



**POCONO TOWNSHIP COMMISSIONERS
AGENDA**

January 17, 2023 | 6:00 p.m.
112 Township Drive, Tannersville, PA

Dial-In Option: 646 558 8656

Meeting ID: 892 102 5946

Passcode: 18372

Zoom Link:

<https://us06web.zoom.us/j/8921025946?pwd=Q1VtaFVhVEpRWUvdIFrSHJ1cE1TdZ09>

Open Meeting

Pledge of Allegiance

Public Comment

For any individuals wishing to make public comment tonight, including those dialed in by phone, please state the spelling of your name and identify whether you are a taxpayer of Pocono Township.

Please limit individual comments to five (5) minutes and direct all comments to the President. Public comment is not for debate or answering questions, rather it is for "comment on matters of concern, official action or deliberation...prior to taking official action" [PA Sunshine Act, Section 710.1].

Announcements

- The Township ice skating rink at TLC Park is open 8:00 a.m. to 9:00 p.m. daily on a weather-permitting basis. Please follow the Township Facebook page or call the office to check on its status. We encourage Township residents and their families to enjoy the ice rink!
- The Public Hearing for adoption of the Township's curative zoning amendment addressing distribution, warehouse and trucking terminal uses will be held at the February 6, 2023 meeting of the Board of Commissioners.

Presentations

- State Representative Maureen Madden (115th District) – Legislative district now includes Pocono Township. Introduction regarding state services offered and support of Pocono Township projects.

Hearings

- Local Agency Hearing – 249 Camelback Road – Appeal of Lori A. Grossi and Felicia Damato regarding the Township Zoning Officer's denial of an application for a transient dwelling unit

permit under Chapter 302, Transient Dwelling Use of Single-Family Dwellings for the property located at 249 Camelback Road.

- Motion to open public hearing. **(Action Item)**
- Motion to close public hearing. **(Action Item)**

Resolutions

- Resolution 2023-01 – Motion to approve Resolution 2023-01 approving the Brodhead Creek Regional Authority's acquisition of the assets and water service area of the Pocono-Jackson Joint Water Authority. **(Action Item)**

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the December 29, 2022 and January 3, 2023 meetings of the Board of Commissioners.
 - Financial transactions through January 12, 2023 as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll; vouchers payable, sewer operating expenditures, construction fund expenditures, capital reserve expenditures and transfers. **(Action Items)**

NEW BUSINESS

1. Personnel

- Discussion and possible action regarding the extending of an offer of employment for the position of Public Works Director. **(Possible Action Item)**

2. Travel/Training Authorizations

- Acting Chief Goucher, Acting Sergeant Rath and Township Manager to attend a PSATS Police Department Management Training.

Report of the President

Richard Wielebinski

- Motion to purchase a 2023 Nissan Rogue SUV in the amount of \$30,304.47 for the Township Manager vehicle and for Township use generally. **(Action Item)**
- Discussion and possible action regarding a waiver request for driveway slope for the property located on Spruce Road, Lot 14 (Laurel Spring Estates). **(Action Item)**
 - LVL Engineering review letter issued January 10, 2023.

Commissioner Comments

Jerrod Belvin – Vice President

- Emergency Management Update
- Update – PPL utility lines and possible drainage issues on Barton Court.

Ellen Gandt – Commissioner

Jerry Lastowski – Commissioner

Keith Meeker – Commissioner

Reports

Zoning

Police Report

- General police updates.

Ambulance Report

Public Works Report

- Current Public Works projects.
- Mountain View Park updates.
 - Update – MVP fencing project.
 - Update – Installation of new slide.
- TLC Park updates.

Administration – Manager’s Report

- Zoning and SALDO review process to begin at next Planning Commission meeting at 6:00 p.m. on January 23 with Nanci Sarcinello, the Township’s planning consultant.

Township Engineer Report

- Sidewalk installation for Wendy’s and Turkey Hill.
- Parking area design for Old Learn Farm open space parcel adjacent to PPL easement.
 - Easement needed from adjoining property owner (Lovito).
- Update – TASA SR 611 sidewalk project.
- Update – Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue.

Township Solicitor Report

- Zoning Hearing Board updates.
 - January 26, 2023 – Medina & Alvarez seeking permission to use property zoned R-1 as a short-term rental. **(Action Item)**
- Motion to authorize Township solicitor to prepare an ordinance codifying BCRA’s public water service area for consistency with the Township’s central sewage (Act 537) service area. **(Action Item)**
- Update – Tobyhanna Act 537 Sewage Capacity Request.
- Update – Closing for sale of Bartonsville Avenue parcel.
- Update – Johnson Appeal Commonwealth Court argument.
- Update – PJJWA transfer agreement.

Public Comment

For any individuals wishing to make public comment tonight, including those dialed in by phone, please state the spelling of your name and identify whether you are a taxpayer of Pocono Township. Please limit individual comments to five (5) minutes and direct all comments to the President.

