

**Pocono Township Board of Commissioners
Regular Meeting Minutes
June 7, 2021 7:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on June 7, 2021, and was opened by President Rich Wielebinski at 7:05 p.m. followed by the Pledge of Allegiance.

Roll Call: Jerrod Belvin, present; E. Gndt, present; Jerry Lastowski, present; Keith Meeker, present; and Rich Wielebinski, present.

In Attendance: Leo DeVito, Township Solicitor, Broughal & DeVito; Jon Tresslar, Township Engineer, Boucher & James, Inc.; Taylor Muñoz, Township Manager; and Krisann MacDougall, Administrative Assistant.

Public Comment – No public comment.

Announcements

- An Executive Session regarding personnel issues was held prior to the meeting.
- Pocono Township will host our annual Community Day on Saturday, August 14 (with an August 15 rain date). We will have a variety of activities, exhibitors, and food for the whole family, with fundraising opportunities to support our Fire Company and Library.

Hearings – No hearings.

Presentations

- Nate Kurash, Cloudpermit – Presentation regarding e-permitting software available through Cloudpermit. R. Wielebinski asked if the information is backed up remotely and if data is secure. N. Kurash stated it is backed up redundantly in three data centers. J. Belvin asked about Permit Manager integration. J. Lastowski asked questions about yearly pricing. E. Gndt asked about transferring information from Cloudpermit into Permit Manager.
- BCRA Semiannual Update, Dave Horton, Authority Manager – D. Horton provided an update regarding current and prospective projects, plans and initiatives undertaken by the Brodhead Creek Regional Authority. Tom Wise, the Township's appointee to the BCRA Board, was also present. Provided report of water and wastewater projects. Discussed update on Tannersville Tank & Pump Station and the PJJWA acquisition. Expressed BCRA's support for Township's sewer service area expansion. In response to questions, D. Horton confirmed that the Township's mandatory connection ordinance requires hook-in for properties within 200 feet. Expansion of service area would amount to about 100,000 additional gallons per day. Also discussed construction of a future auxiliary line, which would provide redundancy. E. Gndt asked for clarification regarding water rates paid by the Township versus rates paid for sewer.
- PJJWA Update, Marie Guidry, Pocono Township PJJWA Representative – M. Guidry provided an update regarding the status of and projects undertaken by the Pocono Jackson Joint Water Authority (PJJWA). Discussed reorganization that occurred following a contentious meeting in April where the solicitor and chairman resigned. Issues have been resolved currently, including leaks at the Days Inn. Working toward an amicable transfer of PJJWA to the BCRA.

Resolutions

- Resolution 2021-11 – PennDOT Multimodal Transportation Fund Grant Application

R. Wielebinski made a motion, seconded by J. Lastowski, to approve the submission of a PennDOT Multimodal Transportation Fund grant application for an amount not to exceed \$500,000 for completion of the S.R. 611/Rimrock Drive intersection project. All in favor. Motion carried.

- Resolution 2021-12 – DCED Multimodal Transportation Fund Grant Application

R. Wielebinski made a motion, seconded by K. Meeker, to approve the submission of a DCED Multimodal Transportation Fund grant application for an amount not to exceed \$500,000 for completion of the S.R. 611/Rimrock Drive intersection project. All in favor. Motion carried.

- Resolution 2021-13 – DCED Greenways, Trails and Recreation Program (GTRP) Grant Application

R. Wielebinski made a motion, seconded by J. Belvin, to approve the submission of a DCED Greenways, Trails and Recreation Program (GTRP) grant application to the Commonwealth Financing Authority for an amount not to exceed \$250,000 for the TLC Park Rehabilitation Project. All in favor. Motion carried.

Consent Agenda

- Motion to approve a consent agenda including the following items:
 - Old Business comprised of the minutes of the May 17, 2021 regular meeting of the Board of Commissioners.
 - New business comprised of approval of the following financial transactions:
 - Ratification of vouchers payable received through June 3, 2021 in the amount of \$271,226.18.
 - Ratification of gross payroll for pay periods ending May 16 and May 30, 2021 in the amount of \$221,868.46.
 - Vouchers payable received through June 3, 2021 in the amount of \$88,222.52.
 - Sewer operating fund expenditures through June 3, 2021 in the amount of \$136,722.40.
 - Sewer construction fund expenditures through June 3, 2021 in the amount of \$2,749.10.
 - Capital reserve fund expenditures through June 3, 2021 in the amount of \$19,252.30.
 - Approval of a Fire Tax disbursement of \$24,893.23 to the Pocono Township Volunteer Fire Company.

R. Wielebinski made a motion, seconded by K. Meeker, to approve the consent agenda. J. Lastowski asked about County Waste fulfilling contractual terms. E. Gndant asked how to record her vote on items discussed at a meeting where she was not in attendance. Roll call vote: J. Belvin, yes; E. Gndant, abstained from approval of the minutes, voted yes on the bills; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

NEW BUSINESS

1. Personnel

R. Wielebinski made a motion, seconded by J. Belvin, to make conditional offers of employment to two applicants, Mr. Thomas Mosier and Ms. Lyssa Patella, for open Patrol Officer positions within the Pocono Township Police Department. J. Lastowski asked question regarding the Department's complement of officers. All in favor. Motion carried.

