lighting from Heritage Center to basketball court
- d. Update – Woodlands road report
- e. Update - Mowing shoulders

3. 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 – Green Light Go – 2015
- f. Update – Green Light Go – 2017
- g. Motion to ratify the execution of the right of way to PPL Utilities Corporation on TLC property for the BCRA waterline project (action item*)
- h. Motion to grant the waiver request from Pocono Pride for the pavilion fee of \$100 for their fundraiser and picnic on October 26, 2019 with rain date of October 27th (action item*)
- i. Motion to rescind authorization to enter into agreement with Northeast Cartage for regular trash pickup at the township complex, MVP and Pump Station #5 (action item*)

4. Township Engineer Report

- a. Update - White Oak Culvert replacement project – grant awarded in the amount of \$ 175,000.
- b. Update - Right hand turn lanes from Rt. 611 onto Rimrock and Bartonsville Avenue
- c. Update - TLC Bridge -work scheduled to begin October 7th
- d. TLC Dam – LSA grant application submitted
- e. Update - Culvert cleaning maintenance
- f. Update - Master sidewalk plan – multi-modal grant
- g. Update – Erosion and Sedimentation Ordinance
- h. Update – Well at MVP
- i. Update – MS4 – annual report submitted
- j. Update – generator
- k. Update – closing of “To Fish Hill”

5. Township Solicitor Report

- a. Update - Exxon Monitoring wells
- b. Update - easements for White Oak culvert and emergency access
- c. Update – easements – Breezewood Drive
- d. Motion to authorize the township solicitor to represent the township at the ZHB to be scheduled to hear appeal filed by J. W. Penney (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



September 17, 2019
Project No: 10204.137.030

Pocono Township Planning Commission
112 Township Drive
Tannersville, PA 18372

**ATTENTION: RON SWINK, CHAIRMAN
 PLANNING COMMISSION**

**SUBJECT: BRODHEAD CREEK REGIONAL AUTHORITY
 TANNERSVILLE TANKS AND PUMP STATION PROJECT
 FINAL LAND DEVELOPMENT PLAN REVIEW NO. 2, PROJECT NO. 1930082R**

Dear Mr. Swink:

We are in receipt Boucher & James, Inc. September 6, 2019 review letter and offer the following responses.

ZONING ORDINANCE COMMENTS:

1. A response to the Zoning Officer's comments has been submitted.
2. Comment Satisfied.
3. Comment Satisfied.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS:

4. Required Approvals have been noted on page LD2. Updates on permit submissions are provided below. We will coordinate on the Township on the status of the continued status of the applications and the plan has been noted that copies of the permits will be provided to the Township upon receipt.
 - a. Pocono Township – Land Development
 - b. Pocono Township Fire Company – Plan forwarded to Fire Chief for Comment on August 21, 2019.
 - c. Monroe County Planning Commission – The plan has been reviewed and comments received.
 - d. Monroe County Conservation District – The NPDES application is under review.
 - e. DEP – GP5 Stream Crossings – The applications have been submitted and under review.
 - f. DEP – Public Water Supply Permit – The application has been submitted and under review.
 - g. PA DOT – Minimum Use HOP for driveway – Permit application submitted and under review.
 - h. PA DOT – Utility Occupancy Permit – Permit application submitted and under review.
5. A response to the Zoning Officer's comments has been submitted. We ask that Boucher and James, as the Floodplain Administrator, confirm the stream crossing is consistent with the Floodplain Ordinance

6. The Township will be provided copies of permits and correspondence with PennDOT. Copies of the latest review is included digitally with this submission.
7. Comment Satisfied.
8. Comment Satisfied.
9. Comment Satisfied.
10. The waiver request approved on 7-15-19.
11. Comment Satisfied.
12. Comment Satisfied.
13. Comment Satisfied.
14. Comment Satisfied.
15.
 - a. Comment Satisfied.
 - b. Comment Satisfied.
 - c. Comment Satisfied.
 - d. Comment Satisfied.
 - e. Comment Satisfied.
16. The performance guarantee for the project will be discussed with the Township Commissioners.
17. Comment Satisfied.
18. The Development Agreement will be discussed with the Township Commissioners.
19. The waiver request approved on 7-15-19.
20. The GP-5 Permit will be provided upon receipt as noted on the plan.
21. Comment Satisfied.
22. The waiver request approved on 7-15-19.
23. The waiver request approved on 7-15-19.
24. The waiver request approved on 7-15-19.
25. Comment Satisfied.
26. We are requesting the Township to confirm that no sidewalks will be required along Route 715 as discussed during the sketch plan review of the project.
27. The waiver request approved on 7-15-19.
28. Comment Satisfied.
29. Comment Satisfied.
30. We are requesting The Township to confirm that the existing woodlands satisfy the need for the required 1,315 new deciduous or evergreen trees.

31. The waiver request approved on 7-15-19.
32. The waiver request approved on 7-15-19.
33. Comment Satisfied.
34. Comment Satisfied.
35. A lighting plan is included with this submission.
36. Open space requirements will be discussed with the Township Commissioners.

BRODHEAD AND MCMICHAEL CREEKS STORMWATER MANAGEMENT ORDINANCE:

37. Comment Satisfied.
38. Details of the trash racks are included on the plans.
39. A waiver request was submitted to the Township on 8-16-19.
40. We have applied for the GP-5 permits and copies of the permits will be provided upon receipt.
41. Comment Satisfied.
42. Comment Satisfied.
43.
 - a. Comment Satisfied.
 - b. Comment Satisfied.
 - c. Comment Satisfied.
 - d. The invert up for Line 3-2A has been updated.
 - e. Comment Satisfied.
44. Enclosed please find a copy of the application acceptance letter from MCCD.
45. Comment Satisfied.
46. Comment Satisfied.
47. The limit of disturbance has been added to the Predevelopment Drainage Area maps.
48. The original plan date has been added to the Post Drainage Area plan.
49. A new 11" X 17" Predevelopment Routing Exhibit has been added clarifying the limits of the Storm Water Management Area.
50. Comment Satisfied.
51. Comment Satisfied.

STORMWATER MANAGEMENT AND STORM SEWER COMMENTS:

52. Comment Satisfied.
53. Comment Satisfied.
54. Comment Satisfied.

- 55. Comment Satisfied.
- 56. Comment Satisfied.
- 57. Comment Satisfied.
- 58. Comment Satisfied.
- 59. The time of concentration calculations have been split into separate sections for the equivalent time of concentration below the diversion swales for the predevelopment conditions SCS routing analysis, the post development times of concentration for the SCS routing analysis, the time of concentration for the swale and inlet Rational method design, and the rational method stability analysis for the outfalls.
- 60. Comment Satisfied.
- 61. The basin bottom elevations have been corrected.

MISCELLANEOUS COMMENTS:

- 62. Comment Satisfied.
- 63. Comment Satisfied.
- 64. Comment Satisfied.
- 65. The endwall types have been labeled on the PCSM plan.

PLAN REVISION COMMENTS

- 66. The drainage area and curve number calculations have been checked and updated.

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

Very truly yours,

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



Nathan S. Oiler, PE
Director of Land Development Engineering Services

Cc: Boucher and James,
BCRA, Dave Horton



MONROE COUNTY
CONSERVATION DISTRICT

Conserving Natural Resources for the Future

September 16, 2019

David S. Horton
Brodhead Creek Regional Authority
410 Mill Creek Road
East Stroudsburg, PA 18301

Re: Completeness Notification Letter – Individual NPDES Permit for Stormwater Discharges
Associated with Construction Activities
Tannersville Tank and Pump Station Project PAD450093
Pocono Township, Monroe County

Dear Mr. Horton:

Monroe County Conservation District (District) has reviewed the above referenced application for completeness. The completeness review is the first step in a series of reviews conducted by DEP and/or the District.

District has determined that the application package contains sufficient detail to enable DEP and the District to conduct the technical review, and has been accepted for that purpose. A notification will be published in the Pennsylvania Bulletin for a 30 day public comment period for this application.

This is not a final action by the DEP and/or the District on this application. The completeness review is the first in a series of reviews conducted by DEP and the District. The application will now move to the technical review stage of the permit review process. During the technical review, the adequacy of the application and its components will be evaluated to determine if sufficient information exists to render a decision on the technical merits of your application.

This letter serves as notice that there is an obligation under 25 Pa. Code § 92a.82(b) that requires the notice of this permit application from the Pennsylvania Bulletin be posted near the entrance to the premises, and at the facility or location where the discharge is proposed, if the project facility or location is remote from the premises.

I hope you find this information helpful in understanding the permit review process. If you have additional questions about your application, please contact Michael Wilk at 570-629-3060 and refer to PAD450090. You may also follow your application through the review process, please visit *eFACTS on the Web* at: <http://www.ahs2.dep.state.pa.us/eFactsWeb/default.aspx>.

