

**POCONO TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
DECEMBER 4, 2017  
6:00 p.m.**

pg. 1

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

A moment of silence was held for Planning Commission Board Member, Bob Demarest, who served on the Board for many years.

**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 11/30/2017 for personnel matters.

**Public Comments on matters not on the agenda:** Maxine Turbolski, Township Resident, requested the Township inquire about property on Rt. 314 and Summit Road and property on Moss Drive for violations, and brush that needs trimming on the corner of Summit Road and Rt. 314.

Minnell Wilson, Township Resident, requested the Township clean debris out of the pipes in her driveway at 501 Mulberry Court. She also reported that the plowing done by the Township Road Crew leaves stones on her property. The Township Manager was instructed to look into this issue.

**Motion** made by Commissioner Lastowski, seconded by Commissioner DeYoung, to suspend the agenda for the Township Solicitor's Report first.

All in favor  
Motion Carried

**Township Solicitor Report:**

PJJWA Ordinance – Attorney Clark Conner, Solicitor for PJJWA, presented the proposed Ordinance. Discussion followed on accurate identification of water service

**POCONO TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
DECEMBER 4, 2017  
6:00 p.m.**

pg. 2

areas within Pocono and Jackson Townships. Attorney Ralph Matergia, counsel to DF Pocono, discussed bulk water agreements and the ability to extend a water line from the BCRA point of service to south of Rt. 715. A meeting will be held 12/7/2017 to discuss the PJJWA Ordinance. Discussion followed.

**Presentations:** None

**Approval of Minutes:**

**Motion** made by Commissioner Gndt, seconded by Commissioner Lastowski, to accept the November 20, 2017 Special and Regular Meeting Minutes.

All in favor  
Motion Carried

**Motion** made by Commissioner Lastowski, seconded by Commissioner Gndt, to accept the November 30, 2017 Special Meeting Minutes.

All in favor  
Motion Carried

**Approval of Bills and Transfers:**

**Motion** made by Commissioner Lastowski, seconded by Commissioner Gndt, to ratify the check list for the prior period dated December 4, 2017.

All in favor  
Motion Carried

**Motion** made by Commissioner Gndt, seconded by Commissioner Lastowski, to approve the Check and Transfers listing dated December 4, 2017.

All in favor  
Motion Carried

**Report of the President:** None

**Commissioner's Comments:**

Bob DeYoung – Vice President: None

Jerry Lastowski – Commissioner:

**POCONO TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
DECEMBER 4, 2017  
6:00 p.m.**

pg. 3

Library – Commissioner Lastowski dispelled rumors that the Board want to have the library removed. Discussion followed on the future needs of the Township. A meeting will be held December 7, 2017 with library representatives to discuss the library. Susan Lyons, Library Director, discussed library expenses for employees, staff youth services, and how materials purchased are not broken down by branch.

Future Board Members – Discussion followed on whether to include the new commissioners elect in correspondence that would help keep them informed so decisions can be made when they start in January.

Jerrold Belvin, Township Resident, indicated his emails to the Township are not being responded to.

Discussion followed.

**Motion** made by Commissioner Lastowski, seconded by Commissioner DeYoung, to include newly elected Board Members, Jerrod Belvin and Rich Wielebinski, in the Township's emailing stream from the Township Manager, with the exception of items dealing with confidentiality, executive session, or negotiations.

EG-No; BD-Yes; JL-Yes; JC-No  
Motion Failed

Commissioner Lastowski will keep them informed and the Township Manager will share with the newly elected Board members a list of open items which will need addressing in the coming year.

Judi Coover – Commissioner:

**Motion** made by Commissioner Coover, seconded by Commissioner Lastowski, to request the Planning Commission Solicitor to draft an amendment to Zoning Ordinance 110 to address the following: the request for an Overlay District for Hospitals; Section 704B3 regarding four-sided facades; Section 704E1 the definition remain Entrance; Referencing the SALDO with regard to a final plan and signs; the repeal of 902C; and the inclusion of Billboards as Conditional Use in the Use Schedule, and any other changes deemed appropriate.

