



POCONO TOWNSHIP COMMISSIONERS
AGENDA

May 6, 2024 | 6:00 p.m.

112 Township Drive, Tannersville, PA

Dial-In Option: 646 558 8656

Meeting ID: 892 102 5946

Passcode: 18372

Zoom Link:

<https://us06web.zoom.us/j/8921025946?pwd=Q1VtaFVkVEpRWTUvdIFrSHJ1cE1Tdz09>

Open Meeting

Pledge of Allegiance

Roll Call

Public Comment

For any individuals wishing to make public comment tonight, including those dialed in by phone, please state the spelling of your name and identify whether you are a taxpayer of Pocono Township.

Please limit individual comments to five (5) minutes and direct all comments to the President. Public comment is not for debate or answering questions, rather it is for "comment on matters of concern, official action or deliberation...prior to taking official action" [PA Sunshine Act, Section 710.1].

Announcements

- The Pocono Township Touch-A-Truck Event is coming up June 1st. For more information, please contact the Township office.
- An executive session was held on Monday, April 22 for discussion of personnel matters.

Presentations

Serenite at Camelback – Amendment of the Pool house Building Permit.

Hearings - None

Resolutions

Resolution 2024-08 – Motion to approve Resolution 2024-08 granting conditional approval of Ertle Development, LLC. Wawa plan. **(Action Item)**

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the April 23, 2024 regular meeting.
 - Financial transactions through April 30, 2024 as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll, vouchers payable, sewer operating expenditures, construction fund expenditures, and capital reserve expenditures. **(Action Items)**

NEW BUSINESS**1. Personnel****2. Travel/Training Authorizations****Commissioner Comments**

Richard Wielebinski – President

- Discussion to waive the Park reservation fee for the three following Non-profit's.; Mid-Atlantic Regional Service Committee of Narcotics Anonymous and First Student Inc., and Cub Scout Pack 85 **(Action Item)**
- Motion to award 2024 Paving and Sealcoating Bids. **(Action Item)**
- Motion to provide Interim Manager, Patrick Briegel, with a \$1000.00 per week stipend effective 4/8/2024 to stay in effect until a new manager is hired. **(Action Item)**
- Consideration of approval to close the following Sewer Construction Accounts: ESSA checking ending in 0477, ESSA money market ending in 2258 and ESSA money market ending in 0073 **(Action Item)**
- Discussion and review of form for Waiver of Land Development on internal renovations within Commercial buildings. **(Possible Action Item)**
- Discussion and consideration of approval regarding PPL Right of Way WO#12049321 – PennDOT relocation 715 & 611 **(Action Item)**
- Motion to re-list the 2004 Peterbilt Model 330 Dump Truck for sale on Municibid with a starting bid price of \$10,000.00. **(Action Item)**

Jerrold Belvin – Vice President

- Emergency Management Update
- Zoning discussion, Kennel on Ruby Lane
- Update – Archer Lane.
- Update – Laurel Lake Dam
- Green Light Go update

Ellen Gndt – Commissioner

- Update – SBA Cell Tower
- Update – Kennel on Ruby Lane
- Update – Solar Field
- Update – Kenny's Way Phase 1 Inspection
- Discussion regarding advertising for Manager's Position. **(Possible Action Item)**
- Discussion on joint meeting with Planning Commission to get updated on zoning change progress, ideas, questions & provide any guidance, on township goals. **(Possible Action Item)**

Natasha Leap – Commissioner

Mike Velardi – Commissioner

Reports

Zoning

Brook Village Apartment Permits

Police Report

- Department updates.

Ambulance Report

Public Works Report

- Sewer Business Update.
- Update – Cobble Creek Drainage Project.
- Update – Old Learn Farm parking access.
- Current Public Works Projects.
- Mountain View Park Updates.
- TLC Park Updates.

Administration – Manager’s Report

Township Engineer Report

- Sewer Business Update.
- Learn Road safety enhancement project and roundabout survey work.
- Update – TASA SR 611 sidewalk project.
- 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.

Township Solicitor Report

- Sewer Business Update.
- Paradise Water and Sewer service area update
- General legal update.
- Zoning Hearing Board updates.
- Update – Johnson Appeal Supreme Court petition.

Public Comment

For any individuals wishing to make public comment tonight, including those dialed in by phone, please state the spelling of your name and identify whether you are a taxpayer of Pocono Township. Please limit individual comments to five (5) minutes and direct all comments to the President.

Adjournment

TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. 2024 - 08

**A RESOLUTION GRANTING CONDITIONAL APPROVAL
OF ERTLE DEVELOPMENT, LLC – 3453 ROUTE 611 PRELIMINARY/FINAL
LAND DEVELOPMENT PLAN**

WHEREAS, the Applicant, Ertle Development, LLC, submitted a plan application titled “Ertle Development, LLC Preliminary/Final Land Development Plan” (the “Plan”). The Applicant proposes to construct a 6,049 square foot Wawa convenience store with twelve (12) fueling stations, a 57-space parking lot, and driveways at State Route 611 and Bartonsville Avenue. The property is located in the C Commercial Zoning District and is known as Monroe County Tax ID No. 12.9.1.73; and

WHEREAS, the Township Engineer has reviewed the Plan and offered comments in his letters dated October 31, 2023, January 8, 2024 and March 19, 2024; and

WHEREAS, the Pocono Township Planning Commission recommended conditional plan approval at its meeting held on April 8, 2024; and

WHEREAS, the Pocono Township Board of Commissioners desires to take action on this Plan.

NOW THEREFORE BE IT HEREBY RESOLVED by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania:

That the following requests for modification from the Subdivision and Land Development Ordinance are hereby granted:

1. SALDO Section 390-17.B. – Plan processing and plan requirements for land development. *The applicant shall be permitted to submit a preliminary/final land development plan..*
2. SALDO Section 390-43.A(6)(e) – Disturbance of Steep Slopes. *Applicant shall be permitted to disturb 2,944 s.f. of steep slopes that are 20% or more.*
3. SALDO Section 390-48.O.(2)(a) – Utility Easements. *Applicant shall not be required to provide utility easements along Bartonsville Avenue.*
4. SALDO Section 390-48.S.(1) – Vegetation within clear sight triangle. *Applicant is proposing an access drive within 2.6 feet from the side property line.*
5. SALDO Section 390-48.T.(6) – Access drives shall be situated within 10 feet of a side or rear property line, except where shared driveways are utilized. *Applicant is unable to remove vegetation located on the neighbor’s property.*

6. SALDO Section 390-48.T.(13)(B) – Access drives entrances required to be 50 feet at the right-of-way line and shall be clearly defined by curbing. *Applicant is proposing the driveway entrance to be 84.3 wide with no curbing on the northwestern side of the Route 611 access driveway.*
7. SALDO Section 390-48.T.(14) – “Concrete aprons shall be provided for all access drives with concrete sidewalks.” *Applicant is not proposing a concrete apron at the SR 611 access drive.*
8. SALDO Section 390-49.A(4) – Monuments at Outbound Locations. *Applicant shall not be required to place monuments at all outbound locations because of existing conditions.*
9. SALDO Section 390-49.B(4) – Monuments at Property Corners. *Applicant shall not be required to place monuments in the center of Bartonsville Avenue and Route 611.*
10. SALDO Section 390-50.D.(5) – “The maximum slope of the earthen detention basin embankments shall be four horizontals to one vertical.” *Applicant is proposing a slope of 3:1.*
11. SALDO Section 390-50.D.(8) – In order to ensure proper drainage on the basin bottom, a minimum grade of 2% shall be maintained for areas of sheet flow. For channel flow, a minimum grade of 1% shall be maintained. *Applicant is proposing 0% slope.*
12. SALDO Section 390-52.(1)(d)[4] – Slope of Sanitary Sewer Pipes. *Applicant is permitted to use a minimum slope of 0.5%.*
13. SALDO Section 390-55.C.(2)(b) – Landscape Islands. *Applicant is proposing to have no landscape islands dividing parking rows from drives.*
14. SALDO Section 390-55.C.(2)(e) – Parking Islands. *Applicant is proposing to locate parking island trees beyond the islands due to lighting or utility conflicts.*
15. SALDO Section 390-55.F.(3)(c) – Buffer Widths. *Applicant is permitted to have less than the required buffer widths.*
16. SALDO Section 390-55.F.(3)(d)[3] – Parking Within Buffer. *Applicant is permitted to have parking 17.6 feet within the 20 foot buffer.*
17. SALDO Section 390-55.F.(3)(e) – Landscape Buffer. *Applicant is permitted to have a 17.6 foot landscape buffer along Route 611 in lieu of the required 20 foot buffer.*
18. SALDO Section 390-56.A.(6)(c). – Lighting. *Applicant is proposing to use wall-mounted lights, which are less obtrusive than pole-mounted lights.*

That the following request for modification of the Brodhead and McMichael Creeks Stormwater Management Ordinance are hereby granted:

1. SMO Section 365-8.L – “Roof drains should not be connected to streets, sanitary or storm sewers, or roadside ditches in order to promote overland flow and infiltration/percolation of stormwater.” *Applicant proposes to have all roof drains connect to the storm sewer.*
2. SMO Section 365-13.B. – “Design Criteria for Rainfall Data.” *Applicant is proposing to utilize the NOAA Atlas 14 rainfall data as part of the stormwater management analysis to be consistent with the NPDES Application calculations.*

That the following request for modification of the Grading, Erosion and Sedimentation Control Ordinance are hereby granted:

1. Section 220-8.C – “Edges of newly created slopes shall be a minimum of five feet from property lines, ultimate/future right-of-way lines of streets, and easements to permit the normal rounding of the edge without encroachment on the abutting property, right-of-way, or easement.” *Applicant proposes grading to be 0 feet from the site boundaries.*

That the “Ertle Development, LLC Preliminary/Final Land Development Plan” as shown on the preliminary land development plan prepared Bohler Engineering, dated October 4, 2023, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer’s letters dated October 31, 2023, January 8, 2024 and March 19, 2024.
2. The applicant shall enter into an Improvements Agreement with the Township and provide appropriate security.
3. The applicant shall enter into a Maintenance Agreement with the Township and provide appropriate security.
4. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the Township.
5. Prior to the recording of the Plan, the applicant shall pay all necessary fees associated with the Plan, including but not limited to a fee in lieu of dedicating open space in the amount of \$4,816.00, any outstanding plan account charges, and all professional services fees.
6. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
7. The applicant shall provide the requisite number of plans which are signed and notarized by the owner and sealed by the engineer.
8. The applicant shall meet all conditions of the preliminary/final plan approval, and Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such

conditions are not met, the Conditional Plan approval will be considered void.

9. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the application is denied.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the _____ day of _____, 2024.

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Print Name: Patrick Briegel
Title: Interim Township Manager

By: _____
Print Name: Richard Wielebinski
Title: President



YOUR GOALS. OUR MISSION.

March 19, 2024

Pocono Township Planning Commission
112 Township Drive
Tannersville, PA 18372

**SUBJECT: ERTLE DEVELOPMENT, LLC WAWA – 3453 ROUTE 611
PRELIMINARY/FINAL LAND DEVELOPMENT PLAN TECHNICAL REVIEW NO. 3
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
POCONO TOWNSHIP LDP NO. 1415, T&M PROJECT NO. POCO-R0629**

Dear Planning Commission Members:

Pursuant to the Township's request, we have performed a review of the Preliminary/Final Land Development Plan Application for Ertle Development, LLC. The submitted information consists of the following items.

- Response Letter prepared by Bohler Engineering, dated February 27, 2024.
- Waiver Request Letter prepared by Bohler Engineering, dated February 27, 2024.
- Description of Site to be Developed prepared by Benchmark Civil Engineering Services, Inc.
- Temporary Grading and Slope Easement Agreement between JBC Holdings, LLC and Ertle Development, LLC dated December 27, 2023.
- Water Well Abandonment Reports prepared by Ameridrill, Inc. dated January 6, 2023.
- Water Well Abandonment Photos, undated.
- Stormwater Management Report prepared by Bohler Engineering, dated October 4, 2023, last revised January 16, 2024, including the Pre-, Post- Development and Inlet Drainage Area Plans dated October 4, 2023, last revised February 27, 2024.
- Ertle Development, LLC Preliminary/Final Land Development Plan (26 sheets) prepared by Bohler Engineering, dated October 4, 2023, last revised February 27, 2024.

BACKGROUND INFORMATION

The existing 3.04-acre parcel is located on the northwestern corner of Route 611 and Bartonsville Avenue within the C, Commercial Zoning District. The site includes an existing +/-1,950 s.f. building formerly utilized as an automotive service station. The site is comprised of gravel, paved, and wooded areas. There are also a number of monitoring wells located on the site.

The proposed land development will include the demolition of the existing building, and the construction of a 6,049 square foot Wawa convenience store with twelve (12) fueling stations, a 57-space parking lot, and full access driveways at SR 0611 and Bartonsville Avenue. A deceleration lane is also proposed on SR0611 along the site frontage and a right-turn lane is proposed to Bartonsville Avenue from westbound SR0611. Public water and sanitary sewer will serve the project site and above-ground stormwater management is proposed.

In accordance with Section 470-20 of the Zoning Ordinance, retail businesses and vehicle fueling stations are permitted within the C, Commercial Zoning District.



The project site is located within the C Stormwater Management District of the Brodhead-McMichaels Watershed. The receiving water is the Pocono Creek, which has a Chapter 93 classification of High-Quality, Cold-Water Fishery with Migratory Fishes (HQ, CWF/MF).

The following comments are related to our technical review and reflect the design requirements of the Stormwater Management Ordinance, Subdivision and Land Development Ordinance, as well as miscellaneous design comments. A planning review dated March 19, 2024, has been distributed separately.

Based upon our review of the above information and the previous LVL Engineering Group comment review letter dated January 10, 2024, we offer the following comments and/or recommendations related to the proposed development.

STORMWATER MANAGEMENT ORDINANCE COMMENTS

Note that the Applicant with this submission is making a request for waivers from SALDO requirements as discussed in comments 2, 8, 25, and 28.

1. In accordance with Sections 365-8.J and 365-19.C.(5), any stormwater management facilities regulated by this chapter that would be located on state highway rights-of-way shall be subject to approval by the Pennsylvania Department of Transportation (PennDOT). *A Highway Occupancy Permit will be required for the proposed storm pipe between the basin outlet structure and the existing inlet. A copy of the Highway Occupancy Permit, as well as any correspondence between the Applicant and PennDOT, shall be provided to the Township. (Previous Comment 1) All correspondence between the Applicant and PennDOT shall be provided to the Township and our office. (Previous Comment 1)*
2. In accordance with Section 365-8.L., “Roof drains should not be connected to streets, sanitary or storm sewers or roadside ditches in order to promote overland flow and infiltration/percolation of stormwater. Considering potential pollutant loading, roof drain runoff in most cases will not require pretreatment.” *The plans show the roof drains for the proposed building connecting directly into the storm sewer and detention basin. We would support a waiver to this requirement, since the roof water is “clean” and to allow the water to cross the parking area would add pollutants and increase temperature. (Previous Comment 2) A waiver to this requirement has been requested. (Previous Comment 2)*
- 3.-7. Previous Comments satisfied.
8. In accordance with Section 365-13.B, “All calculations consistent with this chapter using the Soil Cover Complex Method shall use the appropriate design rainfall depths for the various return period storms according to the region in which they are located as presented in Table B-1 in Appendix A^{III} of this chapter. If a hydrologic computer model such as PSRM or HEC-1 is used for stormwater runoff calculations, then the duration of rainfall shall be 24 hours. The NRCS “S” curve shown in Figure B-1, Appendix A of this chapter, shall be used for the rainfall distribution.” *The Stormwater Management Report utilizes rainfall values from NOAA Atlas 14, Volume 2, Version 3, location Bartonsville, PA”. We have no objection to the Applicant requesting a waiver from this Section to utilize the rainfall data from NOAA. (Previous Comment 8) A waiver has been requested to utilize the NOAA rainfall data. (Previous Comment 8)*



9. In accordance with Section 365-14.C, “Any facility located within a PennDOT right-of-way must meet PennDOT minimum design standards and permit submission requirements.” *PennDOT shall review and approve any stormwater facility within their right-of-way. A copy of the Highway Occupancy Permit, as well as any correspondence between the Applicant and PennDOT, shall be provided to the Township. It is noted that the plans propose a swale along SR0611 between the proposed deceleration turn lane and sidewalk. PennDOT will require the township to maintain all drainage facilities within the PennDOT R.O.W. The Township will not accept responsibility for maintaining the swale. This should be replaced with curb, inlets, and storm sewer. (Previous Comment 9) The response letter indicates that an agreement between the parties for the maintenance of the storm sewer inlet proposed within the right turn lane will be required. This shall be addressed within the development agreements that the owner of the property will maintain the inlet and associated storm sewer. (Previous Comment 9)*
10. In accordance with Section 365-15.A, “Any earth disturbance must be conducted in conformance with Pennsylvania Title 25, Chapter 102, Erosion and Sediment Control.” *The proposed disturbance is greater than one acre, therefore, a NPDES Permit from the Monroe County Conservation District is required. All correspondence with, submissions to, and NPDES Permit from the County Conservation District, shall be provided to the Township. (Previous Comment 10) The design engineer has acknowledged the required approval. (Previous Comment 10)*
11. Previous Comment 11 satisfied.
12. In accordance with Sections 365-17 and 365-19.A.(4), for any of the activities regulated by this chapter, the preliminary or final approval of subdivision and/or land development plans, the issuance of any building or occupancy permit, or the commencement of any earth disturbance may not proceed until the applicant or his/her agent has received written approval of a stormwater management site plan from the municipality, an adequate erosion and sediment control plan review by the Conservation District and an NPDES permit from the DEP, if required. *The proposed disturbed area is greater than one (1) acre, therefore an NPDES Permit is required. The Applicant shall provide a copy of the NPDES Permit and the Letter of Determination of Adequacy from the Monroe County Conservation District, as well as any correspondence pertaining to the review. (Previous Comment 12) The design engineer has acknowledged the required approval. (Previous Comment 12)*
- 13.-18. Previous Comments satisfied.
19. In accordance with Sections 365-19.C.(1)(f) and 365-28.B, an operation and maintenance plan in accordance with §365-28 of this chapter is required. The plan shall establish responsibilities for the continuing operation and maintenance of all proposed stormwater management facilities. Both the owner and developer of the development site shall be responsible for maintenance of the stormwater management facilities unless the Board of Commissioners shall otherwise agree. *The Operation and Maintenance Plan for the Stormwater Management facilities on Sheet C-605 shall specifically identify the owner and developer of the site to be responsible for the maintenance of the stormwater facilities. (Previous Comment 19) The response letter states that “An operation and maintenance plan and agreement will be coordinated and provided separately as a condition of approval.” The ordinance requires that “The stormwater management site plan for the development site shall contain an operation and maintenance plan prepared by the applicant and approved by the Municipal Engineer. The operation and maintenance plan shall outline required routine maintenance actions and schedules necessary to insure proper operation of the stormwater management facilities.” The operation and*



maintenance plan shall be completed as part of the land development plan set. (Previous Comment 19) An operation and maintenance plan outlining required routine maintenance actions and schedules necessary to insure proper operation of the stormwater management facilities must be included as part of the land development plan set. This is a plan requirement, separate and different from an operation and maintenance agreement.

