

**POCONO TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
AUGUST 21, 2017
6:00 p.m.**

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Vice-President Robert DeYoung called the meeting to order at 6:00 pm with the Pledge of Allegiance.

Roll call:

President Werkheiser – Absent
Vice-President DeYoung – Present
Commissioner Lastowski – Present
Commissioner Coover – Present
Commissioner Gmandt – Present

Professional Staff –
Attorney Leo Devito – present
Jon Tresslar – Engineer - present

Announcements:

Executive Session was held on August 10, 2017 for personnel matters.

Executive Session was held on August 17, 2017 for personnel and litigation matters.

Public Comments on matters not on the agenda: None

Motion by Commissioner Lastowski, seconded by Commissioner Coover, to suspend the agenda to take the presentations for St. Luke's and Police Recognition awards.

All in favor
Motion Carried

PRESENTATIONS:

St. Luke's Heart Award:

American Heart Association presented the Mission Lifeline Gold Plus Receiving Quality Achievement Award to St. Luke's Emergency and Transport Services for high quality care for heart patients.

Police Officer's Recognition Awards:

Police Chief, Kent Werkheiser, publicly recognized long-term employees. Detective Thomas Lynott, 30 years of service; Officer Scott Kresge, 27 years of service; Detective James Wagner, 25 years of service; and Administrator Laura Fluegel, 27 years of service. Sergeant Sean Goucher presented them with an award.

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APPROVAL OF MINUTES:

Motion by Commissioner Coover, seconded by Commissioner Gndt, to accept the August 7, 2017 Regular Meeting minutes.

All in favor
Motion Carried

Motion by Commissioner Lastowski, seconded by Commissioner Gndt, to accept the August 10, 2017 Work Session Meeting minutes.

All in favor
Motion Carried

Motion by Commissioner Gndt, seconded by Commissioner Lastowski, to accept the August 15, 2017 Conditional Use Hearing minutes.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Lastowski, to accept the August 17, 2017 Work Session minutes.

All in favor
Motion Carried

Motion by Commissioner Gndt, seconded by Commissioner Coover, to ratify the check list for the prior period dated August 21, 2017.

All in favor
Motion Carried

Motion by Commissioner Lastowski, seconded by Commissioner Gndt, to approve the bills and transfers list dated August 21, 2017.

All in favor
Motion Carried

REPORT OF THE PRESIDENT: None

COMMISSIONERS COMMENTS:

Vice President DeYoung: None

Commissioner Lastowski: None

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Commissioner Coover: Update on Pocono Jackson Water Authority – Discussion followed. Township is hoping to hear something within a week.

Commissioner Gndt:
Fire Company Appropriation:

Motion by Commissioner Gndt, seconded by Commissioner Coover, to release the 2017 funds for the Pocono Township Volunteer Fire company, increasing the funding by \$3,000.00 for a total of \$218,000.00. EG-Yes; RD-Yes; JL-Abstain; JC-Yes
Motion Carried

Electricity Procurement - Discussion followed on seeking savings on Met-Ed and PPL rates. Chad Kilby, Township Resident, questioned why the township would not do this research on its own rather than going through an outside agency.

Motion by Commissioner Coover, seconded by Commissioner Gndt, to approve the submittal of the COSTARS Enrollment Form for Electricity Procurement Services. EG-Yes; RD-No; JL-Yes; JC-Yes
Motion Carried

Motion by Commissioner Lastowski, seconded by Commissioner DeYoung, to table securing a bond for the Assistant Township Secretary as required by the First-Class Township Code. EG-No; RD-Yes; JL-Yes; JC-No
Motion Failed

Motion by Commissioner Gndt, seconded by Commissioner Coover, to secure a bond for the Assistant Township Secretary as required by the First-Class Township Code. EG-Yes; RD-No; JL-No; JC-Yes
Motion Failed

REPORTS:

Emergency Services: Attached

Police: Attached

Fire Company: Commissioner Lastowski, on behalf of Fire Chief Brad Harrison thanked everyone for their support of the recent carnival. Dates for Annual Open House in October will be announced shortly.

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Finance Committee Report: Commissioner Lastowski questioned why the last two pages were identical on Maillie's 2015 and 2016 Draft Audit Reports. Mr. Pierce has not returned phone calls for explanation.

