Pocono Township
PENNSYLVANIA

POCONO TOWNSHIP COMMISSIONERS
AGENDA
June 1, 2020 7:00 p.m.

TELECONFERENCE DIAL-IN #: 408-418-9388
ACCESS CODE: 132 386 5136
PASSWORD: 762666

Open Meeting

Pledge of Allegiance

Roll Call

Public Comments

Since we are hosting a virtual meeting tonight, we ask that any residents making public comments please identify yourselves, provide your street address and state the spelling of your name when addressing the Commissioners.

Comments are for any issue. Please limit individual comments to five (5) minutes to allow time for others wishing to speak and direct all questions and comments to the President.

Announcements

- An executive session was held on May 27, 2020 to discuss the police contract and personnel issues.
- The Pocono Township Spring Cleanup will be held June 4-6, 2020 at the Township municipal complex. Information regarding the fee schedule is available at the Township office and online. Please note that the Cleanup is for residents only and proof of residency is required. Residents are asked this year to unload their own vehicles, due to ongoing concerns with COVID-19. If a resident is physically unable to unload, or there is a backlog of vehicles, members of the Public Works crew will be available to assist.
- Township Residents are encouraged to please respond to the 2020 Census by going to www.2020census.gov. It is critical that Pocono Township receives an accurate census count so we receive the state and federal funds due the Township for the next 10 years.

Hearings – None

Presentations – None

Resolutions – None

OLD BUSINESS

- Motion to approve the minutes of the May 18, 2020 regular meeting of the Board of Commissioners **(Action Item)**

NEW BUSINESS

1. **Personnel**

2. **Ratification of COVID-19 Related Decisions & Expenditures per Declaration of Disaster Emergency (Action Items)**

   a. Motion to ratify extension of local Declaration of Disaster Emergency (5/25/20)

3. **Financial Transactions**

   a. Motion to ratify vouchers payable received through May 28, 2020 in the amount of $193,124.85 **(Action Item)**
   b. Ratify gross payroll for pay period ending May 17, 2020 in the amount of $100,079.83 **(Action Item)**
   c. Motion to approve vouchers payable received through May 28, 2020 in the amount of $67,789.62 **(Action Item)**
   d. No capital expenditures.
   e. No construction fund purchases.

4. **Travel/Training Authorizations** – None

Report of the President

Richard Wielebinski
- Discussion regarding interview and appointment of alternate Planning Commission members
- Update - LED Speed Signs

Commissioner Comments

Jerrod Belvin – Vice President
- COVID-19 Update
- Re-opening of the Township during/post-COVID-19
- Discussion regarding extension of Declaration of Disaster Emergency **(Potential Action Item)**

Ellen Gnandt – Commissioner
- Motion to re-open Pocono Township parks effective immediately **(Action Item)**
- Motion to appoint Steve Van Auken as alternate to the Planning Commission **(Action Item)**
- Procedures for Spring Cleanup days
- Discussion regarding Township's personal protective equipment (PPE) inventory

Jerry Lastowski – Commissioner
- Update – Special allocation to fire company for costs incurred at Pocono Manor fire

Keith Meeker – Commissioner

Reports

Zoning – May 2020 Report

Emergency Services

- Police
- EMS

- Fire

Public Works Report

- Update – Road Crew Projects
- Update – Lighting at MVP and Heritage Center
- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant
- Update – Well Work at MVP and Replacement Fixtures

Administration – Manager's Report

- Spring Cleanup, June 4-6 – Flyer and fee schedule available online
- Enterprise Fleet Management Meeting June 2 – Investigating potential savings of leasing all township vehicles including Police and Public Works
- 2020 Census Response
- Discussion regarding suggested work session date – Monday, June 8 @ 6:00 p.m.
- Update – Regional Comprehensive Plan – May 14 meeting was postponed
- Update – 2017 Green Light Go Project
- Update – MS4 requirements – Educational piece was included in this week's Township newsletter

Township Engineer Report

- St. Paul's Lutheran Drainage Basin
- Adaptive Signaling Project and bidding process
- Roof Replacement on Maintenance Building
- White Oak Culvert Replacement Project
- Archer Lane Drainage Issues
- PennDOT request for Township to assume responsibility for flashing light on Sullivan Trail as part of bridge rehabilitation project
- Update – Right hand turn lanes from Rt. 611 onto Rimrock and Bartonsville Avenue
- Update – TLC Bridge & TLC Dam
- Update – Master sidewalk plan Multimodal grant

Township Solicitor Report

- Camp Lindenmere – Special Exception Application
- Discussion regarding Amusement Tax
- Pocono Jackson Joint Water Authority (PJJWA)
- Update – ZHB – Johnson Appeal for Transient Dwelling Unit postponed from March 24, 2020
- Update – Electric contract discussion – further research needed regarding limitation of liability

Public Comment

Please limit individual comments to 5 minutes to allow time for others wishing to speak and direct all questions and comments to the President.