Adjournment

**BOARD OF COMMISSIONERS
OF THE TOWNSHIP OF POCONO,
MONROE COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2023-01

**A RESOLUTION OF THE TOWNSHIP OF POCONO,
COUNTY OF MONROE, PENNSYLVANIA APPROVING
THE BRODHEAD CREEK REGIONAL AUTHORITY'S
ACQUISITION OF THE ASSETS AND WATER SERVICE
AREA OF THE POCONO-JACKSON JOINT WATER
AUTHORITY.**

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE
TOWNSHIP OF POCONO AS FOLLOWS:**

WHEREAS, the **TOWNSHIP OF POCONO**, a Township of the First Class, is a body politic and corporate, organized and existing under the laws of the Commonwealth of Pennsylvania, with a principal address of Pocono Township Municipal Building, 112 Township Drive, Tannersville, Pennsylvania 18372; and

WHEREAS, the Brodhead Creek Regional Authority (the "Authority"), formerly the Stroudsburg Municipal Authority, was created and exists under the Municipality Authorities Act (the Act of the General Assembly of the Commonwealth of Pennsylvania approved May 2, 1945, P.L. 382, as continued by an Act of the General Assembly of the Commonwealth of Pennsylvania approved June 19, 2001, P.L. 22 (53 Pa. Cons. Stat. §§ 5601 *et seq.*) (the "Act"), as amended, and as evidenced by its Articles of Incorporation, which have been amended to extend the term of its corporate existence to January 1, 2067, for the purpose, *inter alia*, of construction, ownership and operation of water and wastewater systems serving users in all or portions of the Borough of Stroudsburg ("Stroudsburg") and the Townships of Hamilton ("Hamilton"), Pocono ("Pocono"), Smithfield ("Smithfield"), Stroud ("Stroud"), all located in Monroe County, Pennsylvania (hereinafter collectively, the "Member Municipalities"); and

WHEREAS, the Authority is owned by the Member Municipalities pursuant to an Amended and Restated Intergovernmental Cooperation Agreement, dated May 10, 2010, a First Supplement to the Amended and Restated Intermunicipal Cooperation Agreement, dated November 1, 2010, and a Second Supplement to the Amended and Restated Intermunicipal Cooperation Agreement, dated August 1, 2017 (hereinafter collectively, the "ICA"); and

WHEREAS, the Township of Pocono, a Member Municipality, and Jackson Township have requested that the Authority acquire the assets and water service area of the Pocono-Jackson Joint Water Authority ("PJJWA"); and

WHEREAS, the PJJWA is a municipal authority created and existing under the Act which provides public water service to portions of Pocono and Jackson Townships, Monroe County, Pennsylvania; and

WHEREAS, the PJJWA has been in extensive negotiations with the Authority to develop an asset purchase agreement to transfer the assets and water service area of the PJJWA to the Authority; and

WHEREAS, the Authority will acquire the following assets from the PJJWA:

1. One hundred forty-five (145) new customers;
2. Ten and nine-hundredths (10.09) miles of water distribution lines;
3. Three (3) new water sources with attendant pumps and water tank;
4. A PA Small Water and Sewer Grant in the amount of Four Hundred Twenty-One Thousand Five Hundred Seventy-Seven (\$421,577.00) Dollars to be used to repair and/or replace portions of the water distribution system;
5. Total assets, exclusive of grants, valued between One Million Eight Hundred Thousand (\$1,800,000.00) Dollars and Two Million Four Hundred Thousand (\$2,400,000.00) Dollars by in 2019 by PFM Financial Advisors LLC; and

WHEREAS, the Authority will pay Six Hundred Fifty-Four Thousand Eight Hundred (\$654,800.00) Dollars for the assets and water service area of the PJJWA to First Keystone Community Bank to retire the only indebtedness on the PJJWA water distribution system; and

WHEREAS, the acquisition of the PJJWA assets and water service area will not increase water rates of existing customers; and

WHEREAS, the PJJWA water distribution system and the Authority's existing water distribution system are already interconnected by a twelve (12") inch water main with attendant facilities which was constructed with developer funds; and

WHEREAS, the Authority believes its acquisition of the PJJWA assets, including its water source, will be beneficial to the water system as a whole by allowing for resiliency and increased security of its water sources; and

WHEREAS, Section 6.5.1 of the Amended and Restated Intergovernmental Cooperation Agreement, dated May 1, 2010, authorizes the acquisition of water systems owned by other municipalities upon approval of the majority of all Member Municipalities; and

WHEREAS, the Articles of Incorporation as approved by the Member Municipalities include the following purposes:

- (f) The projects to be undertaken by the Authority shall be the acquiring (by grant, conveyance, transfer, assignment, purchase or eminent domain), holding, owning, leasing, either in the capacity of lessor or lessee, financing, permitting, constructing, expanding, improving, maintaining, operating and

managing projects of the following kind and character:

- (i) Water works, water supply works, water distribution systems for users in the Municipalities, and in such other areas as may be designated by the Authority;

WHEREAS, the Act authorizes the acquisition of the existing facilities by one authority from another pursuant to 53 Pa. C.S. §§5607(d)(4)(5)(14)(19), 5613; and

WHEREAS, the proposed transfer of assets and water service area from the PJJWA to the Authority is not within the jurisdiction of the Pennsylvania Utilities Commission; and

WHEREAS, it is in the best interest of the citizens, water and sewer rate payers of the Township of Pocono to approve the acquisition of the assets and water service area of the PJJWA by the Authority.

NOW, THEREFORE, it is hereby **RESOLVED** by the Board of Commissioners of the Township of Pocono, this 17th day of January, 2023 to approve of the Brodhead Creek Regional Authority obtaining the assets and water service area of the Pocono-Jackson Joint Water Authority and incorporating same into the Brodhead Creek Regional Authority.

ATTEST:

**BOARD OF COMMISSIONERS
OF POCONO TOWNSHIP**

TAYLOR MUÑOZ
Township Manager

By: _____
RICHARD WIELEBINSKI
President, Board of Commissioners

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of Resolution No. 2023-____ adopted by a majority vote of the Board of Commissioners of Pocono Township at a properly advertised meeting of Pocono Township duly held on _____, 2023. Present at the meeting were and a record of their vote was, as follows:

	Present	Aye	Nay
Richard Wielebinski	_____	_____	_____
Jerrold Belvin	_____	_____	_____
Ellen Gnandt	_____	_____	_____
Gerald Lastowski	_____	_____	_____
Keith Meeker	_____	_____	_____

Further, be it certified that public notice of said meeting was given in the manner provided by law; that said Resolution shall be duly recorded upon the Minutes of Pocono Township, has not been amended or rescinded, and is in full force and effect this ____ day of _____, 2023.

