

**Pocono Township Board of Commissioners
Sewer Committee Meeting Minutes
May 2, 2022**

The Sewer Committee meeting of the Pocono Township Commissioners was held on Monday, May 2, 2022 and was opened by Chairman Rich 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: Lisa Pereira, Twp. Solicitor; Jon Tresslar, Twp. Engineer, Boucher & James, Inc.; Patrick Briegel, Sewer Consultant via Zoom; and Taylor Munoz, Township Manager.

PUBLIC COMMENT – None

ANNOUNCEMENTS – None

HEARINGS – None

PRESENTATIONS – None

OLD BUSINESS

R. Wielebinski made a motion, seconded by E. Gndt, to approve the minutes of the April 4, 2022 sewer committee meeting. All in favor. Motion carried.

- Sewer Resolution Update – None

NEW BUSINESS

FINANCIAL TRANSACTIONS – None

APPEALS – None

REPORTS

SEWER CONSULTANT

- Pump Station 5 Jockey Pump Project & Deferred Lateral Connections Project. Project is progressing, with tanks set and materials onsite to make connection to the force main. Contractor will dry-fit the pieces with a target date of next Wednesday. Preparing for physical connections on May 11. Township has requested that large industrial users reduce their flows during the connection time that Wednesday. For the Deferred Laterals Project, the Starner easement was finalized and recorded. Boring will occur concurrently.
- Discussion regarding finalization of two sewer reservation agreements. Springhill Suites Hotel planning new location between Frantz Road and Bartonville Ave and has requested reservation of 30 EDUs as they go through the land development process. 330 Learn Road, known as “Westhill Villas,” seeks reservation of 14 EDUs. Both applicants have submitted the appropriate paperwork and fees.

R. Wielebinski made a motion, seconded by J. Belvin, to open the agenda for action to approve reservation agreements. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to approve reservation agreements for Springhill Suites Hotel in the amount of 30 EDUs and Westhill Villas/330 Learn Road in the amount of 14 EDUs. Discussion – E. Gndt asked for confirmation that the EDUs requested are sufficient. J. Lastowski asked for clarification regarding the project’s location. All in favor. Motion carried.

Discussion regarding construction process for the Tobyhanna equalization tank, specifically how payment applications will be made moving forward. Prior security for the pre-treatment facility was a bond and this is now being converted to a cash escrow. Township talked with Tobyhanna about the mechanics of how the payments and inspections will proceed and it was recommended that a professional services agreement be set up for specific engineering inspections and payment requests once permitting is complete. Discussion regarding establishing of a professional services agreement.

R. Wielebinski made a motion, seconded by J. Lastowski, to open the agenda for action regarding the establishment of an escrow with Tobyhanna Township. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to establish an escrow with Tobyhanna Township for the purposes of completing review of the equalization tank and its construction. No public comment. All in favor. Motion carried.

- Contractor payment applications for Jockey Pump and Deferred Laterals projects. No update.

COMMISSIONERS

- E. Gndt asked for solicitor to let the Commissioners know if the previously filed liens on delinquent sewer customers have been updated.

ADMINISTRATION – No report.

SEWER ENGINEER

- Sanofi Sanitary Sewer Easement – No update.
- Act 537 Plan – No update.

TOWNSHIP SOLICITOR

- Discussion regarding Tobyhanna Equalization (EQ) Tank – Discussed under Sewer Consultant's report.
- Update – Additional EDUs for Tobyhanna Township addressing excess sewer usage. Awaiting a response from Tobyhanna. E. Gndt asked how long the Township has been waiting for an answer.
- Amendment to Intermunicipal Sewage Collection & Disposal Services Agreement – No update.
- Update – Starner Easement. Executed and recorded with the County.

PUBLIC COMMENT – None

ADJOURNMENT

R. Wielebinski made a motion, seconded by E. Gndt, to adjourn the meeting at 6:29 p.m. All in favor. Motion carried.