20. Previous Comment 20 satisfied.
21. In accordance with Section 365-21.I., “The applicant shall be responsible for completing record drawings of all stormwater management facilities included in the approved stormwater management site plan. The record drawings and an explanation of any discrepancies with the design plans shall be submitted to the Municipal Engineer for final approval prior to the issuance of any occupancy permits. In no case shall the municipality approve the record drawings until the municipality receives a copy of an approved declaration of adequacy and/or highway occupancy permit from the PennDOT District Office (if required), NPDES Permit, consumptive use tracking report, and any other applicable permits or approvals from PA DEP or the Conservation District. The above permits and approvals must be based on the record drawings. This means that if there are changes during construction, the record drawings must be submitted to the PA DEP and the Conservation District for an updated approval if this was not done previously.” *A copy of the NPDES Permit shall be provided to the Township and it shall be noted on the Plans, that if there are changes during construction, the record drawings must be submitted to the PADEP and the Conservation District for an updated approval, if this was not done previously. (Previous Comment 21) The response letter has acknowledged this requirement. (Previous Comment 21)*
22. In accordance with Section 365-27.A., “For subdivisions and land developments, the applicant shall provide a performance guarantee to the municipality for the timely installation and proper construction of all stormwater management controls as required by the approved stormwater management site plan in the amount and method of payment provided for in Chapter 390, Subdivision and Land Development.” *A construction cost estimate for the stormwater management facilities shall be provided to the Township to determine the amount to be required for the performance guarantee. The performance guarantee shall be provided to the Township, as required by this Section. (Previous Comment 22) The design engineer has acknowledged the requirement. (Previous Comment 22)*
23. Previous Comment 23 satisfied.
24. In accordance with Section 365-29., “Prior to approval of the site's stormwater management site plan, the applicant shall sign and record a maintenance agreement in form and substance satisfactory to the Board of Commissioners, covering all stormwater control facilities that are to be privately owned.” *This shall be completed as required by this Section. (Previous Comment 24) The design engineer has acknowledged the requirement. (Previous Comment 24)*

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS

25. Per Section 390-50.D.(5), “Embankment slope. The maximum slope of the earthen detention basin embankments shall be four horizontal to one vertical.” *The plan proposes the embankments to be graded at 3 to 1 and shall be revised accordingly. (Previous Comment 25) A waiver has been requested to permit the slopes to be 3 to 1. (Previous Comment 25)*
- 26.-27 Previous Comments satisfied.



28. Per Section 390-50.D.(8), “In order to ensure proper drainage on the basin bottom, a minimum grade of 2% shall be maintained for areas of sheet flow.” *The basin appears to be flat across the basin bottom due to its design as an infiltration basin. We would support a waiver to this requirement since a flat bottom is required for infiltration. (Previous Comment 28) A waiver has been requested to allow for the bottom of the basin to be flat for infiltration. (Previous Comment 28)*
- 29.-37. Previous Comments satisfied.

STORMWATER MANAGEMENT AND STORM SEWER DESIGN COMMENTS

38. Structure numbers and BMP labels shall be shown on the PCSM Plan (Sheet C-604) for reference. *(Previous Comment 38) The PCSM Plan is still missing structure numbers. Structures OS101, ExIn, and the inlet in SR0611 must be labeled. (Previous Comment 38) Although the response letter states the structures have been labeled, there are no labels on either the PCSM Plan (Sheet C-604) or on the Utility Plan (Sheet C-501). The labels must be added.*
- 39.-48. Previous Comments satisfied.

PLAN REVISION COMMENTS

49. Previous Comment 49 satisfied.
50. The basin outlet structure must be labeled on Sheet C-501 and subsequent plan sheets. *(New Comment) (Previous Comment 50) Although the response letter states the outlet structure has been labeled, there are no labels on either the Utility Plan (Sheet C-501) or on the PCSM Plan (Sheet C-604). The labels must be added.*
- 51.-57. Previous Comments satisfied.
58. IN104 on Profile Plan C-801 does not reflect the currently proposed inlet in the right turn lane and must be updated accordingly. *(New Comment) (Previous Comment 58) The pipe in from IN104A shall be depicted with an oval on IN104 in the profile.*
59. Previous Comment 59 satisfied.
60. The pipe in STM: EX-IN to OS101 profile on Sheet C-802 must be labeled as being O-ring RCP. Additionally, the anti-seep collars must be shown in the profile as well as the actual grade of the basin berm between the structures. *(New Comment) (Previous Comment 60) Although the response letter states the O-ring has been labeled, there are no labels on the profile. The pipe must be labeled accordingly.*
61. Previous Comment 61 satisfied.
62. IN(96) has been added to the plans and calculations situated between structures MH105 and MH104. Structure IN(96) shall be labeled on all applicable plan sheets. Additionally, this is identified as a Type C Inlet on Sheet C-802; however, it is depicted as a manhole on the plan and profile sheets. This must be clarified. *(New Comment)*



The above comments represent a thorough and comprehensive review of the information submitted, with the intent of giving the Township the best direction possible. However, due to the number and nature of the comments in this review, the receipt of new information may generate new comments.

We recommend the above comments be addressed to the satisfaction of Pocono Township, prior to approval of the Preliminary/Final Land Development & Subdivision Plan.

In order to facilitate an efficient re-review of revised plans, the Design Engineer shall provide a letter, addressing item by item, their action in response to each of our comments.

If you should have any questions regarding the above, please call me.

Sincerely,

Jon S. Tresslar, P.E., P.L.S.
Township Engineer

JST/arm

- cc: Taylor Muñoz – Township Manager
Lindsay Scerbo – Township Zoning Officer
Leo DeVito, Esq. – Township Solicitor
Lisa Pereira, Esq. – Broughal & DeVito, LLP
Ertle Development, LLC – Property Owner/Applicant
John P. Alejnikov, P.E. – Bohler Engineering – Applicant's Engineer
Christopher S. Brown, Esq. – Applicant's Attorney
Kristina Heaney – Monroe County Conservation District
Amy R. Montgomery, P.E. – T&M Associates
Melissa E. Hutchison, P.E. – T&M Associates



YOUR GOALS. OUR MISSION.

March 19, 2024

Pocono Township Planning Commission
112 Township Drive
Tannersville, PA 18372

**SUBJECT: ERTLE DEVELOPMENT, LLC WAWA – 3453 ROUTE 611
PRELIMINARY/FINAL LAND DEVELOPMENT PLAN REVIEW #3
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
POCONO TOWNSHIP LDP NO. 1415, T&M PROJECT NO. POCO-R0629**

Dear Planning Commission Members:

Pursuant to the Township's request, we have performed a review of the Preliminary/Final Land Development Plan Application for Ertle Development, LLC. The submitted information consists of the following items.

- Response Letter prepared by Bohler Engineering, dated February 27, 2024.
- Waiver Request Letter prepared by Bohler Engineering, dated February 27, 2024.
- Description of Site to be Developed prepared by Benchmark Civil Engineering Services, Inc.
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- Water Well Abandonment Photos, undated.
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- Ertle Development, LLC Preliminary/Final Land Development Plan (26 sheets) prepared by Bohler Engineering, dated October 4, 2023, last revised February 27, 2024.

BACKGROUND INFORMATION

The existing 3.04-acre parcel is located on the northwestern corner of Route 611 and Bartonsville Avenue within the C, Commercial Zoning District. The site includes an existing +/-1,950 s.f. building formerly utilized as an automotive service station. The site is comprised of gravel, paved, and wooded areas. There are also a number of monitoring wells located on the site.

The proposed land development will include the demolition of the existing building, and the construction of a 6,049 square foot Wawa convenience store with twelve (12) fueling stations, a 57-space parking lot, and full access driveways at SR 0611 and Bartonsville Avenue. A deceleration lane is also proposed on SR0611 along the site frontage and a right-turn lane is proposed to Bartonsville Avenue from westbound SR0611. Public water and sanitary sewer will serve the project site and above-ground stormwater management is proposed.



In accordance with Section 470-20 of the Zoning Ordinance, retail businesses and vehicle fueling stations are permitted within the C, Commercial Zoning District.

The project site is located within the C Stormwater Management District of the Brodhead-McMichaels Watershed. The receiving water is the Pocono Creek, which has a Chapter 93 classification of High-Quality, Cold-Water Fishery with Migratory Fishes (HQ, CWF/MF).

The following comments are planning related and reflect the requirements of the Zoning Ordinance and Subdivision and Land Development Ordinance. A technical review including comments related to the Township Stormwater Management Ordinance will be provided under separate cover.

Based upon our review of the above information and the previous LVL Engineering Group comment review letter dated January 8, 2024, we offer the following comments and/or recommendations related to the proposed development.

ZONING ORDINANCE COMMENTS

- 1.-4. Previous Comments satisfied.
5. In accordance with Section 470-121, no building, structure, or sign shall be erected, constructed, moved, demolished, added to, or structurally altered, nor shall any use of any land, building structure, or sign be changed or expanded, without a zoning permit therefor issued by the Zoning Officer. No such permit shall be issued except in conformity with the provisions of this chapter; and:
 - a. The applicant supplying satisfactory evidence, where applicable, that the property and the proposed use thereof in compliance of the Sewage Facilities Act of the Commonwealth of Pennsylvania and regulations promulgated pursuant thereto by the Pennsylvania Department of Environmental Protection.” *All approvals required by the Pennsylvania Department of Environmental Protection shall be provided to the Township.*
 - b. The applicant supplying, where applicable, stormwater management plans approved by the Pocono Township Board of Commissioners in accordance with the applicable Pocono Township stormwater management ordinances, and an erosion and sedimentation control plan approved by the applicable governmental body or agency charged with that responsibility, with respect to any proposed construction, excavation, or other earthmoving activity. *The proposed earth disturbance exceeds one (1) acre, and an NPDES Permit is required from the Monroe County Conservation District. All correspondence with, submissions to, and NPDES Permit from the County Conservation District shall be provided to the Township.*

(Previous Comment 5) The design engineer has acknowledged these requirements. (Previous Comment 5)

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS

Note that the Applicant with this submission is making a request for waivers from SALDO requirements as discussed in comments 6, 36, 41, 42, 44, 46, 47, 50, 58, 63, 64, 69, 70, 71, 75, and 78.



