



POCONO TOWNSHIP COMMISSIONERS
AGENDA

April 3, 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=Q1VtaFVkVEpRWtUvdIFrSHJ1cE1Td09>

PLEASE NOTE: THE POCONO TOWNSHIP COMMISSIONERS MEETING OCCURS IMMEDIATELY AFTER THE SEWER COMMITTEE MEETING ON THE FIRST MEETING DATE OF EACH MONTH.

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

- Pocono Township Fishing Derby will be held at TLC Park on April 15 from 9 a.m. to noon! More information is posted on the Township's website and Facebook page. We ask that everyone pre-register, as space is limited.
- The Pocono Township Spring Cleanup will be held Thursday, April 27th through Saturday, April 29th at the Township complex. Residents are welcome to bring their items between 7:30 a.m. and 3:00 p.m. each day. The Cleanup Fee Schedule is on the Township website at www.pocconopa.gov.

Hearings – None

Presentations

- Lifesaving Award Presentation – Recognition of Patrol Officer Marc Iannazzo for saving an individual's life.

- Presentation from David Haseney, member of the Pocono-Jackson Historical Society, regarding proposals for display of the 16' x 11' Tannersville Inn sign.
- Poconos Hospitality, LLC – Request for extension of time for the Poconos Hospitality LLC project conditional approval. **(Possible Action Item)**

Resolutions – None

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the March 20, 2023 meeting of the Board of Commissioners.
 - Financial transactions through March 30, 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 – None

2. Travel/Training Authorizations

- Motion to authorize an ARPA transfer for the purpose of facilitating an administrative staff and department head DISC assessment training in an amount not to exceed \$6,500. **(Action Item)**
- Motion to authorize an ARPA transfer in the amount of \$1,995 for cover enrollment in the 12-week International City/County Management Association (ICMA) High Performance Leadership Academy. **(Action Item)**
- FYI – Paola Razzaq is currently attending the 2023 Government Finance Officers Association (GFOA) of PA annual conference in Hershey.

Report of the President

Richard Wielebinski

- Discussion and possible action regarding the extension of 10-hour shifts for the Pocono Township Police Department detectives through December 31, 2023. **(Action Item)**

Commissioner Comments

Jerrod Belvin – Vice President

- Discussion and possible action regarding vacancy in Planning Commission alternate position. **(Possible Action Item)**
- Update – 25 MPH speed limit on Tara Drive, Bull Pine Road and Terrace Drive.
- Emergency Management Update
- Update – PPL utility lines and possible drainage issues on Barton Court.

Ellen Gndt – Commissioner

Jerry Lastowski – Commissioner

Keith Meeker – Commissioner

Reports

Zoning

Police Report

- General police updates.
- Installation of barbed wire around impound yard.

Ambulance Report

Public Works Report

- Current Public Works projects.
- Mountain View Park updates.
- TLC Park updates.
 - Splash Pad Installation – Week of April 17.
 - Dog Park Project(s)
 - Sealing of Lower Pond
- Update regarding potential lease purchase of new backhoe.

Administration – Manager’s Report

- \$15,000 grant awarded to Pocono Township for establishing access and parking area for the Old Learn Farm open space parcel.
- Due diligence ongoing regarding Swiftwater bus stop dumping issues.

Township Engineer Report

- Learn Road safety enhancement project and roundabout survey work.
- Parking area design for Old Learn Farm open space parcel adjacent to PPL easement.
- Update – TASA SR 611 sidewalk project.

Township Solicitor Report

- Easement agreement with Tom Lovito for access to Old Learn Farm open space parcel. **(Possible Action Item)**
- Turkey Hill sidewalk installation.
- Discussion regarding preparation of an ordinance codifying BCRA’s public water service area for consistency with the Township’s central sewage (Act 537) service area. **(Possible Action Item)**
- Zoning Hearing Board updates.
- 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



Newman Williams, P.C.

ATTORNEYS AT LAW

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Marc R. Wolfe, Esquire
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March 31, 2023

Pocono Township Board of Commissioners
ATTN: Richard Wielebinski, President
P.O. Box 197
Tannersville, PA 18372

**RE: Poconos Hospitality, LLC Hotel Project
Our File No. 53773**

Dear Commissioners:

Poconos Hospitality, LLC (the "Developer") hereby requests a further extension of time to satisfy the conditions of approval of the Final Plan for the Developer's new hotel project (the "Project"). You will recall that the Project was commenced by another developer and taken over by the Developer which was compelled to postpone the Project due to the COVID-19 closures and economic adversity created by the economic effects of the pandemic.