Sewer Committee: None

MANAGER'S REPORT:

Motion by Commissioner Coover, seconded by Commissioner DeYoung, to approve the wage increase for Jack Manual from \$13.89/hour to \$14.39/hour, an increase of fifty cents per hour, effective at the next pay period.

All in favor
Motion Carried

Motion by Commissioner Lastowski, seconded by Commissioner Gndt, to approve Resolution 2017-41, pending editorial changes, authorizing the processing and submittal of the application for an LSA (Local Share Act) Grant for the funding of two police vehicles.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Lastowski, to authorize the Township Manager to begin the process to hire a part-time employee for up to 20 hours per week to assist with the file system/record retention project as well as other duties as assigned. Individual will be required to sign a confidentiality agreement.

All in favor
Motion Carried

Motion by Commissioner Gndt, seconded by Commissioner Coover, to approve the retention of recordings of township meetings only until the minutes are approved. After approval of minutes, recording is to be destroyed.

All in favor
Motion Carried

Chris Ortolon, Township resident, inquired if recordings would be accessible to the public. Commissioner Gndt indicated the public would be able to listen to recording for two weeks after meeting.

Fall Cleanup: September 28, 29 & 30, 2017 pending Waste Management has held the dates for us. Discussion followed.

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Public Works Report:

Open Road Paving Bids:

Motion by Commissioner Coover, seconded by Commissioner Gndt, to award the road paving projects to Willow Grove Paving.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Gndt, to award the seal coat road project to Schiffer Bituminous Service Company.

All in favor
Motion Carried

Motion by Commissioner Coover, seconded by Commissioner Gndt, to award the road materials bid to Eureka Stone Quarry as the lowest responsible bidder.

All in favor
Motion Carried

TOWNSHIP ENGINEER REPORT:

Status Report on Sewer: Jon Tresslar, Twp. Engineer, discussed sewer repair projects and will give a status update soon.

Route 611 Sewer Line Relocation Work Update: Discussion followed.

Wilke Road GP – Stream Stabilization: John Tresslar, Twp. Engineer, has not heard back from Fish & Wildlife.

MS4 Plan: A presentation was given by Boucher & James on the MS4 Plan. Discussion followed.

Commissioner Lastowski notified audience that construction of the tunnel from Camp Lindenmere is behind schedule. September 11, 2017 is target date for completion. Discussion followed.

TOWNSHIP SOLICITOR REPORT:

PMSD EDU's: Leo Devito, Attorney, reported that he and the township engineer will be meeting to review the township sewer ordinance and provide options to the board on how to accommodate the request of the school district to hook into the township sewer system

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without having to use the DEP calculations for sites with existing sewage treatment plants.
Discussion followed.

Pocono Logistics: Brian Telesh who is representing Pocono Logistics, discussed connecting to the Pocono Jackson Joint Water Authority System and the Land Development Plan.
Discussion followed.

Motion by Commissioner Coover, seconded by Commissioner DeYoung, to authorize Solicitor, Leo Devito, to prepare and issue a cease and desist notice to Pocono Logistics to deal with the open and continued violations.

All in favor
Motion Carried

RESOLUTIONS AND ORDINANCES:

Record Destruction – Resolution 2017-40:

Motion by Commissioner Coover, seconded by Commissioner Lastowski, to approve Resolution 2017-40 authorizing the destruction of identified township records pursuant to the township record retention policy and as listed on Appendix D and its subparts.

All in favor
Motion Carried

PUBLIC COMMENT:

Chris Ortalon asked the status of the RFP for IT Services. It was reported that the RFP responses were due to the township on Friday, September 1, 2017.

Chad Kilby questioned paving bids that the township receives and the 2018 paving plan was discussed.

Bob Demarest spoke of speeding on township roads and whether speed bumps could assist with this issue.

Bob Demarest spoke of overgrown vegetation at township intersections.

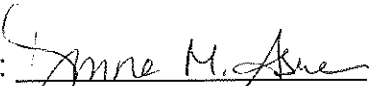
Motion by Commissioner Coover, seconded by Commissioner Gnant, to adjourn the meeting at 8:20 p.m.

All in favor
Motion Carried

No executive session.

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Submitted by: 
Donna M. Asure
Township Secretary