

**Pocono Township Board of Commissioners  
Sewer Committee Meeting Minutes  
February 7, 2022**

The Sewer Committee meeting of the Pocono Township Commissioners was held on Monday, February 7, 2022 via remote teleconference and was opened by Chairman Richard Wielebinski at 6:00 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, present.

**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** – None

**ANNOUNCEMENTS** – None

**HEARINGS** – None

**PRESENTATIONS** – None

**OLD BUSINESS**

J. Belvin made a motion, seconded by K. Meeker, to approve the minutes of the January 3, 2022 sewer committee meeting. All in favor. Motion carried.

- Sewer Resolution Update – None

**NEW BUSINESS**

**FINANCIAL TRANSACTIONS** – None

**APPEALS** – None

**REPORTS**

**SEWER CONSULTANT**

R. Wielebinski made a motion, seconded by J. Lastowski, to approve Change Order No. 1 to the Pump Station 5 Electrical/Controls Contract in the amount of \$23,567.00, providing for the upgrade of the station's outdated Programmable Logic Controller (PLC) and associated software. E. Gndt asked if all pumps need to be updated with the same software and whether some can be operated with different software. P. Briegel stated the software upgrade will be specific to Pump Station 5 and the Township will look at upgrading the other four stations. E. Gndt asked if the Township knew the upgrade was needed when the project was bid out. P. Briegel stated the upgrade came up after the professionals further reviewed the compatibility of the existing software. E. Gndt asked if there is a percentage cap on the ability to approve change orders per the bid specifications that were issued. J. Tresslar stated he does not believe there is a cap. All in favor. Motion carried.

- Discussion regarding quote for Multi-Dimensional Integration (MDI) to complete review of shop drawings and programming by Hayden Power Group, in addition to further system updates, during the Programmable Logic Controller upgrade. P. Briegel stated that MDI is the controls professional that will be performing this work. They are the Township's backup programmer and

able to do the work described in lieu of Keystone Engineering. R. Wielebinski asked for clarification regarding the two change orders. E. Gmandt asked for clarification regarding the second quote and whether this is in accordance with required bidding guidelines/specifications.

R. Wielebinski made a motion, seconded by K. Meeker to approve a quote of \$12,120.00 provided by Multi-Dimensional Integration (MDI) to complete review of shop drawings and programming by Hayden Power Group, in addition to further system updates, during the Programmable Logic Controller upgrade. E. Gmandt asked a specific question regarding a term and costs included in the proposed quote. Also asked if the Township wants the general contractor to handle a subcontractor for this type of work in the future. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to approve Change Order No. 1 to the Deferred Lateral Connection Contract in the amount of \$10,000.00 for the purpose of providing a sewer lateral connection to Splinters' Hatchet & Axe Throwing (2190 PA-611). All in favor. Motion carried.

- Discussion regarding approval of Payment No. 1 to Kobalt Construction for the Deferred Lateral Connection Project. E. Gmandt observed that the engineering letter does not add up to the amount reflected in the payment request for the project. The letter will be revised to reflect the additional items that amount to \$9,450.00.

R. Wielebinski made a motion, seconded by K. Meeker, to approve Payment No. 1 in the amount of \$9,450.00 to Kobalt Construction, Inc. for work performed under the Deferred Lateral Connection Project, per the recommendation of the Township Engineer's letter dated January 31, 2022. All in favor. Motion carried.

- P. Briegel state that steps continue to be taken to address BCRA I&I issues with member municipalities.

**COMMISSIONERS – None**

**ADMINISTRATION – No report.**

#### **SEWER ENGINEER**

- Sanofi Sanitary Sewer Easement – No update.
- Act 537 Plan Update – The process continues toward approval of the Act 537 service area expansion.

#### **TOWNSHIP SOLICITOR**

- Discussion regarding Tobyhanna Equalization (EQ) Tank. The agreement has been signed and the proposed LOC draft is being reviewed.
- Update – Letter to Tobyhanna Township addressing excess sewer usage. A check was authorized for the excess sewer usage. Kalahari sent a check to Tobyhanna, and a check will in turn be sent to Pocono. The remaining issue of the purchase of an additional 9 EDUs is still being discussed. A meeting with Tobyhanna Township being scheduled for Wednesday.
- Amendment to Intermunicipal Sewage Collection & Disposal Services Agreement – Will begin looking at this agreement now that the EQ agreement is complete.

**PUBLIC COMMENT – None**

**ADJOURNMENT**

R. Wielebinski made a motion, seconded by E. Gmandt, to adjourn the meeting at 6:34 p.m. All in favor. Motion carried.

DRAFT