Secretary

**Pocono Township Board of Commissioners
Meeting Minutes
December 29, 2022 | 10:00 a.m.**

The meeting of the Pocono Township Board of Commissioners was held on December 5, 2022 and was opened by President Rich Wielebinski at 10:00 a.m. followed by the Pledge of Allegiance.

Roll Call: Jerrod Belvin, absent; Ellen Gndt, present; Jerry Lastowski, present; Keith Meeker, present via Zoom; and Rich Wielebinski, present via Zoom.

In Attendance: Taylor Munoz, Township Manager via Zoom and Krisann MacDougall, Administrative Assistant.

Public Comment – None

OLD BUSINESS – None

NEW BUSINESS

- R. Wielebinski made a motion, seconded by K. Meeker, to open a public hearing for consideration of Ordinance 2022-10 adopting the 2023 Pocono Township Budget and appropriating funds estimated to be required for the purposes of the government of the Township of Pocono, and fixing the real estate millage rate for the 2023 Fiscal Year at 3.429 mills. All in favor. Motion carried.

L. DeVito read aloud and summarized portions of the budget ordinance, laying out details for estimated General Fund revenues and expenditures; the Capital Reserve Fund; Liquid Fuels Fund; Sewer Operating Fund; and Sewer Construction Fund. The 2023 budget ordinance includes a tax rate of 3.429 mills.

No public comment.

R. Wielebinski made a motion, seconded by K. Meeker, to close the public hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to pass Ordinance 2022-10 adopting the 2023 Pocono Township Budget and appropriating funds estimated to be required for the purposes of the government of the Township of Pocono, and fixing the real estate millage rate for the 2023 Fiscal Year at 3.429 mills. All in favor. Motion carried.

Commissioner Comments

E. Gndt asked whether an executive session is necessary for discussion of the Kalahari lawsuit. L. DeVito stated the Township filed objections to Kalahari's complaint with County Court. Will plan to have executive session at 5:30 PM on Tuesday.

R. Wielebinski wished everyone a Happy and Safe New Year.

Public Comment – None

Adjournment

R. Wielebinski made a motion, seconded by E. Gndt, to adjourn the meeting at 10:11 a.m. All in favor. Motion carried.

**Pocono Township Board of Commissioners
Regular Meeting Minutes
January 3, 2023 | 6:15 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on January 3, 2023 and was opened by President Rich Wielebinski at 6:15 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: Taylor Munoz, Township Manager; Leo DeVito, Township Solicitor; Jon Tresslar, Township Engineer; Amy Montgomery, Engineer; and Jennifer Gambino, Administrative Assistant.

Public Comment

Lisa Buccholz (Jackson Resident) – Stated there are questions regarding the draft ordinance addressing truck terminal and warehouse uses in the Township. Would like to have a meeting with the Township Manager to discuss questions or concerns with the proposed ordinance.

Announcements

- The Township ice skating rink at TLC Park is open 8:00 a.m. to 9:00 p.m. daily on a weather-permitting basis. Please follow the Township Facebook page or call the office to check on its status. We encourage Township residents and their families to enjoy the ice rink!
- The Public Hearing for adoption of the Township's curative zoning amendment addressing distribution, warehouse and trucking terminal uses will be held at the February 6, 2023 meeting of the Board of Commissioners.

An executive session was held prior to the meeting for litigation and personnel matters.

Presentations – None

Hearings – None

Resolutions – None

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the December 19, 2022 regular meeting of the Board of Commissioners.
 - Financial transactions through December 29, 2022 as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll; vouchers payable, sewer operating expenditures, construction fund expenditures, capital reserve expenditures and transfers.

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

NEW BUSINESS

1. Advertisement of 2023 Township Meetings

R. Wielebinski made a motion, seconded by J. Lastowski, to set the Board of Commissioners meetings for the first and third Mondays of each month at 6:00 p.m. When a meeting date falls on a Township holiday, the meeting will be held the following day. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gnandt, to set the Board of Commissioners Sewer Committee meetings for the first Monday of each month at 6:00 p.m. When a meeting date falls on a Township holiday, the meeting will be held the following day. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to set Planning Commission meetings for the second Monday of each month at 6:00 p.m., with one additional meeting on January 23, 2023. When a meeting date falls on a Township holiday, the meeting will be held the following day. All in favor. Motion carried.

2. 2023 Board, Committee & Other Appointments

R. Wielebinski made a motion, seconded by K. Meeker, to appoint Tom Felver to the Pocono Township Vacancy Board with a term to expire December 31, 2023. E. Gnandt asked for clarification as to whether each individual was asked. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to re-appoint Lew Ginsberg, Natasha Leap and Brad Harrison as members of the Zoning Hearing Board with a term to expire December 31, 2025. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gnandt, to appoint Taylor Muñoz to the Monroe County Tax Committee with a term to expire December 31, 2023. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to re-appoint Randy Peechatka to the PJJWA Board with a term to expire December 31, 2023. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gnandt, to re-appoint Marie Guidry to the PJJWA Board with a term to expire December 31, 2023. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to re-appoint Tom Wise to the Broadhead Creek Regional Authority (BCRA) Board with a term to expire January 1, 2028. E. Gnandt asked for clarification on length of term. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gnandt, to appoint Berkheimer as EIT Tax Collector for Pocono Township. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gnandt, to set the mileage reimbursement rate at 65.5 cents per mile. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to appoint the following Pocono Township Volunteer Fire Department members as 2023 Fire Police as required by Chief Michael McMann: Kevin Kresge, Sr.; Christopher Kinsley, Sr.; Peter Gallagher; Robert Gupko; Donald Simpson; Christopher Kinsley, Jr.; Thomas Kresge; Stephen Jacobs; Preston Baransky; Robert Kinsley; Angela Tullo; Corey Sayre; and Jerry Lastowski. All in favor. Motion carried.

