

**Pocono Township Board of Commissioners
Regular Meeting Minutes
January 2, 2024 | 6:43 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on January 2, 2024 and was opened by President Rich Wielebinski at 6:43 p.m. followed by the Pledge of Allegiance.

Roll Call: Jerrod Belvin, present; Ellen Gndt, present; Natasha Leap, present; Mike Velardi, present; and Rich Wielebinski, present.

In Attendance: Taylor Munoz, Township Manager; Broughal & DeVito, Township Solicitors; Jon Tresslar, Engineer; Pat Briegel, Public Works Director; James Wagner, Detective Sergeant; Lindsay Scerbo, Zoning Officer, and Jennifer Gambino, Administrative Assistant.

Public Comment – None

Announcements – None

Hearings – None

Presentations – None

Resolutions – None

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the December 18, 2023 meeting of the Board of Commissioners.
 - Financial transactions through December 28, 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 N. Leap, to approve the consent agenda. E. Gndt indicated transfer of funds should be done first. Motion rescinded.

E. Gndt made a motion, seconded by R. Wielebinski, to approve the transfer of \$177,300 from Capital Reserve Account to GF for purchase of a new CAT loader. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by N. Leap, to approve the consent agenda. All in favor. Motion carried.

NEW BUSINESS

Personnel - None

1. Travel/Training Authorizations

R. Wielebinski made a motion, seconded by E. Gndt, to approve M. Velardi, N. Leap, and J. Belvin to attend the 2024 PSATS Conference. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to approve T. Muñoz to attend 2024 PSATS Conference and work with Department heads to determine other staff attendance. All in favor. Motion carried.

Commissioner Comments

Richard Wielebinski – President

R. Wielebinski made a motion, seconded by M. Velardi, to approve a COSTARS quote provided by KirbyBuilt in the amount of \$20,907.86 as provided for in the Capital Budget for the purchase of thirteen all-weather, composite picnic tables and six benches for Mountain View Park and TLC Park. Discussion regarding locations. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gnant, to open the agenda for action pertaining to construction escrow release for the Trapasso Hotel Project. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gnant, to approve Construction Escrow Release No. 11 for the Trapasso Hotel Land Development project in the amount of \$362,460.95 as recommended by the Township Engineer on December 19, 2023. All in favor. Motion carried.

Discussion that the BOC will adjourn the meeting into executive session following the meeting for discussion of personnel matters.

Jerrod Belvin – Commissioner

- Laurel Lake Dam – Asked the manager to set up a meeting with Laurel Lake HOA to continue discussion regarding the dam replacement. T. Muñoz will reach out and also incorporate Senator Rosemary Brown’s office.
- Bartion Court Utility Lines – No update.

Ellen Gnant – Commissioner

Discussion regarding review of Township escrow accounts, particularly older accounts.

Regarding SBA, E. Gnant asked whether there is a time limit for SBA to meet the conditions set by the ZHB. L. DeVito will verify, but stated he believes the applicant would have to re-apply for zoning relief or the relief would expire.

Natasha Leap – Commissioner – None

Mike Velardi – Commissioner – None

Reports

Zoning

Discussion regarding zoning report and need to continue enforcement against several property owners for encroachment on Township ROW.

Hearing this week for 199 Dyson Road, with objects placed in the Township ROW.

M. Velardi – At the intersection of Hemlock Court and Hemlock Road there is a house that has been a dilapidated eyesore for a long time. Asked zoning to review for possible enforcement.

Police Report

Discussion regarding changes in SOPs with Lexipol.

Ambulance Report - None

Public Works Report

- Current Public Works Projects – Thanked the BOC for helping acquire the new CAT loader. Machine was delivered before the end of the year. Contract has been signed for the Wilke Road grant and half of the funds have been received. Working out details to establish a start date. Crew has been doing a great job working together to address runoff and drainage concerns around the Township.
- Mountain View Park Updates – Still waiting on a couple of components for completion of the obstacle course. Parts were on backorder and will likely be received at the beginning of February.
- TLC Park Updates – Crew will be taking down holiday decorations at TLC in advance of possible weekend snow. Still waiting for cold weather for ice rink.
- Old Learn Farm parking access – Work has begun on the entry road and removal of trees.

Fountain Court cleanup project – P. Briegel was present with the contractor between Christmas and New Year's. Contractor did a nice job getting the new sewer connection installed to remaining buildings.

Will look to set up a tour for the BOC of the Township sewer facilities.

Administration – Manager's Report

- Discussion regarding consolidation of monthly sewer meetings under the existing regular Board of Commissioners meeting on the first Monday of each month. Consensus to consolidate meetings.

Discussion of Middle Road and possibility of securing Low Volume Road funding for restoration.

Township Engineer Report

- Learn Road safety enhancement project and roundabout survey work – Working on design. Waiting to hear back from appraiser.
- Update – TASA SR 611 sidewalk project – Continuing monthly meetings with PennDOT reps.
- 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 – Placeholder.

Township Solicitor Report

- Zoning Hearing Board updates - No current zoning hearings.
- Update – Johnson Appeal Commonwealth Court argument - Waiting on decision.

The next meeting will be a continuation of the conditional use application for The Ridge project.

Public Comment

Karen Doleiden (Township Resident) – Would like consideration of Ruby Lane for potential Low Volume Road funding and improvements.

Adjournment

R. Wielebinski made a motion, seconded by E. Gnadts, to adjourn the meeting at 7:52 p.m. and go into executive session to discuss personnel matters and not return. All in favor. Motion carried.