

POCONO TOWNSHIP BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

MARCH 20th, 2017 6:00 P.M.

The Regular meeting of the Pocono Township Commissioners was held on 03/20/2017 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by Acting President Jerry Lastowski at 6:00 p.m., followed by the Pledge of Allegiance.

ROLL CALL: Ellen Gandt, present; Bob DeYoung, absent; Harold Werkheiser, absent; Jerry Lastowski, present; and Judi Coover, present.

Leo DeVito, Solicitor, Broughal & DeVito; Jon Tresslar, Township Engineer, Boucher & James, Inc.; Charles Vogt, Township Manager; and Pamela Tripus, Township Secretary, were present.

ANNOUNCEMENT:

- 1) An executive session was held on March 6th, 2017 to discuss personnel matters.
- 2) An executive session was held on March 9th, 2017 to discuss litigation and personnel matters.
- 3) A Public Hearing on a proposed Resort Re-Use Overlay District will be held on April 18th, 2017 at St. Luke's Ambulance Building.
- 4) An executive session was held on March 20th, 2017 at 5:00 p.m. to discuss personnel matters.

PUBLIC COMMENTS:

Maxine Turbolski and Bob Demarest, Twp. residents, suggested the Township request the County to adopt a joint Short-term rental ordinance. The Board noted they are currently working on a draft ordinance. Discussion followed.

Maxine Turbolski, Twp. resident, questioned the status of the chairs for the meeting room. Discussion followed.

Steve Larson, Twp. resident, questioned the status of the Rt. 611 project from Scotrun to Swiftwater. C. Vogt noted it will be a three year project with a start date of 03/20/2017.

Jake Singer, Twp. resident, asked if plans were in place for the old State Police Barracks. No information is available.

MINUTES:

J. Lastowski made a motion, seconded by E. Gandt, to approve the regular meeting minutes of 03/06/2017. Discussion followed. J. Lastowski amended his motion, seconded by E. Gandt, to include conditioned upon review of Bob DeYoung's comment. Roll call vote: E. Gandt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

E. Gandt made a motion, seconded by J. Lastowski, to approve the special meeting minutes of March 9th, 2017. Roll call vote: E. Gandt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

J. Coover made a motion, seconded by E. Gandt, to approve the work session meeting minutes of March 16th, 2017. Roll call vote: E. Gandt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

BILLS AND TRANSFERS:

E. Gndt made a motion, seconded by J. Coover, to approve the revised Supplemental appropriation list dated 03/20/2017 as read. Discussion followed. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

J. Lastowski made a motion, seconded by E. Gndt, to approve the check and transfer list dated 03/20/2017. Discussion followed. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

J. Lastowski made a motion, seconded by E. Gndt, to approve the Check ratification list dated 03/20/2017. E. Gndt stated in her opinion, overtime was paid improperly. Discussion followed. Roll call vote: E. Gndt, no; J. Lastowski, yes; and J. Coover, no. Motion failed.

J. Coover made a motion, seconded by E. Gndt, to approve the Check ratification list dated 03/20/2017 excluding payroll. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

REPORT OF THE PRESIDENT: absent

REPORT OF THE COMMISSIONERS:

Bob DeYoung, Vice President, absent.

Jerry Lastowski, Commissioner, thanked the Public Works employees, PennDOT workers, Police Department, and emergency services for their work during the recent snow storm.

Judi Coover, Commissioner:

- 1) J. Coover made a motion, seconded by J. Lastowski, to purchase 50 new chairs for the meeting room at a cost not to exceed \$27.00 per chair and keep the wooden chairs. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.
- 2) Gypsy Moth Contracts - C. Vogt is working on contacting the previous service.

Ellen Gndt, Commissioner:

- 1) Time Clocks - C. Vogt note they will be updated by the 27th.
- 2) E. Gndt requested an executive session to discuss personnel after the meeting.

REPORTS:

Civil Service Commission - C. Vogt read the Police Report.

Pocono Township Volunteer Fire Company - J. Lastowski noted the Fire Co. is presently drilling with Jackson Twp.

St. Luke's Ambulance, Rodney Wolf gave an updated to the Board. The Board requested an 'average time' in route. R. Wolf will provide. R. Wolf thanked the emergency services and road departments for their help during the recent storm.

ADMINISTRATION:

Change of Pay Days from Wednesday-Tuesday to Monday-Sunday begins with current pay period.

Dangerous Structures - J. Lastowski made a motion, seconded by E. Gndt, to authorize the Zoning Officer to proceed with enforcement against an owner of dangerous structure pursuant to Ordinance 2012-03, Sec. 7: Enforcement Procedures. Discussion followed. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Declaration of Disaster Emergency - J. Lastowski made a motion, seconded by E. Gndt, to ratify the Declaration of Disaster Emergency for winter storm Stella. Discussion followed. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Emergency Management Update - C. Vogt gave an update.

