

**Pocono Township Board of Commissioners
Sewer Committee Meeting Minutes
July 6, 2020**

The Sewer Committee meeting of the Pocono Township Commissioners was held on Monday, July 6, 2020 at the Pocono Township Municipal Building (112 Township Drive, Tannersville, PA) and was opened by President Rich Wielebinski at 6:00 p.m., followed by the Pledge of Allegiance.

ROLL CALL: Jerrod Belvin, present; Ellen Gndt, present; Gerald J. Lastowski, present; Keith Meeker, present; Rich Wielebinski, present.

IN ATTENDANCE: Leo DeVito, Twp. Solicitor, Broughal & Devito; Jon Tresslar, Twp. Engineer, Boucher & James, Inc.; Patrick Briegel, Sewer Consultant; Taylor Munoz, Township Manager and Dee Ackerman, Administrative Assistant were present.

PUBLIC COMMENT: None

ANNOUNCEMENTS: None

OLD BUSINESS

R. Wielebinski made a motion, seconded by K. Meeker, to approve the minutes of the May 4, 2020 sewer committee meeting. Roll call vote: Jerrod Belvin, yes; Ellen Gndt, yes; Gerald J. Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, yes. Motion carried.

- Sewer Resolution Update. P. Briegel stated he feels the Sewer Resolution would be an appropriate topic for a future work session. A redlined copy was provided to the Board. Stated he recommends adding a Section 9 and modifying technical information contained in various tables within the document.

NEW BUSINESS

- J. Lastowski stated the Desaki project is in full swing on Discovery Drive across from Sanofi. Asked whether the Township has been monitoring activity at the construction site, particularly as it relates to the cutting of a manhole. P. Briegel stated Mike Gable, the Township's engineer, has been on site to review and the manhole was disassembled the way the Township requested.

FINANCIAL TRANSACTIONS: None

APPEALS: None

REPORTS

COMMISSIONERS: None

SEWER CONSULTANT:

- The Pump Station 5 jockey pump project is ongoing amidst some permitting delays from DEP due to COVID.
- The mixer pump installation occurred on June 10. In addition to the installation, the wet well was thoroughly cleaned. Sewage flows are increasing. Some fence damage occurred from a contractor during the project, which was documented and repaired through contractor's insurance company.

- Deferred Properties List. The Township has corresponded with several property owners regarding connection of their properties. P. Briegel is specifically working with property owners to guide them through the process. Some individuals have been removed from the list because they were already connected. P. Briegel is maintaining a spreadsheet of users designating whether they are connected, not connected or cannot connect. If someone is not connected by the deadline, they will still be billed.
- Discussion regarding creation of a policy to address delinquent ratepayers. Since BCRA handles delinquencies and shut offs for other municipalities, the Township will discuss coordinating a policy with the BCRA to act on behalf of the Township. There are several categories of delinquent ratepayers to consider including those who are connected, those who are not yet connected and those who cannot connect. E. Gndt stated there are provisions in the Township's Sewer Resolution regarding delinquencies, which should be used as the basis for a broader policy.
- Discussion regarding pinch valves and the need to evaluate the condition of various pinch valves on the system and resolve any deficiencies before they cause future issues.

ADMINISTRATION: None

SEWER ENGINEER: No update

TOWNSHIP SOLICITOR:

- Discussion regarding Kalahari letter of credit (LOC) for pre-treatment facility. L. DeVito referenced the 3rd Amendment that was passed at the last Sewer Committee meeting.
- L. DeVito and T. Munoz had a phone call with chief counsel from the PA Department of Conservation & Natural Resources and Tim Dugan with the local DCNR field office. The call was for informational purposes for the DCNR attorney, who asked what the Township would like to see in the agreement conveying the line from DCNR to the Township. The Township brought DCNR up to speed on the history of the issue and the details of the proposed conveyance. DCNR will send a draft agreement to the Township for review.
- The easement agreement for Turtle Walk is almost complete. There was one outstanding item regarding an issue with a drainage pipe and sewer line that is being addressed. L. DeVito commended the township manager for bringing all parties together to move the process toward a positive outcome. A will-serve letter was issued to the developer.

PUBLIC COMMENT: None

ADJOURNMENT:

R. Wielebinski made a motion, seconded by E. Gndt, to adjourn the meeting at 6:31 p.m. Roll call vote: J. Belvin, yes; E. Gndt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.