3. Personnel – None

4. Travel/Training Authorizations

R. Wielebinski made a motion, seconded by E. Gnandt, to approve the attendance of Taylor Muñoz, Township Manager and Jerrod Belvin, Commissioner, at the PSATS 2023 Annual Conference, April 23-26, 2023 in Hershey, PA. Registration, travel and hotel costs will be covered by the Township. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gnandt, to appoint Jerrod Belvin as voting delegate at the 2023 PSATS Annual Conference. All in favor. Motion carried.

Report of the President - None

Commissioner Comments

Jerrod Belvin – Vice President – No update.

Ellen Gndt – Commissioner. Asked for update on PJJWA acquisition. L. DeVito stated he will work with Jackson Township solicitor to get update on status.

Jerry Lastowski – Commissioner. Discussion regarding the bus stop in Swiftwater and ongoing dumping issues. Further conversation regarding their status as a nonconforming use.

Keith Meeker – Commissioner - None

Reports

Police Report – No update.

Public Works Report

- Current Public Works projects include ongoing winter maintenance items.
- Mountain View Park updates.
 - Update – MVP fencing project will begin when weather allows.
 - Update – Installation of new slide. No update.
- TLC Park updates.

Administration – Manager's Report

- No additional update.

Township Engineer Report

- Sidewalk installation for Wendy's and Turkey Hill. Received communication from Turkey Hill's engineer.
- Parking area design for Old Learn Farm open space parcel adjacent to PPL easement.
 - Easement needed from adjoining property owner (Lovito). In progress. L. DeVito will follow up.
- Update – TASA SR 611 sidewalk project. Design is ongoing.
- Update – Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue. No update.

Township Solicitor Report

- Zoning Hearing Board updates – No updates.
- Update – Tobyhanna Act 537 Sewage Capacity Request - No update.
- Update – Closing for sale of Bartonsville Avenue parcel - All documents exchanged. Following up with counsel for the purchaser and hopeful of completion within the next week.
- Update – Johnson Appeal Commonwealth Court argument - No update.
- Update – PJJWA transfer agreement – Discussed previously.

Public Comment

Joe Folsom (Resident) – Commended the Township for the work on the tree lighting and positive feedback from the public.

Adjournment

R. Wielebinski made a motion, seconded by E. Gndt, to adjourn the meeting at 6:48 p.m. All in favor. Motion carried.

POCONO TOWNSHIP

Tuesday, January 17, 2023

SUMMARY

Ratify

General Fund	\$	70,955.82
Payroll	\$	117,231.91
Sewer Operating	\$	369.75
Sewer Construction	\$	-
Capital Reserve	\$	5,500.00

Bill List

TOTAL General Fund	\$	94,790.30
TOTAL Sewer <u>OPERATING</u> Fund	\$	122,592.91
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	5,998.25
TOTAL Capital Reserve Fund	\$	6,845.99
Liquid Fuels	\$	-

TOTAL EXPENDITURES	\$	424,284.93
--------------------	----	------------

Fire Tax Disbursement

Budget Adjustments

Budget Appropriations

Budgetary Interfund Transfer

Use of Grant Funds

ARPA FUNDS TO CAPITAL RESERVE

ARPA FUNDS TO GENERAL FUND

Total Transfers	\$	-
-----------------	----	---

Notes:

POCONO TOWNSHIP CHECK LISTING

RATIFY

Tuesday, January 17, 2023

General Fund

	Date	Check	Vendor	Memo	Amount
Payroll	01/13/2023			PAYROLL ENDING 01/08/2023	\$ 117,231.91
TOTAL PAYROLL					\$ 117,231.91

General Expenditures

	Date	Check	Vendor	Memo	Amount
	01/03/2023	62908	MRM Property & Liability Trust	2023 VEHICLE INSURANCE	\$ 55,751.00
	01/03/2023	62909	Engle-Hambright & Davies, Inc.	POLICE PROFESSIONAL 2023 LIABILITY INSURANCE	\$ 14,235.00
	01/04/2023	62910	PENTELEDATA	TWP Internet	\$ 142.90
	01/04/2023	62911	PENTELEDATA	Heritage Bldg Internet	\$ 126.13
	01/06/2023	62912	District Court 43-3-03	Civil Complaint	\$ 192.25
	01/06/2023	62913	PENTELEDATA	Police Internet	\$ 187.95
	01/06/2023	62914	District Court 43-3-03	Civil Complaint	\$ 192.25
	01/11/2023	62915	Staples Credit Plan	Office Supplies	\$ 128.34
TOTAL General Fund Bills					\$70,955.82

Sewer Operating Fund

	Date	Check	Vendor	Memo	Amount
	01/04/2023	2371	PENTELEDATA	Pump Stations 1 thru 5 Internet	\$ 369.75
					\$ 369.75

Sewer Construction Fund

	Date	Check	Vendor	Memo	Amount
TOTAL Sewer Construction Fund					\$ -

Capital Reserve Fund

	Date	Check	Vendor	Memo	Amount
	1/9/2023	1388	THOMAS G MCKEOWN MICHAEL J MCKEOWN INC	Appraisal services	\$ 5,500.00
TOTAL Capital Reserve Fund					\$ 5,500.00

