



POCONO TOWNSHIP COMMISSIONERS  
AGENDA

April 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=Q1VtaFVhVEpRWUvdIFrSHJ1cE1Td09>**

**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**

**Roll Call**

**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 Pocono Township Spring Cleanup will be held Thursday, April 27<sup>th</sup> through Saturday, April 29<sup>th</sup> 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](http://www.poconopa.gov).

**Hearings**

- Cold River Properties LLC Conditional Use Hearing – Hearing to consider conditional use application for a proposed daycare located at 2936 Route 611, Tannersville. **(Action Item)**
  - Motion to open public hearing. **(Action Item)**
  - Motion to close public hearing. **(Action Item)**
  - Discussion and action regarding conditional use approval. **(Action Item)**

**Presentations – None**

**Resolutions**

Resolution 2023-12 – Motion to pass Resolution 2023-12 granting a six-month time extension to Poconos Hospitality, LLC to satisfy conditions of the plan approval of the Poconos Hospitality Land Development Plan. **(Action Item)**

**Consent Agenda**

- Motion to approve a consent agenda of the following items:
  - Old business consisting of the minutes of the April 3, 2023 meeting of the Board of Commissioners.
  - Financial transactions through April 13, 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 approve the Township Manager's attendance, with associated transportation and lodging costs, at the Association for Pennsylvania Municipal Management (APMM) Annual Conference in Pittsburgh from May 22-24<sup>th</sup>. **(Action Item)**

**Report of the President**

Richard Wielebinski

- Motion to approve an access easement and maintenance agreement with TL Realty for access to the Township-owned Old Learn Farm open space parcel. **(Action Item)**
- Motion to publicly advertise the Township's 2023 road paving bid package for letting on May 15, 2023. **(Action Item)**
- Motion to approve Trapasso Hotel Land Development Construction Escrow Release No. 5 in the amount of \$188,425.61 per the Township Engineer's recommendation letter dated April 13, 2023. **(Action Item)**
- Motion to approve the terms of a letter provided by Natural Lands for a \$5,000.00 grant to offset the Township's costs for revisions to the Zoning and SALDO ordinances. **(Action Item)**
- Discussion and possible action regarding the installation of "Children at Play" signs on Talon Drive. **(Possible Action Item)**

**Commissioner Comments**

Jerrod Belvin – Vice President

- Discussion and possible action regarding commercial traffic on Bartonsville Avenue and Beehler Road. **(Possible Action Item)**
- Discussion and possible action regarding Township board vacancies. **(Possible Action Item)**
- Emergency Management Update
  - Laurel Lake Dam
- 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.
- Installation of barbed wire around impound yard complete.

#### **Ambulance Report**

#### **Public Works Report**

- Motion to approve a COSTARS quote for the purchase of a new tow behind broom in the amount of \$25,360.50. **(Action Item)**
- Current Public Works projects.
- Mountain View Park updates.
- TLC Park updates.
  - Splash Pad Installation.
  - Dog Park Project(s)
  - Sealing of Lower Pond
- Update regarding potential lease purchase of new backhoe.

#### **Administration – Manager’s Report**

- Recap of April 15 Fishing Derby.
- Tannersville Lion’s Club to donate \$10,000.00 toward inclusive sensory play equipment for TLC Park.
- Due diligence ongoing regarding Swiftwater bus stop dumping issues.

#### **Township Engineer Report**

- Update – 25 MPH speed limit on Tara Drive, Bull Pine Road and Terrace Drive.
- Update – Potential installation of speed tables on Learn Road for speed control.
- 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**

- 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.
  - May 3, 2023 – LVHN Realty Holding Company – Off-street truck loading variance request. **(Possible Action Item)**
- 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**



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:** John Besser

Mailing Address: 8824 Laird drive, Stroudsburg PA 18360

Phone Number: 570-730-9639

Email: JMBesser@yahoo.com

**PROPERTY OWNER NAME:** Cold River Properties LLC

Mailing Address: P.O. Box 226, Sciota Pennsylvania 18354

Phone Number: 570-269-5067

**ATTORNEY (if represented):** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

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

Tenant

**ADDRESS OF SUBJECT PROPERTY:** 2936 rt. 611, Tannersville PA

**TAX ACCOUNT NUMBER:** 12-8-2-64 **ZONING CLASSIFICATION:** C

**PRESENT USE OF PROPERTY:** \_\_\_\_\_

**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)**
- 

**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: \_\_\_\_\_  
b. The Variance is requested from section: \_\_\_\_\_  
\_\_\_\_\_ of the Pocono Township Zoning Ordinance.  
c. The nature of the unique circumstances and the unnecessary hardship justifying the request for  
a Variance is: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4. The applicant requests a Conditional Use:**

- a. Conditional Use sought: Day care

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

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

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**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:**

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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.



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**SIGNATURE OF APPLICANT**

3-24-2023  
**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:



30x30= 900 sqft

An aerial photograph of a schoolyard. A green rectangular area is highlighted with a red border. Two red arrows point from this area to the text '30x30= 900 sqft' and 'Playground Area'. The schoolyard is bordered by a dense line of green trees on the left and top. To the right is a large asphalt parking lot with white parking lines and several parked cars. A portion of a white building is visible on the far right edge.

Playground Area



**TOWNSHIP OF POCONO  
MONROE COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2023-12**

**A RESOLUTION GRANTING AN EXTENSION OF TIME TO SATISFY  
CONDITIONS OF THE PLAN APPROVAL OF THE POCONOS HOSPITALITY  
LAND DEVELOPMENT PLAN**

**WHEREAS**, the applicant, SAPA Pocono Holding, LLC, successor-in-interest to Poconos Hospitality, LLC, submitted a preliminary/final land development plan application titled “Land Development Plan for Poconos Hospitality” (the “Plan”). The applicant proposes to construct a three (3) story, ninety-nine (99) bed hotel with associated parking, stormwater management facilities, and public water and sewer services. The property is located on the eastern side of Route 611, approximately 1,500 feet north of the intersection with Brookdale Road, on a 3.3 acre site located in the C Commercial Zoning District; and

**WHEREAS**, on December 18, 2017, the Pocono Township Board of Commissioners enacted Resolution No. 2017-53 which granted conditional preliminary/final plan approval of the Plan; and

**WHEREAS**, Resolution No. 2017-53 required that the applicant meet all conditions of the preliminary/final plan approval and record the Plan within twelve (12) months of the Conditional Preliminary/Final Plan approval, and if such conditions were not met, the Conditional Preliminary/Final Plan approval would be considered void; and

**WHEREAS**, the applicant was unable to satisfy the conditions of preliminary/final plan approval and record the Plan within twelve (12) months of the Conditional Preliminary/Final Plan approval, and is requesting that the Board of Commissioners grant an extension of time to comply with the requirements of Resolution No. 2017-53; and