Adjournment

Pocono Township Board of Commissioners
Regular Meeting Minutes
May 18, 2020 7:00 p.m.

The regular meeting of the Pocono Township Commissioners was held remotely on Monday, May 18, 2020 via video and teleconference, and was opened by President Rich Wielebinski at 7:05 p.m. followed by the Pledge of Allegiance.

ROLL CALL: Jerrod Belvin, present; Ellen Gnandt, present; Jerry Lastowski, present; Keith Meeker, present; Rich Wielebinski, present.

IN ATTENDANCE
Leo DeVito, Twp. Solicitor, Broughal & DeVito; Jon Tresslar, Twp. Engineer, Boucher & James, Inc.; Taylor Munoz, Township Manager; Robert Sargent, Road Supervisor; Patrick Briegel, Sewer Consultant; and Dee Ackerman, Administrative Assistant.

PUBLIC COMMENT

- No public comment.

ANNOUNCEMENTS

R. Wielebinski announced the following:
- An executive session was held on May 6, 2020 to discuss the police contract and personnel issues.
- The Pocono Township Spring Cleanup will be held June 4-6, 2020 at the Township municipal complex. Information regarding the fee schedule is available at the Township office and online. Please note that the Cleanup is for residents only and proof of residency is required.
- An Executive Session was held tonight prior to the meeting to discuss personnel issues.

HEARINGS –

- Public hearings were held and motions made to adopt three ordinances. L. Devito confirmed that all ordinances were advertised in the Pocono Record on May 8, 2020.

R. Wielebinski made a motion, seconded by J. Belvin, to close the hearing and to adopt Ordinance 2020-01 providing for the renaming of streets known as "To Fish Hill Road" to "Eleni's Way", "Pigeon Way" to "Learn Road" and a portion of "Learn Road" to "Fish Hill Road" in Pocono Township. No public comment. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, yes; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to adopt Ordinance 2020-02 amending the code of ordinances of Pocono Township, Chapter 425, Vehicles and traffic, Article 1, Speed Limits, Establishing maximum speed limits for motor vehicles on Bog Road and Back Mountain Road in Pocono Township, and for the posting of speed limit signs; adding a new Article IV, Traffic regulations, restricting truck traffic on Bog Road and Learn Road, and adding stop intersections; and providing for penalties; and repealing all ordinances inconsistent herewith. No public comment. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, yes; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to close the hearing and to adopt Ordinance 2020-03 amending the code of ordinances of Pocono Township, Chapter 37, Planning Commission, to revise the number of members appointed to the planning commission and repealing all ordinances inconsistent therewith. No public comment. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, yes; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

PRESENTATIONS - None

RESOLUTIONS – None

OLD BUSINESS

R. Wielebinski made a motion, seconded by K. Meeker, to approve the minutes of the May 4, 2020 regular meeting of the Board of Commissioners. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, yes; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

NEW BUSINESS

Ratification of COVID 19 Related Decisions & Expenditures per Declaration of Disaster Emergency

- Extension of local Declaration of Disaster Emergency (5/11/20)

R. Wielebinski made a motion, seconded by J. Belvin, to ratify the Declaration of Disaster Emergency approved on March 16, 2020 for the period beginning May 11, 2020 through May 18, 2020. E. Gnandt asked that the timeline for the Declaration be included in the motion. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, yes; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

Financial Transactions

Ratify Vouchers Payable
R. Wielebinski made a motion, seconded by J. Lastowski, to ratify vouchers payable for the period ending May 14, 2020 in the amount of $93,210.16. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, yes; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

Ratify Gross Payroll
R. Wielebinski made a motion, seconded by K. Meeker, to ratify the gross payroll for the pay period ending May 3, 2020 in the amount of $91,959.46. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, yes; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

Approve Vouchers Payable
R. Wielebinski made a motion, seconded by J. Belvin, to approve vouchers payable received through May 14, 2020 in the amount of $170,915.30. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, yes; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