TOTAL General Fund	\$	188,187.73	
TOTAL Sewer Operating	\$	369.75	Authorized by:
TOTAL Sewer Construction	\$	-	
Total Capital Reserve	\$	5,500.00	Transferred by:
	\$	194,057.48	

POCONO TOWNSHIP CHECK LISTING

Tuesday, January 17, 2023

General Fund

Date	Check	Vendor	Memo	Amount
1/12/2023	62916	Access Office Technologies	TWP Phone Support & 2022 copiers	\$ 1,187.81
1/12/2023	62917	ADP, LLC	11/30 - 12/25/22 Payroll Services	\$ 845.91
1/12/2023	62918	American Heritage Life Insurance Company	Supplemental insurance	\$ 940.16
1/12/2023	62919	AMERICAN ROCK SALT COMPANY	Bulk Ice Control Salt	\$ 6,618.05
1/12/2023	62920	ARGS Technology, LLC	TWP Remote IT Services Dec 2022	\$ 4,729.00
1/12/2023	62921	Auto Parts of Tannersville, Inc.	PW operation supplies	\$ 479.21
1/12/2023	62922	Best Auto Service Center	Police & PW vehicle service	\$ 818.60
1/12/2023	62923	Blue Ridge Communications	TWP Phones	\$ 398.61
1/12/2023	62924	Brodhead Creek Regional Authority	TWP Sewer 2 EDUs & 2023 hydrant fees	\$ 437.08
1/12/2023	62925	Broughal & DeVito, L.L.P.	Legal services	\$ 5,583.00
1/12/2023	62926	Cefali and Associates PC	Nov 2022 Treasury Services	\$ 712.50
1/12/2023	62927	COMMONWEALTH OF PA - DEPT OF AGRICULTURE	D. Hartshorn 10/28/22-9/30/25 License	\$ 10.00
1/12/2023	62928	Cyphers Truck Parts	PW operation supplies	\$ 67.65
1/12/2023	62929	Dailey Resources, LTD	PW operation supplies	\$ 88.00
1/12/2023	62930	District Court 43-3-03	Civil Complaint	\$ 10.00
1/12/2023	62931	District Court 43-3-03	Civil Complaint	\$ 10.00
1/12/2023	62932	Donna Kenderdine Reporting	12/29/22 Budget Adoption	\$ 85.00
1/12/2023	62933	E.M.Kutz, Inc.	Truck 15 repair	\$ 1,053.94
1/12/2023	62934	Eric A. Moses Co.	PW supplies	\$ 128.80
1/12/2023	62935	Fastenal Company	PW supplies	\$ 26.74
1/12/2023	62936	H. M. Beers, Inc.	Dec 2022 SEO Services	\$ 9,500.00
1/12/2023	62937	Iannazzo, Marc	1/5/23 Uniform	\$ 361.87
1/12/2023	62938	Jan-Pro of NEPA	TWP Cleaning	\$ 1,625.00
1/12/2023	62939	Kimball Midwest	PW supplies	\$ 434.04
1/12/2023	62940	Leon Clapper, Inc.	PW building repair	\$ 190.00
1/12/2023	62941	Linde Gas & Equipment, Inc.	Cylinder Rental	\$ 38.06
1/12/2023	62942	Locust Ridge Quarry	Anti-Skid	\$ 1,658.80
1/12/2023	62943	LVL Engineering Group	Engineering	\$ 6,234.50

1/12/2023	62944	MAULA, MAURA	12/29/22 MVP Yoga	\$	10.00
1/12/2023	62945	MetLife - Non Uni. Pen. Plan	Non-Uniform Pension Dec Cont	\$	10,865.81
1/12/2023	62946	Nauman Companies	Building repair	\$	149.00
1/12/2023	62947	Newman, Williams, Mishkin, Corveleyn, Wol	Legal services ZHB	\$	1,757.50
1/12/2023	62948	Olsen Christmas Wish	Tree Lighting Donation 2022	\$	240.00
1/12/2023	62949	PMHIC	Health Ins Feb 23	\$	70,445.21
1/12/2023	62950	Pocono 4 Wheel Drive Center	PW truck supplies	\$	725.00
1/12/2023	62951	Pocono Chamber of Commerce	Tree Lighting Sponsorship 2022	\$	200.00
1/12/2023	62952	Portland Contractors, Inc.	Dec 2022 Services	\$	320.00
1/12/2023	62953	PPL Electric Utilities	TWP Area Lights	\$	106.80
1/12/2023	62954	PPL Electric Utilities	Traffic Lights	\$	109.58
1/12/2023	62955	PSATS UC GROUP TRUST FUND	Q4 2022 UC Contribution	\$	896.46
1/12/2023	62956	Rockin Ramaley	Services for Tree Lighting 2022	\$	100.00
1/12/2023	62957	Shinetime Auto Wash & Lube	Oct & Nov 2022 Washes	\$	40.00
1/12/2023	62958	Signal Service, Inc.	Traffic light services	\$	698.00
1/12/2023	62959	State Workers Insurance Fund	Fire dep. Workers Compensation	\$	2,059.00
1/12/2023	62960	Steele's Hardware	PW supplies	\$	62.04
1/12/2023	62961	Steele's Hardware	PW supplies	\$	646.64
1/12/2023	62962	Steele's Hardware	PW supplies	\$	1,723.75
1/12/2023	62963	Stephenson Equipment, Inc.	PW equip. Rep. supplies	\$	395.99
1/12/2023	62964	Suburban Propane	Vehicle fuel	\$	5,492.41
1/12/2023	62965	Tulpehocken Mountain Spring Water Inc	TWP Drinking Water	\$	54.39
1/12/2023	62966	ULINE	Office Desk	\$	999.39
1/12/2023	62967	UNIFIRST Corporation	PW Uniforms & Twp carpets	\$	191.44
1/12/2023	62968	US BANK - Lockbox CM9722	EE Contribution	\$	7,687.80
1/12/2023	62969	Weitzmann, Weitzmann & Huffman, LLC	Legal services	\$	1,165.50
1/12/2023	62970	Wilson Products Compressed Gas Co.	Industrial Oxygen	\$	16.00
1/12/2023	62971	Wittel, Jason	New Truck #12 Lettering	\$	265.00
1/12/2023	62972	Zoom Video Communications, Inc.	12/31/22 - 12/30/23 Standard Pro Annual Sub	\$	149.90