**WHEREAS**, by Resolution No. 2018-65, the Board of Commissioners granted Poconos Hospitality, LLC an extension of twelve (12) months to satisfy the conditions of preliminary/final plan approval and record the Plan as set forth in Resolution No. 2017-53; and

**WHEREAS**, by Resolution No. 2020-03, the Board of Commissioners granted Poconos Hospitality, LLC an extension of twelve (12) months to satisfy the conditions of preliminary/final plan approval and record the Plan as set forth in Resolution No. 2017-53; and

**WHEREAS**, by Resolution No. 2022-15, the Board of Commissioners granted Poconos Hospitality, LLC an extension of twelve (12) months to satisfy the conditions of preliminary/final plan approval and record the Plan as set forth in Resolution No. 2017-53; and

**WHEREAS**, the applicant was unable to satisfy the conditions of preliminary/final plan approval and record the Plan within the twelve (12) month extension granted by the Board of Commissioners and hereby seeks an additional extension of time to satisfy the conditions of

approval.

**NOW THEREFORE BE IT HEREBY RESOLVED** by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania the applicant, SAPA Pocono Holding, LLC, shall have a period of six (6) months from the date of this Resolution to satisfy the conditions of preliminary/final plan approval and record the Plan as set forth in Resolution No. 2017-53. In the event the conditions are not met within this six (6) month period, the Conditional Preliminary/Final Plan approval shall be null and void.

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono, the 17<sup>th</sup> day of April, 2023.

ATTEST:

Township of Pocono  
Board of Commissioners

By: \_\_\_\_\_  
Print Name: Taylor Munoz  
Title: Township Manager

By: \_\_\_\_\_  
Print Name: Richard Wielebinski  
Title: President

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
April 3, 2023 | 6:07 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on April 3, 2023 and was opened by President Rich Wielebinski at 6:07 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.

J. Belvin made a motion, seconded by E. Gndt, to suspend the agenda for consideration of award to Mark Iannazzo. All in favor. Motion carried.

**Public Comment**

Elizabeth Casciano (Resident) – Expressed concerns about a proposed tiny home and/or campground project located on Stadden Road.

**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 27<sup>th</sup> through Saturday, April 29<sup>th</sup> 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](http://www.poconopa.gov).

**Hearings** – None

**Presentations**

- Lifesaving Award Presentation – Recognition of Patrol Officer Marc Iannazzo for saving an individual's life – Award presented by Acting Chief Shawn Goucher.
- Presentation from David Haseney, member of the Pocono-Jackson Historical Society, regarding proposals for display of the 16' x 11' Tannersville Inn sign. Mr. Haseney offered a proposal to attach the Tannersville Inn sign to the exterior of the Mountain View Park Heritage Center. R. Wielebinski commended Mr. Haseney for his presentation and efforts. Stated he does not feel the Park is the appropriate venue for display of the sign. J. Lastowski asked for clarification as to the location of the sign. E. Gndt stated she's not sure the Heritage Center is the right place for the Inn sign and pavers. Asked whether the sign could be stored somewhere until such time as an alternate location is found. J. Belvin stated he agrees with E. Gndt and does not believe it is appropriate for the Heritage Center and stated there may be a more appropriate location.
- Poconos Hospitality, LLC – Request for extension of time for the Poconos Hospitality LLC project conditional approval.

Attorney Marc Wolf spoke on behalf of the applicant. Requested extension for the project. Discussion regarding merits of an extension and progress on prospective plan.

E. Gndt made a motion, seconded by J. Lastowski, to extend conditional approval for 6 months. All in favor. Motion carried.

**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.

R. Wielebinski made a motion, seconded by E. Gnandt, to approve the consent agenda. E. Gnandt asked for clarification with the minutes. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to suspend the agenda and move up the Public Works report. All in favor. Motion carried.

**Public Works Report**

- Current Public Works projects – Cleaning out culverts and patching roads.
- Mountain View Park updates – Fence work complete and cleanup taking place. New infield grading equipment working well and fields are in good condition.
- TLC Park updates
  - Splash Pad Installation – Week of April 17 – Coordinating with BCRA and splash pad contractor. Expect project to take 5-6 weeks for completion.
  - Dog Park Project(s) – Very close to weather needed for completing the grading work. Will open the park with area quarantined off where grading and seeding will be taking place.
  - Sealing of Lower Pond – Pond is sealed and completing finishing work. Fountain ordered for lower pond.
- Update regarding potential lease purchase of new backhoe – Looking at lease of new backhoe.

Discussion of purchase of a new tow-behind broom. COSTARS quote will be considered at the next meeting.

**NEW BUSINESS**

**1. Personnel** – None

**2. Travel/Training Authorizations**

R. Wielebinski made a motion, seconded by J. Belvin, 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. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, 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. E. Gnandt asked for clarification. All in favor. Motion carried.

- 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

R. Wielebinski made a motion, seconded by J. Lastowski, to approve the extension of 10-hour shifts for the Pocono Township Police Department detectives through December 31, 2023. E. Gndt asked for clarification. All in favor. Motion carried.

### **Commissioner Comments**

Jerrod Belvin – Vice President

J. Belvin made a motion, seconded by K. Meeker, to appoint Kyle VanFleet as Planning Commission alternate position. E. Gndt stated the Township normally puts these positions out to the broader public. Roll call vote: J. Belvin, yes; E. Gndt, no; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

E. Gndt asked for future advertised positions to clarify that it be for any open position.

J. Belvin made a motion, seconded by E. Gndt, to advertise for civil service commission alternate. All in favor. Motion carried.

- Update – 25 MPH speed limit on Tara Drive, Bull Pine Road, and Terrace Drive – L. DeVito stated that it's been determined that an engineering study is necessary to establish speed limits. J. Tresslar stated the engineer can review road design(s) already on file for the study. R. Wielebinski asked about inclusion of speed tables.
- Emergency Management Update – DEP has ordered a full breach of Laurel Lake until the dam is replaced. Has implications for emergency response and Laurel Lake Road.

Provided update regarding trees down over the weekend; issues with pump station generator; etc.

- Update – PPL utility lines and possible drainage issues on Barton Court – No update.

Ellen Gndt – Commissioner

Thanked Township staff for inclusion of balance sheet in agenda packet. Asked L. DeVito for update on the PJJWA agreement revisions.

Jerry Lastowski – Commissioner

Asked about Swiftwater bus stop dumping issues. PennDOT indicates bus stop is located on Miller property and more information is needed moving forward.

Keith Meeker – Commissioner - None

### **Reports**

#### **Zoning**

Provided update on Birchwood remediation. Gave additional updates pertaining to inspection of Grossi STR and other enforcement notices sent. R. Wielebinski asked about 208 Cherry Lane Rd. property. Discussed Pocono Cheesecake Factory violation.