6. Per Section 390-17.B., “An application for final plan approval can be submitted only when the following conditions have been met: (1) The subdivision has previously been granted an unconditional preliminary plan approval in accord with § 390-16 of this chapter or all conditions established by the Township for the preliminary plan approval have been fulfilled by the applicant, excluding any outside agency approval or permits.” *A waiver is being requested to permit a Preliminary/Final Land Development application and approval. (Previous Comment 6)*
- 7.-9. Previous Comments satisfied.
10. In accordance with Section 390-29.E.(3), “The survey shall not have an error of closure greater than one in 10,000 feet and shall include a boundary closure report.” *Boundary closure reports shall be submitted. (Previous Comment 10) The response letter indicates a boundary closure report was included in the submission; however, it was not included in either the transmittal list or in the received documents. The closure report shall be submitted. (Previous Comment 10) The response letter indicates a boundary closure report was included in the submission; however, what was submitted is a legal description. The boundary closure report must still be provided.*
- 11.-23. Previous Comments satisfied.
24. In accordance with Section 390-29.J.(4), submittals shall include “All proposed offers of dedication and/or reservation of rights-of-way and land areas with conditions attached.” *Deeds of dedication for additional right-of-way along Bartonsville Avenue shall be provided to the Township. (Previous Comment 24) The response letter indicated the deed for dedication will be provided under separate cover. (Previous Comment 24)*
25. Previous Comment 25 satisfied.
26. In accordance with Section 390-29.J.(7)(c), Water supply information. Publicly owned central system. “A letter from the water company or authority stating that said company or authority will supply the development including a verification of the adequacy of service.” *A letter from BCRA shall be provided verifying adequate service of the proposed development. (Previous Comment 26)*
27. In accordance with Section 390-29.J.(8)(a), “Completed sewage facilities planning module(s) for land development and other required sewage planning documents as required by the Pennsylvania Sewage Facilities Act and PADEP.” *The Applicant shall provide a copy of the PADEP Act 537 Approval to the Township. The Sewage Facilities Planning Module has been submitted to the Township and reviewed under separate cover. (Previous Comment 27)*
28. In accordance with Section 390-29.J.(8)(c), “If service by the Township, a sewer authority or a public utility is proposed, a letter or other written certification from the Township, the authority or the public utility stating that it will provide the necessary sewer service and verifying that its system has adequate capacity to do so.” *The Applicant shall obtain and provide the required written certification from both BCRA for treatment and the Township for conveyance. (Previous Comment 28) The design engineer has acknowledged these requirements. (Previous Comment 28)*
29. In accordance with Section 390-29.J.(9), supporting documents to be submitted include “A list of any public utility, environmental or other permits required and if none are required, a statement to that



effect. The Township may require a professional engineer's certification of such list.” In addition, and in accordance with Section 390-29.J.(19), “All required state or federal environmental and other permits.” *The Design Engineer shall submit the required list of required permits/approvals to the Township. The following outside agency approvals are required:*

- a. Monroe County Planning Commission – A review letter dated November 29, 2023, was received.*
- b. Monroe County Conservation District/Pennsylvania Department of Environmental Protection – NPDES Permit*
- c. Pennsylvania Department of Environmental Protection – Sewage Facilities Planning Module*
- d. Pocono Township – Sanitary Sewer Review and Service, all comments received by the Township Sewer Engineer shall be addressed.*
- e. Brodhead Creek Regional Authority – Water Service Will-Serve*
- f. Pennsylvania Department of Transportation – Highway Occupancy Permit*
- g. Pocono Township Fire Department – A January 31, 2024 email from the fire chief with no concerns was received.*

(Previous Comment 29) The design engineer has acknowledged these required approvals. (Previous Comment 29)

30. In accordance with Section 390-29.J.(10), the Applicant shall provide “Confirmation that the soil erosion and sedimentation control plan has been accepted for review by the Monroe County Conservation District. (See also §[390-51](#).)” *Submissions to, correspondence with, and permit from the Monroe County Conservation District shall be provided. (Previous Comment 30) The design engineer has acknowledged the requirement. (Previous Comment 30)*
31. In accordance with Sections 390-29.J.(15), and 390-48.T.(10), where access is to a state road, a valid state highway occupancy permit shall be obtained prior to plan recording. Where PennDOT standards differ from those of the Township, the more restrictive regulations shall apply. In addition, and in accordance Section 390-33, “The applicant shall not be required to provide financial security for the costs of any improvements for which financial security is required by and provided to the Pennsylvania Department of Transportation in connection with the issuance of a highway occupancy permit pursuant to Section 420 of the Act of June 1, 1945 (P.L. 1242, No. 428), known as the "State Highway Law." The applicant shall provide documentation that the required performance guarantee has been provided to PennDOT.” *Submissions to, correspondence with, and permit from the Pennsylvania Department of Transportation shall be provided. (Previous Comment 31) The design engineer has indicated that several submissions have been made to PennDOT; however, we have only received one set of plans with a date stamp of September 1, 2023, and no correspondence with PennDOT. All correspondence between the Applicant and PennDOT shall be provided to the Township and our office. (Previous Comment 31) It is noted that February 16, 2024 plan set and PennDOT resubmission was provided by Benchmark Engineering under separate cover. We note the following with respect to the resubmission are as follows:*
 - a. PennDOT is requiring “a letter from the Township agreeing to restrict parking for the required spaces, adopt an ordinance, and erect and maintain the No Parking Signs.” The no parking signs are depicted in the right turn lane along the project site frontage.*
 - b. The Township is required to be the permittee for the proposed storm sewer improvements.*
 - c. The applicant is required to obtain the required right-of-way for the right turn lane.*



32. Previous Comment 32 satisfied.
33. In accordance with Section 390-32.B and Section 390-41, no final plan shall be signed by the Board of Commissioners for recording in the office of the Monroe County Recorder of Deeds until:

All improvements required by this chapter are installed to the specifications contained in Article [VI](#) of this chapter and other Township requirements and such improvements are certified by the applicant's engineer; or

Proposed developer's agreements and performance guarantee in accord with [§390-35](#) and the Pennsylvania Municipalities Planning Code, Act 247 of 1968 as amended, have been accepted by the Board of Commissioners.

The Applicant shall submit a construction cost estimate for the proposed site improvements in order to determine the required escrow amount for the developer's agreement. A developer's agreement and performance guarantee will be required prior to plan recordation. (Previous Comment 33) The design engineer has acknowledged the requirement. (Previous Comment 33)

34. In accordance with Section 390-38.A and Section 390-38.B, the developer shall provide to the satisfaction of the Board of Commissioners, and prior to final plan approval, evidence of the provision, including a plan, for the succession of ownership and responsibility for the operation and maintenance of development improvements.” *The required documentation and agreement(s) shall be provided to the Township. (Previous Comment 34) The response letter acknowledges this requirement. (Previous Comment 34)*
35. In accordance with Section 390-38.C.(3), “Any improvements which will remain private. In the case where roads, drainage facilities, a central sewage treatment system or central water supply, or any other improvements are to remain private, the developer shall provide for the establishment of an escrow fund in accord with [§390-35A](#) to guarantee the operation and maintenance of the improvements. Said fund shall be established on a permanent basis with administrative provisions approved by the Board of Commissioners. The amount of said fund shall be 15% of the construction cost of the system as verified by the Township Engineer. The maintenance and operation of the improvements and the administration of any required maintenance fund account shall be clearly established as the joint responsibility of the owner(s) of each structure or dwelling unit served by such system. Such responsibility and the mechanism to accomplish same shall be established by deed covenants and restrictions which shall be subject to the approval of the Board of Commissioners.” *An operation and maintenance agreement and guarantee shall be required for the stormwater management facilities. (Previous Comment 35) The response letter acknowledges this requirement. (Previous Comment 35)*
36. In accordance with Section 390-43.A.(6)(e), “Steep slopes. The purpose of steep slope regulations is to conserve and protect those areas having steep slopes from inappropriate development and excessive grading; to prevent potential dangers caused by erosion, stream siltation, and soil failure; and to promote uses in steep slope areas that are compatible with the preservation of existing natural features, including vegetative cover by restricting grading of steep slope areas.” *Steep slopes are defined as being 20% or greater and shall be identified on the plan accordingly. Additionally, the restrictions and requirements of this section shall be addressed. (Previous Comment 36) Section 390-43.A.(6)(e)[2][a] states “No more than 35% of the original ground cover within any designated steep slope area on the*



property may be disturbed by grading, filling, or other means. A waiver has been requested to disturb more than 35% of the steep slopes. Based on the information in the Wetland Jurisdictional Determination Report Addendum, it appears the delineated steep slopes were created for the former above-ground fuel tank storage area. Since this tank is no longer in existence, we would support the requested waiver. (Previous Comment 36)

37.-39. Previous Comments satisfied.