TOTAL GENERAL FUND **\$94,790.30**

Sewer Operating

Date	Check	Vendor	Memo	Amount
1/12/2023	2373	BRODHEAD CREEK REGIONAL AUTHORITY	Jan 2023 O&M	\$ 92,937.09
1/12/2023	2374	BROUGHAL & DEVITO, L.L.P.	Legal services	\$ 2,299.75
1/12/2023	2375	Evoqua Water Technologies LLC	Bioxide 3,667 gal for Pump Station 5	\$ 10,414.28
1/12/2023	2376	LVL Engineering Group	Engineering services	\$ 3,469.75
1/12/2023	2377	METROPOLITAN TELECOMMUNICATIONS	Pump Station 5 Phone	\$ 83.34
1/12/2023	2378	PA One Call System, Inc	Sewer Mapping	\$ 86.82
1/12/2023	2379	Pocono Management Associates LLC	12/12 to 12/25/22 Sewer Consulting	\$ 4,080.13
1/12/2023	2380	Pocono Township	May thru Dec 2022 Admin Hours	\$ 6,700.44
1/12/2023	2381	PPL Electric Utilities	Electric service	\$ 1,810.59
1/12/2023	2382	Steele's Hardware	Operation supplies	\$ 107.94
1/12/2023	2383	SUBURBAN TESTING LABS	Monthly NPDES	\$ 602.78
TOTAL Sewer Operating				\$122,592.91

Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
1/12/2023	742	Hayden Power Group	Inv 05283 Pay App 11 Elect/Cont	\$ 2,250.00
1/12/2023	743	LVL Engineering Group	Engineering services	\$ 3,748.25
TOTAL Sewer Construction Fund				\$5,998.25

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
1/12/2023	1389	LVL ENGINEERING GROUP	Engineering services	\$ 87.00
1/12/2023	1390	Peechatka, Randy	Proj 1930085 TLC Park Dam Repair Project Pay App 1	\$ 4,000.00
1/12/2023	1391	SIGNAL SERVICES	Camera installation	\$ 2,727.00
1/12/2023	1392	STEELE'S HARDWARE	Radiant Blast White 24" 1ea for TLC Park	\$ 31.99
TOTAL Capital Reserve Fund				\$6,845.99

Fire Tax Disbursement

Date	Check	Payee	Memo	Amount
TOTAL Fire Tax				\$ -

ESSA

General Fund	\$	94,790.30	
Sewer Operating	\$	122,592.91	
Sewer Construction Fund		\$5,998.25	Authorized by: _____
Capital Reserve	\$	6,845.99	
Fire Tax Disbursement	\$	-	
Liquid Fuels	\$	-	
TOTAL ESSA TRANSFER	\$	230,227.45	Transferred by: _____

ABELOFF

3259 Route 611 Bartonsville PA 18321

COSTARS PRICING

Date 1/6/2023

Salesperson

Company Pocono TWP
Address 52 Wintergreen Cir
City East Stroudsburg State PA
County MONROE Zip 18301
Home Bus Phone
Cell Phone (570) 629-1922
Email prazzaq@poconopa.gov

<input checked="" type="checkbox"/> New	<input type="checkbox"/> Demo	<input type="checkbox"/> Rental Unit	<input type="checkbox"/> Used
Year 2023	Make NISSAN	Stock NT23159	
Model ROGUE	Body 4D WAGON S AWD (29013)		
Color CASPIAN BLUE	Top	Trim	
VIN 5N1BT3AB1PC772254	Miles 5		

*Added Equipment:

lease payments are an estimate and may vary depending on lender approval. Tax rules may vary per state. Tax, fees and \$999 lease wear coverage and maintenance coverage are included unless otherwise specified.

RETAIL PAYMENTS

Cash Payment	\$0.00	\$1,000.00	\$2,000.00
54 Months	\$699 - 709	\$676 - 686	\$653 - 663
60 Months	\$644 - 654	\$622 - 632	\$601 - 611

* Retail payments are an estimate and may vary among lending institutions. Tax rules may vary per state. The final terms of your loan may differ depending on the actual terms of the financial institutions's acceptance and are negotiable. Retail Net Sales Price is based on 0 down payment.

