

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
September 5, 2023 | 6:58 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on September 5, 2023 and was opened by President Rich Wielebinski at 6:58 p.m. followed by the Pledge of Allegiance.

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

**In Attendance:** Taylor Munoz, Township Manager; Leo DeVito, Township Solicitor; John Tresslar, Engineer; Shawn Goucher, Chief of Police; Patrick Briegel, Public Works Director; and Jennifer Gambino, Administrative Assistant.

**Public Comment** - None

**Announcements**

- On Friday, September 8, 2023, Pocono Township's paving contractor will be installing two speed tables/humps on Learn Road as part of the Township's efforts to slow down speeding activity on the road. More details are found on the Township Facebook page and website.

Executive sessions were held on August 30 and September 5 for discussion of personnel issues.

**Hearings** – None

**Presentations** – None

**Resolutions**

R. Wielebinski made a motion, seconded by J. Lastowski, to pass Resolution 2023-22 granting a six-month time extension beginning October 17, 2023 for SAPA Pocono Holding, LLC to satisfy the conditions of plan approval set forth in Resolution No. 2017-53 for the Poconos Hospitality Land Development Plan. Discussion regarding whether plan approvals run with the land or with the owner. Roll call: J. Belvin, yes; E. Gndt, no; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

**Consent Agenda**

- Motion to approve a consent agenda of the following items:
  - Old business consisting of the minutes of the August 21, 2023 meeting of the Board of Commissioners.
  - Financial transactions through August 31, 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 J. Belvin, 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 pass an agreement authorizing the partial release, discharge and termination of a township easement located adjacent to State Route 611 pursuant to a sewer easement and right-of-way agreement from Tannersville Inn, Inc. to Pocono Township. L. DeVito explained that this is an extinguishment of one easement being replaced by another easement. J. Tresslar stated PennDOT does not want a sewer easement within their ROW. The Township will have an

HOP from PennDOT providing the access needed for any maintenance concerns. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to ratify a 2023 paving project change order with H&K in the amount of \$11,853.40 for the installation of two speed tables on Learn Road. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to approve a fireworks display for Great Wolf Lodge as part of their grand opening event on October 5, 2023, subject to zoning review and approval of their permit application. T. Muñoz clarified details regarding the display. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to set Halloween Trick-or-Treat hours for October 31, 2023 from 5:00 p.m. to 8:00 p.m. All in favor. Motion carried.

### **Commissioner Comments**

Jerrold Belvin – Vice President

- Emergency Management Update – New traffic camera being installed on Friday for the Swiftwater Road traffic light.
- Laurel Lake Dam – No update.
- Update – PPL utility lines and possible drainage issues on Barton Court – No update.

Ellen Grandt – Commissioner

Asked why SBA hearing has been continued. L. DeVito confirmed to address the comments provided in the Township engineer review letter. T. Muñoz confirmed the applicant agreed to cover the cost of the readvertising.

Jerry Lastowski – Commissioner

Confirmed the last trailer has been removed from the Butz property.

Keith Meeker – Commissioner – None

### **Reports**

**Zoning** – Report was sent to Board.

#### **Police Report**

- General police updates – Will send overtime report to the Board for review at next meeting.

**Ambulance Report** - None

#### **Public Works Report**

- Current Public Works projects – Installing shoulders on newly paved Township roads. Line striping currently underway throughout the Township. Paving and microsurfacing projects are complete. Repaired lower Beehler Road and completed overlay along Stadden Road. Reconstructed a damaged drainage box at the bottom of Fish Hill Road. Three new employees have started or are starting soon.
- Mountain View Park updates – Zipline installation almost complete. New spinner has been installed. Received nice message and good feedback from the soccer field usage at the park.
- TLC Park updates – Grading and seeding the remaining area adjacent to the splash pad. The spillway wingwalls are very close to completion.
- Bartonsville Avenue cross pipes replacement – Working to establish timeframe.
- Old Learn Farm parking access – Working on establishing timeframe.
- Installation of speed tables on Learn Road for speed control is scheduled.

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

R. Wielebinski made a motion, seconded by J. Belvin, to bid out the renovation and resurfacing of the Mountain View Park basketball courts, removing one court, and adding three pickleball courts. All in favor. Motion carried.

J. Belvin asked about Swiftwater Solar construction timeline.

## **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 considered at staff level.
- Learn Road safety enhancement project and roundabout survey work – Completed tying the survey into the geometric design. Will get individual plans for each property owner to the Township this week.
- Update – TASA SR 611 sidewalk project – Had meeting with project consultant last week. PennDOT has completed environmental analysis. LVL is preparing individual property plans with required permanent and construction easements.

Reviewed Turkey Hill sidewalk project and confirmed it reflects Township requirements.

## **Township Solicitor Report**

- Update – Maintenance and operation escrow requirements for land development projects that require installation of new traffic lights. Draft ordinance was sent to Monroe County Planning Commission. Adjusted language concerning financial security and is currently out to MCPC for review and comment. Will be considered by Pocono Township for review and comment following. Board can then advertise once comments are received back.
- Zoning Hearing Board updates
  - Chelsea Pocono Finance – Continued to 9/26.
  - Tannersville Point Luxury Apartments – Continued to 9/26. Application may be withdrawn.
  - SBA Towers – Postponed and will be scheduled for October 24.
  - Crawford Appeal – Briefing schedules received last week. Will respond to Crawford briefs.
- Update – Johnson Appeal Commonwealth Court argument – Tentatively scheduled for November 6 for argument in Philadelphia.

Need 10-minute executive session following tonight’s meeting to discuss Township’s potential interest in the old Monroe NCC campus site.

**Public Comment** – None

## **Adjournment**

R. Wielebinski made a motion, seconded by J. Lastowski, to adjourn the meeting at 7:41 p.m. into executive session and not to return. All in favor. Motion carried.