The Developer previously requested a time extension which was granted by the Commissioners and commemorated as Resolution No. 2020-03, a copy of which is enclosed herewith for your convenience. Please note that Resolution 2020-03 was adopted just prior to the outbreak of the COVID-19 pandemic. The World Health Organization declared the COVID-19 virus a pandemic on March 11, 2020. Shortly thereafter the COVID-19 business closures commenced. The COVID-19 pandemic resulted in the collapse of business and leisure travel, making it unfeasible for the Developer to consider constructing a new hotel in such an uncertain business environment.

Now that the economy has reopened and the Federal COVID-19 emergency declaration is scheduled to be terminated in May of this year, travel has increased but the ability of the Developer to proceed with construction of the Project is now adversely affected by: (i) supply chain disruptions which significantly affect the construction and timely completion of new hotels; (ii) high inflationary cost increases for construction materials, furnishings, equipment, and other materials required to construct a new hotel; (iii) economic uncertainty arising from the Federal Reserve's rapid and large increases in interest rates; and (iv) the recent banking crisis, bank failures, and bank runs which have changed the commercial lending terms and conditions. These

March 31, 2023

factors, among others, make it impossible for the Developer to proceed with construction of the new multimillion dollar hotel at this time.

Due to these significant material adverse circumstances which were not created by the Developer, the Developer requests a further time extension of at least one (1) year to satisfy the conditions of approval of the Final Plan for the new hotel. The Developer fully intends to diligently proceed to satisfy all open conditions of approval of the Project as these adverse circumstances resolve.

The Developer is only requesting a fair opportunity to continue with the Project which has received Conditional Final Plan Approval. The Developer has expended very significant unrecoverable funds to acquire the Project and the Final Land Development Plans and Approvals. The Developer does not know of any fact or circumstance that would prejudice the Township by granting this time extension request. The Township can only benefit from this Project.

The Developer hereby waives any requirement in the Pennsylvania Municipalities Planning Code ("MPC") and/or any applicable Township Ordinance that would require the Township to take any action with respect to the Final Plan prior to the expiration of the extension period hereby requested.

Please advise if you need any additional information to act upon this request and/or if you need my client or any of his representatives to appear at a Commissioners meeting to discuss this request.

Thank you for your attention to this matter.

Very truly yours,

Marc R. Wolfe

MRW/aml

cc: Taylor Munoz
Lisa A. Pereira, Esq.
Leo V. DeVito, Jr., Esq.
Sonny Patel
Daniel D. Wise, PLA

**Pocono Township Board of Commissioners
Regular Meeting Minutes
March 20, 2023 | 6:04 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on March 20, 2023 and was opened by President Rich Wielebinski at 6:04 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; Patrick Briegel, Public Works Director; Shawn Goucher, Acting Chief of Police; Judy Acosta, Zoning Officer; and Jennifer Gambino, Administrative Assistant.

Public Comment

Charlie Trapasso (Resident) – Commended Board on improvements being made to the parks.

Announcements

- Pocono Township is bringing back the Fishing Derby to TLC Park on April 15 from 9 a.m. to noon! More information is posted on the Township's website and Facebook page. We ask that everyone pre-register, as space is limited.
- The Pocono Township Spring Cleanup will be held Thursday, April 27th through Saturday, April 29th at the Township complex. Residents are welcome to bring their items between 7:30 a.m. and 3:00 p.m. each day. The Cleanup Fee Schedule is on the Township website at www.poconopa.gov.

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.

R. Wielebinski made a motion, seconded by J. Lastowski, to open public hearing. All in favor. Motion carried.

L. DeVito stated this is a local agency hearing for 249 Camelback Road that was originally scheduled for January and was continued until today, with the hope that a decision would be made by the Monroe County Court of Common Pleas. This hearing pertains to nonrenewal of the STR application. Two conditions from last hearing included the property being posted with local contact should there be an incident and the right to enter property to ensure it complied with the Township's STR ordinance. Discussion regarding continuance while the other case works its way through the process.

J. Lastowski made a motion, seconded by J. Belvin, to continue this matter until May 15, 2023 at 6:00 p.m. conditioned upon the appellant waiving all time requirements under the local agency law within which to conduct and decide this hearing. All in favor. Motion carried.

