

POCONO TOWNSHIP BOARD OF COMMISSIONERS

SEWER MEETING MINUTES

JULY 2nd, 2018 6:00 P.M.

The sewer meeting of the Pocono Township Commissioners was held on Monday, 07/02/2018 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Gerald Lastowski at 6:00 p.m., followed by the Pledge of Allegiance.

ROLL CALL: Gerald Lastowski, present; Bob M. DeYoung, present; Harold Werkheiser, absent; Richard Wielebinski; present; and Jerrod Belvin, present.

IN ATTENDANCE:

Leo DeVito, Twp. Solicitor, Broughal & DeVito; Jon Tresslar and Michael Gable, Boucher & James, Inc.; Donna Asure, Township Manager; and Pamela Tripus, Township Secretary, were present.

PUBLIC COMMENT:

Jennifer Wise-Werkheiser, Twp. resident, commented on her comments in the 06/04/2018 Sewer meeting minutes and PFM. D. Asure, Twp. Manager explained PFM is Public Financial Management.

Ellen Gndt, Twp. resident, questioned the 06/04/2018 Sewer meeting minutes - motion to hire PFM, which states to eliminate the DeMinimus resolution. J. Lastowski restated the motion. Discussion followed.

Stephen Pojedinec, Twp. resident, owner of 393 and 390 Scotrun Ave. He explained he has a metered shared well for both homes and water usage equals one EDU but he pays for two EDUs. J. Lastowski noted the Board is currently reviewing the policy and suggested Mr. Pojedinec stay in contact with the Township manager. Discussion followed. J. Lastowski explained the Board has concerns with the policies and has created a sub-committee along with the Administration to study the policies. D. Asure, Twp. Manager, explained she has been meeting with Patrick Briegel and Mike Gable to discuss. J. Lastowski noted a meeting with PFM is scheduled for 07/09/2018 to discuss.

ANNOUNCEMENTS:

Sewer Committee meetings will be held on the first Monday of each month at 6:00 p.m. prior to the regular Board of Commissioner meeting.

OLD BUSINESS:

Minutes

B. DeYoung made a motion, seconded by J. Belvin, to approve the minutes of the 06/04/2018 Sewer Committee meeting. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Vasillios Kotretsos request for reduction in EDU's - (312 & 308 Learn Road PIN: 12637201469938 Tax ID: 12/8/1/81-3) - No action taken.

Jimmy Schlier EDU Purchase cost - No action taken. Discussion followed.

Resolution update sewer committee report - D.ASURE, Twp. Manager, explained she met with Patrick Briegel, sewer consultant, and Michael Gable, Twp. Engineer, to review the Resolutions. Discussion followed.

Keystone Engineering Group - SCADA Maintenance Proposal (04/17/2018) - J. Belvin made a motion, seconded by R. Wielebinski, to enter into an agreement with Keystone Engineering Group for SCADA Maintenance and improvements outlined on proposal and recommended by Patrick Briegel and Boucher & James, Inc.

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

NEW BUSINESS:

Financial Transactions

Tsurumi Pump for Valve Station #2

J. Lastowski made a motion, seconded by R. Wielebinski, to approve the purchase of a Tsurumi Pump for Valve Station #2 as approved in the 2018 budget from Mid-Atlantic Pump & Equipment, a co-stars vendor for a cost of \$7,420.00 as recommended by Patrick Briegel and Boucher & James, Inc., conditioned upon review of the contract by the Twp. Solicitor.

M. Gable, Twp. Engineer, explained the pump replaces the 3rd pump at Pump station 2 and will eliminate the problems experienced in the past. Discussion followed.

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

The Milnes Company payment application #9 -

J. Belvin made a motion, seconded by J. Lastowski, to approve Payment Application #9 to The Milnes Company in the amount of \$47,121.46 as recommended by Patrick Briegel and Boucher & James, Inc.

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

Keystone Engineering

J. Lastowski made a motion, seconded by R. Wielebinski, to approve payment to Keystone Engineering in the amount of \$6,240.30 for electrical and control diagrams as recommended by Patrick Briegel and Boucher & James, Inc. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

APPEALS:

Gateway Equities - 218 Route 611 - Denial of reduction of EDUS -
Robert Baxter represented the 2177 and 2185 Route 611. He explained the property was originally assigned 5 EDUs but water usage over the last 4 years averages 3 plus EDUs. R. Baxter requested to be reduced to 3 EDUs and to be allowed to purchase the EDUs at the discount rate. Discussion followed on the Rt. 611 project and impact to the businesses. J. Lastowski requested Sewer Committee and Patrick Briegel review the property records and report to the Board. Discussion followed.

345 Scotrun Ave -

Stephen Pojedinec, Twp. resident, represented the owners of 345 Scotrun Ave. He explained the new owners purchased the property and the property is not connected due to lack of lateral to the property. Michael Tripus, SEO, explained it was approved to install a 'Y' lateral for both 345 and 347 Scotrun Ave. but the work was not completed. S. Pojedinec requested the owners be allowed to pay the reduced rate for connection. Discussion followed on ownership of the property, installation of the 'Y', and reduced rate. L. DeVito, Twp. Solicitor, explained the Township is responsible to provide laterals to the property, once the lateral is installed the 90-day time limit will start.

J. Belvin made a motion, seconded by J. Lastowski, that the 90 day discount rate (\$2,500.00) apply to 345 & 347 Scotrun Ave. once the 'Y' lateral is installed by the Township. (Property Tax ID: 12/6/1/63-1 345 Scotrun Ave. Teresa & William Donahue & Tax ID: 12/6/1/63-2 247 Scotrun Ave. Thomas & Kathy Allen). Discussion followed.

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

D. Asure, Twp. Manager, noted DeHaven Excavating has two quotes from 2016. She will reach out to DeHaven Excavating to clarify.

REPORTS:

Solicitor Report:

Update on Fencing at Valve Station #1 - Stroud ZHB - L. DeVito, Twp. Solicitor, explained Stroud Township is amending their ZO ordinance to allow the fence.

AdministrationPFM Sewer Rate Study

R. Wielebinski made a motion, seconded by J. Belvin, to approve the not to exceed quote from PFM Financial Advisors in the amount of \$9,750.00 to perform a sewer user rate study per motion made at the 06/04/2018 Sewer Meeting to calculate a sewer user fee for all users to eliminate the De Minimus user rate/policy. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Township Engineer's Report:

Update on the Screen Enclosure -

J. Tresslar, Twp. Engineer, explained the bids received, stick built were over \$300,000.00 and a bid for prefab cover at approximately \$185,806.00. He reached out to the manufacturer of the screen and they manufacture a canvas cover at approximately \$30,000.00. Discussion followed.

PUBLIC COMMENT: None

ADJOURNMENT:

J. Lastowski made a motion, seconded by B. DeYoung to adjourn the meeting at 7:55 p.m. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Respectfully submitted
Pamela Tripus
Township Secretary