

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
October 18, 2023 | 6:32 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on October 18, 2023 and was opened by President Rich Wielebinski at 6:32 p.m. followed by the Pledge of Allegiance.

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

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

**Public Comment**

Ann Gurbisz (Township Resident) – Stated that her husband drove off the edge of Fish Hill Road at the bottom of the hill in the past and sustained trauma. Discussion regarding location for possible guide rail and whether it would serve a safety purpose to install.

**Announcements**

Prior to the meeting, an executive session was held to discuss personnel matters.

Pocono Township Trunk or Treat will take place on Sunday, October 29 starting at 3:00 p.m. We are still inviting participants to register their trunk and to take part in the puppy parade! More information is available on the Township Facebook page.

**Hearings** – None

**Presentations**

- Presentation of Township 2022 Audit – Jeff Weiss, Zelenkofske Axelrod LLC – Postponed. Will present first meeting in November.
- Recognition of Life Saving Actions of Three Township Police Officers – Recognition of Corporal Doug Smith, Patrol Officer Larry Miller & Patrol Officer Thomas Moser for saving a life – Will recognize Police officers at a later date.

E. Gnantt asked that we confirm the audit has not been advertised prior to Jeff Weiss giving his presentation.

**Resolutions**

R. Wielebinski made a motion, seconded by J. Lastowski, to pass Resolution 2023-27 authorizing Conditional Approval of the Preliminary/Final Land Development Plan for 1328 Golden Slipper Road – Neighborhood Hospital & Medical Office Building. E. Gnantt asked about the ZHB denial pertaining to the loading bay. The applicant honored the zoning ordinance and included four loading bays as required. Discussion about design of spaces. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to pass Resolution 2023-28 authorizing Conditional Approval of the Minor Subdivision Plan, Lands of Farda Realty Associates, L.P. E. Gnantt asked for clarification. Plan divides an existing lot in half. No new improvements at this time. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to pass Resolution 2023-29 Granting a Time Extension of Conditional Approval of the Lindenmere Sports Arts Center, LLC Preliminary/Final Land Development Plan. 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 October 2, 2023 meeting of the Board of Commissioners.
  - Financial transactions through October 12, 2023 as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll; vouchers payable, sewer operating expenditures, construction fund expenditures, capital reserve expenditures and transfers.

R. Wielebinski made a motion, seconded by J. Lastowski, 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 E. Gndt, to authorize the preparation and advertisement for a November 20, 2023 public hearing of a debt ordinance for the purchase of a new municipal complex. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to approve Construction Escrow Release No. 1 for Cherry Lane Development Partners in the amount of \$146,307.26 as reviewed and recommended by the Township Engineer. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gndt, to approve Construction Escrow Release No. 10 for the Trapasso Hotel Land Development Project in the amount of \$91,111.71 as reviewed and recommended by the Township Engineer. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to execute a sales order agreement with Edmunds GovTech and authorize an ARPA expenditure in the amount of \$37,000 for local government accounting software. Discussion about Edmunds GovTech versus QuickBooks. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to amend the agenda for execution of an agreement of sale. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to authorize execution of an agreement of sale by the President and Township Secretary between Pocono Township, Northampton Community College and the NCC Foundation for the purchase of the old campus located at 205 Old Mill Road and to submit to the sellers. Clarification of \$2,920,000 purchase price. No public comment. J. Lastowski stated it was a shame the Township could not get PEC. All in favor. Motion carried.

## **Commissioner Comments**

Jerrod Belvin – Vice President

- Emergency Management Update – No update.
- Laurel Lake Dam – Discussion regarding potential for DEP to escalate dam issue.
- Update – PPL utility lines and possible drainage issues on Barton Court.

Ellen Gndt – Commissioner

Provided comments about the audit. Stated the pension took a big hit. Asked that she or other Board members sit in on meetings with pension managers to evaluate.

Error identified – restricted funds do not add up. Money unrestricted should be restricted.

Jerry Lastowski – Commissioner - None

Keith Meeker – Commissioner - None

### **Reports**

**Zoning** - None

**Police Report** - None

**Ambulance Report** - None

### **Public Works Report**

- Current Public Works Projects – Preparation for winter and completing much needed repairs.
- Mountain View Park Updates – Completing leaf cleanup. Rolled the adult baseball field and seeded the area that sustained damage from the XFFL. Next project to complete grading for installation of challenge course.
- TLC Park Updates – Completing installation of the sound garden. Installed pad and sound garden pieces installed around the pad. Should be complete by tomorrow. Intend to connect the walkway to the splash pad next week. Shut down and winterized the splash pad.
- Bartonsville Avenue cross pipes replacement – Looking at cross pipes. Replaced a drain box.
- Old Learn Farm parking access – Hope to get a start on the parking access soon.

E. Gnadts asked whether people are using the dog park. Asked that extra attention be paid to winterization of the bathrooms at MVP.

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

- Amendment to the Pocono Township Subdivision & Land Development Ordinance requiring performance guarantees for PennDOT required traffic signalization improvements has been advertised for November 6, 2023.
- Discussion regarding potential expansion of public sewer/water up Sullivan Trail and grant possibilities – Will pursue grant funds.

R. Wielebinski asked whether the sewer survey has been sent out to Oakwood Acres.

### **Township Engineer Report**

- Learn Road safety enhancement project and roundabout survey work - Area has been staked out.

R. Wielebinski made a motion, seconded by J. Lastowski, to amend the agenda. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to authorize the Township Manager to secure an appraiser to complete an appraisal of the property needed for the proposed roundabout. No public comment. All in favor. Motion carried.

- In Progress – 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 – Technically speaking, the existing ordinance is the same. Will pass ordinance language soon.
- Update – TASA SR 611 sidewalk project.

J. Lastowski asked for an update on the Archer property. Discussion regarding work performed and remaining needs.

## **Township Solicitor Report**

R. Wielebinski made a motion, seconded by J. Lastowski, to authorize the execution of agreements pertaining to the release, discharge, and termination of Township sewer easements for tax parcel 12.12.2.10-2 referenced in Record Book 2352, Page 880 and 2323, Page 5994. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to authorize an agreement establishing a new sewer easement between Pocono Township and Sanofi Pasteur pertaining to tax parcel 12.12.2.10-2. All in favor. Motion carried.

- General legal update – All briefs filed for the Kalahari case. PMI has transferred all of its Pocono Manor property to Kalahari, so they will be the only Tobyhanna user of central sewer.
- Zoning Hearing Board updates – Parking variance hearing tomorrow evening. The other hearing is Pocono Logistics. Additional future hearings are as follows:
  - Tannersville Point Luxury Apartments
  - 585 Railroad Drive Appeal
  - Bogutskiy Parking Variance
  - Pangea Property Parking Variance
  - SBA Towers
  - Camelback Small Cell Telecommunications Facilities
- Update – Crawford Appeal – Extension requested by other party, and it was granted.
- Update – Johnson Appeal Commonwealth Court argument – Hearing scheduled for November 6.

Discussion regarding revisions to SBA Towers application.

E. Gndt made a motion, seconded by J. Lastowski, to send Leo to SBA hearing to ensure the applicant has answered and addressed all engineering comments. Discussion regarding hearing details. All in favor. Motion carried.

E. Gndt asked clarification question pertaining to Kalahari and PMI.

## **Public Comment**

Ann Gurbisz (Township Resident) – Asked question pertaining to Fish Hill Road guide rail.

## **Adjournment**

R. Wielebinski made a motion, seconded by J. Belvin, to adjourn the meeting at 7:42 p.m. All in favor. Motion carried.