

**Pocono Township Board of Commissioners
Regular Meeting Minutes
December 4, 2023 | 6:12 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on December 4, 2023 and was opened by President Rich Wielebinski at 6:12 p.m. followed by the Pledge of Allegiance.

Roll Call: Jerrod Belvin, present; Ellen Gndt, present; Jerry Lastowski, present; and Rich Wielebinski, present.

In Attendance: Taylor Munoz, Township Manager; Leo DeVito, Township Solicitor; John Tresslar, Engineer; Patrick Briegel, Public Works Director; Frank Cefali, Township Treasurer; Lindsay Scerbo, Zoning Officer, and Jennifer Gambino, Administrative Assistant.

Public Comment

Lisa Buccholz (Jackson Township) – Stated there is a DEP open comment period currently pertaining to the proposed Warner Road warehouse project. Shared information regarding how to submit a letter to the DEP during public comment.

Announcements

- R. Wielebinski welcomed Cub Pack 85 tonight for their tour of the Township facilities and sitting in on Township meeting.
- An executive session was held on Tuesday, 11/28 for discussion of personnel matters.
- The draft Fiscal Year 2024 Township budget is posted on the Township website (www.poconopa.gov) for public review in advance of the adoption hearing scheduled for the December 18th Board of Commissioners meeting. The draft budget proposes no tax increase for 2024.

Hearings – None

Presentations

- Q3 2023 Township Treasurer Quarterly Report – Frank Cefali, CPA & Township Treasurer – F. Cefali presented the financial report with a summary of revenues and expenditures for each Township fund.

E. Gndt asked questions pertaining to open space fees and liquid fuels income versus expenditures. F. Cefali indicated tonight will be his last meeting as treasurer and gave regards to Paola and her capabilities as she takes on the role.

Resolutions

R. Wielebinski made a motion, seconded by J. Lastowski, to pass Resolution 2023-32 approving an agreement authorizing electronic access to PennDOT Systems, including the ECMS System necessary for administration of the Township's TASA Grant, and authorizing the (Vice) Chairman of the Board of Commissioners to execute the agreement on behalf of the Township. 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 November 20, 2023 meeting of the Board of Commissioners.
 - Financial transactions through November 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. Gndt, 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 approve the Agreement for Construction with Telco, Inc. for the 2023 Monroe County Green Light Go Adaptive Signal Control Project, authorize the (Vice) Chairman as signatory, and insert today's date of passage in the performance/payment bond provided by Telco, Inc. All in favor. Motion carried.

- Recognition and congratulations to Patrol Officer Kylie Tausendfreundt upon the completion of her one-year probationary period with the Pocono Township Police Department.

R. Wielebinski made a motion, seconded by J. Lastowski, recognizing Officer Tausendfreundt for completion of her probationary period with the Department. All in favor. Motion carried.

Commissioner Comments

Jerrod Belvin – Vice President – None

Ellen Gndt – Commissioner

Expressed concerns about Keith Meeker's residency in the last quarter of this year. J. Lastowski stated he agrees with the concern, but also acknowledged discussion regarding concerns about lacking definitive proof that Keith was not truly a resident. Discussion confirming that Keith Meeker's driver's license and paperwork with the Township reflects a Pocono Township address.

L. DeVito stated he reviewed the Township minutes since January and did not locate instances where there was a 3-2 vote with K. Meeker in the majority that could be potentially nullified. Also did not find an instance where the establishment of a physical quorum was affected had he not been a resident.

J. Lastowski made a motion, seconded by R. Wielebinski, to prorate K. Meeker's pay for Q4 based on time served. J. Belvin: yes; E. Gndt, no; J. Lastowski: yes; R. Wielebinski: yes. Motion carried.

Jerry Lastowski – Commissioner

Commended Patrick and Jenn for the Christmas decorations at TLC Park. Expressed further concerns about the conditions of the overall Butz property in Scotrun.

Reports

Zoning

L. Scerbo provided report on "hot button" zoning issues. Default judgment date has now passed for 199 Dyson Road.

Police Report – None

Ambulance Report – None

Public Works Report

- Current Public Works Projects – Followed up with Roadbotics regarding the assessment of the Township's roads. Proposed preparing a brief presentation regarding the benefit of the program and

the results for the Township and will plan for second meeting in January. Had a good meeting today with MCCD regarding Wilke Road stream stabilization project through the low volume road grant program. Will have full funding for the project and begin mid-2024. Completing drainage work along Bartonsville Avenue.

- Mountain View Park Updates – Contractor currently working on the challenge course installation. Proposed completion by this coming Friday or Monday at the latest.
- TLC Park Updates.
- Old Learn Farm parking access – Will begin before year-end to start work establishing trail head.

Administration – Manager’s Report

Township Engineer Report

- Learn Road safety enhancement project and roundabout survey work – Continuing to move forward. Delivered formal exhibits to Tom McKeown to begin appraisals.
- Update – TASA SR 611 sidewalk project – Completing ROW and temporary construction easements. May have to meet to discuss a couple individual properties.
- 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.

R. Wielebinski asked whether bid documents could yet be prepared for the roundabout. J. Tresslar said they will have to formalize engineering design. J. Tresslar stated possible March timeframe for bid document completion. Discussion about PPL utility pole needing relocation.

Township Solicitor Report

- Conditional Use Hearing for The Ridge will take place on December 13, 2023 at 5:00 p.m.
- Zoning Hearing Board updates – Wawa agreed to Township request for ground mounted monument signage and variance was granted.
- Update – Johnson Appeal Commonwealth Court argument – Anticipate a result in next 30-60 days.
- General legal update – Following up with Anthony regarding preparation of final paperwork for DEP to wrap up Hagner issue.

E. Gnant asked whether SBA cell tower has met conditions imposed by the ZHB. Lindsay stated no applications have been received yet. Further discussion regarding the applicant.

The Board acknowledged the Planning Commission resignation of Mike Velardi has been received effective 12/12/23.

Public Comment – None

Adjournment

R. Wielebinski made a motion, seconded by E. Gnant, to adjourn the meeting into executive session at 7:12 p.m. and not return. All in favor. Motion carried.