Capital Expenditures
R. Wielebinski made a motion, seconded by K. Meeker, to approve capital expenditures made through May 14, 2020 in the amount of $24,077.96. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, yes; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

Sewer Construction Fund
R. Wielebinski made a motion, seconded by J. Lastowki, to approve sewer construction fund purchases through May 14, 2020, in the amount of $3,950.00. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, yes; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

Travel/Training Authorizations – None

REPORT OF THE PRESIDENT

R. Wielebinski made a motion, seconded by K. Meeker, to approve the contract for the township manager, subject to the solicitor's review of the provisions of the township's short-term disability policy

with the insurance underwriter. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, no; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

- Discussion regarding how to handle upcoming Spring Cleanup and limit Public Works exposure amid COVID-19 concerns. Conversation regarding having public unload vehicles into a loader bucket and having residents unload their own vehicles, unless elderly and in need of assistance. Potential liability concerns regarding residents getting out of their cars. It was stated that the object of any recommendations to minimize potential exposure to the virus. Decision that the Township will advertise that residents are asked to unload their own vehicles and extra gloves will be provided if needed.

COMMISSIONERS COMMENTS

Jerrod Belvin – Vice President

- Monroe County is still in red status due to COVID-19. June 4, 2020 is the tentative deadline for the state moving all counties into yellow status.

J. Belvin made a motion, seconded by R. Wielebinski, to extend Declaration of Disaster Emergency for Pocono Township effective immediately until May 25, 2020. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, yes; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

Ellen Gnandt – Commissioner

- Requested an update regarding the Township's policy for the Family First Coronavirus Response Act (FFCRA) and how it has been communicated to employees. T. Munoz indicated, based on previous discussions with the Commissioners, a specific summary of the benefits available to employees under FFCRA was distributed directly to the Police, Public Works and Admin staff, with a presentation made directly to the Public Works employees as well.
- Discussion of re-opening Township parks. Stated that since the Township used its own authority to close the parks, the Township can open the parks independent of the State's COVID-19 related actions to give residents the opportunity to get outside.

E. Gnandt made a motion, seconded by R. Wielebinski, to open the Township's parks, purchase sanitizing equipment and limit park hours. Discussion: R. Wielebinski stated he had no issue purchasing sanitizing equipment but expressed concerns about opening early and jeopardizing government reimbursements to the township for COVID-related expenses. J. Belvin said he would like to wait until county is in yellow status and said staff would need special mask to apply sanitizer to park equipment. Motion was amended by E. Gnandt to clarify parks to open weekend of May 23. Roll Call Vote: Jerrod Belvin, no; Ellen Gnandt, yes; Jerry Lastowski, no; Keith Meeker, no; Rich Wielebinski, no. Motion failed.

- Asked if picnic tables have been set up at the parks. R. Sargent confirmed that tables had been put out at Mountain View Park and tables were ready for TLC Park, depending on where they could be located.
- Suggested a work session to review revenues and budget to prepare for potential revenue losses and possibility of a tax revenue anticipation note or letter of credit. J. Lastowski suggested waiting until figures available from end of Q2. E. Gnandt expressed concern about waiting too long and going over budget in various budget categories. T. Munoz stated he would sit down with the fiscal administrator and do a line-by-line comparison of budget items year-to-date for the Commissioners as a first step.
- Asked for report on sewer delinquencies year-to-date. P. Briegel stated that the Township is slightly ahead in receivables for 2020 compared to a similar period for 2019, not including additional EDUs from new connections in 2019. E. Gnandt clarified that year-to-date revenues were essentially the same from 2019.

Jerry Lastowski – Commissioner

- Discussion regarding old flower stand on SR 611 and its dangerous structure status. T. Munoz stated that, before COVID-19, the owner was sent an enforcement notice and he was going to come into compliance by demolishing the building. The Township zoning department followed up with a recent

notice stating that, since the construction industry is now approved to continue, the owner should proceed with demolishing the building.