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

Presentations

The Ridge Land Development – Presentation regarding current sketch plan for proposed multifamily housing project in Swiftwater and proposed modifications needed.

L. DeVito stated a PRD is being proposed tonight. PRDs provide options to be innovative in the development of property, particularly in regards to open space and density. Applicant is presenting a sketch plan this evening primarily for informational purposes and to take the temperature of the Board regarding what has been proposed.

Applicant presented regarding proposal for 370 condo development. Plan is proposed in three phases. Discussed plans for road improvements; type of ownership; review of modification requests presented to the Board; street ROW widths; modification to type of cul-de-sac street; slope ratios; driveway slope; and location and density of street trees.

Further discussion regarding stormwater conveyance. Discussion regarding next steps, including review with the Planning Commission.

Resolutions

R. Wielebinski made a motion, seconded by J. Lastowski, to approve Resolution 2023-09 granting an additional nine-month extension of time for the Conditional Approval of the Running Lane, LLC Preliminary/Final Land Development Plan. E. Gnadtt asked whether any plans have changed. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to approve Resolution 2023-10 granting Conditional Approval of the Tannersville Plaza Minor Subdivision Plan. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to approve Resolution 2023-11 appointing Natasha Leap as a member of the Zoning Hearing Board, with a term to expire on December 31, 2023, and appointing Dee Ackerman and Gary Gallerie as Zoning Hearing Board Alternates with a term to expire on December 31, 2025. E. Gnadtt commended applicants and stated there are future opportunities with the Planning Commission as well. 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 March 6, 2023 meeting of the Board of Commissioners.
 - Financial transactions through March 16, 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.

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

NEW BUSINESS - None

Report of the President

Richard Wielebinski

R. Wielebinski made a motion, seconded by J. Belvin, to open agenda regarding approval of material bids. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to advertise 2023 material bids. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to approve Construction Escrow Release No. 1 for the Great Wolf Lodge Expansion Project in the amount of \$3,234,765.70 per the March 16, 2023 review letter issued by the Township Engineer. All in favor. Motion carried.

- Discussion regarding Pocono Township taking ownership of a new cul-de-sac when the S.R. 715 realignment project is completed and the current S.R. 715 traffic light is removed by the War Memorial.

R. Wielebinski made a motion, seconded by E. Gnandt, to sign five (5) Subdivision Participation Forms for Monroe County to receive funds from a nationwide settlement with the pharmacies. All in favor. Motion carried.

Commissioner Comments

Jerrold Belvin – Vice President

J. Belvin made a motion, seconded by R. Wielebinski, to approve a COSTARS quote provided by Recreation Resource in the amount of \$48,808.00 for the purchase and installation of a ZipVenture zipline and Volta Inclusive Spinner at Mountain View Park. Discussion regarding safety standards for the zipline. All in favor. Motion carried.

J. Belvin made a motion, seconded by E. Gnandt, to take steps necessary to establish a 25 MPH speed limit on Tara Drive, Bull Pine Road, and Terrace Drive. R. Wielebinski asked current speed limit (35 MPH). L. DeVito asked whether it would be the entire length of the road. J. Lastowski discussed possibility of “speed tables” as a mechanism for slowing speed. All in favor. Motion carried.

- Emergency Management Update – Loop detector issue at Scotrun exit ramp has been repaired with the installation of a camera.
- Update – PPL utility lines and possible drainage issues on Barton Court – No update.

Ellen Gnandt – Commissioner

Had discussion regarding PJJWA with L. DeVito and solicitor for PJJWA. Asked question of L. DeVito regarding PJJWA loan agreement and asked for update regarding survey of the Oakwood Acres septic. Asked for balance sheet included with the agenda, and asked whether the BOC would see road paving list prior to bid.

Jerry Lastowski – Commissioner

Stated there was a tent set up at the lower end of Scotrun Plaza where someone was selling something. Clarified that the activity was permitted.

Keith Meeker – Commissioner - None

Reports

Police Report

- General police updates – Reviewed report for the month of February. Coffee with a Cop will be held at Dunkin Donuts on May 20.
- Installation of barbed wire around impound yard – Looks like the Drug Task Force will cover the cost in full.

Public Works Report

- Current Public Works projects – Crew working to complete storm cleanup and sealing of lower TLC Pond. Installed new signage at the Park. Began putting together a list of improvements to field

facilities and identifying sources of funding to help with improvements/repairs. Will stake out splash pad prior to installation.