Sincerely,



Adam Schellhammer
District Manager

cc: Pam Kania, Robert Jevin, DEP-NERO (w/enclosure)
Samantha Wascavage, DEP-NERO (via email)
Gillian Ostrum, DEP-NERO (via email with Pa Bulletin Report)
Donna Asure, Pocono Township Manager (via email)
Eric Koopman, MCPC (via email)
Ann Wingert PE, RKR Hess, a Division of UTRS, Inc. (via email)
Nate Oiler PE, RKR Hess, a Division of UTRS, Inc. (via email)
Chris Borger PE, Brodhead Creek Regional Authority (via email)
File



Boucher & James, Inc.
CONSULTING ENGINEERS

AN EMPLOYEE OWNED COMPANY
INNOVATIVE ENGINEERING

Pottsville Professional Building
1456 Ferry Road, Building 500
Doylesstown, PA 19001
215-345-9400
Fax: 215-345-9401

2756 Rimrock Drive
Greensburg, PA 15880
570-620-0300
Fax: 570-620-0306
Mailing:
P.O. Box 699
Dartonsville, PA 15821

559 Main Street, Suite 200
Bathlehem, PA 18018
610-419-9407
Fax: 610-110-9408

www.bjengineers.com

September 6, 2019

Pocono Township Planning Commission
112 Township Drive
Tannersville, PA 18372

**SUBJECT: BRODHEAD CREEK REGIONAL AUTHORITY
POCONO INTERMEDIARY TANK AND PUMP STATION PROJECT
FINAL LAND DEVELOPMENT PLAN REVIEW NO. 2
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
PROJECT NO. 1930082R**

Dear Planning Commission Members:

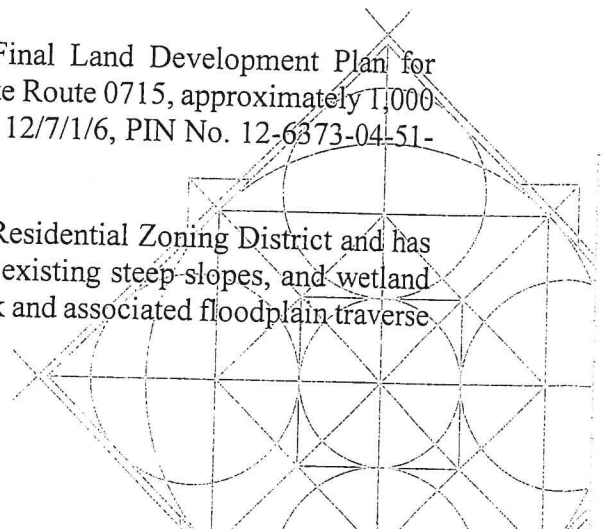
Pursuant to the Township's request, we have completed our second review of the Final Land Development Plan of the Brodhead Creek Regional Authority's Pocono Intermediary Tank and Pump Station Project. The submitted information was prepared by RKR Hess and consists of the following items.

- Township submission transmittal letter dated August 16, 2019.
- Response letter dated August 16, 2019.
- Request for Modification, SWMO Section 365-10.I.(6)(b).
- Erosion and Sediment Control Report dated June 14, 2019, revised August 14, 2019.
- Post Construction Stormwater Management Report dated June 14, 2019, revised August 14, 2019.
- One (1) electronic copy on CD of all submission documents.
- Land Development Plan (26 sheets) dated June 14, 2019, revised August 14, 2019.

BACKGROUND INFORMATION

The Brodhead Creek Regional Authority has submitted a Final Land Development Plan for development on its property located on the southern side of State Route 0715, approximately 1,000 feet east of the intersection with State Route 0611 (Parcel No. 12/7/1/6, PIN No. 12-6373-04-51-4234).

The existing property is located within the R-1, Low Density Residential Zoning District and has an existing lot area of 109.56 acres. The property consists of existing steep slopes, and wetland and woodland areas. An unnamed tributary of the Pocono Creek and associated floodplain traverse the property.



The proposed land development consists of the construction of two (2), 60-foot diameter, 37-foot high water tanks, a 50-foot by 60-foot equipment building, pump station, and paved driveway taking access from State Route 0715. Stormwater management is also proposed.

In accordance with Section 470-17.B.(1)(b), the proposed facility is considered an essential service and is permitted within the R-1, Low Density Residential Zoning District.

The Land Development Plan was accepted for review by the Township Planning Commission at its meeting held on June 24, 2019. A time extension to October 21, 2019 was received from RKR Hess. Therefore, the Board of Commissioners must act on the plan by October 21, 2019 unless a subsequent time extension is received.

Based on our review of the above information, we offer the following comments and/or recommendations for your consideration.

ZONING ORDINANCE COMMENTS

1. In accordance with Section 470-17.C.2.(a), the maximum principal building height is 35-feet and the maximum accessory building height is 25-feet. *The height of the proposed equipment building must be provided on the plan. (Previous Comment) The heights of the proposed buildings and water tanks are now presented on the plan. The comments received from the Zoning Officer dated August 13, 2019 should be addressed to his satisfaction.*
2. Comment satisfied.
3. Comment satisfied.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS

4. In accordance with Section 390-19.F.(6)(c), “the applicant shall be responsible for submission of the plan and all required supporting documentation to the Monroe County Planning Commission, the Monroe County Conservation District, PennDOT, and all other governing agencies.” *The proposed Land Development requires the following agency approvals. (Previous Comment) The following statuses have been provided in the response letter.*
 - a. *Pocono Township –Land Development Plan approval Approval Pending*
 - b. *Pocono Township – Fire Company A plan has been provided to the Fire Company for its review.*
 - c. *Monroe County Planning Commission – Planning review A submission has been made to the County Planning Commission and is under review.*
 - d. *Monroe County Conservation District/Pennsylvania Department of Environmental Protection – Erosion and sedimentation control and Individual NPDES permitting*

A submission has been made and is under review.

- e. *Pennsylvania Department of Environmental Protection – General Permit 5, Utility Stream Crossing Submissions have been made and are under review.*
- f. *Pennsylvania Department of Environmental Protection – Public Water Supply Permit An application has been submitted and is under review.*
- g. *Pennsylvania Department of Transportation – Minimum Use Driveway Highway Occupancy Permit An application has been submitted and is under review.*
- h. *Pennsylvania Department of Transportation – Utility Highway Occupancy Permit An application has been submitted and is under review.*

All submissions, reviews, and approvals must be provided to the Township.

- 5. In accordance with Section 390-19.H.(2), “the Board of Commissioners shall not grant approval to any land development plan until the Zoning Officer provides written confirmation that the proposed land development plan complies with Chapter 470, Zoning.” *A letter from the Township Zoning Officer must be obtained prior to plan approval. (Previous Comment) The comments received from the Zoning Officer dated August 13, 2019 should be addressed to his satisfaction.*
- 6. In accordance with Sections 390-19.K, 390-29.J.(15), and 390-48.T.(10), if a highway occupancy permit shall be required for access to a Township or state road, approval of the land development plan shall be conditioned upon the issuance of a highway occupancy permit by the Township and/or PennDOT, as the case may be. *(Previous Comment) Applications have been submitted to PennDOT for their review. All correspondence with and approval from PennDOT in support of the minimum use driveway and utility highway occupancy permits must be provided to the Township.*
- 7. Comment satisfied.
- 8. Comment satisfied.
- 9. Comment satisfied.
- 10. In accordance with Section 390-29.G.(7), “a viewshed analysis using GIS or other suitable methodology showing the location and extent of views into the property and along ridgelines from critical points along adjoining public roads and how the views will be affected by the proposed development and what design elements will be used to minimize the visual effects” must be provided. *A waiver was requested from Section 390-29.G.(7). The request states that the site is wooded with existing trees proposed to remain between State Route 0715 and the proposed development. The request also indicates that the proposed structure heights will be less than the existing tree heights. (Previous Comment) The waiver request from Section 390-29.G.(7) was approved by the Board of Commissioners at its meeting on July 15, 2019.*

11. Comment satisfied.
12. Comment satisfied.
13. Comment satisfied.
14. Comment satisfied.
15. In accordance with Sections 390-29.J.(10) and 390-51.A, confirmation that the soil erosion and sedimentation control plan has been accepted for review by the Monroe County Conservation District (See also §390-51) must be provided. All soil erosion and sedimentation control plans shall meet the specifications of the Monroe County Conservation District and PADEP, and shall comply with Commonwealth of Pennsylvania, Title 25, Chapter 102 Department of Environmental Protection regulations for soil erosion and sedimentation control.” *The proposed area of disturbance is greater than 1 acre, therefore reviews and approvals from the Monroe County Conservation District and the Pennsylvania Department of Environmental Protection are required. The following comments are based upon our review of the ESC Plans (Sheets ESC/UTIL1 through ESC/UTIL10) and the Erosion and Sediment Control Report. The plans and report must be revised accordingly. (Previous Comment) All reviews and approvals from the Monroe County Conservation District and PADEP shall be provided to the Township.*
 - a. *Comment satisfied.*
 - b. *Comment satisfied.*
 - c. *Comment satisfied.*
 - d. *Comment satisfied.*
 - e. *Comment satisfied.*
16. In accordance with Section 390-32.B, “no final plan shall be signed by the Board of Commissioners for recording in the office of the Monroe County Recorder of Deeds until:
 - A. All improvements required by this Ordinance are installed to the specifications contained in Article VI of this chapter and other Township requirements and such improvements are certified by the applicant’s engineer; or,
 - B. Proposed developer’s agreements and performance guarantee in accord with §390-35 and the Pennsylvania Municipalities Planning Code, Act 247 of 1968 as amended, have been accepted by the Board of Commissioners.”