#### **Police Report**

- General police updates – Officer Dehart's probation ended March 28<sup>th</sup> and he is moving forward. Working on revisions to PCCD grant funds, which will cover new body cameras and in-car cameras.
- Installation of barbed wire around impound yard – No report.

**Ambulance Report - None**

### **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 – Confirmed the easement agreement language was approved by Tom Lovito who shares driveway access with the TWP. Agreement will be shared with the Board and put on next BOC agenda for approval.
- Due diligence ongoing regarding Swiftwater bus stop dumping issues.

### **Township Engineer Report**

- Learn Road safety enhancement project and roundabout survey work – Have completed survey work and downloaded property deeds. Remaining survey work required to finalize identification of ROW needs.
- Parking area design for Old Learn Farm open space parcel adjacent to PPL easement – Met onsite with P. Briegel and T. Muñoz to assess improvements to drainage facilities at the entrance to the Old Learn Farm property.
- Update – TASA SR 611 sidewalk project - Completed survey work at intersection of Learn Road and SR 611. With agreement from the Fire Company, looking to finalize design.

### **Township Solicitor Report**

- Easement agreement with Tom Lovito for access to Old Learn Farm open space parcel – Agreement was revised and sent to Mr. Lovito’s attorney. Requesting item be put on the agenda as an Action Item for next BOC meeting.
- Turkey Hill sidewalk installation – Turkey Hill confirmed receiving Township’s notice that they must proceed with sidewalks. Will monitor.
- 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 – Placeholder.
- Zoning Hearing Board updates – Crawford brief concerning a STR was filed and will be argued later this month.
- Update – Johnson Appeal Commonwealth Court argument – Waiting for Commonwealth Court.
- Update – PJJWA transfer agreement – Will follow up with respective solicitors to check status.

J. Acosta stated a zoning hearing board variance application was received from Embree Development for reduction in truck bays for relief from off-street truck loading requirements.

**Public Comment** – None

### **Adjournment**

R. Wielebinski made a motion, seconded by E. Gmandt, to adjourn the meeting at 7:52 p.m. All in favor. Motion carried.

# POCONO TOWNSHIP

## Monday, April 17, 2023

### SUMMARY

**Ratify**

General Fund	\$	216,470.70
Payroll	\$	130,475.65
Sewer Operating	\$	494.87
Sewer Construction	\$	-
Capital Reserve	\$	-

**Bill List**

TOTAL General Fund	\$	187,938.26
TOTAL Sewer <u>OPERATING</u> Fund	\$	109,602.02
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	-
TOTAL Capital Reserve Fund	\$	38,631.98
Liquid Fuels	\$	-
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>683,613.48</b>

<b>Fire Tax Disbursement</b>	<b>\$</b>	<b>12,621.17</b>
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<b><u>Budget Adjustments</u></b>	<b>\$</b>	<b>8,495.00</b>
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**Budget Appropriations****Budgetary Interfund Transfer****Use of Grant Funds****ARPA FUNDS TO CAPITAL RESERVE****LVL Engineering****ARPA FUNDS TO GENERAL FUND**

Professional Development Academy Inv. #		
115953	\$	1,995.00

<b>Total Transfers</b>	<b>\$</b>	<b>1,995.00</b>
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**Notes:**

## POCONO TOWNSHIP CHECK LISTING

**RATIFY**

Monday, April 17, 2023

**General Fund**

	Date	Check	Vendor	Memo	Amount
Payroll	04/06/2023			PAYROLL ENDING 04/02/2023	\$ 130,475.65

**TOTAL PAYROLL** \$ 130,475.65

**General Expenditures**

	Date	Check	Vendor	Memo	Amount
	03/29/2023	63220	Manufacturers & Traders Trust Co.	Camelback 2023 TIF	\$ 215,313.35
	04/03/2023	63221	Staples Business Credit	Office supplies	\$ 307.55
	04/03/2023	63222	PENTELEDATA	TWP Internet	\$ 142.90
	04/03/2023	63223	PENTELEDATA	Hertage Bldg & Police Internet	\$ 314.08
	04/10/2023	63224	Blue Ridge Communications	Police & TWP Phones	\$ 392.82
				<b>TOTAL General Fund Bills</b>	<u><u>\$ 216,470.70</u></u>

**Sewer Operating Fund**

	Date	Check	Vendor	Memo	Amount
	04/03/2023	2447	PENTELEDATA	Pump Station Internet	\$ 369.75
	04/10/2023	2448	Blue Ridge Communications	Pump Station Phones	\$ 125.12
					<u><u>\$ 494.87</u></u>

**Sewer Construction Fund**

	Date	Check	Vendor	Memo	Amount
				<b>TOTAL Sewer Construction Fund</b>	<u><u>\$ -</u></u>

**Capital Reserve Fund**

	Date	Check	Vendor	Memo	Amount
				<b>TOTAL Capital Reserve Fund</b>	<u><u>\$ -</u></u>

<b>TOTAL General Fund</b>	\$	346,946.35	
<b>TOTAL Sewer Operating</b>	\$	494.87	Authorized by:
<b>TOTAL Sewer Construction</b>	\$	-	
<b>Total Capital Reserve</b>	\$	-	Transferred by:
	<u><u>\$</u></u>	<u><u>347,441.22</u></u>	