- Mountain View Park updates – Fence contractor moving toward completion of projects. Crew completing post-winter cleanup.
- TLC Park updates
 - Dog Park Project(s) – Working with contractor to complete grading in dog park and re-seeding.
- Update regarding the rental or lease of a new sweeper truck – Securing final pricing on a pull-behind broom and still working on sweeper truck.

R. Wielebinski asked about timing of splash pad installation.

Administration – Manager's Report

- \$100,000.00 DCED Multimodal Grant awarded to Pocono Township at March 2023 Commonwealth Financing Authority (CFA) meeting – Grant is for Learn Road safety enhancement project.
- Township's electric supply pricing through Dynegy renewed for two years starting in September – Dynegy is our current supplier and has offered the lowest cost per kilowatt hour.
- Completing punch list of items for installation of splash pad.
- Due diligence ongoing regarding Swiftwater bus stop dumping issues – L. DeVito will send a letter to the advertising company with signage on the side of the defunct bus stop.

Township Engineer Report

- Learn Road safety enhancement project and roundabout survey work – Will approach adjoining property owners regarding needed ROW.
- Parking area design for Old Learn Farm open space parcel adjacent to PPL easement – Hopeful to conclude agreement by next meeting.
- Update – TASA SR 611 sidewalk project – Had recent meeting regarding ROW/easement needs. Had preliminary meeting with the fire company pertaining to improvements in front of their property.

Township Solicitor Report

- Easement agreement with Tom Lovito for access to Old Learn Farm open space parcel – Sent revised easement over to Attorney McDonald, waiting for a return call.
- Turkey Hill sidewalk installation – Have not heard back from Turkey Hill yet following the legal letter sent.
- Discussion regarding preparation of an ordinance codifying BCRA's public water service area for consistency with the Township's central sewage (Act 537) service area – In process.
- Zoning Hearing Board updates - Heinzee case is being appealed to Common Pleas.
- Update – Johnson Appeal Commonwealth Court argument – Still waiting for court.
- Update – PJJWA transfer agreement – Waiting on revised draft.

Rezoning request is moving forward for Learn Road properties. Looking to late April/early May for adoption.

J. Belvin asked for update regarding White Oak property and push to force cleanup.

Public Comment – None

Adjournment

R. Wielebinski made a motion, seconded by E. Gndt, to adjourn the meeting at 8:00 p.m. All in favor. Motion carried.

POCONO TOWNSHIP

Monday, April 3, 2023

SUMMARY

Ratify

General Fund	\$	13,427.25
Payroll	\$	129,210.39
Sewer Operating	\$	2,463.07
Sewer Construction	\$	-
Capital Reserve	\$	76,584.97

Bill List

TOTAL General Fund	\$	45,075.67
TOTAL Sewer <u>OPERATING</u> Fund	\$	15,339.38
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	1,293.10
TOTAL Capital Reserve Fund	\$	105,306.52
Liquid Fuels	\$	-

TOTAL EXPENDITURES	\$	388,700.35
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Fire Tax Disbursement**Budget Adjustments****Budget Appropriations****Budgetary Interfund Transfer**

2023 Capital Reserve	\$	1,194,131.58
2023 Sewer Construction	\$	1,397,000.00

Use of Grant Funds**ARPA FUNDS TO CAPITAL RESERVE****LVL Engineering**

Proj 2130153L Learn Rd Roundabout Safety Enhance	\$	134.00
Proj 2130153T TASA SR 611/Learn Rd Safety Enhance Proj	\$	4,704.92

ARPA FUNDS TO GENERAL FUND

TRAISR, LLC	\$	833.33
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Total Transfers	\$	2,596,803.83
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Notes:

POCONO TOWNSHIP CHECK LISTING

RATIFY

Monday, April 3, 2023

General Fund

	Date	Check	Vendor	Memo	Amount
Payroll	03/24/2023			PAYROLL ENDING 03/19/2023	\$ 129,210.39
TOTAL PAYROLL					\$ 129,210.39