- Discussion regarding a short term rental complaint for a property located at 255 Faber Circle. The Township zoning department confirmed an enforcement action has been issued for non-permitted use as a short term rental.
- J. Lastowski received a call from Monroe Career & Technical Institute expressing concern about the cost of Township permit fees for construction of a new roof on the building. State that MCTI is not a taxing body and relies on funds from sending school districts. T. Munoz stated he reached out to zoning and confirmed that the fees were outlined in the Township's fee schedule. E. Gnandt stated she was not in favor of forgoing their permit fees. J. Belvin stated he would be open to some form of forgiveness for MCTI, as they are an educational institution that is already underfunded. K. Meeker stated it could open a can of worms to not provide forgiveness for other entities. Further discussion about potential issues if all or a portion of MCTI's fees were waived when other recent applicants were required to pay the same fees. J. Lastowski said he would follow up with MCTI and share the Board's consensus.

Keith Meeker – Commissioner – No report

REPORTS

.Public Works Report

- R. Sargent reported that Public Works crew is replacing drainage pipes and working on ball fields. The LED lighting upgrade in the municipal complex is now complete. Crew will be starting lighting upgrades at Mountain View Park starting next week, weather-permitting. Well work at MVP has been completed and replacement of fixtures will be next step.

Administration – Manager's Report

E. Gnandt made a motion, seconded by R. Wielebinski, to authorize the five-year lease of a Peterbilt 2020 Dump Truck through F.N.B. Commercial Leasing for a total purchase price of $168,312.00. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, yes; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

- Shared that the flyer and fee schedule for the Spring Cleanup (June 4-6) is now available online
- T. Munoz is in discussion with Enterprise Fleet Management to investigate potential cost savings for the Township by leasing all township vehicles, including Police and Public Works. Will report back to Commissioners with findings.
- Pocono Township residents should respond to the 2020 Census to ensure the Township receives its fair share of federal and state grant funds.
- Monroe County polls, including those in Pocono Township, will be open for the June 2 General Election.

J. Lastowski made a motion, seconded by R. Wielebinski, to approve a letter in support of Northampton Community College – Monroe Campus and their plans to develop a walking trail around their Tannersville campus. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, yes; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

Township Engineer Report

- Provided update on Alger Avenue drainage issues. Township has completed all grading and drainage work as originally discussed. Stated opinion that planting arbor vitae, as requested by resident, would be counterproductive to Township's efforts to improve drainage. Stated arbor vitae is used as screening material, but not recommended in this instance at this location. R. Sargent stated that the arbor vitae discussion arose during demolition process. T. Munoz stated he will look into additional screening options.
- Provided update regarding St. Paul's drainage basin. St. Paul's Lutheran Drainage Basin. Performed site visit with R. Sargent and observed water leaving the basin without any rate control. Drafted a letter to the church asking for remediation and states that inspection was performed, and the basin is

malfunctioning. Recommended professional engineer needed to submit permit to replace drainage structure and ensure basin operates as intended. J. Tresslar also performed additional review of the drainage swale below church and, while plans originally show the swale was to constructed partly within township right of way (ROW), the swale was constructed beyond the ROW. The Township cannot be responsible for remediating the issue, as the swale is on private property.

- Completed measurements for the maintenance building roof replacement and will provide bidding schedules to T. Munoz next week.
- White Oak culvert project is almost complete. Original bid specifications called for two gates securing emergency access into the development. Asked the Commissioners whether they still want two gates as included in original project scope or whether one gate would be sufficient. Consensus that two gates necessary due to concerns about cars parking in the emergency access during nighttime hours and alleviate safety concerns.

Township Solicitor Report

- The Camp Lindenmere Special Exception application was distributed to the entire board. A Zoning Hearing Board meeting is scheduled for June 3 at 5:00 p.m. Asked whether Board feels solicitor should be present. J. Lastowski asked whether surrounding residents have been notified and whether the camp will open for the season. L. DeVito stated the special exception process would evaluate whether the camp is operating within their 50% special exception limitation. Various conditions can be imposed upon the grant of the special exception and the engineer will also review and include comments. J. Tresslar indicated he will have a review letter complete as of Tuesday, May 19. E. Gnandt stated if the camp is expanding and putting on second floor for more counselors, it could trigger additional parking and more impervious surface. It was explained that these concerns would be further evaluated in the planning process and, if their plans exceed what is allowed per the Township's zoning ordinance, they will need to apply for additional variances and relief.

NO PUBLIC COMMENT

- E. Gnandt identified that the Township had last extended the proposed amusement tax until May 1, 2020 and asked whether the tax is now in effect. L. Devito stated he spoke with Camelback representatives last week and they are interested in re-engaging amusement tax discussions. Stated the Township is technically past the original extension, so the amusement tax is now in effect.