# POCONO TOWNSHIP CHECK LISTING

## Monday, April 17, 2023

### General Fund

Date	Check	Vendor	Memo	Amount
4/12/2023	63225	Access Office Technologies	Q1 2023 Copiers & Phone support	\$ 1,297.77
4/12/2023	63226	ADP, LLC	2/28, 3/19 & 4/2 Payroll/Time Attendance	\$ 694.11
4/12/2023	63227	Advanced Collision	Police Vehicle Maintenance	\$ 7,173.33
4/12/2023	63228	AFLAC	Supp Insurance	\$ 368.80
4/12/2023	63229	American Heritage Life Insurance Company	Supp Insurance	\$ 844.08
4/12/2023	63230	ARGS Technology, LLC	Mar 2023 Remote IT Services	\$ 3,729.00
4/12/2023	63233	Auto Parts of Tannersville, Inc.	PW supplies	\$ 238.12
4/12/2023	63234	Auto Parts of Tannersville, Inc.	Batteries for backup system under traffic signals	\$ 851.12
4/12/2023	63235	Best Auto Service Center	Police Vehicle Maintenance	\$ 1,273.98
4/12/2023	63236	Brodhead Creek Regional Authority	TWP Sewer 2 EDUs	\$ 171.08
4/12/2023	63237	Cyphers Truck Parts	PW truck parts	\$ 56.53
4/12/2023	63238	Donna Kenderdine Reporting	Professional services	\$ 525.00
4/12/2023	63239	Farley, Joann	Septic Permit Refund	\$ 175.00
4/12/2023	63240	Foster & Foster, Inc.	2023 Annual Admin Fee	\$ 1,450.00
4/12/2023	63242	Gotta Go Potties, Inc	MVP & TLC rental	\$ 685.00
4/12/2023	63243	H. M. Beers, Inc.	Mar 2023 SEO Services	\$ 1,450.00
4/12/2023	63244	Hartshorn, Dean	3/24/23 Workboots	\$ 249.99
4/12/2023	63245	Integra One Business Center	Meraki Ent 1/26/23 - 1/25/24	\$ 1,067.22
4/12/2023	63246	Jan-Pro of NEPA	Heritage Center Cleaning	\$ 1,685.00
4/12/2023	63247	Lauter, Kevin	4/7/23 Workboots	\$ 249.99
4/12/2023	63248	MetLife - Non Uni. Pen. Plan	Pension	\$ 6,802.30
4/12/2023	63249	Mignosi, Timothy	3/31/23 Uniform	\$ 179.97
4/12/2023	63250	Minuteman Press	PW Uniforms	\$ 390.63
4/12/2023	63251	Mount Pocono Fence	Barbwire Police fence	\$ 2,275.00
4/12/2023	63252	MRM Worker's Compensation Pooled Trust	Install 8 of 12	\$ 14,790.71
4/12/2023	63253	Nationwide - 457	EE Cont & ER Cont	\$ 4,514.54
4/12/2023	63254	Newman, Williams, Mishkin, Corveleyn, Wol	Saslow / Heinzee	\$ 888.00
4/12/2023	63255	Pennsylvania Steel Company, Inc.	PW & Park supplies	\$ 880.92
4/12/2023	63256	PMHIC	Health Insurance Premium	\$ 70,386.31

4/12/2023	63257	Portland Contractors, Inc.	Mar 2023 Monthly Fee	\$	500.00
4/12/2023	63258	PPL Electric Utilities	Area lights service	\$	100.29
4/12/2023	63259	Professional Development Academy	TWP Manager training	\$	1,995.00
4/12/2023	63260	Przybylski, Pawel & Beata	12.4A.1.51 Tax Reassessment 2023	\$	17.93
4/12/2023	63261	PSATS	TWP training police, pw, manager	\$	225.00
4/12/2023	63262	PSATS UC GROUP TRUST FUND	Q1 2023 UC	\$	15,168.59
4/12/2023	63263	Razzaq, Paola	GFOA Hotel Stay Reimb 2023	\$	194.25
4/12/2023	63264	SFM Consulting LLC	Mar 2023 Zoning & Building Services	\$	25,095.98
4/12/2023	63266	State Workers Insurance Fund	Workers Comp. Insurance Install 5 of 11 2023	\$	2,059.00
4/12/2023	63267	Steele's Hardware	PW & Park supplies	\$	208.02
4/12/2023	63268	Steele's Hardware	PW & Park supplies	\$	8.09
4/12/2023	63269	Steele's Hardware	PW & Park supplies	\$	31.49
4/12/2023	63270	Steele's Hardware	PW & Park supplies	\$	103.95
4/12/2023	63271	Strand Pool Supply LLP	MVP Hypochlorite Solutions NSF	\$	48.00
4/12/2023	63272	Suburban Propane	Fuel Oil	\$	2,185.12
4/12/2023	63273	Suburban Testing Labs	SDWA Seasonal	\$	512.00
4/12/2023	63274	Teamster Local 773 - Non-Uniform	Apr 2023 Dues	\$	812.00
4/12/2023	63275	Teamster Local 773 - Police	Apr 2023 Dues	\$	1,427.00
4/12/2023	63276	Tulpehocken Mountain Spring Water Inc	TWP Drinking Water	\$	207.03
4/12/2023	63277	UNIFIRST Corporation	PW Uniforms & TWP Carpets	\$	177.00
4/12/2023	63278	US BANK - Lockbox CM9722	EE Contributions	\$	7,619.20
4/12/2023	63279	VanAuken, Steve	4/10/23 Fishing Derby Hats	\$	1,087.50
4/12/2023	63280	Weldon Tire	Police Vehicle Maintenance	\$	1,261.28
4/12/2023	63281	Wilson Products Compressed Gas Co.	Argon & Oxygen Mixes	\$	16.00
4/12/2023	63282	Witmer Public Safety Group	Ammunition	\$	1,535.04

**TOTAL GENERAL FUND** **\$187,938.26**

## Sewer Operating

Date	Check	Vendor	Memo	Amount
4/12/2023	2449	Bartonsville Printing	Briegel Business Cards	\$ 50.00
4/12/2023	2450	BIROS SEPTIC & DRAIN CLEADING	3110 Rt 611 12/21/22 Service	\$ 2,567.50
4/12/2023	2451	BRODHEAD CREEK REGIONAL AUTHORITY	Apr 2023 O&M	\$ 92,937.09
4/12/2023	2452	BRODHEAD CREEK REGIONAL AUTHORITY	Apr 2023 PA One Call	\$ 2,100.00
4/12/2023	2453	Evoqua Water Technologies LLC	PS 5 Bioxide	\$ 11,005.00

<b>TOTAL Sewer Operating</b>	<b>\$109,602.02</b>
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## Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
4/12/2023	1408	FNB EQUIPMENT FINANCE	Acct 8896-CSL12	\$ 38,040.13
4/12/2023	1409	Keystone Printing Group, Inc.	Capital Reserve Account 250 Laser Checks	\$ 79.35
4/12/2023	1410	P&D Emergency Services	2017 Ford Interceptor Equip (EM)	\$ 512.50
TOTAL Capital Reserve Fund				\$38,631.98

## Fire Tax Disbursement

<b>TOTAL Fire Tax</b>	<b>\$</b>	<b>12,621.17</b>
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## General Fund

Page 5 of 7

Sewer Operating	\$	109,602.02	
Sewer Construction Fund	\$	-	Authorized by:_____
Capital Reserve	\$	38,631.98	
Fire Tax Disbursement	\$	12,621.17	
Liquid Fuels	\$	-	
TOTAL ESSA TRANSFER	\$	348,793.43	Transferred by:_____

DRAFT

## BUDGET ADJUSTMENT REQUEST

The following line items require adjustment to reflect additional ARPA funding approved on 4/3/2023 for use on the General Fund and ARP Fund. The adjustment has a net zero effect on the budget for the General Fund and net increase of expenditures on the ARPA fund.

