

**Pocono Township Board of Commissioners
Sewer Committee Meeting Minutes
December 6, 2021**

The Sewer Committee meeting of the Pocono Township Commissioners was held on Monday, December 6, 2021 via remote teleconference and was opened by Vice Chair Jerrod Belvin at 6:04 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, absent.

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

PUBLIC COMMENT

Ralph Gundrum, Kalahari Legal Counsel – Stated that Kalahari does not have any issues paying the overages for recent excess sewer usage. They are waiting on an invoice from Tobyhanna or from Pocono to Tobyhanna.

ANNOUNCEMENTS: None

HEARINGS: None

PRESENTATIONS: None

OLD BUSINESS

J. Belvin made a motion, seconded by K. Meeker, to approve the minutes of the November 1, 2021 sewer committee meeting. All in favor. Motion carried.

NEW BUSINESS

FINANCIAL TRANSACTIONS: None

APPEALS: None

REPORTS

SEWER CONSULTANT

- Preconstruction meeting was held with contractors for the Pump Station 5 pump station project. They have begun to order materials, some of which have delivery delays. For the deferred lateral connections project, meetings have been held with the contractor. A follow-up meeting was held this afternoon to review the connection required for the Pippolo property.
- Late fees and interest charges for delinquent sewer accounts will be included in the Township's revised fee schedule and passed via resolution.
- BCRA I&I issues – Continued meetings held to address I&I issues with BCRA and member municipalities. While not an issue for Pocono Township, other member municipalities have begun proactive measures to begin addressing inflow and infiltration issues in their respective systems. All Township customers will receive a notice reminding users that they cannot discharge anything other than sanitary sewer flows into the system. If there's an issue, they will be faced with possible further

fees. Public notice will be distributed with next BCRA billing. Pocono Township has real-time monitoring at all pump stations and valve stations, which has allowed the Township to identify issues immediately as needed.

- Further discussion was held regarding sending an invoice to Tobyhanna Township for sewer use overages. Pocono Township will send out an invoice specific to the overages, and address the additional EDUs required separately.

COMMISSIONERS

- E. Gndt asked for an update regarding the liens that have been placed on the properties with outstanding unpaid usage fees. P. Briegel confirmed that several customers have called and indicated they will connect following the lien notifications. Has not received any complaints about requirement to connect. E. Gndt asked for clarification regarding the imposition of interest on outstanding balances for late fees.

ADMINISTRATION: No report.

SEWER ENGINEER

- Update - Sanofi Sanitary Sewer Easement – Placeholder.
- Update - Act 537 Plan – Submission to DEP is 95% complete. DEP will not allow for a pre-submission meeting, but they will review the Township’s resolution and public advertisement in advance. T. Munoz reviewed the resolution and L. DeVito’s office is reviewing the public notice. Next step is to publicly advertise the Act 537 with a 30-day public comment period. Responses to public comments will be included in submission to the DEP. Anticipate being able to advertise around December 20.

E. Gndt asked whether the Act 537 Plan requires mandatory hookups and requested clarification regarding the proposed Warner Road service area.

TOWNSHIP SOLICITOR

- Discussion regarding Tobyhanna Equalization (EQ) Tank – Township Engineer is issuing a review letter tomorrow with comments on the proposed design. Kalahari looking to move forward with ordering long lead-time items.

J. Lastowski made a motion to amend the agenda for purpose of action on the Pocono Township-Tobyhanna Township Amendment to the Intermunicipal Sewage Collection and Disposal Services Agreement concerning the Tobyhanna Township EQ tank. All in favor. Motion carried.

J. Lastowski made a motion, seconded by J. Belvin, to have the appropriate township officers sign the amendment to the Intermunicipal Sewage Collection and Disposal Services Agreement as it relates specifically to the Tobyhanna EQ tank. Under discussion, E. Gndt asked if this includes the increased letter of credit. L. DeVito stated yes it does. R. Gundrum thanked the Township professionals for helping get the amendment completed. All in favor. Motion carried.

- Update – Letter to Tobyhanna Township addressing excess sewer usage. Item discussed previously.
- Amendment to Intermunicipal Sewage Collection & Disposal Services Agreement – The Township’s position is that a comprehensive amendment to the overall agreement will be considered once the EQ Tank amendment is in place.

Public Comment – None

Adjournment

J. Belvin made a motion, seconded by E. Gndt, to adjourn the meeting at 6:41 p.m. All in favor. Motion carried.

DRAFT