LEASE PAYMENTS

Drive Off	\$0.00	\$1,000.00	\$2,000.00
36 Mo / 15000 Mi	\$556 - 566	\$523 - 533	\$491 - 501

TRADE IN

Year	Make
Model	
VIN	
Miles	
Stock	
Allowance	
Cash Due	\$0.00
TOTAL CREDITS	\$0.00

PURCHASE

Market Value	\$30,790.00
Savings	\$1,200.00
Price	\$29,590.00
Added Equip*	\$0.00
SUBTOTAL	\$29,590.00
Sales Tax	\$0.00
Waste Tire Mana...	\$5.00
Doc	\$422.00
Title	\$58.00
Registration	\$92.00
Transfer	\$9.00
Electronic Filing	\$22.47
Temp Tag	\$34.00
Tire Tax	\$5.00
Lien	\$28.00
Cardboard Tag	\$34.00
County Fee	\$5.00
TOTAL CASH PRICE	\$30,304.47
Total Credits	(\$0.00)
TRADE-IN PAYOFF	\$0.00
BALANCE DUE	\$30,304.47

Customer

Sales Manager

This is not a contract

Prepared by Will Chevez



Corporate Office:

559 Main Street, Suite 230
Bethlehem PA 18018

Regional Offices:

1456 Ferry Road, Building 500
Doylestown, PA 18901

2756 Rimrock Drive
Stroudsburg, PA 18360
Mailing
P.O. Box 699
Bartonsville, PA 18321

January 10, 2023

Board of Commissioners
Pocono Township
112 Township Drive
Tannersville, PA 18372

**SUBJECT: SPRUCE ROAD, LOT 14 LAUREL SPRING ESTATES
DRIVEWAY SLOPE WAIVER REQUEST
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
PROJECT NO. 2230203R**

Dear Commissioners:

As requested by the Township, we have reviewed a waiver request for driveway slope for the above referenced property. The submitted information consists of the following items:

- Plot Plan/Grading Plan for Spruce Road (Lot 14, Laurel Spring Estates), Sheets 1 and 3, prepared by D&D Engineering & General Construction, dated August 29, 2022, last revised December 27, 2022.

BACKGROUND INFORMATION

The Applicant/Property Owner is proposing a single-family residential dwelling on an existing 0.74-acre property (Parcel No 12-6364-04-82-6974) on the eastern side of Spruce Drive, approximately 450 feet south of its intersection with Spring Drive. The existing property consists primarily of woodlands.

The proposed construction includes a single-family residential dwelling with a driveway taking access from Spruce Drive, an on-lot well, an on-lot sewage disposal system, and stormwater management facilities. The limit of disturbance is 0.34 acres.

Based on our review of the above information, we offer the following with respect to the waiver request only.

DRIVEWAYS AND ROAD ENCROACHMENTS ORDINANCE

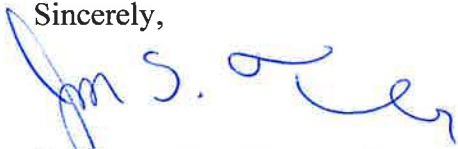
1. In accordance with Section 375-18.F.(4), the driveway grade shall be limited to 12% and the change of grade should not exceed 8% with grade changes greater than $\pm 6\%$ being constructed with a vertical curve.

We have reviewed the proposed driveway and garage locations and agree these are the best locations to minimize driveway slope, given the existing lot's steep slope constraints. We support the requested waiver with the following conditions:

- a. The plan proposes a driveway which transitions from a grade of -4.00% to a grade of 17.13%, a grade change of 21.13%. In accordance with the ordinance, a maximum grade of 8% is permitted from the shoulder. The design shall be revised to use the permitted 8% instead of the currently shown -4.00%.*
- b. An appropriately designed vertical curve shall be provided between the 8% and 17.13% grades, to adequately allow for vehicle clearance.*
- c. The design engineer shall analyze the need, and if required, design a cross-pipe with a "C" swale to convey roadside drainage beneath the driveway.*

If you should have any questions regarding the above comments, please call me.

Sincerely,



Jon S. Tresslar, P.E., P.L.S.
Township Engineer

JST/arm/tms

cc: Taylor Muñoz – Township Manager
Leo DeVito, Esq. – Township Solicitor
Lisa Pereira, Esq. – Broughal & DeVito, LLP
Judith Acosta – Zoning Officer
Deanna L. Schmoyer, P.E., D&D Engineering & General Construction – Applicant's Engineer
Janet Farole, LTS Homes, LLC – Applicant
David & Carleen Ybarra – Property Owners
Melissa E. Hutchinson, P.E. – LVL Engineering Group

NOTICE OF PUBLIC HEARING

TAKE NOTICE that the Pocono Township Zoning Hearing Board will hold a public hearing on **Thursday, January 26, 2023 beginning at 5:00 P.M.**, at the Pocono Township Municipal Building, 112 Township Drive, Tannersville, Pennsylvania 18372. The purpose of the hearing is to consider the application of Kimberly Medina and Kenny Alvarado for a use variance from §470.17 of the Pocono Township Zoning Ordinance, which regulates uses and structures in the low density residential (R-1) zoning district. Applicants seek permission to use their property as a short-term rental.

The application involves Applicants' property located at 210 Julian Terrace in Pocono Township, Monroe County, Pennsylvania, in the R-1 zoning district. The property is further identified as Parcel ID # 12.117335 and Map # 12-6392-01-09-2461.

The complete application is available for inspection (without charge) or copying (for actual copying costs) at the Township's office at the address listed above from 7:30 a.m. to 5 p.m. Anyone may attend the hearing and those who are affected and have legal standing may participate in the proceedings. If you require any special accommodations to attend or participate, please contact the Township at (570) 629-1922 at least one day in advance.