A performance guarantee, per Section 390-35, must be provided prior to plan recordation. A construction cost estimate shall be submitted for review. (Previous Comment) The response indicates the performance guarantee will be discussed with the Board of Commissioners.

17. Comment satisfied.
18. In accordance with Section 390-41, “all applicants proposing any subdivision and/or land development requiring the installation of improvements as required by this chapter shall, prior to final plan approval by the Board of Commissioners, and if so directed by the Board of Commissioners, enter into a legally binding development agreement with the Township whereby the developer guarantees the installation of the required improvements in accord with the approved plan and all Township requirements.” *A development agreement must be executed prior to plan recordation. (Previous Comment) The response indicates the development agreement will be discussed with the Board of Commissioners.*
19. In accordance with Section 390-43.A.(6)(e)[2][e], “the final plan shall be recorded with a steep slope easement. The easement shall be comprised of at least 65% of the total existing area and located within the original boundaries of the steep slope area. Allocation of the easement should be made as evenly as possible throughout the lots to allow each lot adequate room for additional grading, accessory structures, etc.” *A waiver was requested from Section 390-43.A.(6)(e)[2][e]. The request indicates only 4% of steep slopes over 20% will be temporarily impacted and that no other disturbance to the existing steep slopes is proposed. A note has been included on Sheet LD2 stating that future impacts to steep slopes over 20% shall be reviewed and approved by the Township. (Previous Comment) The waiver request from Section 390-43.A.(6)(e)[2][e] was approved by the Board of Commissioners at its meeting on July 15, 2019.*
20. In accordance with Section 390-43.A.(11), “the damming, filling, relocating, or otherwise interfering with the natural flow of surface water along any surface water drainage channel or natural watercourse shall not be permitted except with approval of the Township, and, where by state statute, the PADEP, or other applicable state agencies stormwater management shall be provided in accord with Township stormwater regulations.” *Three (3) stream crossings are proposed for construction of the 16-inch waterlines. (Previous Comment) The response indicates submissions have been made and are currently under review. The required General Permit 5 from PADEP must be provided to the Township upon receipt.*
21. Comment satisfied.
22. In accordance with Section 390-48.T.(13)(a), “the access drive within the legal right-of-way of the public road, or for a distance of at least 20 feet from the edge of the cartway, whichever is greater, shall not have a grade in excess of 4%. The grade of any access driveway shall not exceed 10%.” *The proposed driveway grade is 12%. A waiver was requested from Section 390-48.T.(13)(a). The request indicates a lesser slope will result in substantial additional earth disturbance and impacts to existing natural resources (i.e., steep slopes). (Previous Comment) The waiver request from Section 390-48.T.(13)(a) was approved by the Board of Commissioners at its meeting on July 15, 2019.*
23. In accordance with Section 390-48.T.(13)(b), “access drive entrances into all nonresidential and nonagricultural use properties shall be no less than 24 feet in width,

shall not exceed 36 feet in width at the road line, unless provided with a median divider, and shall be clearly defined by curbing. The curbs of these driveway entrances shall be rounded with a minimum radius of 20 feet from where they intersect a road.” *A waiver was requested from Section 390-48.T.(13)(b). A 16-foot wide driveway is proposed. The proposed driveway width will reduce the earth disturbance and impacts to existing natural resources (i.e., steep slopes). In addition, curbing is provided on the northern side of the proposed driveway at its intersection with State Route 0715. The request indicates a stone shoulder and not curbing is provided on the southern side of the proposed driveway to allow for adequate truck access. (Previous Comment) The waiver request from Section 390-48.T.(13)(b) was approved by the Board of Commissioners at its meeting on July 15, 2019.*

24. In accordance with Section 390-48.W.(1), “the maximum slope of any earth embankment or excavation shall not exceed one foot vertical to three feet horizontal unless stabilized by a retaining wall or cribbing, except as approved by the Board of Commissioners for special conditions.” *The grading is proposed at a maximum slope of 2 to 1 to minimize earth disturbance and impacts to existing natural resources (i.e., steep slopes). A meadow type grass and erosion control slope matting are proposed. (Previous Comment) A waiver was requested from Section 390-48.W.(1) and was approved by the Board of Commissioners at its meeting on July 15, 2019.*
25. Comment satisfied.
26. In accordance with Section 390-48.AA, “sidewalks and road crosswalks may be required where necessary to provide the proper pedestrian circulation or to provide access to community facilities and common areas. Sidewalks, where required or provided, shall be located within the road right-of-way immediately adjacent to the curbs, except as may be approved by the Township to accommodate road trees or other landscaping. Sidewalks and road crosswalks shall be constructed in accord with the most current PennDOT RC67M standard and American With Disabilities Act standards.” *The Township shall determine if they will require sidewalks along State Route 0715. (Previous Comment) The response requests sidewalks not be required along State Route 0715 as discussed with the previously submitted sketch plan.*
27. In accordance with Section 390-50.D.(5), “the maximum slope of the earthen detention basin embankments shall be four horizontal to one vertical.” *The grading is proposed at a maximum slope of 2 to 1 to minimize earth disturbance and impacts to existing natural resources (i.e., steep slopes). A meadow type grass and erosion control slope matting are proposed. (Previous Comment) A waiver was requested from Section 390-48.W.(1) and was approved by the Board of Commissioners at its meeting on July 15, 2019.*
28. Comment satisfied.
29. Comment satisfied.
30. In accordance with Section 390-55.B, “unless other provisions of this chapter require more

trees or vegetation, each development site shall include a minimum of 12 deciduous or evergreen trees for each one acre. Each deciduous tree shall be 2.5 inch caliper or greater and each evergreen tree shall be six to seven feet in height or greater. As an alternate, 10 trees for each one acre shall be required if deciduous trees are four inches in caliper or greater and evergreen trees are eight feet to 10 feet in height or greater. Five shrubs, 2.5 feet in height, or greater, may be substituted for one tree of 2.5 inch caliper for a maximum of 20% of the tree requirement.” *One thousand three hundred fifteen (1,315) deciduous or evergreen trees are required on the site.*

Per Section 390-55.B.(3), “if healthy, existing trees will be preserved which will generally meet the requirements of this section, the Township may, in its discretion, permit the existing tree(s) to serve as a credit toward the number of shade trees required to be planted. In addition, the Township, in its discretion, may permit existing trees which would otherwise be required to be maintained by this chapter to be removed in exchange for the developer planting replacement trees in accord with this section. To be eligible for use as credit toward a required tree, a preserved tree shall be maintained in such a manner that a minimum of 50% of the ground area under the tree’s dripline shall be maintained in natural ground cover and at the existing ground level. The applicant may provide a sample plot representative of the trees on the parcel to determine the credit.”

*Based upon review of aerial photography and a site visit, established woodlands exist on the project site and could be counted toward the required number of trees. A sample plot shall be provided to determine the available credit. **(Previous Comment)** The response indicates fourteen (14) trees per acre would be required to meet the 1,315 deciduous or evergreen trees, and that the existing wooded site has more trees on-site than required. The Township shall determine if the existing woodlands satisfy the need for the required 1,315 new deciduous or evergreen trees.*

31. In accordance with Section 390-55.E.(3), “minimum grades inside stormwater basins shall be 1% unless infiltration is an integral part of the design; and maximum side slopes of the basins shall be 33% (3:1 slope).” *The grading is proposed at a maximum slope of 2 to 1 to minimize earth disturbance and impacts to existing natural resources (i.e., steep slopes). A meadow type grass and erosion control slope matting are proposed. **(Previous Comment)** A waiver was requested from Section 390-48.W.(1) and was approved by the Board of Commissioners at its meeting on July 15, 2019.*
32. In accordance with Section 390-55.D.(1) and 390-55.D.(3)(d), “street trees shall be required along all existing streets abutting or within a proposed subdivision or land development.” “Trees shall be planted at a ratio of at least one per 50 linear feet of frontage or fraction thereof. Trees shall be distributed along the entire frontage of the property, although they need not be evenly spaced.” Per Section 390-55.D.(2), “the street tree requirement may be waived by the Township where existing vegetation is considered sufficient to provide effective screening and to maintain scenic views of open space, natural features, or other valued features. *No street trees are proposed. Waivers were requested from Sections 390-55.D.(1) and 390-55.D.(3)(d). The requests state that the project site is wooded and only 5.3% of the existing woodlands are proposed to be removed. **(Previous***

Comment) The waiver requests from Sections 390-55.D.(1) and 390-55.D.(3)(d) were approved by the Board of Commissioners at its meeting on July 15, 2019.