J. Lastowski made a motion, seconded by R. Wielebinski, to extend implementation of the amusement tax to July 1, 2020. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, no; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes Motion carried.

ADJOURNMENT

R. Wielebinski made a motion, seconded by J. Belvin, to adjourn the meeting at 8:59 p.m. Roll Call Vote: Jerrod Belvin, yes; Ellen Gnandt, yes; Jerry Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes Motion carried.

POCONO TOWNSHIP
Monday, June 1, 2020

SUMMARY

Ratify		
General Fund	$	100,941.59
Sewer Operating	$	92,183.26
Sewer Construction	$	-
Capital Reserve	$	-
Bill List		
TOTAL General Fund	$	57,458.11
TOTAL Sewer OPERATING Fund	$	10,331.51
TOTAL Sewer CONSTRUCTION Fund	$	-
TOTAL Capital Reserve Fund	$	-
Liquid Fuels	$	-
Budget Adjustments	$	-
Budget Appropriations	$	-
Interfund Transfer		

Notes:

POCONO TOWNSHIP CHECK LISTING

RATIFY

Monday, June 1, 2020

	Date	Check	Vendor	Memo		Amount
General Fund						
Payroll	05/22/2020			PAYROLL ENDING 5/17/2020	$	100,079.83
				TOTAL PAYROLL	**$**	**100,079.83**
General Expenditures						
	05/19/2020	59723	NETWORK FLEET	POLICE GPS SERVICE	$	325.45
	05/19/2020	59724	VERIZON	TOWNSHIP CELLPHONES	$	536.31
				TOTAL General Fund Bills	**$**	**861.76**
Sewer Operating Fund						
	05/19/2020	1608	ESSA	INTEREST SEWER NOTE	$	21,131.60
	05/19/2020	1610	VERIZON	SCADA LINE	$	100.82
	05/19/2020	1611	VERIZON	SEWER MODEMS	$	120.07
	05/26/2020	1612	PEOPLES BANK	INTEREST SEWER NOTE	$	56,610.71
	05/26/2020	1614	WAYNE BANK	INTEREST SEWER NOTE	$	35,452.48
					$	**92,183.26**
Sewer Construction Fund						
					$	**-**
Capital Reserve Fund						
				TOTAL Capital Reserve Fund	**$**	**-**

TOTAL General Fund	$	100,941.59
TOTAL Sewer Operating	$	92,183.26
TOTAL Sewer Construction	$	-
Total Capital Reserve	$	-
	$	**193,124.85**

Authorized by: _____

Transferred by: _____

POCONO TOWNSHIP CHECK LISTING
Monday, June 1, 2020

Date	Check	Vendor	Memo		Amount
General Fund					
05/28/2020	59725	Nationwide - 457	PAY 10 EE & ER CONTRIBUTION	$	4,203.94
05/28/2020	59726	MetLife - Non Uni. Pen. Plan	MAY 20 ER CONTRIBUTION	$	6,137.47
05/28/2020	59727	US BANK - Lockbox CM9722	EE CONTRIBUTION MAY 2020	$	5,993.07
05/28/2020	59728	Advanced Collision	Police Vehicle Repair	$	1,716.72
05/28/2020	59729	AMERICAN UNITED LIFE INSURANCE CO.	GTL & STD Insurance	$	1,874.58
05/28/2020	59730	Automotive Technicians Alliance	Traffic lights supplies	$	736.00
05/28/2020	59731	Best Auto Service Center	Police vehicle maintenance	$	303.35
05/28/2020	59732	Cooper Electric	PW supplies	$	15.46
05/28/2020	59733	D.G. Nicholas Co.	PW Supplies	$	1,489.34
05/28/2020	59734	Davidheiser's Inc.	Police equipment maintenance	$	136.00
05/28/2020	59735	DES	TWP Recycling - April 2020	$	24.00
05/28/2020	59736	Double M Productions	Park T-Shirts & Hooded Sweatshirts	$	258.00
05/28/2020	59737	Ecolab, Inc.	Perox MS Disinfect	$	191.78
05/28/2020	59738	Eureka Stone Quarry, Inc.	Road materials	$	682.22
05/28/2020	59739	Highmark Inc.	HRA admin fees	$	108.15
05/28/2020	59740	HUNTER KEYSTONE PETERBILT	Truck repairs	$	3,067.32
05/28/2020	59741	J & B Auto	Police vehicle maintenance	$	998.82
05/28/2020	59742	J. P. Mascaro & Sons	waste removal	$	283.97
05/28/2020	59743	J. P. Mascaro & Sons	waste removal	$	198.64
05/28/2020	59744	Kimball Midwest	PW operation supplies	$	792.79
05/28/2020	59745	Mikels, Linda	Pavilion #1 Rental Refund for 6/28/20	$	100.00
05/28/2020	59746	P & D Emergency Services	Police minor equipment	$	405.00
05/28/2020	59747	PAPCO, Inc.	Vehicle fuel	$	2,518.15
05/28/2020	59748	Pocono Record	Twp advertisement	$	707.83
05/28/2020	59749	Signal Service, Inc.	Traffic signals repairs	$	320.00