WEITZMANN, WEITZMANN & HUFFMAN, LLC

By: Todd W. Weitzmann, Esquire

700 Monroe Street

Stroudsburg, PA 18360

Pocono Township Zoning Hearing Board Solicitors



Pocono Township
112 Township Drive
Tannersville, PA 18372
P: 570-629-1922 F: 570-629-7325

Must submit original plus
16 Copies of Application,
Plans & Back up documentation

APPLICATION FOR PUBLIC HEARING

APPLICANT NAME: Kimberly Medina & Kenny Alvarado

Mailing Address: 210 Julian Terr

Phone Number: 347-295-9369

Email: Medina-Kimberly@icloud.com

RECEIVED

DEC 19 2022

POCONO TOWNSHIP

PROPERTY OWNER NAME: Kimberly Medina & Kenny Alvarado

Mailing Address: 210 Julian Terr

Phone Number: 347-295-9369

ATTORNEY (if represented): _____

Mailing Address: _____

Phone Number: _____

Email: _____

If Applicant is not the Property Owner, state Applicant's authority to submit this application:

ADDRESS OF SUBJECT PROPERTY: 210 Julian Terr

TAX ACCOUNT NUMBER: _____ ZONING CLASSIFICATION: _____

PRESENT USE OF PROPERTY: Residential

APPLICATION MUST INCLUDE:

- PROOF OF OWNERSHIP ✓
- SITE PLAN OF PROPERTY - SITE PLAN MUST BE DRAWN TO SCALE, INDICATING LOCATION AND SIZE OF IMPROVEMENTS, BOTH PROPOSED AND EXISTING, RELATION TO EXISTING STREETS OR ROADS, BUILDINGS, ETC.
- STATEMENT OF PURPOSE, INTENT AND EXTENT OF PROPOSED CONDITIONAL USE OR SPECIAL EXCEPTION. ✓
- APPROPRIATE FEE (See Pocono Township Fee Schedule) ✓

Application is hereby made for consideration of the following request at a public hearing in conformance with the requirements of the Pocono Township Ordinance.

THE APPLICANT HEREBY:

- A. _____ Appeals from the action of the Zoning Officer (complete section 1 only)
B. _____ Requests a Special Exception (complete section 2 only)
C. ☒ Requests a Variance (complete section 3 only)
D. _____ Requests a Conditional Use (complete section 4 only)
E. _____ Challenges the validity of a land use ordinance (complete section 5 only)
F. _____ Appeal to UCC Board of Appeals (complete section 6 only)
G. _____ Other (complete section 7 only)

RECEIVED
DEC 19 2022
POCONO TOWNSHIP

1. The applicant appeals from the action of the Zoning Officer:

- a. The action taken was: _____
b. The date the action was taken: _____
c. The foregoing action was in error because : _____

2. The applicant requests a Special Exception:

- a. Nature of Special Exception sought: _____
b. The special Exception is requested under Article: _____, Section _____,
Subsection _____ of the Pocono Township Zoning Ordinance.
c. The reason for the request is: _____

3. The applicant requests a Variance:

- a. Nature of Variance sought: allow friends & family to stay @ our home
b. The Variance is requested from section: 36G - Code 470-17 w/us
_____ of the Pocono Township Zoning Ordinance. not their
c. The nature of the unique circumstances and the unnecessary hardship justifying the request for
a Variance is: having trouble with our family & friends
entering the gate on weekends.

4. The applicant requests a Conditional Use:

- a. Conditional Use sought: _____

5. The applicant challenges the validity of a land use ordinance:

- a. Ordinance(s) challenging: _____
b. Nature of Challenge: _____

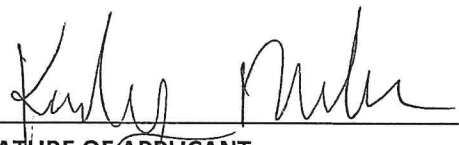
6. The applicant Appeals to the UCC Board of Appeals on the following basis:

- a. The true intent of the Act or Code was incorrectly interpreted. _____
- b. The provisions of the Act do not apply. _____
- c. An equivalent form of construction is to be used. _____

7. If "other" please explain the relief sought below and the basis for same:

The applicant hereby agrees that all material and information submitted with this application shall become the property of Pocono Township and shall not be returned except as the Ordinance provides and does also hereby certify that all information, data, and statements submitted on or with this application are true and correct.

The applicant further agrees to reimburse Pocono Township for all costs incurred by the Township in the processing of this Application (includes, but is not limited to, filing fees, hearing costs) to the extent that the costs exceed the filing fee.



SIGNATURE OF APPLICANT

12 | 17 | 22

DATE

THIS PAGE TO BE COMPLETED BY TOWNSHIP

Reviewed by: _____

Date completed application received: _____

* Complete application includes all required copies and fees

Required Fee: \$ _____ Received: _____

Planning Commission hearing date: _____

Board of Supervisors hearing date: _____

Zoning Hearing Board hearing date: _____

UCC Board of Appeals hearing date: _____

Publication: _____ Notices: _____

Hearing: _____ Referred to Planning Commission: _____

Order: _____ Planning Commission Action: _____

NOTES:

① well

② septic Tank

— property line

Community is on site.

Level 1 is 1,745 sq

Level 2 is

2,794 sq

Back yard

Dek
22'0" x 15'6"

Dinning
18'8" x 9'3"

Kitchen
15'2" x 11'3"

House

Closed

Grass

Electric

Living room
12'4" x 14'

Stair
Foyer
7'4" x 11'10"

Bedroom

Front

Lawn

DRIVE
WAY
6 Cars
Max
Maybe
8
Pending
Size

Main RD

Printed: 12/20/2022 15:02:49 EST

TRANSACTION SUMMARY

PAYMENT ITEM

Other

REFERENCE NUMBER

Public Hearing 210 Julian Terr

TRANSACTION TYPE: SALE

AMOUNT

\$1,000.00

Total: \$1,000.00

Transaction Number:

22353537720020855

Date Processed:

12/19/2022 14:56:38 EST

Transaction Type:

PAPER CHECK

Check Number:

141

Cardholder Name:

Oasis Vacation and Travel LLC

Pocono Township, PA

112 Township Drive

Tannersville, PA 18372

(570) 629-1922

Other

\$1,000.00

Total:

\$1,000.00

I agree to pay above total amount according to the card issuer agreement.

Signature: _____

Printed Name: _____

Phone: _____