

**Pocono Township Board of Commissioners**  
**Regular Meeting Minutes**  
**November 15, 2021 | 7:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on November 15, 2021 and was opened by President Rich Wielebinski at 7:05 p.m. followed by the Pledge of Allegiance.

**Roll Call:** Jerrod Belvin, present; Ellen 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.; and Taylor Munoz, Township Manager.

**Public Comment**

Sara Hagner (2156 Deerfield Way) – Claimed her property has issues with neighbor’s septic and alleged that these issues have caused lung problems with her husband and family. The Board of Commissioners asked the Township Manager to reach out to the Township sewage enforcement officer (SEO) to perform an inspection.

James Hagner (2156 Deerfield Way) – Stated he hoped that the Township would send someone to investigate the alleged sewage issue at his property.

Ryan Lohman (113 Marcelle Terrace) – Ms. Lohman is in the planning process for building a home on a 9-acre property at 1207 Beech Place in Pocono Haven. She requested Township consideration for waiving the requirement for a grading permit, due to cost and property impact. She stated an E&S plan is already on file with the Conservation District and asked whether there is a process to request a waiver or sign a hold harmless to proceed with the home absent a grading permit. Township manager and engineer will further review and report back.

**Announcements – None**

**Hearings – None**

**Presentations – None**

**Resolutions**

R. Wielebinski made a motion, seconded by K. Meeker, to approve Resolution 2021-30 adopting the 2021 Monroe County Hazard Mitigation Plan as the official Hazard Mitigation Plan of Pocono Township. 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 November 1, 2021 regular meeting of the Board of Commissioners.
  - Financial transactions through November 11, 2021 including:
    - Ratification of vouchers payable in the amount of \$277.03, sewer operating expenditures in the amount of \$475.45 and capital reserve expenditures in the amount of \$200.00.
    - Ratification of gross payroll for the pay period ending October 31, 2021 in the amount of \$112,222.76.
    - Vouchers payable in the amount of \$133,225.40.
    - Sewer operating fund expenditures in the amount of \$119,966.92.
    - Sewer construction fund expenditures in the amount of \$4,162.00.
    - Capital reserve fund expenditures in the amount of \$714.13.
    - A fire tax disbursement of \$698.22.

- A temporary transfer of \$30,000.00 to the Capital Reserve fund until state grant fund reimbursement is received.

R. Wielebinski made a motion, seconded by J. Belvin, to approve the consent agenda. All in favor. Motion carried.

## **NEW BUSINESS**

### **Report of the President**

Richard Wielebinski

R. Wielebinski made a motion, seconded by K. Meeker, to authorize the Township Manager to make available for public inspection the proposed FY 2022 Pocono Township Budget, as required by the First-Class Township Code, as of Wednesday, November 24, 2021, with versions available in hard copy at the Township office and posted on the Township website. T. Muñoz read a synopsis of the budget. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to authorize the Township Manager to advertise the FY 2022 proposed budget, as required by the First-Class Township Code, at least twenty (20) days prior to the date for tentative adoption set for December 20, 2021. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gndt, to authorize the preparation and advertisement of an amendment to the Pocono Township Amusement Tax ordinance, setting the Amusement Tax rate at 10%, effective January 1, 2022. E. Gndt confirmed that this requires a public hearing. All in favor. Motion carried.

- Bid opening and possible award of bid for a Township-owned property located on Bartonsville Avenue with Parcel ID 12.9.1.36-1-1.

Bid received by Minu Desai for \$82,000 on 11/12/2021.

E. Gndt made a motion, seconded by J. Belvin, to award the bid of \$82,000 to Minu Desai for the purchase of the Township owned property with Parcel ID 12.9.1.36-1-1. All in favor. Motion carried.

- Interview of candidate(s) and possible action regarding the appointment of a new alternate Zoning Hearing Board (ZHB) member. Bradley Harrison applied for the alternate position and was asked about his background and availability for ZHB meetings.

J. Lastowski made a motion, seconded by R. Wielebinski, to appoint Bradley Harrison as alternate Zoning Hearing Board member. All in favor. Motion carried.