General Expenditures

	Date	Check	Vendor	Memo	Amount
	03/15/2023	63173	District Court 43-3-03	Civil Complaint	\$ 10.00
	03/15/2023	63174	District Court 43-3-03	TDU Civil Complaint	\$ 111.25
	03/15/2023	63175	District Court 43-3-03	Civil Prop Violations	\$ 202.25
	03/15/2023	63176	Elan Financial Services	Credit card payment	\$ 5,782.23
	03/15/2023	63177	FIRSTNET	PW Ipads	\$ 101.39
	03/15/2023	63178	Pocono Record	Advertisement	\$ 617.74
	03/15/2023	63179	PPL Electric Utilities	TWP Lighting	\$ 2,557.19
	03/20/2023	63180	Elan Financial Services	Credit card payment Police	\$ 3,789.78
	03/24/2023	63181	Staples Credit Plan	Office Supplies	\$ 255.42
TOTAL General Fund Bills					\$ 13,427.25

Sewer Operating Fund

	Date	Check	Vendor	Memo	Amount
	03/15/2023	2434	BLUE RIDGE COMMUNICATIONS	Pump Station 5 Phone	\$ 63.50
	03/15/2023	2435	PPL Electric Utilities	Pump Stations Electric	\$ 1,729.38
	03/15/2023	2436	Verizon	Sewer SCADA System	\$ 34.76
	03/20/2023	2437	Verizon Wireless	Sewer Modems	\$ 120.03
	03/20/2023	2438	BLUE RIDGE COMMUNICATIONS	Pump Station 3 & 4Phone	\$ 127.00
	03/24/2023	2439	MET-ED	Pump Station 4 Electric	\$ 388.40
					\$ 2,463.07

Sewer Construction Fund

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

Capital Reserve Fund

	Date	Check	Vendor	Memo	Amount
	3/16/2023	1401	FNB EQUIPMENT FINANCE	8896-CSL11 Lease payment	\$ 21,646.07
	3/17/2023	1402	FNB EQUIPMENT FINANCE	8896-CSL7 lease payment	\$ 30,534.90
	3/21/2023	1403	Recreation Resource USA	MVP ZipVenture 50' - 100' down payment	\$ 24,404.00
TOTAL Capital Reserve Fund					\$ 76,584.97

TOTAL General Fund	\$	142,637.64	
TOTAL Sewer Operating	\$	2,463.07	Authorized by:
TOTAL Sewer Construction	\$	-	
Total Capital Reserve	\$	76,584.97	Transferred by:
\$		221,685.68	

POCONO TOWNSHIP CHECK LISTING

Monday, April 3, 2023

General Fund

Date	Check	Vendor	Memo	Amount
3/29/2023	63182	Access Office Technologies	TWP Phone Support Mar 2023	\$ 98.00
3/29/2023	63183	AMERICAN UNITED LIFE INSURANCE CO.	TWP GTL	\$ 2,951.89
3/29/2023	63184	Anglemyer, Austin	3/23/23 Uniform	\$ 604.81
3/29/2023	63185	Best Auto Service Center	Police vehicle maintenance	\$ 316.33
3/29/2023	63186	Borkowska, Ewa	Perk App Z265313 & Tank Install App Z265312 Refund	\$ 1,500.00
3/29/2023	63187	Build All Construction	Maintenance Bldg Service	\$ 825.00
3/29/2023	63188	Cefali and Associates PC	Feb 2023 Treasury Services	\$ 360.00
3/29/2023	63189	Cyphers Truck Parts	PW SUPPLIES	\$ 126.08
3/29/2023	63190	Defensive Edge Training & Consulting Inc	4/18 - 4/21/23 D. Smith Training	\$ 1,000.00
3/29/2023	63191	DES	TWP Recycling Feb 2023	\$ 30.00
3/29/2023	63192	Goucher, Shawn	3/14 - 3/17/23 Training Lodging	\$ 48.53
3/29/2023	63193	HEIDELBERG MATERIALS NORTHEAST LLC	Road materials	\$ 2,009.25
3/29/2023	63194	Hilltop Sales & Service, Inc.	Park operation supplies	\$ 161.99
3/29/2023	63195	HUNTER KEYSTONE PETERBILT	Truck 17 Service	\$ 2,465.15
3/29/2023	63196	J. P. Mascaro & Sons	Waste removal	\$ 370.08
3/29/2023	63197	J. P. Mascaro & Sons	MVP Waste Removal Mar 2023	\$ 218.30
3/29/2023	63198	Jack Williams Tire Company, Inc.	Police vehicle maintenance	\$ 1,103.62
3/29/2023	63199	JDM Consultants, LLC	Mar 2023 Grant Writing Services	\$ 3,500.00
3/29/2023	63200	JNK Hydrotest & Extinguisher Supply Co.	TWP Fire Extinguisher Service	\$ 1,235.90
3/29/2023	63201	LVL Engineering Group	Engineering services	\$ 8,021.72
3/29/2023	63202	Medico Construction Equipment Inc.	PW SUPPLIES	\$ 10.22
3/29/2023	63203	Miller, Larry	3/13/23 Uniform	\$ 295.98
3/29/2023	63204	O'Malley, Joe	4/15/23 Fish Derby	\$ 400.00
3/29/2023	63205	PPL Electric Utilities	TLC Lighting	\$ 139.09
3/29/2023	63206	SCOTT, JAMES	3/16/23 Uniform	\$ 306.92
3/29/2023	63207	Signal Service, Inc.	Traffic light repair & maintenance	\$ 4,870.00
3/29/2023	63208	Stroudsburg Electric Motor Service	PW minor equipment	\$ 429.99
3/29/2023	63209	Suburban Propane	Fuel oil and vehicle fuel	\$ 5,803.87
3/29/2023	63210	Suburban Testing Labs	SDWA Monthly - 701	\$ 120.00