2. Travel/Training Authorizations – No travel/training authorizations.

Report of the President

R. Wielebinski made a motion, seconded by J. Belvin, to appoint Sargent Shawn Goucher as Acting Police Chief, pending Chief Werkheiser's leave of absence. No public comment. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to approve a five-year contract with Cloudpermit for the provision of e-permitting services to Pocono Township, subject to the solicitor's review, and to authorize the Township Manager to execute all contract documents. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to waive the pavilion reservation fee for the Monroe County Garden Club (a registered non-profit) Annual Picnic on August 11, 2021. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to refund the \$70.00 event permit fee for the American Legion Post 903 and their Memorial Day Ceremony that was conducted on May 31, 2021. All in favor. Motion carried.

Commissioner Comments

Jerrold Belvin – Vice President – No comment.

Ellen Gandt – Commissioner – No comment.

Jerry Lastowski – Commissioner

- Inquired as to whether UGI responded to the joint letter regarding gas line concerns in Swiftwater. No response has been received to date.
- State Route 314 was closed for road repair. Patchwork was completed by UGI, but the road condition remains rough. Asked for confirmation as to whether UGI has complied with PennDOT permit requirements and whether the road needs additional work. T. Muñoz will report back to the Board.

Keith Meeker – Commissioner – No comment.

Reports

Zoning – May 2021 report was provided.

Emergency Services – May 2021 reports were provided.

Public Works Report

- Current Public Works projects report – Completing base repairs on roads. Installation of a French Drain was completed on Wild Cherry Lane to address drainage issues. Roadmaster joined H&K to drive the Township roads scheduled for paving. Residents will be notified prior to the start of paving.
- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant – Waiting for DEP permit.

Administration – Manager's Report

- General Township Updates
 - DCNR park visits postponed to summer timeline – Working on new date.
 - Information was submitted to Tom McKeown to request an appraisal of a portion of the Pump Station 5 parcel on Bartonsville Avenue. T. McKeown will do the commercial property appraisal at a cost of \$700.

- Investigation is ongoing regarding public access to the Old Learn Farm property on Learn Road. Received a response from PPL. L. DeVito will be consulted regarding legality of crossing PPL's utility easement.
- Transition of Police and Public Works to FirstNet through ATT is complete, and complementary protective covers for the wireless units were provided to the Township.
- The TLC Park Master Plan has been updated and basketball court bid specs are being developed.
- Discussion regarding implementation of a ban on bus groups in Mountain View Park – T. Muñoz discussed large tour bus groups visiting MVP and causing trash issues.

J. Lastowski made a motion, seconded by R. Wielebinski, to prohibit bus traffic inside MVP, TLC Park, and any other Pocono Township Park, unless an exception is granted by the Board of Commissioners, subject to the Township ensuring there are no negative implications for open space monies received if buss traffic is restricted. E. Bridle, Township resident, suggested installing physical barriers to prevent busses from entering parks. No further comment. All in favor. Motion carried.

- Regional HSPS Comprehensive Plan – Next meeting on Wednesday, June 30 at 6:00 p.m.
- Discussion regarding the Wine Press Inn owner's interest in the purchase of the adjoining Township parcel on Bartonsville Avenue – Pending appraisal.

Township Engineer Report

- St. Paul's Lutheran Drainage Basin – Papillon & Moyer Excavating will undertake improvements. Meeting with R. Sargent tomorrow to look at drainage issues and will check if Papillon & Moyer has made any progress.
- Archer Lane Drainage Issues – Issue has been resolved and discussion regarding potential debris on the roadway will be discussed with R. Sargent.
- Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue – Finalizing changes to revised plan submission for PennDOT.
- Discussion regarding Sunlite Lane and Tara Hill Drive – Will present preliminary design for a fix to address drainage issues.
- An easement plan should be complete for Fish Hill Road by end of this week and will submit to L. DeVito's office to start paperwork to finalize the easement.

Township Solicitor Report

- Update – Kelly Family Trust – Scheduled for trial in August.
- Zoning Hearing Board Update
 - Appeal of Ryan Possinger - Briefs and submissions due June 21, 2021. The ZHB will make decision on billboard issue the following week.
 - Butz Lane STR – Successful in upholding the enforcement notice. Waiting for ZHB opinion.
- A request from Senator Boscola's office was submitted on behalf of Orion Markets (Acorn Gas Station), located at the corner of SR 314 and SR 611, for an inter-municipal liquor license transfer. This requires a public hearing and the Board's permission to advertise for a July 6, 2021 hearing.

R. Wielebinski made a motion, seconded by J. Lastowski, to advertise for a liquor license transfer to Orion markets (Acorn Gas Station). No comment. All in favor. Motion carried.

- Discussion regarding I-80 parcel easement request – Jonathan Weber. Township professionals believe that provision of access is not required and that the chain of title is clear. Indicated that prior experience with similar situations like this resulted in the courts requiring a municipality to provide access. Requested that the Board adjourn into executive session, with the Board to return following to act on the issue.

Public Comment – None.

Executive Session – The Board adjourned into executive session at 8:38 P.M. to discuss the request for easement access across Township-owned property adjacent to I-80. Board returned from executive session at 8:50 P.M.

J. Belvin made a motion, seconded by R. Wielebinski, to advertise the Township owned parcel along I-80 for public bid. All in favor. Motion carried.

Adjournment

R. Wielebinski made a motion, seconded by K. Meeker, to adjourn the meeting at 8:54 P.M. All in favor. Motion carried.