

**Pocono Township Board of Commissioners**  
**Regular Meeting Minutes**  
**September 20, 2021 7:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on September 20, 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. Gnandt, present; J. Lastowski, present; Keith Meeker, present; and Rich Wielebinski present via Zoom.

**In Attendance:** Leo DeVito, Township Solicitor; Amy Montgomery, Township Engineer, Boucher & James, Inc.; Taylor Muñoz, Township Manager via Zoom; Robert Sargent, Roadmaster; Judy Acosta, Zoning Administrator; Shawn Goucher, Acting Chief of Police; and Krisann MacDougall, Administrative Assistant.

**Public Comment**

Joe Folsom (637 Sunglo Lane) – Asked whether there are any plans to address the Ski Haven bridge. Further discussion regarding the condition of the bridge and proposed plans to address the structural issues.

**Announcements**

- An executive session was held this evening prior to our regular meeting for the purpose of discussing personnel items pertaining to the Pocono Township FY 2022 budget.
- Pocono Township's Fall Cleanup will be held Friday, October 1 and Saturday, October 2 from 7:30 a.m. to 3 p.m. each day. Residents can visit [www.poconopa.gov](http://www.poconopa.gov) for more information.
- The Board of Commissioners will conduct a budget work session at 5 p.m. on Wednesday, September 29 for discussion of the Fiscal Year 2022 township budget. This in-person meeting is open to the public.

**Hearings** – No hearings.

**Presentations**

- District Magistrate Dan Kresge swore-in new police officers Devin Dehart and Liam Rebetje.

**Resolutions**

J. Belvin made a motion, seconded by E. Gnandt, to approve Resolution 2021-23 to authorize the submission of a Monroe County Local Share Account grant application to the PA Department of Community and Economic Development in the amount of \$1,521,795.60 for infrastructure improvements at the intersections of Learn Road/Fish Hill Road, Learn Road/SR 611 and Old Mill Road/SR 611. All in favor. Motion carried.

**Consent Agenda**

- Motion to approve a consent agenda of the following items:
  - Old business consisting of the minutes of the September 7, 2021 regular meeting of the Board of Commissioners.
  - Financial transactions including:
    - Ratification of vouchers payable received through September 16, 2021 in the amount of \$8,731.75 and sewer operating expenditures in the amount of \$126.76.
    - Ratification of gross payroll for the pay period ending September 5, 2021 in the amount of \$122,692.31.
    - Vouchers payable received through September 16, 2021 in the amount of \$184,303.93.

- Sewer operating fund expenditures through September 16, 2021 in the amount of \$25,631.18.
- Sewer construction fund expenditures through September 16, 2021 in the amount of \$13,635.57.
- Capital reserve fund expenditures through September 16, 2021 in the amount of \$2,759.52.
- A Fire Tax disbursement of \$1,284.76 to the Pocono Township Volunteer Fire Company.

J. Belvin made a motion, seconded by K. Meeker, to approve the consent agenda. E. Gndt asked for clarification on the minutes relating to police overtime. L. DeVito provided explanation. All in favor. Motion carried.

## **NEW BUSINESS**

1. **Personnel** – No new business.

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

## **Report of the President**

Richard Wielebinski

R. Wielebinski made a motion, seconded by E. Gndt, to waive Mountain View Park pavilion rental fees on September 25, 2021 for non-profit Pocono Services for Families & Children to host their Project Success program. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to approve Escrow Release No. 8 for the Trap Enterprises Route 0611 Project, per the Township Engineer's recommendation letter dated September 16, 2021, reducing the Applicant's construction escrow by \$16,701.81 and leaving a balance of \$572,695.05. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to approve a monthly \$60.00 cell phone stipend to Township Manager, Taylor Munoz. E. Gndt asked for clarification. All in favor. Motion carried.

- Update regarding the installation of the basketball court at TLC Park and other projects at the site – The basketball court is now fully paved and light standards have been installed. Bases for backboards were installed today, and road crew will install base of sidewalk tomorrow around the perimeter of the court. Road crew will be pulling wires. Fencing will be installed after blacktop is complete.

## **Commissioner Comments**

Jerrod Belvin – Vice President

- Emergency Management Update – Still working to see if County will qualify for FEMA Public Assistance funding. E. Gndt asked whether this would apply to individuals. J. Belvin stated the County would have to demonstrate significantly more damage for individuals to qualify.

Ellen Gndt – Commissioner

- Inquired if purchase of excavator was COSTARS. Asked about status of agreement with HJP Park. Asked about BCRA and their ability to serve Pocono Township with water.

Jerry Lastowski – Commissioner

- Asked if UGI will have S.R. 314 paved by winter.

Keith Meeker – Commissioner – No comment.