33. Comment satisfied.

34. Comment satisfied.

35. In accordance with Section 390-56.A.(2)(a), “the requirements herein apply to outdoor lighting for uses including the following: business, personal service, multifamily residential, commercial, industrial, public recreational and institutional, except Subsections A.(6) and (7), which apply to all uses, except for outdoor athletic facility lighting fixtures. [See §390-56.A.(8)(c)]” *Lighting is shown as proposed on Sheet LD2. A lighting design plan and supporting notes and details must be provided. (Previous Comment) The response indicates the proposed lights will provide adequate lighting for evening security and maintenance without casting light onto adjacent properties. A plan with light intensities and supporting notes and details must still be provided.*

36. In accordance with Section 390-58.B.1, common open spaces, recreation areas, and/or in-lieu-of fees “shall apply to any subdivision for which a preliminary plan or a combined preliminary/final plan and any land development for which a plan is submitted after the effective date of this Section 390-58.” In addition, and in accordance with Section 390-58.E.(5), “if a non-residential subdivision or land development is required to dedicate common open space, the following amounts of common open space shall be required, unless revised by resolution of the Board of Commissioners.” *Common open space and recreation areas shall be provided, or if agreed upon by the Board of Commissioners and Applicant per Section 390-58.F, a fee in-lieu-of dedicating open space as determined by the Township Fee Schedule may be provided. The calculated fee in-lieu-of for 7.5 acres of earth disturbance is \$10,500. (Previous Comment) The response indicates the open space will be discussed with the Board of Commissioners.*

BRODHEAD AND MCMICHAEL CREEKS STORMWATER MANAGEMENT ORDINANCE

The project site is located within the B-2 Stormwater Management District of the McMichaels Creek watershed. The project site discharges to an unnamed tributary of the Pocono Creek that has a Chapter 93 classification of High Quality, Cold Water Fishery with Migratory Fishes (HQ-CWF, MF).

The proposed land development is required to comply with all water quality and groundwater recharge requirements, as well as the peak flow rate requirements which reduces the post development peak flow of the 2-, 5-, 25-, 50-, and 100-year storm events to the predevelopment peak flow of the 1-, 2-, 5-, 10-, and 50-year storm events, respectively.

37. Comment satisfied.

38. In accordance with Section 365-10.A.(3), “release of water can begin at the start of the storm (i.e., the invert of the water quality orifice is at the invert of the facility). The design

of the facility shall consider and minimize the chances of clogging and sedimentation. Orifices smaller than four inches diameter shall not be used unless the design professional can provide proof that the smaller orifices are protected from clogging by use of trash racks, etc.” *A 3-inch orifice is proposed at Stormwater Management Basin 3. The orifice must be revised, or a trash rack must be installed. Associated trash rack details must be provided on the plan. (Previous Comment) Trash racks are now shown at the orifices in the Permanent Outlet Structure – Basin 3-2A Lower Basin 3 detail and the Permanent Outlet Structure – Basin 1-4 Upper Basin 1 detail. Details of the trash racks must still be provided on the plan.*

39. In accordance with Section 365-10.I.(6)(b), “a fifty-foot buffer, measured perpendicular to and horizontally from the edge of the delineated wetland, shall be maintained for all wetlands, with the exception of the Cranberry Bog, where the buffer shall be 75 feet measured perpendicular to and horizontally from the edge of the Cranberry Bog. In addition, where the 300 feet of land adjacent to the edge of a delineated wetland has an average upland slope greater than 5%, the minimum buffer width shall be increased by four feet for each percent of slope at or above 5%, subject to a maximum cumulative buffer of 100 feet.” *The wetland buffer shall be shown on the plan for the existing wetlands located near the intersection of the southwestern most property line and State Route 0715. Any disturbances shall be in accordance with Sections 365-10.I.6.(b)[1] and 365-10.I.6.(b)[2]. (Previous Comment) The wetland buffer is now shown on the plan.*

In accordance with Section 365-10.I.6.(b)[1], “Permitted Activities/Development. Stormwater conveyance required by the municipality or other body or agency having jurisdiction; buffer maintenance and restoration; the correction of hazardous conditions; stream crossings permitted by DEP and passive unpaved stable trails shall be permitted within the wetland buffer. No other earth disturbance, grading, filling, buildings, structures, new construction, or development shall be permitted within the wetland buffer.”

A waiver is now requested from Section 365-10.I.6(b) to permit construction of the proposed waterline within the wetland buffer. The request indicates the impacts to the wetland buffer have been minimized and the existing grade and vegetation will be restored upon completion of construction.

40. In accordance with Section 365-10.I.(8)(b), Permitted Activities/Development in Stream Buffers, “stormwater conveyance required by the municipality or other body or agency having jurisdiction, buffer maintenance and restoration, the correction of hazardous conditions, stream crossings permitted by DEP, fish hatcheries, wildlife sanctuaries and boat launch sites constructed so as not to increase the floodplain elevation, and unpaved trails, shall be permitted, providing no buildings are involved. No other earth disturbance, grading, filling, buildings, structures, new construction, or development shall be permitted.” *Three (3) stream crossings to construct the proposed waterline will be required. The required PADEP General Permit 5 must be provided to the Township upon receipt. (Previous Comment) The response indicates applications for General Permits have been submitted and the permits will be provided to the Township upon receipt.*

41. Comment satisfied.
42. Comment satisfied.
43. In accordance with Section 365-14.D, “storm sewers must be able to convey the proposed conditions runoff from a fifty-year design storm without surcharging inlets, where appropriate and as supplemented by Subsection C above.” *The following comments are based upon our review of the Storm Sewer Tabulation for the 50-year storm event and Sheets PCSM2 and PCSM3. The Storm Sewer Tabulation and/or Sheets PCSM2 and PCSM3 must be revised accordingly. (Previous Comment)*
 - a. *Comment satisfied.*
 - b. *Comment satisfied.*
 - c. *Comment satisfied.*
 - d. *The invert elevation down for Lines 3-4, 3-4A, and 1-4 are inconsistent between the Storm Sewer Tabulation and Storm Sewer Profiles on Sheet PCSM3. In addition, the invert elevation up for Lines 3-4, 3-2B, 3-4A, 1-4, and 2-1 are inconsistent between the Storm Sewer Tabulation and Storm Sewer Profiles on Sheet PCSM3. (Previous Comment) The invert elevation up for Line 3-2A is inconsistent with the Storm Sewer Tabulation and the Storm Sewer Profiles on Sheet PCSM 3.*
 - e. *Comment satisfied.*
44. In accordance with Sections 365-15.A and 365-19.A.(4), any earth disturbance must be conducted in conformance with Pennsylvania Title 25, Chapter 102, Erosion and Sediment Control. *The proposed area of disturbance is greater than 1 acre, therefore reviews and approvals from the Monroe County Conservation District and the Pennsylvania Department of Environmental Protection are required. Refer to Comment 15 for review of the ESC Plans (Sheets ESC/UTIL1 through ESC/UTIL10) and the Erosion and Sediment Control Report. (Previous Comment) All reviews and approvals from the Monroe County Conservation District and PADEP shall be provided to the Township.*
45. Comment satisfied.
46. Comment satisfied.
47. In accordance with Section 365-19.B.(8), the stormwater management site plan shall include the “limits of earth disturbance, including the type and amount of impervious area that would be added.” *The limit of disturbance shall be shown on the Pre-Drainage Area plan to confirm the calculations supporting the predevelopment drainage areas located within the limit of disturbance. (Previous Comment 47) The limit of disturbance must still be shown on the Pre-Drainage Area plan.*
48. In accordance with Section 365-19.B.(11), the stormwater management site plan must

include “the date of submission.” *The plan date must be provided on the Post-Drainage Area plan. (Previous Comment) The original plan date must still be provided on the Post-Drainage Area plan.*

49. In accordance with Section 365-19.B.(18), the stormwater management site plan must include “overland drainage patterns and swales.” *The drainage areas are shown on the Pre-Drainage Area and Post-Drainage Area plans, however they are unclear. The plans must be revised to clearly label all drainage areas. Drainage area and land use calculations will be confirmed upon receipt of revised plans. (Previous Comment) The drainage areas shown on the Pre-Drainage Area plan are still unclear and shall still be revised. Refer to Comment 47.*

50. Comment satisfied.

51. Comment satisfied.

STORMWATER MANAGEMENT AND STORM SEWER COMMENTS

52. Comment satisfied.

53. Comment satisfied.

54. Comment satisfied.

55. Comment satisfied.

56. Comment satisfied.

57. Comment satisfied.

58. Comment satisfied.

59. The time of concentration paths must be clearly labeled on the Pre-Drainage Area and Post-Drainage Area plans. Additional review of the time of concentration calculations will be completed upon receipt of revised plans. *(Previous Comment) The time of concentration paths are now shown on the plans. The paths and calculations in support of the 10 minutes time of concentrations for the Summary for Subcatchment 3S: Existing to Lower Basin 3 and the Summary for Subcatchment 3S: proposed to Lower Basin 3 must be provided, or the time of concentration must be corrected in the summaries.*

60. Comment satisfied.

61. Berm details/cross sections must be provided on the plan. *(Previous Comment) A Detention Basin/Infiltration Basin – Basin Embankment and Spillway Detail is now provided on Sheet PCSM3. The Bottom Elevations listed in the chart for the Middle 2 and Lower 3 basins are incorrect and must be revised.*

MISCELLANEOUS COMMENTS

62. Comment satisfied.

63. Comment satisfied.

64. Comment satisfied.

65. The Type D Endwalls and Type D-E Headwalls must be labeled on Sheets PCSM2 and PCSM3. *(Previous Comment) The endwall types must still be labeled on the plan.*

PLAN REVISION COMMENTS

66. The drainage area and curve number utilized in the Summary for Subcatchment 1S: Proposed Bypass to Rte 715 LED are inconsistent with the curve number calculation and must be revised. *(New Comment)*

The above comments represent a thorough and comprehensive review of the information submitted with the intent of giving the Township the best direction possible. However, due to the nature of the comments, the receipt of a revised plan submission may generate new comments.