- Discussion and possible action regarding use of American Recovery Plan funds for stormwater remediation adjacent to SR 611 & Warner Road – Discussed work performed by the owners of the Pocono Farm Stand and Smugglers Cove to remediate Pocono Creek flooding issues. It was specified that this work constitutes a public benefit and addresses flooding issues with the entire Route 611 corridor in this vicinity.

J. Lastowski made a motion, seconded by R. Wielebinski, to reimburse the property owners for the materials cost required to complete Pocono Creek flood remediation work, conditioned upon 1) receipt of material costs by the property owners and 2) that the use of funds is approved by the Township auditor as a qualifying expense under the terms of the American Rescue Plan Act. It was further specified that the Township will handle stormwater remediation projects on a case-by-case basis and the Township will issue a written thank you to the owners for the work performed. All in favor. Motion carried.

### **Commissioner Comments**

Jerrod Belvin – Vice President – No comment.

Ellen Gandt – Commissioner

- Inquired about Blue Ridge cable franchise agreement status and UGI road closure for pipeline repair. Requested update on Ski Haven bridge. Asked for information regarding the Township's grant consultants and what grants have been obtained from their services.

Jerry Lastowski – Commissioner - No comment.

Keith Meeker – Commissioner

- Asked for update on SR 611/Wiscasset Avenue garbage dumping issues. Discussion regarding possibility of establishing an ordinance to control the location and registration of clothing drop boxes.

## **Reports**

### **Public Works Report**

- Current Public Works projects – Completing leaf cleanup and ramping up for snow removal season.
- TLC Park Project Update - Basketball court is complete and open. Court is already being used. Waiting on electrician for inspection and PPL to turn on the power.
- Confirmed that power has been disconnected from the 114 Alger Avenue property and demolition will begin soon.

### **Administration – Manager's Report**

- Job advertisements for open Township positions to commence soon for an Administrative Assistant and a soon-to-be vacant Road Crew position. Board suggested that a luncheon be planned for Dec.
- Regional HSPS Comprehensive Plan update – Draft plan available soon for review.
- Discussion regarding a buy-one-get-one deal for license plate readers (LPRs).

R. Wielebinski made a motion, seconded by K. Meeker, to amend the agenda for action on LPRs. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to purchase two LPR readers and get two free for an amount not to exceed \$40,000. All in favor. Motion carried.

### **Township Engineer Report**

- Update – Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue.
  - Discussion regarding whether Rimrock traffic light upgrades will be covered by Green Light Go and/or Stroud Township.

Revisions were submitted to PennDOT last week. Design components should be final as of last submission. Confirmed that Stroud Township is responsible for light upgrades through their portion of the Green-Light-Go project funds.

### **Township Solicitor Report**

- Update – Closing for sale of I-80 parcel - Closing on the I-80 parcel scheduled for this Thursday.
- Update – Taveras Appeal – Waiting on Court of Common Pleas.
- Update – Johnson Appeal – Briefs due in January to be argued next year.
- HJP Park Agreement between Pocono and Jackson Townships – Reached out to Todd Weitzmann and have not yet received a response.
- Zoning Hearing Board updates - Zoning hearing variance request received today.
- Kelly Family Trust – Owner has been in hospital, delaying cleanup.
- Discussion regarding a PA One Call agreement between Pocono Township and BCRA.

J. Lastowski made a motion, seconded by R. Wielebinski, to amend agenda for consideration of a PA One Call agreement between Pocono Township and BCRA. All in favor. Motion carried.

J. Lastowski made a motion, seconded by R. Wielebinski, to authorize Township Solicitor to finalize the PA One Call agreement between Pocono Township and BCRA for advertisement and adoption. All in favor. Motion carried.

E. Gnanadt asked for confirmation regarding changes to the Sunshine Act.

**Public Comment** – No comment.

**Adjournment**

R. Wielebinski made a motion, seconded by E. Gnanadt, to adjourn the meeting at 8:36 p.m. All in favor. Motion carried.

DRAFT