

**Pocono Township Board of Commissioners**  
**Sewer Committee Meeting Minutes**  
**January 4, 2021**

The Sewer Committee meeting of the Pocono Township Commissioners was held on Monday, January 4, 2021 via remote teleconference and was opened by President Rich Wielebinski at 6:04 p.m., followed by the Pledge of Allegiance.

**ROLL CALL:** Jerrod Belvin, present; Ellen Gnandt, 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 Krisann Wean, Administrative Assistant, were present.

**PUBLIC COMMENT:** None

**ANNOUNCEMENTS:** None

**HEARINGS:** None

**PRESENTATIONS:** None

**OLD BUSINESS**

R. Wielebinski made a motion, seconded by J. Belvin, to approve the minutes of the December 7, 2020 sewer committee meeting. All in favor. Motion carried.

- Sewer Resolution Update. P. Briegel stated there is no update at this time.

**NEW BUSINESS**

**FINANCIAL TRANSACTIONS:** None

**APPEALS:** None

**REPORTS**

**COMMISSIONERS**

E. Gnandt asked for an update regarding the sewer delinquency letters sent to delinquent customers. Update provided under P. Briegel's report.

**SEWER CONSULTANT**

- DEP provided comments on the Pump Station 5 jockey pump project and Mike Gable, sewer engineer, will have a response prepared by the end of the week.
- Deferred Properties List. Placeholder – No update.
- Properties with no lateral. Will be meeting with M. Gable to put together a bid package for hooking up properties with no lateral. Should have information by next meeting.
- Delinquent accounts update. Some responses were received from delinquent customers and some called the township stating they will make their account current. A handful of letters were returned as undeliverable, so we are working to track down better addresses. Follow-up letter is being sent out to

those who did not respond indicating they have ten days to respond and pay their outstanding balance. Received a delinquent report from BCRA this afternoon and did not see anything significantly different from the previous report. Township will continue to compare with BCRA data to identify any additional delinquent accounts requiring action.

R. Wielebinski asked whether the axe-throwing business is aware that the adjoining sewer lateral was acquired by the Township so they can hook into the system. P. Briegel stated that currently there is just a pipe that runs from the DEP building to the manhole. M. Gable is working on a plan to add a lateral so that the neighboring property can connect to the line and the Township will have to provide a tap-in point for the property owner to connect.

**ADMINISTRATION:** No update

**SEWER ENGINEER:** No update

**TOWNSHIP SOLICITOR**

- Discussion regarding Tobyhanna Equalization (EQ) Tank.

Two outstanding issues with the EQ tank include the location and ownership and operation of the tank. Pocono Township would prefer that the tank be adjacent to the pump station, as they are to work in synchrony with each other. Pocono also feels it is best that Tobyhanna Township own and operate the EQ tank, as Kalahari is their customer. Kalahari has confirmed that Pocono Manor Investors (PMI) is willing to allow the EQ tank to be located on their property. It appears we are getting close to getting a final direction. P. Briegel stated that Kalahari is at a point where they need a final decision on location, ownership and operation, as that impacts final design. E. Gnandt asked whether ownership and operation were both still a concern. It was clarified that there is no final answer yet on ownership. J. Lastowski asked if Kalahari owns the tank, are they allowed to dump anything they want into the tank. P. Briegel clarified that the tank is intermediary to the pump station and they are still required to meet all the permit requirements associated with flows through the station. L. DeVito stated that the current delay is Tobyhanna weighing in on the location of the tank.

- KSD Hospitality & Gateway Equities. Municipal liens were updated for both properties. No update.

**PUBLIC COMMENT:** None

**ADJOURNMENT**

R. Wielebinski made a motion, seconded by E. Gnandt, to adjourn the meeting at 6:25 p.m. All in favor.  
Motion carried.