40. Per Section 390-48.C., “Roads shall be graded, improved and surfaced to the grades and specifications shown on the plans, profiles, and cross sections as required by this chapter.” The Cartway width of a Collector Road shall be 28 feet with shoulders, 24 feet with curbs – no parking, 30 feet with curbs – parking 1 side or 36 feet with curbs – parking 2 sides. *The existing width of Bartonsville Avenue along the project is approximately 20 feet with no curbs or shoulder. The plan shall be revised to reflect the improvement of Bartonsville Avenue along the site frontage to meet the ordinance requirements. (Previous Comment 40) The response letter states that the plans have been revised to provide the required half-width along Bartonsville Avenue; however, we cannot confirm this due to information congestion on the Site Plan. A separate view of Bartonsville Avenue should be provided to show the proposed widening and the associated dimensions. Details for the widening shall also be provided. (Previous Comment 40) The response letter states the plans have been revised to more clearly define what is proposed for the widening of Bartonsville Avenue; however, there is still no information shown other than a note stating “Prop. Area of widening total half-width to be 14’.” The plan shall be revised to reflect the improvement of Bartonsville Avenue along the site frontage to meet the ordinance requirements. The plan/details shall also show the proposed widening, the associated various dimensions, and a cross section for the widening.*
41. Per Section 390-48.O.2(a), “Utility easements shall be a minimum of 10 feet in width and shall be provided along all road rights-of-way in addition to the required road width.” *The required utility easement shall be shown along Bartonsville Avenue. (Previous Comment 41) A waiver to the utility easement requirement has been requested since the utilities are existing along Bartonsville Avenue. (Previous Comment 41)*
42. Per Section 390-48.S., Clear sight triangles. “At all road intersections and all land development driveways/accesses, a triangular area shall be graded and/or other sight obstructions removed in such a manner as not to obscure vision between a height of two to 10 feet above the center-line grades of the intersecting roads.” *Clear sight triangles shall be shown on the plan and restrictions noted. (Previous Comment 42) The clear sight triangles and the restrictions must be shown on the plan. The required sight distance, which has been shown, is not the same as the clear sight triangle. (Previous Comment 42) A partial waiver is being requested due to the clear sight triangles extending off the subject property into adjacent parcels that the Applicant cannot ensure will remain clear. It is noted there is adequate sight distance as measured within the right-of-way.*
43. Previous Comment 43 satisfied.
44. In accordance with Section 390-48.T.(6), “Except for the return radius at the intersection with the road, no driveway shall be situated within 10 feet of a side or rear property line, except where shared driveways are utilized.” *The proposed driveway to SR0611 is located approximately 2.6 feet from the side property line and must be relocated per the ordinance requirements. (Previous Comment 44) A waiver has been requested to allow the driveway to be located 2.6 feet from the side property line. The*



design engineer should consider placing a vertical wall on the westerly side of the proposed detention basin to reduce its overall footprint. This would allow the site improvements to all shift east, away from the westerly property line. (Previous Comment 44) A waiver has been requested to allow the driveway to be located 2.6 feet from the side property line due to driveway distance requirements from the intersection per PennDOT.

45. Per Section 390-48.T.(10), “Where access is to a state road, a valid state highway occupancy permit shall be obtained prior to plan recording. Where PennDOT standards differ from those of the Township, the more restrictive regulations shall apply. *A PennDOT HOP is required for access to SR0611. (Previous Comment 45) All correspondence between the Applicant and PennDOT shall be provided to the Township and our office. (Previous Comment 45)*
46. Per Section 390-48.T.(13)(b), “Access drive entrances into all nonresidential and nonagricultural use properties shall be no less than 24 feet in width, shall not exceed 36 feet in width at the road line, unless provided with a median divider, and shall be clearly defined by curbing. The curbs of these driveway entrances shall be rounded with a minimum radius of 20 feet from where they intersect a road.” *Curbing must be added to the driveway entrance at SR0611 as required by the ordinance. (Previous Comment 46) The plans have been revised to provide curbing along the eastern side of the driveway entrance; however, curbing is still required along the western side of the driveway entrance at SR0611. Additionally, the revised plans reflect the removal of the previously shown concrete island within the driveway at Bartonsville Avenue. Since the “road line” is defined as being at the right-of-way line, the proposed driveway is now 50 feet wide at that point and does not meet the ordinance requirement. (Previous Comment 46) A waiver has been requested to permit no curbing along the northwestern side of the SR 0611 entrance driveway due to PennDOT jurisdiction over same.*
47. Per Section 390-48.T.(14), “Concrete aprons shall be provided for all access drives with concrete sidewalks.” *Concrete aprons must be provided for the driveways. (Previous Comment 47) The required apron has been provided at Bartonsville Avenue. A waiver has been requested for providing the concrete apron on the entrance to SR0611 due to PennDOT requirements. (Previous Comment 47)*
48. In accordance with Section 390-48.AA, “sidewalks and road crosswalks may be required where necessary to provide proper pedestrian circulation or to provide access to community facilities and common areas. Sidewalks, where required or provided, shall be located within the road right-of-way immediately adjacent to the curbs, except as may be approved by the Township to accommodate road trees or other landscaping. Sidewalks and road crosswalks shall be constructed in accord with the most current PennDOT RC67M standard and Americans with Disabilities Act standards.” *It is noted that a Monroe County Transit Authority (MCTA) bus stop is currently located at the northeastern corner of SR 611 and Bartonsville Avenue. Therefore, handicapped accessible ramps and crosswalks shall be provided to cross Bartonsville Avenue at this intersection. (Previous Comment 48) The response letter states that they are working with MCTA to relocate the bus stop to be along the site frontage. Documentation of MCTA’s acceptance must be provided upon receipt. (Previous Comment 48) The response letter acknowledges this requirement.*
49. Previous Comment 49 satisfied.
50. In accordance with Section 390-49.B.(4), “Markers shall be set at each existing and proposed lot corner. If it is impossible or impractical to set a survey marker precisely on the corner, then survey markers may be established on the line of the lot and offset a distance from the actual corner. Such



distance shall be so noted on the final plan.” *The Site Plan (Sheet C-301) shall be revised to provide the required markers at each proposed corner of the property. (Previous Comment 50) A note has been added to the plan stating this requirement; however, this cannot be addressed by a note. It is suggested that a separate boundary plan be added to the set showing the existing and required monuments and markers for clarity. (Previous Comment 50) The response letter states “The plans have been revised to be consistent with the most recent survey. Monuments are not proposed to replace the existing rebar that has been set due to it being impractical to set them in the existing rip rap found at the location they were placed.” A waiver for the required monuments has been requested for the corner locations within the center of Bartonville Avenue and Route SR0611. It is further noted that some of the corners are located in a low area on the opposite side of SR0611 in an area which appears to have been the old mill race.*

51. In accordance with Sections 390-51.A. and B., “All soil erosion and sedimentation control plans shall meet the specifications of the Monroe County Conservation District and PA DEP, and shall comply with Commonwealth of Pennsylvania, Title 25, Chapter 102, Department of Environmental Protection regulations for soil erosion and sedimentation control”, and, “Preliminary plan approval shall be conditioned on all required approvals and permits from the Monroe County Conservation District and/or PA DEP.” *The proposed site disturbance is greater than one (1) acre, therefore an NPDES Permit is required. A copy of the NPDES Permit and letter of determination of erosion and sediment control adequacy shall be provided to the Township, as well as any correspondence between the Applicant and Monroe County Conservation District and PADEP. (Previous Comment 51) The design engineer has acknowledged the required approval. (Previous Comment 51)*
52. In accordance with Section 390-52, “All subdivisions and land developments shall be served by an adequate water supply and sewage disposal system; and the developer shall provide evidence documenting said adequacy.” *The Applicant shall provide confirmation of adequacy from the Township and BCRA. (Previous Comment 52)*
53. In accordance with Section 390-52.A.(4), “In the case of utilization of a publicly owned or other existing centralized water supply and/or sewage disposal system the developer shall submit at the preliminary stage a letter from the operator of such utility indicating the utility owner's willingness to supply service to the development and including a verification of the adequacy of the utility system to serve the proposed development. At the final approval stage an executed agreement with the service supplier shall be submitted.” *A copy of the will serve letter for public sanitary sewer service and public water service shall be provided. (Previous Comment 53) The response letter requests this be a condition of approval.*
54. In accordance with Section 390-52.A.(5), “All required certificates of convenience, approvals and permits shall be obtained by the developer and/or the utility owner as a condition of preliminary approval and shall be submitted with the final plan application.” *PADEP Act 537 Approval shall be obtained and a copy of the approval letter from PADEP shall be provided to the Township. (Previous Comment 54) The response letter acknowledges this requirement.*
55. In accordance with Section 390-52.E.(4)(c), “Where water is to be provided by means other than by private wells owned and maintained by the individual owners of lots within the subdivision or land development, the applicant shall present evidence to the Township that the subdivision or land development is to be supplied by a certificated public utility, a bona fide cooperative association of lot owners, or by a municipal corporation, authority or utility. A copy of a certificate of public convenience



from the Pennsylvania Public Utility Commission or an application for such certificate, a cooperative agreement or a commitment or agreement to serve the area in question, whichever is appropriate, shall be acceptable evidence. Such evidence shall be provided prior to recording of the final plan.” *The required documentation confirming public water service shall be provided to the Township. (Previous Comment 55)*