Approve

Date	Check	Vendor	Memo		Amount
05/28/2020	59750	Staples Credit Plan	Office supplies	$	164.50
05/28/2020	59751	Suburban Testing Labs	MV Park SDWA Monthly	$	100.00
05/28/2020	59752	Tulpehocken Mountain Spring Water Inc	TWP water	$	96.49
05/28/2020	59753	WatchGuard Video	Police minor equipment	$	340.00
05/28/2020	59754	Xiomara, Maldonado	Pavilion #1 Rental Refund for 5/23/20	$	100.00
05/28/2020	59755	UNIFIRST Corporation	PW Uniforms and mats	$	169.52
05/28/2020	59756	H. M. Beers, Inc.	SEO SERVICES APRIL & MAY 2020	$	3,020.00
05/29/2020	59757	SFM Consulting LLC	Building & Zoning Contracted Services	$	20,205.00
				$	**57,458.11**

Sewer Operating Fund

05/28/2020	1616	BLUE RIDGE COMMUNICATIONS	PHONE SERVICE PUMP STATION	$	121.98
05/28/2020	1617	EEMA O&M Services Group, Inc.	O & M PROFESSIONAL SERVICES	$	7,541.67
05/28/2020	1618	J P Mascaro & Sons	WASTE REMOVAL	$	194.00
05/28/2020	1619	Pocono Management Associates LLC	CONTRACTED SERVICES 5/11/2020 - 5/17/2020	$	1,462.43
05/28/2020	1620	Pocono Township	ADMIN & PW SERVICES	$	1,011.43
			TOTAL Sewer Operating	**$**	**10,331.51**

Sewer Construction Fund

TOTAL Sewer Construction Fund **$** **-**

Capital Reserve Fund

TOTAL Capital Reserve Fund **$** **-**

LIQUID FUELS

Approve

Date	Check	Vendor	Memo	Amount

ESSA

TOTAL General Fund	$	57,458.11
TOTAL Sewer Construction Fund	$	-
Sewer Operating	$	10,331.51
Capital Reserve	$	-
Liquid Fuels	$	-
TOTAL ESSA TRANSFER	$	67,789.62

Authorized by:_____

Transferred by:_____

Approve

Pocono Township-All Permits Issue Date: 5/1/2020 - 5/31/2020

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
Building						
Alteration						
Active						
200109	5/15/2020	MONROE COUNTY VO-TECH Commercial Alteration/Repair	195 LAUREL LAKE RD	12638100095137	$776,517.00	$15,253.16
				Total Alteration 1	**$776,517.00**	**$15,253.16**
C-Repair						
Active						
200115	5/21/2020	OM SHRIM INC Commercial Tank Replacement	2909 ROUTE 611	12637201468275	$245,000.00	$1,154.10
				Total C-Repair 1	**$245,000.00**	**$1,154.10**
Roof						
Active						
200104	5/12/2020	GUERRIER REDZA Roof Repair/Replacement	65 BULL PINE RD	12638201163709	$34,798.00	$526.47
200114	5/22/2020	MORRISSEY RICHARD VIVIAN Roof Repair/Replacement	2767 POCONO CIR	12637102764607	$4,700.00	$75.00
				Total Roof 2	**$39,498.00**	**$601.47**
Solar						
Active						
200107	5/13/2020	KRESGE KEVIN JENNIFER Residential Roof-mount PV System	106 BETTIS LN	12637304525900	$40,000.00	$724.50
				Total Solar 1	**$40,000.00**	**$724.50**
				Total Building 5	**$1,101,015.00**	**$17,733.23**
Driveway						
New Construction						
Active						
200095	5/13/2020	D E & S PROPERTIES INC NEW CONSTRUCTION	127 MARCELLE TER	12638303112541	$0.00	$100.00
200117	5/22/2020	JACOB GERARD F COLEEN P HIGGINS- NEW CONSTRUCTION	BROOKDALE RD	12636404508536	$0.00	$50.00
				Total New Construction 2	**$0.00**	**$150.00**
Paving						
Active						
200108	5/14/2020	LANDHEER EARL A PATRICIA DRIVEWAY PAVING PERMIT	173 SHINE HILL RD	12637301254866	$0.00	$100.00
				Total Paving 1	**$0.00**	**$100.00**
ROAD OPENING						
Active						
200105	5/14/2020	Truter Dranoel Kyle ROAD OPENING PERMIT FOR BLUE RIDGE COMM	2162 DEERFIELD WAY	12637301086326	$0.00	$25.00
				Total ROAD OPENING 1	**$0.00**	**$25.00**
				Total Driveway 4	**$0.00**	**$275.00**
Electrical						
New Service						
Active						
200116	5/22/2020	FOREVERMORE FARMS INC 200 Amp	1143 SYLVAN LN	12638303022933	$0.00	$124.50
				Total New Service 1	**$0.00**	**$124.50**

