

**POCONO TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
OCTOBER 16, 2017  
6:00 p.m.**

pg. 1

President Harold Werkheiser called the meeting to order at 6:00 pm with the Pledge of Allegiance.

**Roll call:**

President Werkheiser – Present  
Vice-President DeYoung – Present  
Commissioner Lastowski – Present  
Commissioner Coover – Present  
Commissioner Gandt – Present

**Professional Staff:**

Attorney Leo Devito – Present  
Jon Tresslar – Engineer – Present

**Announcements:**

Executive Session was held on October 12, 2017 for personnel matters.

Mountain View Park – Veteran’s Day Program – Charlie Trapasso, Park Board President, indicated the park will have an open house on November 10<sup>th</sup> with artwork created by veterans on display for purchase the 11<sup>th</sup> and 12<sup>th</sup> with 25% of proceeds going towards the Tannersville 611 War Memorial.

**Public Comments on matters not on the agenda:**

Maxine Turbolski, Township Resident, thanked the Township Road Crew for doing a good job with repairing Pippin Way.

**Presentations:**

**Motion** made by Commissioner Coover, seconded by Commissioner Lastowski, to accept Camelback’s request for an extension until February 13, 2018 to seek preliminary approval of their plan.

All in favor  
Motion Carried

**Approval of Minutes:**

**Motion** made by Commissioner Coover, seconded by Commissioner Gandt, to accept the October 2, 2017 Regular Meeting Minutes.

**POCONO TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
OCTOBER 16, 2017  
6:00 p.m.**

pg. 2

All in favor  
Motion Carried

**Motion** made by Commissioner Gndt, seconded by Commissioner Coover, to accept the October 5, 2017 Work Session Minutes.

EG-Yes; RD-Abstain; HW-Abstain; JL-Abstain; JC-Yes  
Motion Failed

**Motion** made by Commissioner Lastowski, seconded by Commissioner Gndt, to accept the October 12, 2017 Work Session Minutes.

EG-Yes; RD-Yes; HW-Abstain; JL-Yes; JC-Yes  
Motion Carried

**Approval of Bills and Transfers:**

**Motion** made by Commissioner Lastowski, seconded by Commissioner DeYoung, to ratify the check list for the prior period dated October 16, 2017.

All in favor  
Motion Carried

**Motion** made by Commissioner Gndt, seconded by Commissioner DeYoung, to approve the check and transfers dated October 16, 2017.

All in favor  
Motion Carried

**Report of the President:** None

**Commissioner's Comments:**

Bob DeYoung – Vice President: None

Jerry Lastowski – Commissioner – Audit:

Commissioner Lastowski stated from the 10/2/2017 meeting, "I don't think the thousands and thousands and thousands of dollars that were spent on this audit to find out we have to shore up a couple internal controls with regards to how we handle things in this Township; I believe we knew about those before we went into these two new audits, and I think it was a waste of more of the taxpayer's money by having them redone than what we gained from it."

**POCONO TOWNSHIP BOARD OF COMMISSIONERS**  
**REGULAR MEETING MINUTES**  
**OCTOBER 16, 2017**  
**6:00 p.m.**

pg. 3

Commissioner Lastowski stated, "Everybody on this Board and everybody in the audience knew exactly why the first audit failed, and I don't think it produced any significant difference to justify the cost."

Judi Coover – Commissioner: The County is doing a county-wide reassessment. The County Commissioners, at their next meeting, will be considering a motion to delay implementation on the reassessment until 2020.

Ellen Gndt – Commissioner: Requested the status of the ORI for the Zoning Officer. Discussion followed.

Commissioner Gndt recommended that the township look into NIMS (National Incident Management System) training for Board members and Emergency Management Coordinators. Discussion followed.

Commissioner Gndt requested an update on the Foreign Fire Insurance. Discussion followed.

Commissioner Gndt informed the board that the bookkeeper will be reviewing the reconciliation of the W-2's to pension withholdings. Discussion followed.

**Reports:**

Emergency Services reports were given by Chief Kent Werkheiser, Chris Proulx, PTVFD and Rodney Wolfe of St. Luke's ambulance. Discussion followed.

