

**Pocono Township Board of Commissioners
Regular Meeting Minutes
August 21, 2023 | 6:13 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on August 21, 2023 and was opened by President Rich Wielebinski at 6:13 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 via Zoom.

In Attendance: Taylor Munoz, Township Manager; Leo DeVito, Township Solicitor; John Tresslar, Engineer; Shawn Goucher, Chief of Police; Patrick Briegel, Public Works Director; Frank Cefali, Treasurer; Paola Razzaq, Finance Administrator; and Jennifer Gambino, Administrative Assistant.

Public Comment – None

Announcements

- Please take note of Pocono Township's upcoming summer activities:
 - August 22 at 10:00 a.m. – The Wide World of Bugs at Mountain View Park
 - August 24 at 6:00 p.m. – Final summer concert by The Joes

Hearings – None

Presentations

- Q2 Township Treasurer Report – Frank Cefali, CPA & Township Treasurer

P. Razzaq provided overview of quarterly report. 3.6 million in expenditures for the quarter. 54% of funds spent pertained to public safety. The Township has identified its primary spending areas, implemented performance management objectives for this year, and connected priorities with budget requests.

F. Cefali discussed the summary report and gave an overview of various Township funds. Township General Fund revenues are up by almost \$1.5 million. 75% of real estate revenues were collected as of end of June. Township is at 49% of anticipated expenses halfway through the year, which is what was expected. Major capital expenditures will take place in Q3.

- Poconos Hospitality/SAPA Pocono Holding, LLC – Update regarding plans for proposed hotel in Swiftwater. Plan was granted a six-month extension of time on April 17, 2023.

Applicant provided update regarding the proposed Swiftwater hotel location. Stated lending to hotel projects has been made prohibitive by government policies and issues with the banking crisis. Asked for further extension to allow project to continue.

J. Belvin asked for timeline. Applicant stated timeline is difficult to anticipate with the state of bank lending. J. Belvin asked about timeline of Township's current zoning changes in progress.

J. Lastowski made a motion, seconded by E. Gndt, to grant a 6-month extension from October. E. Gndt stated she would not be in favor of continuing an extension after zoning changes take effect. All in favor. Motion carried.

Resolutions

J. Belvin made a motion, seconded by K. Meeker, to pass Resolution 2023-19 Granting Conditional Approval for the Great Wolf Lodge Employee Housing Land Development Plan. All in favor. Motion carried.

J. Belvin made a motion, seconded by E. Gndt, to pass Resolution 2023-20 to adopt and submit to the DEP for its approval as a revision to the "Official Sewage Facilities Plan" of the municipality the

referenced Sewage Facilities Planning Module for the Great Wolf Lodge Employee Housing project.
E. Gndt asked for clarification. All in favor. Motion carried.

J. Belvin made a motion, seconded by K. Meeker, to pass Resolution 2023-21 Granting Conditional Approval for the Jimmy A. Schlier Lot Combination Plan. Discussion regarding plan details. Roll call: J. Belvin, yes; E. Gndt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, no. Motion carried.

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the August 7, 2023 meeting of the Board of Commissioners.
 - Financial transactions through August 17, 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.

J. Belvin made a motion, seconded by J. Lastowski, to approve the consent agenda. All in favor. Motion carried.

NEW BUSINESS

1. Personnel

J. Belvin made a motion, seconded by R. Wielebinski, to extend a conditional offer of employment to Andrew Brand for the Pocono Township Road Crew and to authorize the Township Manager to proceed to the next candidate should the applicant not accept. All in favor. Motion carried.

2. Travel/Training Authorizations - None

Report of the President

Richard Wielebinski

R. Wielebinski made a motion, seconded by J. Belvin, to approve Construction Escrow Release No. 9 in the amount of \$50,294.48 for the Trapasso Hotel Land Development project, as reviewed and recommended by the Township Engineer letter dated August 16, 2023. All in favor. Motion carried.

Commissioner Comments

Jerrod Belvin – Vice President

- Discussion and possible action regarding the property owner along Archer Lane and costs incurred by the Township to mitigate storm cleanup from the property.

Archer Lane has created repeat issues for the Township when storm events occur. Township drain boxes completely full of washout from the lane. Property owner continues to not take measures necessary. Further discussion regarding safety issues. Will speak with Shawn McGlynn to have a notice sent to property owner that he is in violation.