56. Previous Comment 56 satisfied.
57. In accordance with Section 390-52.E.(4)(j), “Approvals/reviews. No construction of any water distribution system shall commence prior to written approvals and/or comments from the Department of Environmental Protection, the Fire Department, and the Township.” *Copies of all required permits and approvals shall be submitted to the Township. (Previous Comment 57) The response letter acknowledges this requirement.*
58. In accordance with Section 390-52.G.(1)(d)[4], the minimum lateral diameter shall be four inches and minimum slope shall be 2%. *(New Comment) A waiver has been requested to allow the proposed 6-inch lateral to be at minimum of 1% slope. Due to the lateral size, we do not have an issue with this request. (Previous Comment 58)*
59. In accordance with Section 390-53, “All utility lines required to service the subdivision shall be planned in cooperation with the respective utility companies. A letter shall accompany the subdivision or land development plan stating that the utility plan has been reviewed by the applicable utility company, such plan is approved, and service will be available. All cables, wires, conduits, pipes, and lines servicing the development shall be subject to the requirements set forth in this chapter.” *Documentation shall be submitted to the Township as required. (Previous Comment 58) The response letter indicates these will be provided as received. (Previous Comment 59)*
- 60.-62. Previous Comments satisfied.
63. In accordance with Section 390-55.C.(2)(b), “The ends of all parking rows shall be divided from drives by planting islands.” *The applicant is requesting a waiver from this requirement. The waiver request shall include “provisions for the minimum modification necessary as an alternate to the requirements” and “justification for the modification including the full grounds and facts of unreasonableness or hardship” in accordance with Section 390-78. (Previous Comment 63) The applicant is requesting a waiver from this requirement.*
64. Per Section 390-55.C.(2)(e), “Planting islands shall be a minimum of nine feet by 18 feet in dimension, underlain by soil (not base course material); mounded at no more than a 3:1 slope, nor less than a 5:1 slope; and shall be protected by curbing or bollards. Each planting island shall contain a minimum of one shade tree plus shrubs and/or ground cover sufficient to cover the entire area.” *The applicant is requesting a waiver from this requirement although the location of the requested relief is unclear. The waiver request shall include “provisions for the minimum modification necessary as an alternate to the requirements” and “justification for the modification including the full grounds and facts of unreasonableness or hardship” in accordance with Section 390-78. (Previous Comment 64) The applicant is requesting a waiver from this requirement.*
- 65.-68. Previous Comments satisfied.



69. In accordance with Section 390-55.F.(3)(c) and Table 390-55-1, “The width and quantity and type of plants required shall be determined by the intensity of the proposed land use and the adjacent land use, vacant land, or zoning district, according to Table 390-55-1.”
- a. *A 20-foot-wide high intensity buffer is required along the northwestern property line shared with 2831 Bartonsville Avenue which is a residential use. The Compliance Chart on Sheet C-702 shall be updated accordingly. The proposed buffer width along most of this property line is 2.6 feet, which is less than required.*
 - b. *A 20-foot-wide high intensity buffer is required along the northeastern property line shared with 2819 Bartonsville Avenue (residential use). A portion of the buffer area is shown to be 14.1 feet wide, which is less than required.*
 - c. *A 20-foot-wide medium intensity buffer for the parking lot is required along SR0611. A portion of the buffer area is shown to be 17.5 feet wide, which is less than required.*

*The Landscape Plan and waiver letter lists requested waivers for buffer width for the two (2) adjacent property uses and the parking lot along the SR0611 road right-of-way. The waiver request shall include “provisions for the minimum modification necessary as an alternate to the requirements” and “justification for the modification including the full grounds and facts of unreasonableness or hardship” in accordance with Section 390-78. **(Previous Comment 69) The applicant is requesting a waiver from portions of the buffering requirements.***

70. Per Section 390-55.F.(3)(d)[3], “Parking shall not be permitted in the buffer area.” *Parking is shown within the 20-foot buffer along SR0611 and must be relocated in accordance with the ordinance requirement or a waiver requested in conjunction with the buffer width reduction in Comment 68. (Previous Comment 69) A waiver has been requested to allow the buffer to be reduced to 17.6 feet. **(Previous Comment 70)***
71. Per Section 390-55.F.(3)(e), “Plant quantities and types. In accord with Table 390-55-1, for every 100 linear feet of property line to be buffered, the following minimum quantities and types of plants shall be required:”
- a. *A 20-foot-wide high intensity buffer is required along the northwestern property line (~385') shared with 2831 Bartonsville Avenue (residential use). The buffer shall consist of 20 evergreen trees, 8 ornamental trees, and 8 canopy trees. The proposed plantings are 4 ornamental and 6 canopy trees within the 20-foot-wide buffer area. Twenty (20) evergreen trees, four (4) ornamental trees, and two (2) additional canopy trees are required. (Previous Comment 70.a.) Within the 20-foot-wide buffer area, the revised plan shows 5 ornamental and 7 canopy trees. Twenty (20) evergreen trees, three (3) ornamental trees, and one (1) additional canopy tree are required. Five (5) evergreen trees are shown outside the 20-foot-wide buffer area. A waiver has been requested for the width and number of plantings. **(Previous Comment 71.a.)***
 - b. Previous Comment 71.b. satisfied.
 - c. Previous Comment 71.c. satisfied.



72.-73. Previous Comments satisfied.

74. In accordance with Section 390-55.I.(2)(k), “A detailed cost estimate shall be submitted, showing the value of all proposed landscaping, including all labor and materials.” *The required cost estimate for the project shall include the proposed landscaping. (Previous Comment 73) The design engineer has acknowledged the requirement. (Previous Comment 74)*

75. In accordance with Section 390-56.A.(6)(c), “The use of floodlights and wall-mounted luminaires shall not be permitted to illuminate parking areas unless it can be proven to the satisfaction of the Township that the employment of no other means is possible.” *The areas of parking near the building are proposed to be illuminated by wall-mounted lights. The plan shall be revised to comply with the ordinance requirements. (Previous Comment 74) A waiver has been requested for the wall-mounted lights. (Previous Comment 75)*

76. In accordance with the Section 390-58 Common Open Space, Recreation Areas, and In-Lieu Fees:

A. Section 390-58.B.(1), “This [§390-58](#) shall apply to any subdivision for which a preliminary plan or a combined preliminary/final plan and any land development for which a plan is submitted after the effective date of this [§390-58](#).”

B. Section 390-58.C.(1), “The proposal for common open space, installation of recreation facilities and/or fees shall be offered for review by the Planning Commission and the Pocono Township Park and Recreation Committee.”

C. Section 390-59.F., “Fees. If the Board of Commissioners and the applicant agree that a proposed subdivision or land development will pay fees-in-lieu of dedicating open space, this fee shall be as established by the Township Fee Schedule, which may be updated by resolution of the Board of Commissioners.”

D. Section 390-58.K., “Timing of nonresidential fees. Fees required by this [§390-58](#) for any nonresidential subdivision or land development shall be paid prior to the recording of the final plan of a subdivision or land development, as applicable.”

*The plans do not propose any open space to be dedicated to the Township, therefore, the Applicant shall pay the applicable in-lieu fees, as required by Section 390-58. Should it be determined that open space is required and a fee in-lieu-of will be provided, that fee will be \$4,816.00 (3.44 disturbed acres * \$1,400.00). (Previous Comment 75) (Previous Comment 76)*

77. In accordance with Section 390-60.C.(4), “the traffic impact study shall include, but not necessarily be limited to, an analysis of expected traffic generation to, from and upon surrounding roads within a radius of two miles from the proposed development site, particularly showing a.m. and p.m. peak hours of existing traffic flow during a normal business day, in comparison with what is anticipated after the proposed development is fully completed, and, if applicable, upon the completion of each stage. Estimated peak hour trip generation shall be based on procedures set forth in the most recent editions of the ITE Trip Generation Manual. Existing traffic flows shall be based on actual counts.” *The required traffic study must be submitted. Due to the pending development within a 2-mile radius, the Applicant shall include additional analysis along the SR0611 corridor including the approved neighborhood hospital on Golden Slipper Road and the proposed Cranberry Creek Apartments on*



SR0611 at Bartonsville Avenue. These developments must be considered in the analysis and the studied intersections shall also include SR0611 at Golden Slipper Road, Bartonsville Avenue, and Beehler Road. Additionally, queuing lengths and the number of stacked vehicles for the site driveways shall be identified. (Previous Comment 76) The submitted Transportation Impact Study indicates that a northbound right turn lane will be constructed approaching Bartonsville Avenue and that the yellow and all-red change intervals on the traffic signal should be updated. Westbound Bartonsville Avenue at SR0611 operation will change from LOS C to LOS D with the proposed Wawa development. The Study also indicates that traffic intending to go southbound on SR0611 will likely use the Bartonsville Avenue driveway to the signalized intersection. This also contradicts the presented Vehicle Circulation Plan as discussed in Comment 22.

*The traffic study must also address the justification for both left and right turn lanes at Bartonsville Avenue. We question the need for both lanes and have concerns that the configuration will create confusion for drivers. (Previous Comment 77) **The plans have been revised to provide a single exit lane at Bartonsville Avenue. We defer to PennDOT on the intersection LOS reductions and signal retiming requirements.***

OTHER ORDINANCE COMMENTS

78. Per Section 220-8.C., “Edges of newly created slopes shall be a minimum of five feet from property lines, ultimate/future right-of-way lines of streets, and easements to permit the normal rounding of the edge without encroachment on the abutting property, right-of-way, or easement.” *The submitted plans propose grading less than 5 feet from property lines. A waiver has been requested. The waiver request shall include “provisions for the minimum modification necessary as an alternate to the requirements” and “justification for the modification including the full grounds and facts of unreasonableness or hardship” in accordance with Section 390-78. (Previous Comment 77) The applicant is requesting a waiver to this requirement. (Previous Comment 78)*

MISCELLANEOUS COMMENTS

- 79.-83. Previous Comments satisfied.
84. The references on Sheet C-102 include a survey plan. This must be submitted for review. *(Previous Comment 83) The submitted ALTA/NSPS Plan does not match the reference. The reference shall be updated accordingly. (Previous Comment 84) **The ALTA/NSPS Plan reference has now been removed from the plan and a different survey plan has been referenced. The referenced survey plan shall be provided.***
85. The date of the PennDOT HOP Plans referenced on Sheets C-102, C-201, and C-301 is May 11, 2023; however, the submitted plans are dated September 1, 2023. The discrepancies shall be corrected. *(Previous Comment 84) The response letter indicates the reference dates will need to be coordinated as part of a future revision. The HOP plan dates must be kept current with each land development plan revision. The date currently reflects a plan prior to the plan the Township received with the first land development submission. (Previous Comment 85) **The response letter states the dates have been updated; however, they are inconsistent between the plan sheets. Sheet C-102 references HOP plans dated 12/28/23 while Sheets C-201 and C-301 reference HOP plans dated 5/11/23. All references shall be consistent. Additionally, the most recent HOP plans received from Benchmark are dated 2/16/24.***



86.-90. Previous Comments satisfied.