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
Electrical						
				Total Electrical 1	**$0.00**	**$124.50**
Sewage						
Active						
Z206100	5/6/2020	FATTOROSSO KENNETH H JR KENDRA Eljen	2132 SKY HIGH DR	12637104943646	$0.00	
				Total 1	**$0.00**	**$0.00**
ESM						
Active						
Z217068	5/19/2020	BUFF HOLDINGS INC NEW ESM	NOTTINGHAM WAY	12637200938133	$0.00	
Z199037	5/20/2020	D E & S PROPERTIES INC NEW SAND MOUND	127 MARCELLE TER	12638303112541	$0.00	
				Total ESM 2	**$0.00**	**$0.00**
Repair						
Active						
Z217067	5/13/2020	COSGROVE MAUREEN A SAND MOUND REPAIR	518 PINE CT	12639301156335	$0.00	
				Total Repair 1	**$0.00**	**$0.00**
				Total Sewage 4	**$0.00**	**$0.00**
Well						
New Construction						
Active						
200096	5/22/2020	D E & S PROPERTIES INC FOR SINGLE FAMILY HOME	127 MARCELLE TER	12638303112541	$0.00	$100.00
				Total New Construction 1	**$0.00**	**$100.00**
				Total Well 1	**$0.00**	**$100.00**
Zoning						
Accessory structure						
Active						
200090	5/6/2020	HONOROWSKI HENRIETTA JUNE DETACHED GARAGE	180 CAMELBACK RD	12636304528156	$22,000.00	$86.40
200093	5/13/2020	HARTSHORN DEAN S TANYA A DETACHED GARAGE	151 DOE RD	12638203229523	$15,000.00	$143.60
200119	5/22/2020	CARON GEORGE H ETAL Residential Accessory Building	141 CAMELBACK RD	12636304618405	$0.00	$64.40
200092	5/22/2020	GREGER SANDRA DETACHED GARAGE	242 WILKE RD	12635300759008	$28,500.00	$265.90
				Total Accessory structure 4	**$65,500.00**	**$560.30**
DECK						
Active						
200087	5/4/2020	MULDER STEPHANIE ETAL Deck addition to Single Family Detached Dwelling	397 MCKAY RD	12637404712932	$20,000.00	$102.50
200110	5/22/2020	VACCOLA LORIANN Deck	230 MARILOU LN	12638203212615	$800.00	$71.60
200118	5/22/2020	SCHULER SCOTT ETUX Deck	222 COBBLE CREEK DR	12636303246405	$7,800.00	$134.00
				Total DECK 3	**$28,600.00**	**$308.10**
SINGLE FAMILY DWELLING						

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
Zoning						
SINGLE FAMILY DWELLING						
Active						
200101	5/15/2020	MOY MICHAEL C ETUX Single Family Dwelling Unit	35 JONATHANS WAY	12637304747565	$573,815.00	$1,066.25
200097	5/22/2020	D E & S PROPERTIES INC Single Family Detached Dwelling	127 MARCELLE TER	12638303112541	$308,000.00	$583.55
			Total SINGLE FAMILY DWELLING 2		**$881,815.00**	**$1,649.80**
			Total Zoning 9		**$975,915.00**	**$2,518.20**
			Total Permits: 24		**$2,076,930.00**	**$20,750.93**