3/29/2023	63211	T-Mobile USA, Inc.	Cellphone Data Charge	\$	25.00
3/29/2023	63212	Teamster Local 773 - Non-Uniform	PW Union Dues	\$	757.00
3/29/2023	63213	Teamster Local 773 - Non-Uniform	PW Union Dues	\$	769.00
3/29/2023	63214	Teamster Local 773 - Police	Police Union Dues	\$	1,353.00
3/29/2023	63215	Teamster Local 773 - Police	Police Union Dues	\$	1,353.00
3/29/2023	63216	TRAISR, LLC	Feb 2023 Monthly SaaS	\$	833.33
3/29/2023	63217	Tulpehocken Mountain Spring Water Inc	TWP Drinking Water	\$	113.34
3/29/2023	63218	UNIFIRST Corporation	PW Uniforms & carpet cleaning	\$	177.00
3/29/2023	63219	Weitzmann, Weitzmann & Huffman, LLC	ZHB legal services	\$	372.28
TOTAL GENERAL FUND					\$45,075.67

Sewer Operating

Date	Check	Vendor	Memo	Amount
3/29/2023	2440	Aspen Pest Control	Pump Stations 1 & 5 Pest Service	\$ 110.00
3/29/2023	2441	EEMA O&M Services Group, Inc.	O&M Mar 2023	\$ 6,939.31
3/29/2023	2442	J P Mascaro & Sons	Sewer Station 5 Waste Removal Mar 2023	\$ 252.84
3/29/2023	2443	LVL Engineering Group	Engineering services	\$ 7,013.56
3/29/2023	2444	Reliable Sign & Striping	Pump Stations 1 & 5 Signs	\$ 457.00
3/29/2023	2445	TRAISR	Feb 2023 Monthly SaaS	\$ 266.67
3/29/2023	2446	Wittel, Jason	3/13/23 F250 Lettering	\$ 300.00
TOTAL Sewer Operating				\$15,339.38

Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
3/29/2023	746	LVL Engineering Group	Engineering services	\$ 1,293.10
TOTAL Sewer Construction Fund				\$1,293.10

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
3/29/2023	1404	FNB EQUIPMENT FINANCE	Lease 8896-CSL8	\$ 28,875.30
3/29/2023	1405	LVL ENGINEERING GROUP	Engineering services	\$ 6,727.17
3/29/2023	1406	P&D Emergency Services	Trailer Outfitting	\$ 1,969.05
3/29/2023	1407	Recreation Resource USA	PO Q22-145 TLC Splash Pad grant funded	\$ 67,735.00
TOTAL Capital Reserve Fund				\$105,306.52

Liquid Fuels

Date	Check	Payee	Memo	Amount
				\$ -

Fire Tax Disbursement

Date	Check	Payee	Memo	Amount
3/29/2023	1036	PTWP FIRE DEP	RE TAXES 2023	\$ 16,800.00
TOTAL Fire Tax				\$ 16,800.00

ESSA

General Fund	\$	45,075.67	
Sewer Operating	\$	15,339.38	
Sewer Construction Fund	\$	1,293.10	Authorized by: _____
Capital Reserve	\$	105,306.52	
Fire Tax Disbursement	\$	16,800.00	
Liquid Fuels	\$	-	
TOTAL ESSA TRANSFER	\$	183,814.67	Transferred by: _____