All in favor  
Motion Carried

**POCONO TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
DECEMBER 4, 2017  
6:00 p.m.**

pg. 4

House Bill 1620 which allows wireless antennas for cell phones to go into the public right-of-way was discussed.

Kalahari – Township Manager will draft a letter based on what is owed the Township. Discussion followed.

Ellen Ghandt – Commissioner – None

**Reports:**

Finance Committee Report: Discussion occurred on the possibility of and different scenarios for paying down sewer debt as well as the reduction of user fees for sewer customers.

**Motion** made by Commissioner Coover, seconded by Commissioner Ghandt, to prepare and approve resolution to enact a 15% reduction in sewer user fees to be effective 2/1/2018, pay off \$2 million of our \$4 million Note with ESSA, and invest \$2 million in a CD(s) at an interest rate of 1.7% or better.

All in favor  
Motion Carried

Sewer Committee: Township staff will be working to compile records identifying properties listed as deferred and the reasons for the deferral. Properties under the De Minimus policy as well as properties which are delinquent are being monitored by the township. Discussion followed.

**Motion** made by Commissioner Coover, seconded by Commissioner Lastowski, to authorize the Township Manager to work with the Township Solicitor to create a collection letter to all delinquent sewer account holders notifying them that a lien could be placed against their property for failure to pay.

All in favor  
Motion Carried

Maxine Turbolski, Township Resident, inquired whether the Township can put a payment plan in place for the properties that owe. Discussion followed.

Administration – Manager's Report:

**POCONO TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
DECEMBER 4, 2017  
6:00 p.m.**

pg. 5

Bobby Felins has resigned his position as Park Board Member. A letter of appreciation for his service will be sent, and openings on our various Boards will be posted on the Township's website.

Per Commissioner Coover, "I do believe that it would be good to take \$178,000.00 of the \$800,000.00 and give it back to taxpayers in the form of a one mill tax break. It would still considerably contribute to the capital fund for whenever this campus does expand or invest in improving and/or expanding the buildings. I think it's always better to let the taxpayers keep their money whenever you can."

Commissioner Gndt agrees and supports lowering the millage for the benefit of taxpayers.

**Motion** made by Commissioner Gndt, seconded by Commissioner DeYoung, to authorize the Township Manager to advertise the 2018 proposed budget as required by the First-Class Township code, ten days prior to tentative adoption of December 18, 2017.

All in favor  
Motion Carried

**Motion** made by Commissioner Lastowski, seconded by Commissioner Coover, to approve the 2018 Pocono Township Commissioners Group Health Plan.

All in favor  
Motion Carried

**Resolutions and Ordinances:**

Resolution 2017-51 – Best Auto

**Motion** made by Commissioner Lastowski, seconded by Commissioner DeYoung, to adopt Resolution 2017-51 granting conditional Preliminary/Final approval of the revised Best Auto Service Land Development Plan.

All in favor  
Motion Carried

POCONO TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
DECEMBER 4, 2017  
6:00 p.m.

pg. 6

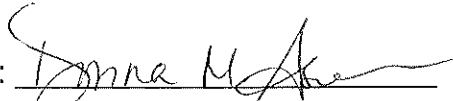
**Public Comment:**

Deanna Smoyer, Gilmour & Associates Engineer, indicated properties and businesses have inquired about the improvements being done on Route 611. Some businesses are losing their parking and their accesses are changing. It is a state road and Senator Mario Scavello or Representative Jack Radar would need to be contacted. Discussion followed.

Robert Fisk, Township Resident, at 3115 Route 611 questioned whether properties in his area were going to be able to hook to the sewer system. Discussion followed.

**Motion** made by Commissioner Coover, seconded by Commissioner Grandt, to adjourn the meeting at 8:28 p.m.

All in favor  
Motion Carried

Submitted by:   
Donna M. Aspre  
Township Secretary