### GENERAL FUND

Line Item	Type	Approved	Increase by	Adjusted	Explanation
351.140 American Recovery Plan GRANT FUNDS	Revenue	\$ 66,150.00	\$ 8,495.00	\$ 74,645.00	To use ARPA funds for DISC assessment \$6,500 and Manager ICMA Training enrollment \$1,995.
401.460 · Admin Meetings & Training	Expenditure	\$ 2,500.00	\$ 8,495.00	\$ 10,995.00	
<b>Total Budgeted Revenue 2023</b>		\$ 9,672,347.51	\$ 8,495.00	\$ 9,680,842.51	
<b>Total Budgeted Expenditures 2023</b>		\$ 9,672,347.51	\$ 8,495.00	\$ 9,680,842.51	
			<b>Net Effect</b>	\$ -	

### ARPA FUND

Line Item	Type	Approved	Increase by	Adjusted	Explanation
492.010 · TRANSFER TO GENERAL FUND	Expenditure	\$ 66,150.00	\$ 8,495.00	\$ 74,645.00	To use ARPA funds for DISC assessment \$6,500 and Manager ICMA Training enrollment \$1,995.
<b>Total Budgeted Use of Funds 2023</b>		\$ 349,650.00	\$ -	\$ 349,150.00	
<b>Total Budgeted Expenditures 2023</b>		\$ 349,150.00	\$ 8,495.00	\$ 357,645.00	
			<b>Net Effect</b>	\$ 8,495.00	Increase of expenditures

**General Fund**  
**Balance Sheet**  
As of December 31, 2023

	<u>Dec 31, 23</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
100.004 · GENERAL FUND DISBURSEMENT	-175,919.19
100.000 · General Fund Cash	2,916,484.91
100.001 · Petty Cash	239.00
100.002 · ESSA Payroll account	1,071.07
100.003 · KOLLAR COMMITTED	5,319.27
103.002 · ESSA Fees In Lieu COMMITTED	640.69
<b>Total Checking/Savings</b>	<u>2,747,835.75</u>
<b>Other Current Assets</b>	
140.300 · Taxes Receivable	10,719.20
145.100 · Accounts Receivable Adjustments	13,992.28
<b>Total Other Current Assets</b>	<u>24,711.48</u>
<b>Total Current Assets</b>	<u>2,772,547.23</u>
<b>Other Assets</b>	
155.000 · Prepaid Expenses	3,109.95
155.100 · Prepaid Insurance	13,261.00
<b>Total Other Assets</b>	<u>16,370.95</u>
<b>TOTAL ASSETS</b>	<u><u><b>2,788,918.18</b></u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	26,062.18
<b>Total Current Liabilities</b>	<u>26,062.18</u>
<b>Total Liabilities</b>	26,062.18
<b>Equity</b>	
279.000 · Fund Balance	4,025,419.52
279.001 · Committed Open Spaces	640.69
Net Income	<u>-1,263,204.21</u>
<b>Total Equity</b>	<u>2,762,856.00</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u><b>2,788,918.18</b></u></u>

**Operating Reserve Fund**  
**Balance Sheet**  
As of December 31, 2023

	<u>Dec 31, 23</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
100.001 · ESSA Capital Reserve Account	2,014,454.99
100.103 · MC CONS. DIST. GRANT/ PARK LANE	414.59
100.104 · DCNR GRANT BRC-PRD-28-100	100.00
Total Checking/Savings	<u>2,014,969.58</u>
Total Current Assets	<u>2,014,969.58</u>
<b>TOTAL ASSETS</b>	<u><u>2,014,969.58</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
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>995,056.59</u>
Total Equity	<u>1,514,969.58</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>2,014,969.58</u></u>

4/12/2023

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

	<u>Dec 31, 23</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
100.002 · ESSA SEWER OPERATING MM	2,969,536.49
100.003 · ESSA SEWER CHECKING	-69,589.31
100.004 · PEOPLE'S SECURITY CD	<u>51,347.00</u>
<b>Total Checking/Savings</b>	2,951,294.18
<b>Other Current Assets</b>	
120.100 · A/R Sewer Usage Charges	<u>104,058.61</u>
<b>Total Other Current Assets</b>	<u>104,058.61</u>
<b>Total Current Assets</b>	<u>3,055,352.79</u>
<b>TOTAL ASSETS</b>	<u><u>3,055,352.79</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
299.000 · Fund Balance	4,164,088.56
299.999 · Prior Period Adjustment	-106,046.88
<b>Net Income</b>	<u>-1,002,688.89</u>
<b>Total Equity</b>	<u>3,055,352.79</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>3,055,352.79</u></u>



4/12/2023

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

	<u>Dec 31, 23</u>
<b>ASSETS</b>	
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	1,779,976.72
Total Checking/Savings	<u>2,872,987.18</u>
Total Current Assets	<u>2,872,987.18</u>
<b>TOTAL ASSETS</b>	<u><u>2,872,987.18</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
299.000 · Fund Balance	1,473,826.27
Net Income	1,399,160.91
Total Equity	<u>2,872,987.18</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>2,872,987.18</u></u>

4/12/2023

ARPA FUND  
Balance Sheet  
As of December 31, 2023

	<u>Apr 12, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
100.001 - ARP FUNDS	<u>899,053.25</u>
Total Checking/Savings	<u>899,053.25</u>
Total Current Assets	<u>899,053.25</u>
TOTAL ASSETS	<u><u>899,053.25</u></u>
LIABILITIES & EQUITY	0.00

**MONROE COUNTY TAX PARCEL NO. 12/94172**

**ACCESS EASEMENT AND MAINTENANCE AGREEMENT**

**THIS AGREEMENT** made this \_\_\_\_\_ day of April, 2023 by and between **TL REALTY CORP.** of 1045 State Road, Effort, PA 18330 (hereafter “TL Realty”) and **POCONO TOWNSHIP**, 112 Township Drive, Tannersville, PA 18372 (hereafter “Township”).

**WHEREAS**, TL Realty acquired title to Pocono Township, Monroe County Tax Parcel No. 12/94172 also known as Monroe County PIN 12637200633003 (hereafter “TL Realty Parcel”) by virtue of a deed from Daystar Bible Holiness Church Inc. on December 3, 2021, said deed recorded in the Monroe County Office for the Recording of Deeds at Record Book 2595 Page 7508-7512;

**WHEREAS**, Township owns a certain parcel of undeveloped land situated in Pocono Township, Monroe County, State of Pennsylvania, said parcel described as Tax Parcel No. 12.7.1.30 (hereafter “Township Parcel”);

**WHEREAS**, Township Parcel adjoins TL Realty’s Parcel on the north and east;

**WHEREAS**, Township intends to use a portion of the Township Parcel for active open space and recreation use;

**WHEREAS**, Township requires access from Learn Road across the westerly portion of the TL Realty Parcel for public access to a proposed off-street parking area as more fully illustrated on a plan titled “Layout Plan – Learn Road Farm Parking,” prepared by LVL Engineering Group, dated August 9, 2022 (hereafter “Layout Plan”) attached to this Agreement as Exhibit “A” and incorporated herein.;

**WHEREAS**, Township also intends to install a “pull-off” area approximately 65 ft. in length along the existing access drive and a new 20 ft. wide access drive near and through the PPL utility easement bordering the northern boundary of the TL Realty Parcel as set forth on the Layout Plan;

**WHEREAS**, TL Realty and Township wish to confirm through this written instrument the terms, conditions and obligations of this Access Easement and Maintenance Agreement;

**NOW, THEREFORE**, in consideration of the sum of \$1.00 paid by Township to TL Realty, receipt and adequacy of which is hereby acknowledged, and the mutual promises, shared rights and obligations as more fully set forth herein; including the parties hereto, intending to be legally bound, do hereby agree as follows:

1. ***Incorporation.*** The foregoing recitals are incorporated herein by this reference as if they were reproduced and published at length.