## **Reports**

### **Public Works Report**

- Current Public Works projects and storm damage report – Wrapping up storm damage repairs.
- TLC Park Project Update – Basketball court is progressing. Jim Schlier indicated he will donate topsoil to put around the basketball court. J. Lastowski suggested that the Board send a thank you letter to donors as they arise.

J. Lastowski made a motion, seconded by K. Meeker, to amend the agenda for discussion and possible action for the advertising of a 2005 Peterbilt dump truck and 2009 Chevy Impala on Municibid. No discussion. All in favor. Motion carried.

J. Lastowski made a motion, seconded by J. Belvin, for the Township to advertise the 2005 Peterbilt dump truck and the 2009 Chevy Impala on Municibid. All in favor. Motion carried.

### **Administration – Manager’s Report**

- Updates on current Township action items
  - Phillips & Donovan architectural feasibility study will begin September 27, 2021 and is moving forward. T. Munoz will reach out to architect and request a meeting with the Commissioners to discuss updates to the Township’s facility needs.
  - Rollout of new Traisr platform in progress – Meeting took place this week and Traisr is working with the County to integrate GIS into their system for Pocono Township.
  - Investigating the possibility of park usage fees for non-Monroe County residents – Conducting research as to what other municipalities are doing regarding park fees for non-Monroe County residents and will work on more research for presentation to the Board.
- Discussion regarding revisions to the Township cleanup fees charged for large panel trucks and trailers.

J. Belvin made a motion, seconded by J. Lastowski, to accept a revised cleanup fee schedule for Township cleanup days, with new rates for larger trailers and U-Haul vehicles. All in favor. Motion carried.

- Discussion regarding proposal by Tom Lovito to purchase two-acre Learn Road parcel and provide easement access to Pocono Township for developing a parking area for the adjoining open space parcel. R. Wielebinski stated it was very gracious of Mr. Lovito to make this offer and agrees with preparing a document to establish the Township’s use. L. DeVito stated it would be part of the formal record. J. Lastowski asked about liability. L. DeVito indicated there would likely be an indemnification agreement. Will discuss further steps with Mr. Lovito and report back to the Board.
- BCRA representatives to attend second Commissioners meeting in October to discuss water line capacity in Pocono Township.

E. Gndt questioned the feasibility study where it states the meeting room would seat 8-10 people on the old plans. J. Belvin stated there would be multiple meeting rooms. T. Munoz will clarify what information needs to be updated and report back to the Board.

### **Township Engineer Report**

- Discussion and update regarding the Northridge/Serenite Holly Court project – Held a meeting recently with applicant to discuss Holly Court portion of their project, as Holly Court is part of the original plans that were recorded. Will provide a plan amendment that allows for phasing of the project and start Holly Court sooner. The Hunter Circle part of the plan is where plan changes are proposed and will continue to work through the land development process. All parties agreed that it was time to move this project along. The Board should expect movement on the project soon.
- Stormwater and infrastructure issues identified following recent storm events – J. Tresslar prepared a letter last week of the various inspections completed and recommendations for repair.
- St. Paul’s Lutheran drainage basin repairs – Waiting for weather to clear.

- Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue – Waiting on PennDOT's response to questions on the review letter.
- Intersection improvements to Learn Road, Fish Hill, Old Mill Road and SR 611 – Discussed under Resolutions section prior.
- Preliminary plan and cost estimates to address drainage issues at Sunlite Lane & Tara Hill Drive – R. Sargent has looked at the plan and will further review.

J. Belvin made a motion, seconded by E. Gndt, to amend the agenda to read the bids for Pump Station 5 and the laterals project. All in favor. Motion carried.

Bids were read aloud, and no action was required. The bids will be made public, evaluated and bid award will be made at the next Board meeting.

J. Belvin thanked Amy for all her work compiling the data needed following the storm damage.

E. Gndt asked for clarification regarding the number of bids received. R. Wielebinski stated that the Township engineer should review all the bids before making a final decision.

### **Township Solicitor Report**

- Zoning Hearing Board updates – Received call from an attorney inquiring about short term rentals in residential districts.
- Update – Johnson Appeal – Case will be heard by the Commonwealth Court.
- 150 Gravatts Way – Court Appearance on October 21 at 1:30 p.m. – Will update Cobble Creek residents regarding the public hearing.
- Upcoming local agency hearings in front of the Board of Commissioners – Upcoming hearing regarding well separation distance from septic on the same property. Request for a well permit was denied and has now been appealed to the Commissioners E. Gndt requested an executive session to discuss this matter further.

**Public Comment** – No public comment.

### **Adjournment**

J. Belvin made a motion, seconded by J. Lastowski, to adjourn the meeting at 8:10 p.m. and go into executive session to discuss personnel issues and not return. All in favor. Motion carried.