In order to facilitate an efficient re-review of revised plans, the Design Engineer shall provide a letter, addressing item by item, their action in response to each of our comments.

We recommend the above comments be addressed to the satisfaction of Pocono Township prior to approval of the proposed Preliminary/Final Land Development Plan.

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

Sincerely,



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

JST/mep/cg

cc: Donna Asure – Township Manager
Leo DeVito, Esquire – Township Solicitor
Lisa Pereira, Broughal & DeVito, LLP
Chris Borger, Brodhead Creek Regional Authority – Applicant/Property Owner
Nate Oiler, P.E., RKR Hess – Applicant's Engineer
Melissa E. Prugar, P.E., Boucher & James, Inc.

Date: 8-16-19

REQUEST FOR MODIFICATION

Name of Applicant: Brodhead Creek Regional Authority

Name of Subdivision or Land Development: Tannersville Tanks and Pump Station

Section of Stormwater Management Ordinance: Section 365-10.I(6)(b) Wetland Buffer

Justification for Relief:

A waiver is requested to allow construction of the waterline in the wetland buffer.

The waterline is an essential service and will be located adjacent to and in S.R. 0715. Direct wetland impacts have been avoided for the project and the impact to wetland buffers has been minimized to the extent feasible within the limits of the property. After the installation of the waterline, the grade will be restored and the area revegetated.

The waterline installation in the buffer is a similar or less impact as utility stream crossings permitted by DEP, that are permitted uses in the Township wetland buffer.

The requirement not to allow public water service lines serving the community to be located a wetland buffer is unreasonable and creates a hardship on the Applicant due to the peculiar conditions of this site and project.

Is the hardship self-imposed? _____ Yes x No

Is the hardship related to financial issues? _____ Yes x No

Will relief from the referenced section of the Subdivision and Land Development Ordinance alter the intent of the Ordinance?

Yes ___ No x Explain:

The above request will not alter the intent of the Ordinance. The proposed request is intended to minimize impacts to the existing natural features of the property while providing needed water system improvements to the community.

**TOWNSHIP OF POCONO
MONROE COUNTY, PENNSYLVANIA**

**RESOLUTION TO APPROVE HEALTH, SAFETY AND WELFARE
STANDARDS AS IT RELATES TO THE TRANSIENT DWELLING USE
ORDINANCE**

RESOLUTION NO. 2019-18

Whereas, Section 8 of Ordinance 2019-07, Transient Dwelling Use provides for the compliance with health, safety and welfare standards.

Whereas, the standards are to be adopted by Resolution of the Board of Commissioners.

Be it **RESOLVED**, that the Township of Pocono, Monroe County Pennsylvania Board of Commissioners hereby adopts the Health, Safety and Welfare Standards as related to the Transient Dwelling Use Ordinance, No. 2019-07 as attached in Exhibit A. Such standards may be amended as appropriate by resolution.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 7th day of October 2019.

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Print Name: Donna M. Asure
Title: Assist. Township Secretary

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

Pocono Township *Transient Dwelling Unit*
Health, Safety & Welfare Requirements
As required by Ordinance 2019-07, Section 8

Exhibit A

1. Number of bedrooms
2. Number of parking spaces
3. Visible notice of TDU placard on or near front door, describing
 - a. Name of owner, or managing agent, and telephone number
 - b. 911 address for property
 - c. Maximum number of overnight guests
 - d. Maximum number of vehicles allowed to park, with parking regulations
 - e. Trash pick-up day, with trash regulations
 - f. Notice that occupant or guest may be cited for disturbance or violation of Pocono Township Code
 - g. Notice that occupant or guest makes dwelling available for inspection upon request by Pocono Township
4. Smoke detector in each bedroom
5. Egress window/door from each bedroom
6. Smoke detector in common hallway
7. Smoke detector on each floor
8. GFCI outlet within 6 feet of water source, and GFCI outside outlets
9. Aluminum or metal exhaust from dryer
10. CO detector if garage is attached
11. Fire extinguisher in kitchen
12. Stairs must be in good condition, with graspable handrail
13. Pool/Hot Tub must be secured in accordance with 2015 ISPSC
14. Advertising must be in compliance with maximum occupancy

REGULAR MEETING MINUTES

September 16, 2019 7:00 P.M.

The regular meeting of the Pocono Township Commissioners was held on Tuesday, September 16, 2019 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Gerald Lastowski at 7:00 p.m., followed by the Pledge of Allegiance.

ROLL CALL: Keith Meeker, present; Rich Wielebinski, present; Gerald 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.; Donna M. Asure, Township Manager; and Dee Ackerman, Administrative Assistant.

PUBLIC COMMENT:

Kevin Fabiano, Twp. Resident, spoke to the board about difficulties in obtaining information on applying for a sign permit. The township manager was instructed to work with Mr. Fabiano and arrange a meeting with zoning officials. Ellen Gndt, Twp. Resident asked about the status of the audit. She was told the auditors were unavailable to attend this meeting. She asked if the audit had been received.

Ms. Gndt questioned the status of the retention pond on the property. It was reported this project is complete. Ms. Gndt questioned the board about parliamentary procedure and commented that the Hometown Heroes project was a great idea.

ANNOUNCEMENTS:

J. Lastowski announced that the following –

- An executive session was held on August 29, 2019 to discuss negotiations and personnel
- An executive session was held this evening, September 16th to discuss negotiations and personnel
- Please remember to sign in as you enter the meeting room

HEARINGS:

J. Lastowski opened the hearing to consider the Conditional Use Application of Barth Rubin. Solicitor DeVito explained the hearing process for a conditional use application. Attorney Wolf, representing the applicant began the testimony.

K. Meeker made a motion, seconded by R. Wielebinski, to approve the Conditional Use application of Barth Rubin for Conditional Use to allow the construction of a billboard on the property located at Stadden Road and I-80 East with the following conditions as set forth by the township solicitor – 1) PennDot permit is obtained; 2) all necessary Pocono Township permits are obtained; 3) the billboard must comply with all Pocono Township conditions under the sign ordinance. Under discussion the manager was asked if the planning commission had approved this application. The Board was informed that they had. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried. L. DeVito stated he has 45 days to write the opinion of conclusion.

J. Lastowski made a motion, seconded by C. Kilby, to close the hearing for the Conditional Use Application of Barth Rubin. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

J. Lastowski opened the hearing to consider Ordinance 2019-06, amending the code of Ordinances of Pocono Township by adopting a new Chapter 220, Grading; Erosion and Sedimentation Control, controlling soil erosion, sedimentation and grading.

Solicitor DeVito explained the ordinance had been advertised and reviewed. He advised the board that comments had been received late this afternoon from the Monroe County Conservation District (MCCD) which they wanted as part of the record. J. Tresslar stated he did not have much time to review the many comments received. L. DeVito advised the board they had two options as to how to proceed – 1) consider the adoption of the ordinance tonight and amend the ordinance in the future if the board so chooses to do so OR 2) the Board can provide time for review of the comments by the engineer and depending upon the recommendations, possibly amend the draft ordinance and re-

advertise for a future hearing.

R. Wielebinski made a motion, seconded by C. Kilby to have the township engineer review the comments by the MCCD on or before September 27th and provide comments to the Board of Commissioners. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

J. Lastowski made a motion, seconded by C. Kilby, to close the hearing for Ordinance 2019-06. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

J. Lastowski opened the hearing to consider Ordinance 2019-07, to amend the Code of Ordinances by Creating a new chapter 302, Transient Dwelling Use of Single-Family Dwellings.

R. Wielebinski made a motion, seconded by J. Lastowski, to adopt Ordinance 2019-07, amending the Code of Ordinances by Creating a new chapter 302, Transient Dwelling Use of Single-Family Dwellings. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

J. Lastowski made a motion, seconded by R. Wielebinski, to close the hearing for Ordinance 2019-07. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

PRESENTATIONS: none

RESOLUTIONS:

C. Kilby made a motion, seconded by R. Wielebinski, to adopt Resolution 2019-17, authorizing the submittal of an LSA grant application in the amount of \$365,866.00 for the repair of the dam at TLC park and authorize the President of the Board of Commissioners and the Township Manager to execute all necessary documents associated with this grant. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

D. Asure reported that the next Resolution was added late this afternoon concerning the Multi-modal grant submitted for the Right-Hand Turn Lanes onto Rimrock Road and Bartonsville Avenue. The grant writer has stated that based upon an updated estimate of project costs the township needs to request an additional \$800,000.00 increasing the original request of \$750,000.00 to \$1,400,000.00. J. Tresslar stated that the increase is due to the additional requirements from PennDot for this project. The grant writer has also stated that the engineering costs exceed the allotted 5% permitted by the grant so either the township must guarantee those additional funds, or the engineer could review his costs and see if there could be some savings. Discussion followed. J. Tresslar informed the board that he could reduce the engineering costs by \$49,145.00.