2. ***Grant of Easement.*** TL Realty hereby grants and conveys unto Township, its successors and assigns, in common with TL Realty, its respective agents, servants, employees, customers, licensees, vendors, business invitees, executors, administrators, members, managers,

successors and assigns, a right of ingress, egress and regress, use and privilege of passage, across an existing dirt or gravel access lane, the proposed "Prop. Pull-off Area" and a 20 ft. wide new access drive to the north and west of the Existing Access Drive as it intersects with a PP&L easement all as more fully set forth on Exhibit "A".

3. ***Non-Exclusive Use of Easement.*** This grant of access easement shall be for the non-exclusive use of Township, its successors, assigns and invitees, including members of the general public in common with TL Realty, its successors, assigns and business invitees. TL Realty reserves all rights to its free and uninterrupted use of the balance of its property.

4. ***Improvements.*** Township bears exclusive responsibility for all improvements and maintenance thereof as set forth on the Site Layout Plan. Township shall furnish advance written notice setting forth a construction schedule, scope of work and material specifications to TL Realty. Each party agrees to preserve unobstructed access so as to not interfere with the other party's use of its respective property. Notwithstanding the foregoing, the Parties shall re-evaluate the Township's maintenance obligations once TL Realty provides the Township with its proposed plan for developing the balance of its property, which may require TL Realty to contribute to the maintenance obligations set forth herein.

5. ***Conditions.*** This grant of easement is under and subject to any other easements, conditions, restrictions, notes, plans, rights-of-way, deeds and maps filed of record or appearing in the chain of title for the TL Realty Parcel.

6. ***Indemnity.*** Township agrees to maintain a policy or policies of liability and casualty insurance in a commercially reasonable amount but not less than \$1 Million Dollars per incident and \$3 Million Dollars in the aggregate naming TL Realty, its successors and assigns as additional insured and furnish proof of insurance to TL Realty upon request. Notwithstanding Township's insurance obligation, Township shall indemnify, save and hold harmless TL Realty for any damages, claims, judgments, litigation costs incurred by TL Realty resulting from the Township's use and/ or the public's use of the easement and improvements described herein.

7. ***Term.*** The term of this Agreement shall be perpetual and shall be binding upon and inure to the benefit of TL Realty, Township, their respective heirs, executors, administrators, managers, members, officers, successors and/or assigns and shall run with the land, unless this Agreement is terminated by an instrument in writing executed by both TL Realty and Township or a final binding Order of Court.

8. ***No Implied Easements.*** There shall be no easements, either expressed or implied created by either party in favor of the other unless expressly set forth in this Agreement.

9. ***Breach.*** No party shall be considered in default under this Agreement until such party has been served with written notice describing the nature of any breach, followed by a minimum 30-day period of time upon receipt of such notice. If, despite such notice, the breaching party fails to commence an action to cure such breach and proceed diligently to complete the cure of such breach then the breaching party shall be considered in default of this Agreement.

10. ***Injunctive Relief.*** The parties agree that a breach or violation of any provision of this Agreement leaves the non-breaching party with an inadequate remedy at law and therefore

injunctive or other equitable relief shall be available to the non-breaching party to enforce the terms of this Agreement. Each party agrees to waive the necessity of posting a bond, cash or other security or surety to enforce the provisions of this Agreement.

11. ***Attorneys' Fees.*** In the event any party to this Agreement brings an action at law or in equity to enforce or interpret this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and Court costs for all stages of litigation, including but not limited to, appellate proceedings in addition to any other remedy granted in such action.

12. ***No Partnership, Joint Venture or Principal Agent Relationship.*** Nothing contained in this Agreement shall be construed to make the parties principal and agent, partners, joint ventures or to render any party hereto liable for the debts or obligations of any other party and no provision of this Agreement is intended to create or constitute or nominate any person or entity as a third-party beneficiary.

13. ***Notices.*** Notice required under this Agreement, or any correspondence concerning this Agreement shall be directed to the parties at the following addresses and shall be deemed properly served:

- (a) if delivered by hand;
- (b) if sent by Certified Mail, Return Receipt Requested, postage prepaid;
- (c) if sent by recognized overnight courier service (including, without limitation, Federal Express or United Parcel Service overnight service as evidenced by a tracking number, charges prepaid); or
- (d) if sent by facsimile together with a copy sent by First Class US Mail postage prepaid with proof of first class mailing preserved:

If to Township:

Pocono Township  
112 Township Drive  
Tannersville, PA 18372

If to TL Realty:

TL Realty Corp.  
1045 State Road  
Effort, PA 18330

Notices and communications delivered by hand shall be effective upon receipt; notices and communications sent by facsimile with a copy by First Class US Mail shall be effective upon dispatch; notices and communications sent by recognized overnight courier service such as but not limited to Federal Express and United Parcel Service shall be effective on the next business day

following dispatch; and notices sent by US Certified Mail Return Receipt Requested shall be effective on the third business day following dispatch.

14. **Choice of Law.** This Agreement shall be governed and construed pursuant to the law of the Commonwealth of Pennsylvania without regard to conflicts of legal principals. Jurisdiction of any dispute hereunder shall lie in the Monroe County Court of Common Pleas, Forty Third Judicial District.

15. **Recording.** This Agreement shall be recorded by Township in the Monroe County Office for the Recording of Deeds, Stroudsburg, Pennsylvania.

16. **Modification of Agreement.** No modification or waiver of any of the provisions of this Agreement shall be effective unless made in writing and executed with the same formality as this Agreement. Failure of either party to insist upon strict performance of any of the provisions of this Agreement shall not be construed as a waiver of any subsequent default of the same or similar nature.

**IN WITNESS WHEREOF**, the parties have signed this Agreement by their duly authorized officers or agents on the date specified above.

**Attest:**

**TL REALTY CORP.**

\_\_\_\_\_

By: \_\_\_\_\_

Name: Thomas Lovito

Title: President

**COMMONWEALTH OF PENNSYLVANIA** :

: ss.