**Motion** made by Commissioner Lastowski, seconded by Commissioner DeYoung, to allow the Township Public Works department to assist with the excavating of the meter which will allow the fire company to work with BCRA to find the leak.

All in favor  
Motion Carried

**Finance Committee Report:**

The Finance Committee met with Laura Prego, Actuary from Beyer-Barber Company to discuss the Police Pension Plan. According to Ms. Prego, the Police Pension plan is in

**POCONO TOWNSHIP BOARD OF COMMISSIONERS**  
**REGULAR MEETING MINUTES**  
**OCTOBER 16, 2017**  
**6:00 p.m.**

pg. 4

good shape. The committee should meet to discuss budget recommendations to the Commissioners.

**Sewer Committee:**

Commissioner Coover indicated a decision will have to be made about the individual properties that owe tapping and/or BCRA fees and what action will be taken. She reported the committee is gathering a lot of data and reviewing data for accuracy. A report with all information will be available within the next few weeks. Discussion followed.

**Administration – Manager’s Report:**

**Motion** made by Commissioner Lastowski, seconded by Commissioner DeYoung, to extend the services of Pocono Management Associates (PMA) consultant Patrick Briegel until December 4, 2017 with Mr. Briegel providing proof that Pocono Township has been named as additionally insured cost of said insurance document to be reimbursed by Pocono Township.

EG-No; RD-Yes; HW-No; JL-Yes; JC-No  
Motion Failed

Discussion followed.

Maxine Turbolski, Township Resident, suggested one of the problems with getting a CDL license is the upcoming election and the uncertainty surrounding it. It would be a waste of time and money if he’s given his walking papers two weeks later. With the election coming up and the possibilities of what can happen, she would not want to be in a position to have a job in this Township.

**Motion** made by Commissioner Coover, seconded by Commissioner Gndt, to extend the services of Pocono Management Associates (PMA) consultant Patrick Briegel for sewer consultant and road crew supervision until November 6, 2017 with Mr. Briegel providing proof that Pocono Township has been named as additionally insured cost of said insurance document to be reimbursed by Pocono Township.

EG-Yes; RD-No; HW-Yes; JL-No; JC-Yes  
Motion Carried

**POCONO TOWNSHIP BOARD OF COMMISSIONERS**  
**REGULAR MEETING MINUTES**  
**OCTOBER 16, 2017**  
**6:00 p.m.**

pg. 5

**Motion** made by Commissioner Lastowski, seconded by Commissioner Coover, to approve attending a QuickBooks training on November 27, 2017 at the Hilton Garden Inn Airport Allentown for Donna Asure and Paola Razzaq at a cost of \$149.00 per person, plus travel costs.

All in favor  
Motion Carried

**Motion** made by Commission Coover, seconded by Commissioner Gndt, to approve contract with Unifirst to provide uniforms for the Public Works Department at a base price of \$68.38/week beginning upon receipt of signed contract for five years subject to Township Solicitor's review, paying special attention to escalation clauses, conditioned upon satisfactory work performance and if not, the Township's ability to terminate, and what they do for uniform replacement.

All in favor  
Motion Carried

Discussion followed.

**Public Works Report:**

Jake Singer, Township Resident, inquired why a union member is working in the park. Discussion followed.

**Township Engineer Report:**

**Motion** made by Commissioner Coover, seconded by Commissioner Lastowski, to approve the increase of contract with Keystone in the amount of \$10,000.00.

All in favor  
Motion Carried

**Resolutions and Ordinances:**

Record Destruction - Resolution 2017-49

**Motion** made by Commissioner Coover, seconded by Commissioner Gndt, to approve Resolution 2017-49 approving the destruction of identified Township records pursuant to Township Record Retention policy and as listed in Appendix D.

All in favor  
Motion Carried

**Public Comment:** None

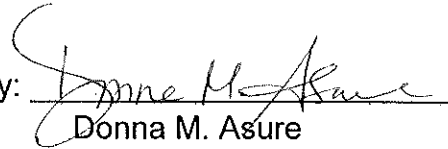
POCONO TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
OCTOBER 16, 2017  
6:00 p.m.

pg. 6

The Board announced an executive session, to discuss personnel, will be held and the board will not be reconvening.

Executive Session ended at 8:45pm.

Submitted by:



Donna M. Asure  
Township Secretary