J. Lastowski made a motion, seconded by C. Kilby to adopt Resolution 2019-18 as follows -

Be it **RESOLVED**, that the Township of Pocono, Monroe County Pennsylvania hereby requests a Multimodal Transportation Fund grant in the amount of \$1,400,000.00 from the Commonwealth Financing Authority to be used to complete the PA SR 0611/Rimrock Road and Bartonsville Avenue Intersection, Turning Lane Project.

Be it **FURTHER RESOLVED**, that the Applicant does hereby designate the President of the Board of Commissioners and the Township Manager 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 16th day of September 2019.

Public Comment – Ellen Gndt, Twp. Resident asked what the match is for this grant. D. Asure reported that the LSA grant in the amount of \$450,000.00 received for this project is being used as the match.

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

MINUTES:

J. Lastowski made a motion, seconded by R. Wielebinski, to approve the minutes of the 09/3/2019 regular meeting of the Board of Commissioners. Roll call Vote: K. Meeker, abstain; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

NEW BUSINESS:Personnel -

J. Lastowski made a motion, seconded by J. Belvin, and amended to approve the hiring of the following public works employees, as recommended by Bob Sargent – Robert Rasely and Connor McCue contingent upon them passing a pre-employment drug test. D. Asure was asked if the two hires were budgeted. The Board was informed they were. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

J. Lastowski made a motion, seconded by R. Wielebinski, to require Ryan Huey to undergo a return to work evaluation by a doctor chosen by the township before coming back to work. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

Financial Transactions –Ratify vouchers payable

J. Lastowski a motion, seconded by R. Wielebinski, to ratify vouchers payable for a period ending September 12, 2019 in the amount of \$ 709.67. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

Ratify gross payroll -

J. Lastowski made a motion, seconded by K. Meeker, to approve to ratify the gross payroll for the pay period ending September 8, 2019 in the amount of \$ 107,733.27. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

Vouchers Payable

J. Lastowski made a motion, seconded by J. Belvin, to approve vouchers payable received through September 12, 2019 in the amount of \$ 302,379.61. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

Capital Expenditures

J. Lastowski made a motion, seconded by R. Wielebinski, to approve the capital expenditures received through September 12, 2019 in the amount of \$ 2,636.00. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried

Travel/Training Authorizations –

R. Wielebinski made a motion, seconded by C. Kilby to authorize Donna M. Asure to attend the Human Resources and Labor Management Institute on Thursday, September 19, 2019 at PSATS Offices, Cumberland County at a cost of \$99.00 registration fee plus mileage. 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 J. Lastowski, to authorize the enrollment of Donna M. Asure in PMGA (PSATS Municipal government Academy) for a cost of \$75.00. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried

REPORT OF THE PRESIDENT:

Gerald Lastowski, President

J. Lastowski reported that he met with Senator Scavello and Representative Rader concerning the Flood Mitigation Grant that was submitted. They are both very supportive.

COMMISSIONERS COMMENTSRich Wielebinski - Vice President -

Commissioner Wielebinski discussed his conversation with BCRA engineers concerning their current work at TLC park and the township's future need for water in this area. During the current process a saddle and water line could be installed less expensively than waiting for a later date and then performing the work.

R. Wielebinski made a motion, seconded by K. Meeker, to contract with BCRA to install a water saddle with shut off valve during the current work being done at TLC Park and while the water vault is open for future use by the township for a cost of approximately \$6200.00. The township manager was asked if there was money in the budget for this project. D. Asure reported that there was. 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 C. Kilby, to enter into a contract with Patrick Briegel for his services, asking P. Briegel to provide a contract to the solicitor for review. Discussion – E. Grandt, Twp. Resident commented that she believes it is a good idea for Patrick Briegel to have a contract. The length of contract was also discussed. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

Keith Meeker – Commissioner -

Commissioner Meeker spoke about the concerns of the stumps remaining at TLC park after trees have been removed. K. Meeker made a motion, seconded by R. Wielebinski, to rent a stump grinder for work at TLC Park. R. Sargent reported that he had a stump grinder to rent from a company for \$650.00 per week but by the time he called to arrange a date that worked for the department they no longer have the machine. He has since received another quote for \$795.00 per week to rent. He stated it will take two weeks to complete the project. The motion was amended to include MVP. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

Chad Kilby - Commissioner

Intersection Lighting Update – C. Kilby reported that light project is completed until the Board moves forward with the next phase.

TLC Park Fencing – C. Kilby reported the fencing will be arriving on Wednesday, September 18, 2019.

Survey of TLC Park – survey is being conducted by Boucher & James

Park Structures – Commissioner Kilby discussed the possibility of the township demolishing structures over the dam. J. Tresslar thought that DEP would be involved with a permit due to the waterway.

Mulch – C. Kilby discussed the possibility of getting mulch from Stroud Township

Lighting at TLC Park – Discussion followed on installing lighting in the parking lot of TLC park for safety and to light up the ice rink. There are transformers on site to work with.

Pond at TLC Park – Discussion followed on the damage being done to the edges of the pond by the ducks. Permits may be needed to correct this issue.

Jerrold Belvin – Commissioner –

J. Belvin made a motion, seconded by C. Kilby, to authorize the Civil Service Commission to proceed with filling the vacant corporal position. Discussion followed on the length of the process. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried

J. Belvin made a motion, seconded by R. Wielebinski, to authorize the zoning officer to proceed with Notice of Violations for dangerous structures at 2477 Clubhouse Road based on inspection conducted. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried

J. Belvin made a motion, seconded by R. Wielebinski, to authorize the zoning officer to conduct an inspection at the property of the former Birchwood Resort for possible dangerous structure violations. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried

REPORTS:**Emergency Services –**

Police – The Board was provided a report of police activity for August 2019 which totaled 1146 incidents

EMS – St. Luke's provided a detailed report of activities for the month of August 2019

Fire – No report

Public Works

Road Crew Projects - R. Sargent reported everything is going well

Park Operations - R. Sargent reported the park is slowing down as far as usage and operations

Fish Hill Road - project has been completed

Lighting from Heritage Center to Basketball Courts – R. Sargent reported he is running into timer issues with this project

Line Stripping – R. Sargent reported this is scheduled to be done on 9-17-19

Woodlands road issues – Commissioner Wielebinski asked R. Sargent to drive through this development and report back as to what needs to be done.

Mowing Shoulders – R. Sargent stated he should be able to start scheduling this work to be done.

R. Wielebinski made a motion, seconded by K. Meeker, to ratify the installation of a driveway pipe at 235 Dyson Road and approve a payment plan of \$50.00 per month until the cost of \$258.50 has been paid in total as recommended by R Sargent. 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 install a driveway pipe at 7180 Moss Drive for a cost of \$251.30 as recommended by R Sargent. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried

Maxine Turboski, Twp. Resident stated that Hanson Paving did a wonderful job.

Administration - Manager's Report

Regional Comprehensive Plan – Two consulting firms are being interviewed on September 18, 2019.

Traffic Task Force - An observation traffic count rather than a mechanical count was discussed.

Pocono Business Association – An email was sent but to date only one response.

Green Light Go 2015 – No update has been received from PennDot.

Green Light Go 2017 – No update.

TOWNSHIP ENGINEER REPORT:

White Oak Culvert replacement project – grant to be considered on September 18, 2019 at CFA meeting

Right Hand Turn Lanes - Information provided to grant writer

TLC Bridge- Preconstruction meeting with contractor being scheduled.

TLC Dam – information due to grant writer by 9/23/19

Culvert Cleaning Maintenance - No report

Master Sidewalk Plan - Everything has been submitted to grant writer on behalf of the township

Erosion and Sedimentation Ordinance – Discussed earlier in meeting.

Well at Mountain View Park - J. Tresslar reported the design has been completed and has been submitted to DEP for their review.

MS4 – J. Tresslar reported the annual report is being prepared and will be submitted to DEP.

Generator – J. Tresslar reported that the contract documents were sent on 9/16/19 to Crowder who was awarded the bid, and once executed they have twenty (20) days to complete.

To Fish Hill Road - J. Tresslar provided the board with more information on the ramifications of closing "To Fish Hill Road". Discussion followed on being able to plow with a pickup truck the portion of the road that must remain open due to two dwellings. The board discussed the various options of closing the road, the amount of time needed to notify residents and travelers of that roadway and the process by which the township must follow to close this road.

C. Kilby made a motion, seconded by J. Belvin, to close a section of Learn Road by Turkey Hill by mid-November and change the name of Pigeon Way back to Learn Road. Discussion followed on using the police sign boards to close the road to through traffic and to give travelers thirty (30) to forty-five (45) days notice of this road closure. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried

TOWNSHIP SOLICITOR REPORT

Exxon Monitoring Wells - no report

White Oak Culvert easements - no report

Breezewood Drive Easements – no report

Feeling Good LLC ZHB –

R. Wielebinski made a motion, seconded by J. Lastowski, to authorize the township solicitor to represent the township at the ZHB to be scheduled to hear appeal filed by Feeling Good, LLC. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried

Monroe County Constable Task Force – The Board discussed the request of Chief Werkheiser to enter into an agreement with the District Attorney's office to utilize the Constable Task Force for such things as prisoner transports. C. Kilby made a motion, seconded by K. Meeker, to enter into agreement for the Monroe County Constable Task Force and Accreditation Program as requested by Chief Werkheiser. Roll call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried

Road Vacation – This item was added to the agenda to discuss the request from Running Lane LLC for the board to consider a possible road vacation. R. Wielebinski made a motion, seconded by K. Meeker, to authorize the solicitor to create and advertise an ordinance for a public hearing to consider the road vacation of a portion of Wiscasset Road to Running Lane, LLC. No public comment. Roll Call Vote: K. Meeker, yes; R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; J. Belvin, yes. Motion carried.