91. Curb tapers and related curb elevations shall be labeled on land development plans Sheets C-301 and C-401. *(Previous Comment 90) The response letter indicates the elevation information is shown on the HOP plans which have not been provided to the Township or our office. This information is required to verify site grading feasibility. (Previous Comment 91) The proposed contours on the land development plans Sheets C-401 and C-501 do not agree with the HOP plans. The contours must be revised to reflect the grading per the HOP plans.*

92. Previous Comment 92 satisfied.

93. Design details for the proposed handicapped ramps along Bartonsville Avenue must be provided on the land development plans. *(Previous Comment 92) The response letter states that the ADA ramp design is included in the HOP plans since the ramp is located within the PennDOT right of way. While this is applicable to ramps along SR0611, the ramps along Bartonsville Avenue must be shown in the land development plan set. (Previous Comment 93) Proposed grading for the ramps has now been added as an inset plan on Sheet C-401; however, the grading does not appear consistent with the full-size plan.*

A proposed 776 contour crosses through the driveway and a proposed 776 contour crosses the end of the sidewalk near the property line north of the driveway on the full plan. Also, a proposed 775 contour crosses the sidewalk approximately 40 feet south of the driveway. Using these grades, it is unclear how the sidewalk or ramps would be proposed at 8% as is currently shown on the inset plan. The design engineer shall review and revise the proposed sidewalk/ramp grading to be consistent between the plan views and the proposed grading concept.

94.-106. Previous Comments satisfied.

PLAN REVISION COMMENTS

107.-109. Previous Comments satisfied.

110. The mowing requirements for the basin seed mix must be made highly visible due to the mowing restrictions after the first growing season. This should also be included within the BMP maintenance requirements. *(New Comment) (Previous Comment 110) The mowing restriction must also be included in the BMP maintenance requirements.*

111. Previous Comment 111 satisfied.

112. A concrete driveway apron detail for Bartonsville Avenue must be added to the plans. *(New Comment) (Previous Comment 112) As is industry standard, reinforcement must be added to the concrete driveway apron.*

113. The PCSM Report reference on Sheet C-102 is February 16, 2024; however, the submitted report is dated January 16, 2024. This discrepancy must be resolved. *(New Comment)*



The above comments represent a thorough and comprehensive review of the information submitted, with the intent of giving the Township the best direction possible. However, due to the number and nature of the comments in this review, the receipt of new information may generate new comments.

We recommend the above comments be addressed to the satisfaction of Pocono Township, prior to approval of the Preliminary/Final Land Development and Subdivision Plan.

In order to facilitate an efficient re-review of revised plans, the Design Engineer shall provide a letter, addressing item by item, their action in response to each of our comments.

If you should have any questions regarding the above, please call me.

Sincerely,

Jon S. Tresslar, P.E., P.L.S.
Township Engineer

JST/arm/

cc: Taylor Muñoz – Township Manager
Lindsay Scerbo – Township Zoning Officer
Leo DeVito, Esq. – Township Solicitor
Lisa Pereira, Esq. – Broughal & DeVito, LLP
Ertle Development, LLC – Property Owner/Applicant
John P. Alejnikov, P.E. – Bohler Engineering – Applicant's Engineer
Christopher S. Brown, Esq. – Applicant's Attorney
Kristina Heaney – Monroe County Conservation District
Amy R. Montgomery, P.E. – T&M Associates
Melissa E. Hutchison, P.E. – T&M Associates

**Pocono Township Board of Commissioners
Regular Meeting Minutes
April 23, 2024 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on April 23, 2024 and was opened by Vice President Jerrod Belvin at 6:07 p.m. followed by the Pledge of Allegiance.

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

In Attendance: Patrick Briegel, Acting Township Manager & Public Works Director; Leo DeVito, Township Solicitor; Jon Tresslar, Engineer; Lindsay Scerbo, Zoning Officer; Shawn McGlynn, Zoning Officer & Building Codes; and Jennifer Gambino, Administrative Assistant.

Public Comment

S. Jackson (Resident) - Mr. Jackson began to speak of his concerns regarding 205 Lake Dr. when L. Devito explained that he will be able to speak during the Hearing for this matter.

T. Purcel (Resident) - She is extremely disappointed in the handling of the Manager Ordinance. The residents spent so long trying to get this into a first-class Township, and now the Board wants to make changes to the Ordinance. She is particularly disappointed in Commissioner Wielebinski who was here from the beginning and the fact that he voted to approve the changes.

Announcements

- The Pocono Township Spring Cleanup will take place from April 25 through April 27, 2024. For more information, please contact the Township office.
- An Executive session was held Monday, April 1st, Monday, April 8th and Tuesday April 23rd for discussion of personnel matters.

Presentations

- Brian Mentzer: Pocono Township RFP and Timing update; Reviewed the loan documents and explained how the funding works going forward. He also explained Ordinance 2024-3 which would need to be voted on to approve the Wayne Bank proposal.

Hearings

Ordinance 2024-03 – Public hearing for consideration of Ordinance 2024-03, authorizing & securing a \$5,175,000 draw-down, general obligation Note, to be issued to Wayne Bank to provide interim financing for the municipal complex and recreational open space acquisition projects.

J. Belvin made a motion, seconded by M. Velardi, to open the public hearing. All in favor. Motion carried.

L. Devito explained through Township Vice President's urging, this ordinance is a Township Borrowing Ordinance to authorize the Township to select Wayne bank as lender to secure funding in the sum of \$5,175,000 to purchase open space alongside TLC park and purchase the old Northampton Community College property for a municipal complex.

J. Belvin made a motion, seconded by R. Wielebinski, to approve Ordinance 2024-03 authorizing & securing the issuance of a general obligation note in the maximum principal amount of \$5,175,000 pursuant to the Pennsylvania local government unit debt act, to purchase and renovate a building to become the township's municipal complex and to purchase property for recreational open space; accepting a bank loan proposal; setting forth the terms & substantial form of the note; pledging the full

faith, credit and taxing power of the township to secure the note; appointing a sinking fund depository; and authorizing related actions and documents. Roll Call Vote: J. Bevin, Aye, M. Velardi, Aye; N. Leap, Aye; E. Gnadtt, Nay; R. Wielebinski, Aye. Motion carried.

L. DeVito opened the floor to any public comments or questions; None

J. Belvin made a motion, seconded by N. Leap, to close the public hearing. All in favor. Motion carried.

J. Belvin made a motion, seconded by M. Velardi to enact Ordinance 2024-03 authorizing & securing the issuance of a general obligation note in the maximum principal amount of \$5,175,000 pursuant to the Pennsylvania local government unit debt act, to purchase and renovate a building to become the township's municipal complex and to purchase property for recreational open space; accepting a bank loan proposal; setting forth the terms & substantial form of the note; pledging the full faith, credit and taxing power of the township to secure the note; appointing a sinking fund depository; and authorizing related actions and documents. Roll Call Vote: J. Bevin, Aye, M. Velardi, Aye; N. Leap, Aye; E. Gnadtt, Nay; R. Wielebinski, Aye. Motion carried.

L. DeVito called a 4-minute recess in order to get all paperwork signed on the above matter.

L. DeVito asked if the board would entertain a motion to suspend the agenda to address Resolution 2024-07 prior to the next hearing. J. Belvin made a motion, seconded by E. Gnadtt, to suspend the agenda. All in favor. Motion carried.

Resolutions

Resolution 2024-07 – Motion to approve Resolution 2024-07 granting conditional approval of the MCTA Lot Line adjustment plan.

J. Tressler explained the MCTA plan and after an in-depth review, recommended it to the board for consideration. E. Gnadtt asked if any neighboring property owners were present and objected to the joinder. No one commented. J. Tressler stated that all easements of record remain in place.

J. Belvin made a motion, seconded by N. Leap, to approve Resolution 2024-07 granting conditional approval of the MCTA Lot Line Adjustment Plan. All in favor. Motion carried.

Hearing

Public hearing for consideration of an appeal of the Pocono Township Zoning Officer's denial of a Transient Dwelling Unit License renewal of Pocono Summit Holdings LLC, involving real property known as 205 Lake Dr.; Monroe County Tax Parcel I.D. # 12.14.1.10-1

J. Belvin made a motion, seconded by M. Velardi, to open the public hearing to consider an appeal of a denial for renewal of a Transient Dwelling unit license for Pocono Summit Holdings LLC at 205 Lake Drive. All in favor. Motion carried.

L. DeVito explained the purpose of the hearing.

After lengthy testimony, the hearing was continued to Wednesday, May 15th at 6 P.M.

Five-minute recess

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the April 1, 2024, regular meeting.

- General Fund budget adjustments in the amount of \$103,659.00 for the purpose of providing additional funding for the following line items: To fund the new township complex interest line.
- Capital Fund budget adjustments for the following: To fund the LSA Grant and Police Expenditure.
- Financial transactions through April 16, 2024, as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll, vouchers payable, sewer operating expenditures, construction fund expenditures, and capital reserve expenditures.

J. Belvin made a motion, seconded by M. Velardi, to approve the consent agenda. E. Gndt asked for a few corrections in the minutes pertaining to the SBA Tower submission along with the Aggregate Bid process. After a discussion including L. DeVito and P. Briegel the minutes will be amended to reflect the correction. All in favor. Motion carried.