**COUNTY OF MONROE** :

On this, the \_\_\_\_ day of April, 2023, before me, the undersigned officer, a Notary Public, in and for the Commonwealth of Pennsylvania, personally appeared Thomas Lovito, who acknowledged himself to be the President of TL Realty Corp. and that as such President, being authorized to do so, executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by himself as President.

**IN WITNESS WHEREOF**, I hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public

**Attest:**

**POCONO TOWNSHIP**

\_\_\_\_\_  
By: \_\_\_\_\_  
Name: Richard Wielebinski  
Title: President

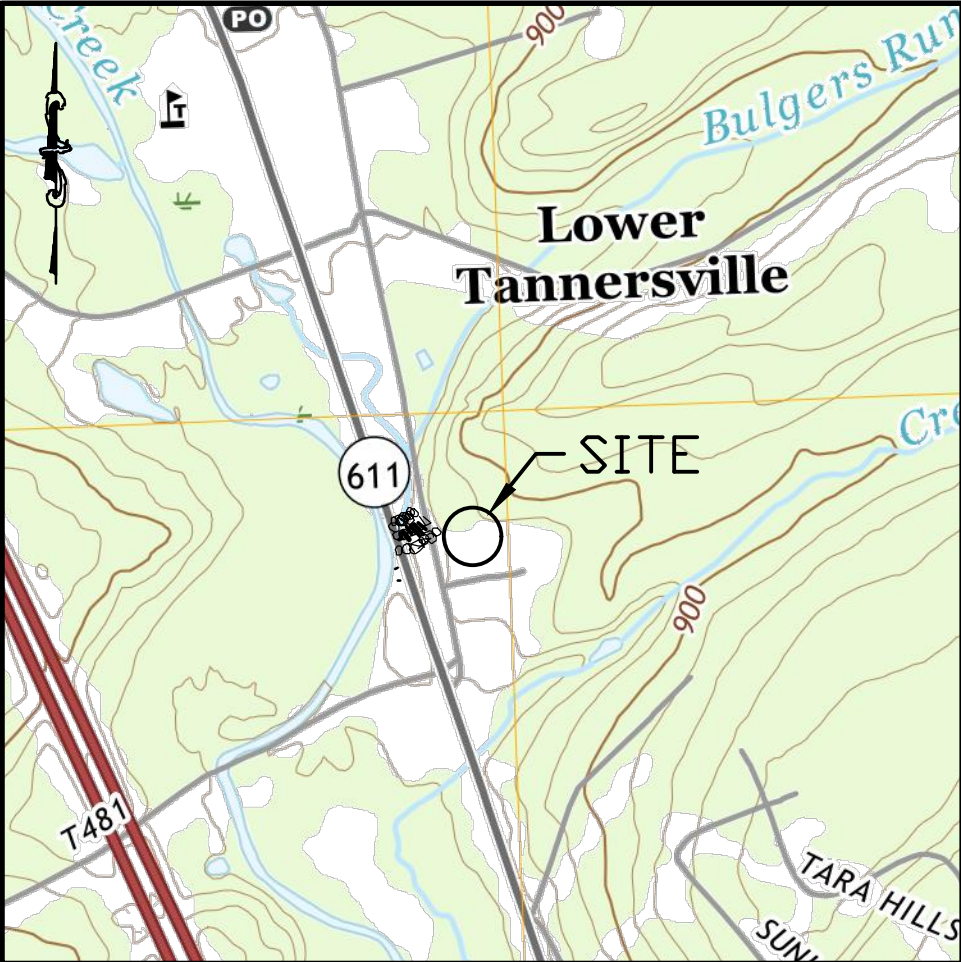
**COMMONWEALTH OF PENNSYLVANIA** :  
: *ss.*  
**COUNTY OF MONROE** :

On this, the \_\_\_\_ day of April, 2023, before me, the undersigned officer, a Notary Public, in and for the Commonwealth of Pennsylvania, personally appeared Richard Wielebinski, who acknowledged himself to be the President of Pocono Township Board of Commissioners and that as such President, being authorized to do so, executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by himself as President.

***IN WITNESS WHEREOF***, I hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public





**LOCATION MAP**  
SCALE: 1"=1000'  
SOURCE: MOUNT POCONO, PA USGS QUAD MAP, 2019

LEGEND	
	ADJOINER LINE
	EXISTING AIR CONDITIONER
	EXISTING BOUNDARY
	EXISTING BUILDINGS
	EXISTING CONTOUR
	EXISTING DRIVEWAY
	EXISTING EDGE OF PAVEMENT
	EXISTING FENCE
	EXISTING ELECTRIC METER
	EXISTING IRON PIN/PIPE
	EXISTING CONCRETE MONUMENT
	EXISTING DRIVEWAY
	EXISTING EDGE OF PAVEMENT
	EXISTING ELECTRIC LINE
	EXISTING SPOT ELEVATIONS
	EXISTING UTILITY POLE
	EXISTING MAILBOX
	EXISTING SANITARY SEWER VENT
	EXISTING SANITARY SEWER AND MANHOLE
	EXISTING WATER LINE AND STRUCTURES
	EXISTING WATER SERVICE AND STRUCTURE
	EXISTING SPOT ELEVATIONS
	EXISTING DECIDUOUS TREE
	EXISTING TREE LINE/BRUSH AREA

S:\2022\2230175\Draws\Final\Draws\Layout\Plan.dwg | Jobname :Layout\Plan.dwg | Aug. 17, 2022 -- 2:49pm | ehaimes

Written dimensions shall have priority over scaled dimensions. All dimensions, elevations, locations, and conditions, shall be verified by the Contractor prior to construction, and the Owner and LVL Engineering Group shall be notified of any discrepancies with the information shown on drawings.  
Only those plans incorporating the raised or red ink professional seal shall be considered official and relied upon. All ideas, designs and arrangements presented herein were developed for use on, and in connection with, the specified project being prepared for the Owner. These plans may not be reproduced or altered without the expressed written permission of LVL Engineering Group.  
Information shown on this plan represents professional services expressing ideas and designs developed, owned and copyrighted by LVL Engineering Group. Reproduction of this plan without written approval of LVL Engineering Group is not permitted. Unauthorized reproduction of a copy of this plan for any purpose will be considered a violation of the copyright law and a theft of corporate assets. Unauthorized alterations of the plan will be considered a violation of the professional code of ethics. Any violation will be prosecuted to the fullest extent of current statutes.