PPL Grant of Right of Way - Solicitor DeVito spoke to an easement right of way that PPL is requesting from the township for the BCRA project and laying of electric lines. Discussion took place on working with PPL to provide lighting to the park area in exchange for the easement. The township manager was asked to contact PPL to discuss.

PUBLIC COMMENT: none

Ellen Gndt, Twp, resident questioned whether traffic barriers as discussed would hinder emergency vehicles.

Ms. Gndt also requested that Savvy Citizen be used to alert the public on the cancellation of meetings.

ADJOURNMENT:

J. Lastowski made a motion, seconded by R. Wielebinski, to adjourn the meeting at 8:20pm. Roll call Vote: R. Wielebinski, yes; J. Lastowski, yes; C. Kilby, yes; and J. Belvin, yes. Motion carried.

**POCONO TOWNSHIP BOARD OF COMMISSIONERS
WORK SESSION
September 23, 2019, 6:00 p.m.**

Rich Wielebinski, Vice-President opened the work session with the Pledge of Allegiance at 6:05pm.

ATTENDANCE:

Board of Commissioners:

Rich Wielebinski – vice President, BOC
Chad Kilby, Commissioner

Planning Commission:

Ron Swink, Chairman
Scott Gilliland, Vice-Chairman
Marie Guidry, Secretary
Jeremy Sawicki
Dennis Purcell

Also attending:

Lisa Pereira, Twp. Solicitor
Jon Tresslar, Twp. Engineer
Donna M. Asure, Twp. Manager

Public Comment – none

S. Gilliland was asked to start off the work session and discuss the draft Capital Improvement Plan being presented to the BOC. Mr. Gilliland explained that Mr. Kilby who along with himself spent many hours working on the plan, wanted to be here but was unable to attend this evening. Mr. Gilliland thanked the BOC and Mr. Swink for allowing both he and Mr. Kilby to work on this project.

The process –

- 3 years ago D'Huy did a facilities study for Pocono Township
- It was decided from the start that they results of that study would not be looked at until this current undertaking had been completed
- They looked at township properties and developed lists
- They met with supervisors and managers to discuss capital, procedures, efficiencies

Discussion –

- 2016 D'Huy study had very few recommendations acted upon, the highest priorities being the roofs
- The biggest investments are the buildings
- Recommendations on this current study is to promote safety
- Discussion took place on the need of an emergency fund for purchases and repairs that are not budgeted nor expected

Recommendations -

- D'Huy Study should be updated by the company every three years. A preliminary cost of the update is \$1500-\$2000
- Authorize D'Huy to take cut patches from each of the three roofs to see if they are a candidate for the product "White Night"
- D'Huy could also be hired to update the CIP and put current costs to each project
- A firm should be retained to manage all capital projects from bids through project management and completion. The Township Engineer would do roads and sewers. This is Value Engineering. The company would be the advocate for the township
- The department heads should be more involved in the budget process, have more autonomy in purchasing for their department, regularly have a role in reviewing expenditures
- Task the township manager to investigate a budget accounting software program that can be used by all departments including work order and purchase order functions
- Revisit the \$500 limit for purchasing of equipment, perhaps \$2500 or up to the point where you need quotes of \$10,000
- Police car replacement should either be 25% of all cars each year or use the mileage replacement plan
- Consider a construction trailer for the police department to expand into
- Look at light stanchions and fencing at MVP for repair
- Sewer department use of a bucket truck would be a good investment

Commissioners Wielebinski and Kilby both thanked Mr. Gilliland and Mr. Kilby for there hard work and presentation. They commented that there is a lot to study and discuss with the full board of Commissioners during the upcoming budget process.

Public Comment –

Ellen Gndt, Twp Resident thanked those involved for the work and the excellent presentation

ADJOURNMENT:

The meeting adjourned at 6:55 p.m.

POCONO TOWNSHIP
Monday, October 7, 2019

SUMMARY

Ratify

General Fund	\$	107,828.00
Sewer Operating	\$	498.68
Sewer Construction	\$	-
Capital Reserve	\$	-

Bill List

TOTAL General Fund	\$	363,414.72
TOTAL Sewer <u>OPERATING</u> Fund	\$	23,847.34
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	337.68
TOTAL Capital Reserve Fund	\$	20,782.58
Liquid Fuels	\$	-

Budget Adjustments \$ -

Budget Appropriations \$ -

Interfund Transfer

Notes:

POCONO TOWNSHIP CHECK LISTING
RATIFY

Monday, October 7, 2019

General Fund	Date	Check	Vendor	Memo	Amount
Payroll	09/27/2019			Pay 19 2019 ending 9/22/19	\$ 102,343.98
General Expenditures				TOTAL PAYROLL	\$102,343.98
	9/16/2019	58884	Cardmember Service	Police office supplies	\$ 233.15
	9/16/2019	58885	Network Fleet	GPS service	\$ 325.45
	9/16/2019	58886	PAPCO, Inc.	Police & PW fuel	\$ 1,556.04
	9/16/2019	58887	Verizon Wireless	Police Ipads	\$ 70.06
	9/16/2019	58888	Verizon Wireless	Police cell phones	\$ 612.14
	9/16/2019	58889	Cardmember Service	General government supplies & licenses	\$ 1,195.41
	9/23/2019	58890	Metropolitan Telecommunications	Police phones	\$ 914.27
	9/23/2019	58891	Pitney Bowes	Postage meter rental	\$ 117.00
	9/23/2019	58892	Verizon Wireless	TWP & Park cellphones	\$ 460.50
				TOTAL General Fund Bills	\$ 5,484.02
Sewer Operating Fund					
	9/16/2019	1379	BLUE RIDGE	PUMP STATION INTERNET SERVICE	\$ 61.59
	9/16/2019	1380	VERIZON	SCADA DEDICATED PHONE LINE	\$ 37.96
	9/24/2019	1381	BLUE RIDGE	PUMP STATION INTERNET SERVICE	\$ 123.18
	9/24/2019	1382	MET ED	ELECTRIC SERVICE PUMP STATION 4	\$ 155.90
	9/24/2019	1383	VERIZON	SEWER MODEMS	\$ 120.05
				TOTAL	\$ 498.68
Sewer Construction Fund					
Capital Reserve Fund					
TOTAL General Fund					
TOTAL Sewer Operating				107,828.00 Transferred by:	
TOTAL Sewer Construction				498.68	
Total Capital Reserve				-	
				-	
				108,326.68	Authorized by:

POCONO TOWNSHIP CHECK LISTING
Monday, October 7, 2019

<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
10/3/2019	58893	Nationwide - 457	EE & ER CONTRIBUTION PAY 19 2019	\$ 4,027.57
10/2/2019	58895	ADP, LLC	PAYROLL SERVICES	\$ 613.31
10/2/2019	58896	AFLAC	SUPPLEMENTAL INSURANCE	\$ 488.42
10/2/2019	58897	AMERICAN UNITED LIFE INSURANCE CO.	GTL & STD INSURANCE	\$ 1,970.10
10/2/2019	58898	Anglemyer, Aaron	TRAVEL EXPENSES	\$ 24.40
10/2/2019	58899	Asure, Donna	PSATS Enola PA Mileage Reimb	\$ 128.51
10/2/2019	58900	Best Auto Service Center	POLICE VEHICLE MAINTENANCE	\$ 2,001.37
10/2/2019	58901	Boucher & James, Inc.	ENGINEERING SERVICES	\$ 4,250.44
10/2/2019	58902	Cefali and Associates PC	August Services	\$ 280.00
10/2/2019	58903	Commonwealth of PA-Clean Water	MS4 Individual Permit	\$ 500.00
10/2/2019	58904	Creative Works Systems, Inc.	9/15/19 Parks & Rec Artwork	\$ 1,190.00
10/2/2019	58905	Cyphers Truck Parts	PW EQUIPMENT PARTS	\$ 416.47
10/2/2019	58906	D.G. Nicholas Co.	PW OPERATION SUPPLIES	\$ 178.52
10/2/2019	58907	Davidheiser's Inc.	POLICE EQUIPMENT MAINTENANCE	\$ 163.95
10/2/2019	58908	DES	August TWP Recycling	\$ 24.00
10/2/2019	58909	Donna Kenderline Reporting	9/16/19 B Rubin Meeting	\$ 125.00
10/2/2019	58910	Eric A. Moses Co.	Safety Gloves	\$ 87.00
10/2/2019	58911	Eureka Stone Quarry, Inc.	ROAD MATERIALS	\$ 9,166.20
10/2/2019	58912	Fastenal Company	PW SUPPLIES	\$ 25.57
10/2/2019	58913	Francis Smith & Sons Inc	PA A/B UST Operator Fee	\$ 500.00
10/2/2019	58914	Fry's Plastic	PW OPERATION SUPPLIES	\$ 156.50
10/2/2019	58915	Getz, Ed	Workboots Reimbursement	\$ 149.99
10/2/2019	58916	Gotta Go Potties, Inc	8/20-9/17/19 Rental; Extra Serv; Portable	\$ 1,270.00
10/2/2019	58917	H. M. Beers, Inc.	Sept SEO Consulting Services	\$ 4,295.00
10/2/2019	58918	Hanson Aggregates Pennsylvania LLC	ROAD MATERIALS	\$ 2,885.06
10/2/2019	58919	Highmark Inc.	HRA FEES	\$ 908.57
10/2/2019	58920	Iannazzo, Marc	UNIFORM REIMBURSEMENT	\$ 108.77
10/2/2019	58921	J & B Auto	POLICE VEHICLE MAINTENANCE	\$ 179.98
10/2/2019	58922	J. P. Mascaro & Sons	WASTE REMOVAL	\$ 198.64
10/2/2019	58923	J. P. Mascaro & Sons	WASTE REMOVAL	\$ 270.45
10/2/2019	58924	Leddy Telecom Services	9/11/19 Service	\$ 130.00
10/2/2019	58925	Midlantic Marking, Inc.	Yellow/White Paint	\$ 6,146.53
10/2/2019	58926	Monroe County Treasurers Office	Bills/Blanks/Journals	\$ 3.42

