

**POCONO TOWNSHIP BOARD OF COMMISSIONERS  
SEWER MEETING MINUTES  
SEPTEMBER 4, 2018**

The Sewer meeting of the Pocono Township Commissioners was held on Tuesday, 09/04/2018 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 J. Lastowski, present; Robert M. DeYoung, present; Harold Werkheiser, absent; Richard Wielebinski, present; and Jerrod Belvin, present.

**IN ATTENDANCE:**

Leo DeVito, Twp. Solicitor, Broughal & DeVito; Jon Tresslar, Twp. Engineer, Boucher & James, Inc.; Patrick Briegel, Sewer Consultant; Donna Asure, Township Manager; and Pamela Tripus, Township Secretary, were present.

**PUBLIC COMMENT:**

**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 Commissioners' meeting.

**OLD BUSINESS:**

Minutes:

R. Wielebinski made a motion, seconded by J. Belvin, to approve the minutes of the 08/06/2018 sewer meeting as corrected. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; R. DeYoung, abstained due to absence; and J. Belvin, yes. Motion carried.

Vasilios Kotretsos - 312 Learn Road - Request for EDU reduction - no action taken.

Jimmy Schlier EDU Purchase - no action taken.

Resolution update committee report - D. Asure, Twp. Manager, explained a draft of proposed changes are ready for review at a future work session.

**NEW BUSINESS:**

Financial Transactions - No report

Gateway Equities - 2185 Rt. 611 - denial of reduction in EDUS - No action taken.

**REPORTS:**

Administration

BCRA Request for committee to review action plan for issues with Valve Station #2 - J. Tresslar, Twp. Engineer, explained BCRA is requesting a response plan for emergencies as per DEP concerns for VS#2, located on BCRA property. Discussion followed. R. Wielebinski questioned if a response plan has been developed for the remaining valve and pump station. Patrick Briegel, Sewer Consultant, explained a response plan is being developed for the system. J. Belvin requested the Twp. Solicitor to review. L. DeVito, Twp. Solicitor, explained he will review the final document with BCRA's Solicitor.

**ADMINISTRATION - BCRA REQUEST CONT:**

G. Lastowski made a motion, seconded by R. Wielebinski, to approve the formation of a committee with members from Pocono Township and BCRA to develop a response plan for issues of concern with DEP at Valve Station #2. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; R. DeYoung, yes; and J. Belvin, yes. Motion carried.

Reimbursement of General fund from Sewer Operating Fund - D. Asure, Twp. Manager, explained the property and pollution liability plans for the sewer system were paid out of the general fund. She noted Paula Razzaq, Twp. Bookkeeper, has reviewed the payments and approximately \$61,000 was found that can be reimbursed to the general fund. G. Lastowski requested a quarterly report on the sewer funds.

R. Wielebinski made a motion, seconded by J. Belvin, to reimburse the general fund from the sewer operating fund for payments of property and pollution insurance as related to the Pocono Township wastewater system back to January 2014. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; R. DeYoung, yes; and J. Belvin, yes. Motion carried.

Request for work session - D. Asure, Twp. Manager, requested a work session with Solicitor Tim McManus to discuss the history of the sewer system and discussion of the future areas.

Update - Sewer EAP Plan - D. Asure, Twp. Manager, explained the draft EAP plan was prepared by Patrick Briegel, Sewer consultant; and Michael Gable and Jon Tresslar, Twp. Engineers. She noted Dave Horton, BCRA Authority Manager, has requested to review the plan before adoption. Discussion followed. G. Lastowski directed the Twp. Manager provide the draft to D. Horton.

2019 Sewage Utilization Projections for Pocono Township Sewer System submitted to BCRA as required by the 09/01/2018 deadline. - D. Asure, Twp. Manager, explained P. Briegel and M. Gable, Twp. Engineer, provided the projection and submitted to BCRA prior to the September 1<sup>st</sup> deadline.

Request from BCRA to have access to SCADA system as read only - D. Asure, Twp. Manager, explained BCRA is requesting access to the SCADA system. Patrick Briegel, Sewer Consultant, noted BCRA has not explained the full extent of the request to access. J. Belvin questioned if it would require an additional license and if the Township can limit the access. Discussion followed to the limit of access, specific access requested, and how it will be provided. The Board concurred they are amicable to the access once additional clarification is received.

**TOWNSHIP ENGINEER:**

Update on Status Report on Sewer Redesign - J. Tresslar, Twp. Engineer, explained cleanup items on VS #1 are being completed. He noted VS#2 has an issue with a plug valve. P. Briegel noted he received the material and a repair is scheduled this week.

Update on Rt. 611 Sewer Line Relocation Work Update - J. Tresslar, Twp. Engineer, explained a sanitary manhole lid for a storm system was affected by the construction. D. Asure, Twp. Manager, noted a cease and desist was issued for the property located across from Discovery Drive.

Update on Sanofi Sanitary Sewer Easement - No report.

**TWP. ENGINEER'S REPORT CONT:**

Update on Enclosure for Pump Station #5 - P. Briegel, Sewer Consultant, explained an inexpensive alternative will be presented at the next meeting.

PMHS Sewerline Easement - J. Tresslar, Twp. Engineer, noted the restoration work is completed. P. Briegel explained a manhole is in the owner's driveway. Discussion followed if it can be paved around the manhole to prevent a plow hitting the manhole cover. It was noted this is a school district issue & not a Township issue.

**TOWNSHIP SOLICITOR**

Update on Fencing at Valve Station #1 - Stroud updating their ordinance - L. DeVito, Twp. Solicitor, noted he received correspondence from Stroud Township that an ordinance for Security Fences around public utilities be allowed up to 9' in height, is being drafted as an updated Ordinance.

Resolution 2018-52 - L. DeVito, Twp. Solicitor, explain the Resolution rescinds Resolution 2017-23 previously approved and sets low usage users (flows less than 124 gallons per day) to \$44.27 per month. R. Wielebinski made a motion, seconded by J. Belvin, to adopt Resolution 2018-52 amending Resolution 2013-10 to provide low use fees. D. Asure, Twp. Manager, questioned multiuse properties. Discussion followed. D. Asure noted she will contact the properties effected. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; R. DeYoung, yes; and J. Belvin, yes. Motion carried.

**COMMENTS:**

R. Wielebinski questioned a manhole on Learn Road near Resort Beverage which has a depression near the manhole. Discussion followed. P. Briegel will inspect the area.

D. Asure, Twp. Manager, spoke concerning a business owner who is requesting two addition chairs for his barbershop. The Ordinance requires 1 EDU per two chairs and his water usage is Deminimis. Discussion followed on the requirements and similar businesses. The Board concurred to request the Township Manager to monitor the water usage for the barbershop for sewer usages. P. Briegel will review the requirements for hairdressers and barbershops.

**ADJOURNMENT:**

J. Lastowski made a motion, seconded by R. Wielebinski, to adjourn the meeting at 6:45 p.m. Roll call vote: R. Wielebinski, yes; G. Lastowski, yes; R. DeYoung, yes; and J. Belvin, yes. Motion carried.

Respectfully submitted  
Pamela Tripus  
Township Secretary