- Emergency Management Update – Responded last night to a CO2 leak at Great Wolf. Small fuel spill in Penn Estates two weeks ago.
 - Laurel Lake Dam – No update.
- Update – PPL utility lines and possible drainage issues on Barton Court – No update.

Ellen Gndt – Commissioner

Discussion regarding audit of amusement taxpayers.

Jerry Lastowski – Commissioner

All but one trailer is gone from the Butz property. Asked if Township's property maintenance ordinance applies to commercial properties. T. Muñoz will reach out to S. McGlynn.

Keith Meeker – Commissioner – None

Reports

Zoning - None

Police Report

- General police updates – Provided July 2023 report.

E. Gnanadt asked that overtime comparisons and figures be included in police report.

Ambulance Report - None

Public Works Report

- Current Public Works projects – Ongoing pipe replacement and drainage projects throughout the Township. H&K is completing the Township's 2023 paving projects, and microsurfacing projects concluded. Pleased with the work performed by H&K. Disappointed with the flagging company used for the microsurfacing projects. Cautiously optimistic with the microsurfacing and several municipalities came out to observe the process, which is new to this area. J. Lastowski stated someone reached out to him with concerns about one of the roads that was microsurfaced. Road Crew has done an outstanding job with a skeleton crew getting work done.
- Mountain View Park updates – No update.
- TLC Park updates – Pleased with the operation of the splash pad, which is getting substantial use.
 - Dog Park Status Update – Dog Park is open and operational. 20 people are registered.
- 2023 paving and microsurfacing projects – No further update.
- Bartonsville Avenue cross pipes replacement – No update.
- Installation of speed tables on Learn Road for speed control – Hopeful to get to this project within the next month.

Commended Jean Gupko for all her efforts maintaining the Township's plantings.

Administration – Manager's Report

- Completing vetting process of new government accounting software and will have recommendation for Board action soon.

Township Engineer Report

- Discussion and possible action regarding the Township's revised Act 167 stormwater ordinance, incorporating changes to the ordinance as prepared by the Township engineer and as required by PA DEP – Still being vetted.
- Upper Mountain View Park master planning process – Completed initial survey work.
- Learn Road safety enhancement project and roundabout survey work – Survey work complete.
- Update – TASA SR 611 sidewalk project – Design complete for all ADA ramps. Looking at ROW needs.

Bids were received for sewer manhole refurbishment. No action will be taken until vendors are vetted.

PIM Corporation - \$36,795.00

Standard Pipe Services LLC – \$76,900

Mobil Dredging & Video Pipe Inc. – \$78,700

J. Tresslar explained the Township is getting deterioration in the Township's manholes because of the concentration of flows the line is receiving.

J. Belvin asked for update regarding Turkey Hill sidewalks. R. Wielebinski asked if Turkey Hill made improvements in their revised plans.

P. Briegel received a call from a resident regarding guiderails at the bottom of Fish Hill. Engineer will look at options for guiderail.

Township Solicitor Report

- General legal update – Gesualdi’s property on White Oak is remarkably cleaned up, per an inspection by zoning.
- Update – Maintenance and operation escrow requirements for land development projects that require installation of new traffic lights.

R. Wielebinski made a motion, seconded by J. Belvin, to send amendment to the MCPC and PC for comments and advertised appropriately. E. Gndt asked for clarification regarding the type of financial security and how maintenance escrow amount would be calculated. All in favor. Motion carried.

- Zoning Hearing Board updates
 - August 31, 2023 – Chelsea Pocono Finance (Poconos Premium Outlets) – Attending to object to request.
 - SBA Towers Zoning Hearing continued until September – E. Gndt asked for clarification on process.
 - Crawford Appeal – Briefing schedule received today.
- Update – Johnson Appeal Commonwealth Court argument – Commonwealth Court wants oral argument and waiting on further information.

Public Comment

Dawn Eilber (Township Resident) – Stated she is a real estate agent of 24 years and has documentation showing location of proposed cell tower and proximity to neighboring homes. Also stated there was dumping on Back Mountain Road, which was cleaned up by Township Road Crew this morning.

Adjournment

J. Belvin made a motion, seconded by E. Gndt, to adjourn the meeting at 7:48 p.m. All in favor. Motion carried.