General Fund
Balance Sheet
As of December 31, 2023

	<u>Dec 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
100.004 · GENERAL FUND DISBURSEMENT	-250,004.92
100.000 · General Fund Cash	4,203,517.00
100.001 · Petty Cash	239.00
100.002 · ESSA Payroll account	1,052.96
100.003 · KOLLAR RESTRICTED	5,319.27
103.002 · ESSA Fees In Lieu RESTRICTED	640.69
Total Checking/Savings	<u>3,960,764.00</u>
Other Current Assets	
140.300 · Taxes Receivable	9,964.98
145.100 · Accounts Receivable Adjustments	2,416.50
Total Other Current Assets	<u>12,381.48</u>
Total Current Assets	<u>3,973,145.48</u>
Other Assets	
155.000 · Prepaid Expenses	3,109.95
155.100 · Prepaid Insurance	13,261.00
Total Other Assets	<u>16,370.95</u>
TOTAL ASSETS	<u><u>3,989,516.43</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	30,698.34
Total Current Liabilities	<u>30,698.34</u>
Total Liabilities	30,698.34
Equity	
279.000 · Fund Balance	4,029,258.96
279.999 · Prior period adjustment	-4,355.53
Net Income	-66,085.34
Total Equity	<u>3,958,818.09</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,989,516.43</u></u>

Operating Reserve Fund
Balance Sheet
As of December 31, 2023

	<u>Dec 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
100.001 · ESSA Capital Reserve Account	858,955.39
100.103 · MC CONS. DIST. GRANT/ PARK LANE	414.59
100.104 · DCNR GRANT BRC-PRD-28-100	100.00
Total Checking/Savings	<u>859,469.98</u>
Total Current Assets	<u>859,469.98</u>
TOTAL ASSETS	<u><u>859,469.98</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
252.001 · UNEARNED GRANT REVENUE	500,000.00
Total Other Current Liabilities	<u>500,000.00</u>
Total Current Liabilities	<u>500,000.00</u>
Total Liabilities	500,000.00
Equity	
299.000 · Retained Earnings	519,912.99
Net Income	<u>-160,443.01</u>
Total Equity	<u>359,469.98</u>
TOTAL LIABILITIES & EQUITY	<u><u>859,469.98</u></u>

3/30/2023

**SEWER OPERATING
BALANCE SHEET**
as of December 31, 2023

	<u>Dec 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
100.002 · ESSA SEWER OPERATING MM	4,406,149.26
100.003 · ESSA SEWER CHECKING	894.81
100.004 · PEOPLE'S SECURITY CD	51,347.00
Total Checking/Savings	<u>4,458,391.07</u>
Other Current Assets	
120.100 · A/R Sewer Usage Charges	-214,694.52
Total Other Current Assets	<u>-214,694.52</u>
Total Current Assets	<u>4,243,696.55</u>
TOTAL ASSETS	<u>4,243,696.55</u>
LIABILITIES & EQUITY	
Equity	
299.000 · Fund Balance	4,164,088.56
299.999 · Prior Period Adjustment	-106,046.88
Net Income	185,654.87
Total Equity	<u>4,243,696.55</u>
TOTAL LIABILITIES & EQUITY	<u>4,243,696.55</u>

3/30/2023

SEWER CONSTRUCTION
BALANCE SHEET
as of December 31, 2023

	<u>Dec 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
100.102 · PEOPLE'S BANK CD	-0.01
100.106 · ESSA 3M Checking	23,745.30
100.109 · FKB MM 2021	1,069,265.17
100.112 · ESSA 3M Money Market	382,976.72
Total Checking/Savings	<u>1,475,987.18</u>
Total Current Assets	<u>1,475,987.18</u>
TOTAL ASSETS	<u><u>1,475,987.18</u></u>
LIABILITIES & EQUITY	
Equity	
299.000 · Fund Balance	1,473,826.27
Net Income	2,160.91
Total Equity	<u>1,475,987.18</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,475,987.18</u></u>

3/30/2023

ARPA FUND
Balance Sheet
As of December 31, 2023

	<u>Dec 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
100.001 - ARP FUNDS	904,725.50
Total Checking/Savings	904,725.50
Total Current Assets	904,725.50
TOTAL ASSETS	<u>904,725.50</u>
LIABILITIES & EQUITY	0.00