REVISIONS :			
DATE	DESCRIPTION	DATE	DESCRIPTION

PROJECT :	LEARN ROAD FARM PARKING POCONO TOWNSHIP MONROE COUNTY, PENNSYLVANIA
	APPLICANT :
POCONO TOWNSHIP 112 TOWNSHIP DRIVE TANNERSVILLE, PA 18372	

JOB NO.: 2230175	
DRAWN BY: SMR	CHECKED BY: ARM
SCALE: 1" = 30'	
PLAN STATUS: SKETCH	

TITLE : LAYOUT PLAN	
DOYLESTOWN (215) 345-9400	BETHLEHEM CORPORATE OFFICE 559 MAIN STREET, SUITE 230 BETHLEHEM, PA 18018 (610) 419-9407
STROUDSBURG (570) 629-0300 www.lvlengineers.com	

PROJECT NAME : LEARN ROAD FARM PARKING	
---	--

SHEET 1 OF 1	
DATE: AUGUST 9, 2022	





# Natural Lands

Hildacy Preserve  
1031 Palmers Mill Road  
Media, PA 19063

610-353-5587

info@natlands.org  
natlands.org

## board of trustees

Peter O. Hausmann  
*chairperson*

Jane G. Pepper  
*vice chairperson*

Barbara B. Aronson  
Lloyd H. Brown  
Jason Duckworth  
Gail Harrity  
Jeffrey Idler  
John W. Lea  
Ann T. Loftus, Esq.  
Katharine F. Maroney  
Susan P. Mucciarone  
Stephan K. Pahides  
Robert K. Stetson  
Douglas W. Tallamy, Ph.D.  
Andrew I. VandenBrul  
Christopher H. Washburn  
Penelope P. Watkins  
David W. Weaver  
William Y. Webb

## emeritus trustees

Henry E. Crouter  
John A. Terrill, II  
Theodore V. Wood, Jr.

Oliver Bass  
*president*

April 13, 2023

Richard Wielebinski, President  
Board of Commissioners  
Pocono Township  
Via email: [tmunoz@poconopa.gov](mailto:tmunoz@poconopa.gov)

Dear Mr. Wielebinski:

Natural Lands is approving the Township's request for a subsidy of up to \$5,000 towards the costs of a Township Zoning and Subdivision and Land Development Ordinance (SLDO) update that incorporates conservation standards that conserve water quality. The Township's November 9, 2022 letter of request, and consultant Scope of Work (September 30, 2022) are incorporated into this Agreement letter.

- The \$5,000 subsidy shall be used to compensate Sarcinello Planning & GIS Services ("Consultant") for work completed under the Scope of Work dated September 30, 2022;
- The Township agrees to submit to Natural Lands the draft Zoning and SLDO updates, outlined in the Scope of Work. This shall include copies of drafts to be shared with the Township Solicitor and the Planning Commission. The Township agrees to consider, but shall not be obligated to incorporate, suggestions from Natural Lands;
- The Township may submit up to two invoices during the course of the project, the first upon completion of a draft of the items in the Scope of Work and the second upon completion of the final draft as prepared by the Consultant;
- Work to be completed by June 28, 2024, unless extended by Natural Lands upon receipt of written request by the Township;
- Should the Township decide not to proceed with the Scope of Work, the Board President shall notify Natural Lands within one working day and no further charges shall be made to the subsidy;
- Either party may terminate this agreement upon written notice.

If the terms of the Agreement letter are acceptable to Pocono Township, please sign and return a copy of this letter.

Sincerely,

Ann Hutchinson, FAICP  
Senior Director Municipal Planning

On behalf of Pocono Township, I accept the terms of this letter:

\_\_\_\_\_  
Richard Wielebinski, President  
Pocono Township Board of Supervisors

\_\_\_\_\_  
Date



PA: The official registration and financial information of Natural Lands Trust, Inc. may be obtained from the Pennsylvania Department of State by calling toll free, within Pennsylvania, 1-800-732-0999. Registration does not imply endorsement. NJ: Information filed with the Attorney General concerning this charitable solicitation and the percentage of contributions received by the charity during the last reporting period that were dedicated to the charitable purpose may be obtained from the Attorney General of the State of New Jersey by calling 973-504-6215 and is available on the internet at [www.NJConsumerAffairs.gov](http://www.NJConsumerAffairs.gov). Registration with the Attorney General does not imply endorsement.

Date: March 13, 2023  
 Attn: Patrick Briegel, James Loysen  
 To: Pocono Township  
 Address: 112 Township Drive  
 Tannersville, Pa. 18372

Phone: 570.629.1922 ext 1217  
 Email: [pbriegel@poconopa.gov](mailto:pbriegel@poconopa.gov), [jrloysen@poconopa.gov](mailto:jrloysen@poconopa.gov)  
 Delivery: Same

Discounts based on COSTARS contract  
 #4400020043 "Tractor Attachments"; Vendor  
 # 336847

## Price Quote POC20230313DLW

Item Code	Item Description	List Price	Contract / 10% Discounted Price
53H	M-B Tow Behind hydraulic road broom w/32" X 108" (9') poly/wire brush, Dual std flow motors (20-44 GPM 3000 PSI max), Wired remote control, Fenders, LED Beacon, LED Stop/Turn/Tail/Clearance lights, Dirt deflector, Pintle hitch. Unit weight/dim: 192"L x 101"W x 92"H, 3000 lbs.	\$ 22,845.00	\$ 20,560.50
HYD-HS-CPL	Hydraulic jumper hoses (Broom to Truck: 2-Pressure hoses and 4-fittings)		\$ 600.00
	PDI and Set up		\$ 1,080.00
	Delivery		\$ 375.00
<b>Sub-Total:</b>			<b>\$ 22,615.50</b>
Optional "add-ons"			
430-97050	53H/MH Truck Gravel Shield	\$ 500.00	\$ 450.00
432-208016	Sprinkler Group, 150 Gal. w/Spray bar [12v pump feed]	\$ 2,200.00	\$ 1,980.00
430-97821	Spare Tire kit	\$ 350.00	\$ 315.00
<b>Total with all options included:</b>			<b>\$ 25,360.50</b>
Pricing is without any applicable taxes			

### NOTES:

- > Brush life standard is 100+ hours (assumes correct adjustments are used).
- > Brush assembly is gravity down pressure, with a single acting cylinder.
- > Water sprinklers and tank can be added after purchase instead of factory installed. Installation would be billed at materials, time & travel or could be accomplished by Pocono Twp.

### TERMS:

A PO# on Twp Letterhead is required to reserve this machine.  
 Current Lead time is 4 months.  
 Pricing and/or availability subject to change w/o notice. Availability is based on current supplier orders and manufacturing schedule.  
 Pricing is based on using AG-Industrial's PA COSTARS contract.

Thank you for the opportunity to address your equipment needs.  
 I look forward to your response.

**Duane Witmer**

Government/Municipal Sales

C: +1 (717) 875-1850

[dwitmer@agindustrial.com](mailto:dwitmer@agindustrial.com)