PUBLIC WORKS REPORT:

Winter Storm Stella - C. Vogt thanked the road crew and updated the board on storm.

Sewer Service Line Warranty Program endorsed by PA Municipal League - Discussion followed.

Plaza 611 Easements Update - C. Vogt updated the Board.

Interim Consultant - J. Coover made a motion, seconded by J. Lastowski, to approve Pat Briegel as Public Works Interim Consultant for an additional 30 days. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Full and Part-Time position for Public Works director has been advertised.

FINANCE COMMITTEE: E. Gndt noted the Finance Committee met with the Auditors, today. She reported field work for the audit has started.

TOWNSHIP SOLICITOR REPORT:

PMSD - TLC Park - L. DeVito presented the draft agreement to the Board. J. Coover made a motion, seconded by E. Gndt, to authorize the acting-President Jerry Lastowski to execute the agreement with PMSD. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Summit Health - Site work commencement request - Marc Wolfe, Solicitor, Newman, Williams, Mishkin, Corveleyn, Wolfe & Fareri, and Nate Oiler, RKR Hess Associates, represented the plan and requested permission to begin site work. Discussion followed. No action taken.

TOWNSHIP ENGINEER REPORT:

Status Report on Sewer Redesign and Air Valve Replacement-J. Tresslar, Twp. Engineer, gave an update on the progress.

Summit Health Waiver Requests - Discussion followed.

Requests for Modifications:

SALDO 2.106 - Preliminary/Final - J. Lastowski made a motion, seconded by J. Coover, to approve the RFM. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

SALDO Sec. 2.302.A & SMO 403.B (pg.)35 - J. Lastowski made a motion, seconded by J. Coover, to approve the RFM. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

SMO 306.D (pg. 31)- J. Coover made a motion, seconded by E. Gndt, to approve the RFM. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

SMO 303-A (pg. 18) - J. Coover made a motion, seconded by E. Gndt, to approve the RFM. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

SALDO 3.307.C.5 - Emergency Access - Discussion followed. J. Coover made a motion, seconded by E. Gndt, to approve the RFM. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Richard Wielebinski questioned if an electronic gate could be used at the emergency access. The Board noted emergency responders would have keys and bolt cutters for gate.

Larson Subdivision Steep Slopes Waiver Issue - Chuck Niclaus, Niclaus Engineering, and Steve Larson, owner represented the plan. Discussion followed.

Request for Modification

SALDO Sec. 3.209.B 4 & 5 - Steep Slopes - J. Lastowski made a motion, seconded by E. Gndt, to approve the RFM. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Northampton Community College Request for Release of remaining \$336,994.00. - J. Tresslar, Twp. Engineer, explained additional items remain to be addressed. No action taken.

Robert Ace Request for Release of Remaining Letter of Credit - J. Tresslar is working to address the outstanding issues. No action taken.

Carriage House at Pocono Manor Request for Release of Letter of Credit - J. Tresslar is working to address the outstanding issues. No action taken.

PRESENTATION: Brodhead Watershed Association Presentation on Green Infrastructure. Bob Heil, BWA, presented to the Board and requested a letter of support. The Board requested B. Heil to submit a draft letter of support to the Twp. Manager for review.

RESOLUTIONS: Resolution 2017-07 - MOU Northampton Community College - J. Coover made a motion, seconded by E. Gndt, to adopt Resolution 2017-07 approving 2017 Memorandum of Understanding with Northampton Community College - Monroe Campus for the Provision of Recreational Programs for Pocono Township Residents. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

J. Coover made a motion, seconded by E. Gndt, to authorize the acting President to sign the 2017 Memorandum of Understanding with Northampton Community College. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

PUBLIC COMMENT:

Maxine Turbolski, Twp. resident, questioned the time for the Brookdale Overlay re-use hearing and noted Pipin Way did not appear to be plowed until 8:20 p.m. during snow storm Stella. The Board noted the hearing will be at 6:00 p.m. on April 18th, at the St. Luke's Ambulance Building. The Road Department will be notified of Pipin Way.

ADJOURNMENT INTO EXECUTIVE SESSION - E. Gndt made a motion, seconded by J. Lastowski to adjourn the meeting into executive session to discuss personnel issues at 8:20 p.m., until 04/06/2017 at 6:00 p.m., at the Pocono Township Municipal Building, Tannersville, PA. Roll call vote: E. Gndt, yes; J. Lastowski, yes; and J. Coover, yes. Motion carried.

Respectfully submitted
Pamela Tripus
Township Secretary

A recording of the entire meeting will be kept on file at the Township indefinitely and will be made available to anyone who may wish to obtain the verbatim meeting.