<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
10/2/2019	58927	P & D Emergency Services	POLICE MINOR EQUIPMENT	\$ 347.89
10/2/2019	58928	PAPCO, Inc.	VEHICLE FUEL	\$ 3,829.66
10/2/2019	58929	Papke's Custom Repairs	POLICE EQUIPMENT MAINTENANCE	\$ 2,632.50
10/2/2019	58930	PENTELEDATA	TWP Cable Modem	\$ 164.90
10/2/2019	58931	PENTELEDATA	CABLE MODEM	\$ 195.02
10/2/2019	58932	Pocono Township Fire Relief Association	FOREIGN FIRE DISBURSEMENT	\$ 77,157.74
10/2/2019	58933	PPL Electric Utilities	ELECTRIC SERVICE	\$ 52.25
10/2/2019	58934	Praxair Dist Mid-Atlantic	PW OPERATION SUPPLIES	\$ 27.42
10/2/2019	58935	PSATS	TRAINING	\$ 506.00
10/2/2019	58936	Public Agency Training Council	POLICE TRAINING	\$ 650.00
10/2/2019	58937	Reserve Account	POSTAGE	\$ 2,000.00
10/2/2019	58939	Royal Security Services, Inc	MVP Monitoring 10/1/19 to 9/30/20	\$ 384.00
10/2/2019	58940	S&T Firearms Training and Consulting LLC	POLICE TRAINING	\$ 600.00
10/2/2019	58941	Sayre, Cory	Workbooks Reimbursement	\$ 149.99
10/2/2019	58942	SFM Consulting LLC	Sept ZO Consulting Services	\$ 6,532.50
10/2/2019	58943	Staples Credit Plan	OFFICE SUPPLIES	\$ 135.69
10/2/2019	58944	Steele's Hardware	PW OPERATION SUPPLIES	\$ 298.77
10/2/2019	58945	Suburban Testing Labs	SDWA Monthly	\$ 100.00
10/2/2019	58946	Teamster Local 773 - Non-Uniform	Oct 2019 Union Dues	\$ 660.00
10/2/2019	58947	Teamster Local 773 - Police	Oct 2019 Union Dues	\$ 1,496.00
10/2/2019	58948	Tulpehocken Mountain Spring Water Inc	TWP WATER	\$ 174.08
10/2/2019	58949	UNIFIRST Corporation	PW UNIFORMS AND MATS	\$ 227.46
10/2/2019	58950	Vigilant Solutions	LICENSE Renewals Basic 4/2019 - 3/2020	\$ 3,150.00
10/2/2019	58951	Witmer Public Safety Group	AMMUNITION/FIELD MATERIALS	\$ 2,356.88
10/3/2019	58952	Pocono Township	Petty Cash REPLENISHMENT	\$ 218.35
10/3/2019	58953	Steele's Hardware	PW SUPPLIES	\$ 463.32
10/3/2019	58954	Nationwide - 457	PAY 18 EE CONTRIBUTION	\$ 134.53
10/3/2019	58955	MetLife - Non Uni. Pen. Plan	6104951	\$ 5,018.15
10/3/2019	58956	Metropolitan Telecommunications	TELEPHONE SERVICE TOWNSHIP & PARK	\$ 513.48
10/3/2019	58957	Royal Cloud Photography LLC	Commercial Property Photography	\$ 500.00
10/3/2019	58958	Site2	BACKUP & RECOVERY SERVICE	\$ 518.00
10/3/2019	58959	US BANK - Lockbox CM9722	POLICE PENSION MMO & EE CONTRIBUTION	\$ 206,763.90
10/3/2019	58960	JESSICA SMITH	CONTRACTED SERVICES	\$ 92.50
10/3/2019	58961	JDM CONSULTANTS	GRANT CONSULTING SERVICES	\$ 2,500.00
				\$ 363,414.72

<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
Sewer Operating Fund				
10/3/2019	1384	Allstate Septic Systems, LLP	SERVICE PUMP STATION 1	\$ 637.50
10/3/2019	1385	Boucher & James, Inc.	Engineering services	\$ 11,504.13
10/3/2019	1386	Cramer, Swetz, McManus & Jordan	LEGAL SERVICES	\$ 420.00
10/3/2019	1387	Evoqua Water Technologies LLC	Bioxide	\$ 2,303.40
10/3/2019	1388	J P Mascaro & Sons	WASTE REMOVAL PUMP STATION 5	\$ 99.25
10/3/2019	1389	KEYSTONE ENGINEERING GROUP	ENGINEERING SERVICES	\$ 208.50
10/3/2019	1390	METROPOLITAN TELECOMMUNICATIONS	TELEPHONE SERVICE PUMP STATION	\$ 73.07
10/3/2019	1391	Monarch	Steel Risers	\$ 525.00
10/3/2019	1392	PENTELEDATA	PS Cable Modem Rentals	\$ 299.75
10/3/2019	1393	Pocono Management Associates LLC	CONTRACTED SERVICES 9/9/19 -9/29/19	\$ 5,696.53
10/3/2019	1394	Pocono Township	SEWER ADMIN SERVICES 9/9/19 -9/22/19	\$ 1,560.23
10/3/2019	1395	Steele's Hardware	Operation supplies	\$ 19.98
10/3/2019	1396	SUBURBAN TESTING LABS	Monthly MPDES	\$ 480.00
TOTAL Sewer Operating				\$ 23,847.34

Sewer Construction Fund

10/3/2019	652	BOUCHER & JAMES	ENGINEERING SERVICES CAPITAL PROJECTS	\$ 337.68
TOTAL Sewer Construction Fund				\$ 337.68

Capital Reserve Fund

10/3/2019	1083	BOUCHER & JAMES	ENGINEERING SERVICES CAPITAL PROJECTS	\$ 6,332.58
10/3/2019	1084	TM MAYER LLC	MTW PARK WELL DRILLING SERVICES	\$ 14,450.00
TOTAL Capital Reserve Fund				\$ 20,782.58

LIQUID FUELS

ESSA

TOTAL General Fund	\$ 363,414.72	
TOTAL Sewer Construction Fund	\$ 337.68	Authorized by: _____
Sewer Operating	\$ 23,847.34	
Capital Reserve	\$ 20,782.58	
Liquid Fuels	\$ -	
TOTAL ESSA TRANSFER	\$ 408,382.32	Transferred by: _____
TOTAL Liquid Fuels		\$ -

Donna Asure

From: btriano@rwbuff.com
Sent: Thursday, October 3, 2019 10:38 AM
To: Donna Asure
Subject: Pavilion Rental at Mtn View Park

To the Distinguished Board of Commissioners of Pocono Township:

Pocono Pride Softball is humbly asking the Board to waive Mountain View Park pavilion rental fees for a Pocono Pride fundraising event. Our Organization will be holding a Hit-A-Thon on Saturday, October 26th at the softball field while parents watch their daughters participate and enjoy a Pride Family cookout at pavilion 3. Funds raised for the event will primarily be used for assisting local municipalities with field maintenance, softball equipment and costs associated with college recruiting such as creating profile sheets and skills videos. Parents have been asked to donate a covered dish and drinks so every dollar raised can go to the girls. Every dollar saved conducting the event will also help our girls including the cost for renting the pavilion. Your consideration to waive pavilion rental fees is greatly appreciated.

Sincerely,

Bob Triano, Head Coach Pocono Pride 16U



PA Contractor# 006754

50 Storm St.

Stroudsburg, PA 18360

Office 570-476-5437

Fax 570-424-1034

Cell 570-982-0499

btriano@rwbuff.com

Please visit us at: www.rwbuff.com



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