NEW BUSINESS – None

Travel/Training Authorizations - None

Commissioner Comments

Richard Wielebinski – President

R. Wielebinski made a motion, seconded by M. Velardi, to advertise the hearing for an amendment to the manager ordinance at our May 20th meeting , Roll Call vote: J. Belvin, abstain; E. Gndt, no; N. Leap, yes; M. Velardi, yes; R. Wielebinski, yes. Motion carried.

Jerrod Belvin – Vice President

- Motion to award 2024 Paving and Sealcoating Bids (Action Item) – No action was taken.

Paving Bid Results:

Wayco Inc – 459,229.40
M&J Excavation - \$475,540.00
James D. Morrissey - \$478,823.00
H & K Group - \$493,264.00
Northeast Site Contractors - \$494,111.75
Bracalente Construction - \$521,116.55

Discussion was had regarding references from all bidders and the award will be made at the next BOC meeting May, 6th.

Seal Coating Bid Results:

Midland Asphalt Materials - \$227,540.00
Asphalt Maintenance Solutions - \$252,822.30
Wayco Inc.- \$311,318.44

- Emergency Management Update – We will continue to work with the County on the 2025 Hazard Mitigation Plan. I attended the TIMA conference this past week that was held at the PSATS conference.
- Update – Archer Lane has attained council. S. McGlynn stated James Archer is in poor health and his son is taking over. Working toward a resolution prior to hearing.
- Green Light Go – Equipment is installed, networking is still in construction phase, extension will be necessary through PennDOT
- Update – Laurel Lake Dam – No new updates.
- Pocono Township’s J. Gambino presented at the PSATS conference on fund raising. She received accolades for her presentation and has been asked to present again next year.

Ellen Gndt – Commissioner

Expressed her thoughts about considering starting the advertisement for a new manager to allow time to vet the applicants. She asked for feedback from the board with no comments.

Natasha Leap – Commissioner – None

Mike Velardi – Commissioner - None

Reports

Zoning

Butz property on 2113 Route 611 – 30-day window ending for compliance has lapsed. Looking to the board for permission to file a second judgement. Zoning will look into the lease of the cell tower to garnish for payment of the first judgement.

Archer Lane- Moving forward toward resolution.

Railroad- Pocono Logistics – the only outstanding item is to close out the Land Development Plan approval which J. Tresslar is staying on top of.

Zoning has many enforcement actions in place.

R. Wielebinski asked for an update on the property off of Birchwood off of Cherry Lane, pending civil complaint regarding Sea castle, expecting list to remediate the problem (possible demolition),

Police Report - None

Ambulance Report - None

Fire Report – Assistant Chief Cory Sayer – 133 calls for the first quarter that were responded to. 294 hours of volunteer services on the calls. 5 people have completed the national registry for vehicle rescue and 6 people have completed the national registry for hazmat calls.

Public Works Report

- We received two additional lien payments on properties.
- TLC park, BCRA got the critical portion of water line installed under our delivery pipe in the upper pond.
- PSATS – The crew appreciated the support in attending.
- Tasa project forwarded to J. Tressler to review the inspector proposals we received. Now working with A. Montgomery on getting the Appraisers lined up.
- Continuing to look into the aggregate bid questions.
- R. Wielebinski asked if the Axe Throwing venue on 611 is hooked up to the sewer. They are not connected but are being billed. They need to move forward with getting hooked up. L. DeVito will look into addressing the situation. E. Gndt commented on the situation and what the policy is. P. Briegel stated that there was concern regarding the SEO feeling that the on lot may not be able to handle the volume.

Township Engineer Report

- Sewer Business Update. Some maintenance items and reviews are being done on new submissions.
- Learn Road safety enhancement project and roundabout survey work. Still Working to get files released.
- Turkey hill has finalized their sidewalk plans, and we should have them soon.

Township Solicitor Report

- Sewer Business Update. P. Briegel, M. Gable and I have a phone conference April 24th to discuss an update report received from Tobyhanna Township regarding Kalahari and I should be reporting at our next meeting.
- Paradise water & sewer service update: The Delaware water and sewer basin didn't allow the Hawthorn Development to be included in the BCRA's 5 yr. update to their service plan. The BCRA was still interested in if we were willing to provide sewer service if they were to provide water. The difference is that we would need affirmative action by the board that expanding our sewer into Paradise township would be something we would be interested in investigating. An agreement between Pocono and Paradise twps. would need to be made. Is this something the board would like to consider? R. Wielebinski, J. Belvin, N. Leap, M. Velardi, would be interested, E. Gndt felt we would need more information. L. DeVito commented further assist with her concerns.
- Letter received from Attorney Andrew Wolf pertaining to the enforcement notices received for the Butz Trust property in Swiftwater. We are ready to move on enforcement action.
- General legal update.
- Update – Johnson Appeal Supreme Court petition. Petition for leave was submitted. Letter of no-reply was received from Attorney MacDonald. No new updates since the last meeting.

Public Comment

Steve VanAuken (Resident)– 585 Railroad, concerns and the status of the issues being addressed. Also, the number of trucks hauling scrap metal along with the speed they are driving along Railroad. The road is taking a beating from the truck traffic. Can the township do anything? Discussion was had by the board, engineer, and solicitor on possible options to limit truck traffic on that road.

Adjournment

J. Belvin made a motion, seconded by M. Velardi, to adjourn the meeting at 10:14 p.m. All in favor. Motion carried.

POCONO TOWNSHIP

Monday, May 6, 2024

SUMMARY

<u>Ratify</u>		
General Fund	\$	40,669.33
Payroll	\$	131,027.41
Sewer Operating	\$	1,019.33
Sewer Construction	\$	-
Capital Reserve	\$	-
<u>Bill List</u>		
TOTAL General Fund	\$	15,663.67
TOTAL Sewer <u>OPERATING</u> Fund	\$	20,548.11
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	-
TOTAL Capital Reserve Fund	\$	1,426.25
Liquid Fuels	\$	-
TOTAL EXPENDITURES	\$	210,354.10
<hr/>		
Fire Tax Disbursement	\$	-
<hr/>		
<u>Budget Adjustments</u>		
General Fund	\$	-
Capital Reserve		
Liquid Fuels		
Sewer Operating		
<u>Budget Appropriations</u>		
<u>Budgetary Interfund Transfer</u>		
	\$	-
<u>Use of Grant Funds</u>		
<u>ARPA FUNDS TO CAPITAL RESERVE</u>		
Proj 2130153T TASA SR 611 Learn Rd Safety Enhance Proj & Roundabout	\$	166.25
TOTAL CAP. RESERVE	\$	166.25
<u>ARPA FUNDS TO GENERAL FUND</u>		
TRAI SR Sarcinello Planning & GIS Services		
TOTAL GEN FUND	\$	-
Total ARPA Transfers	\$	166.25

Notes:

POCONO TOWNSHIP CHECK LISTING
RATIFY
Monday, May 6, 2024

General Fund					
Payroll	Date	TYPE	Vendor	Memo	Amount
	05/01/2024	ACH		PAYROLL ENDING 04/28/2024	\$ 131,027.41
				TOTAL PAYROLL	\$ 131,027.41

General Expenditures					
	Date	Check	Vendor	Memo	Amount
	04/19/2024	1106	J. P. Mascaro & Sons	MVP Waste Removal	\$ 235.65
	04/22/2024	1107	TRAIISR, LLC	Dec 2023 Monthly Saas Sub	\$ 733.33
	04/25/2024	1108	SER COMMERCIAL REAL ESTATE	205 OLD MILL RD	\$ 25,000.00
	04/30/2024	ACH	BMO PURCHASE CARD	TRAINING, OPERATION SUPPLIES, SUBSCRIPTIONS	\$ 14,700.35
				TOTAL General Fund Bills	\$ 40,669.33

Sewer Operating Fund					
	Date	Check	Vendor	Memo	Amount
	04/19/2024	1023	Verizon Wireless	Sewer Modems	\$ 120.03
	04/19/2024	1024	BLUE RIDGE COMMUNICATIONS	Pump Station 3/4 Phone	\$ 130.70
	04/22/2024	1025	TRAIISR	Dec 2023 Monthly Saas Sub	\$ 366.67
	04/22/2024	1026	MET-ED	Electric service pump station	\$ 401.93
				TOTAL	\$ 1,019.33

Sewer Construction Fund					
	Date	Check	Vendor	Memo	Amount
				TOTAL Sewer Construction Fund	\$ -

Capital Reserve Fund					
	Date	Check	Vendor	Memo	Amount
				TOTAL Capital Reserve Fund	\$ -

TOTAL General Fund					
					\$ 171,696.74
TOTAL Sewer Operating				1,019.33 Authorized by:	
TOTAL Sewer Construction				-	
Total Capital Reserve				-	
				Transferred by:	
				172,716.07	

POCONO TOWNSHIP CHECK LISTING

Monday, May 6, 2024

General Fund

Date	Check	Vendor	Memo	Amount
4/29/2024	1112	Best Auto Service Center	Police vehicle service	\$ 144.82
4/29/2024	1113	Brodhead Creek Regional Authority	Q1 2024 TWP Water	\$ 313.61
4/29/2024	1114	Cleveland Brothers Equip. Co.	Panel Nut & Cover for Wheel Loader	\$ 22.71
4/29/2024	1115	Davidheiser's Inc.	ESP ENRADD Tested	\$ 36.00
4/29/2024	1116	E.M.Kutz, Inc.	Adapter Nut 1" Zea for Truck 4	\$ 56.36
4/29/2024	1117	Gotta Go Potties, Inc	3/24 - 4/20/24 TLC Park Baseball Field Rental & Fishing Derby	\$ 340.00
4/29/2024	1119	J. P. Mascaro & Sons	TWP Waste Removal	\$ 399.50
4/29/2024	1120	J. P. Mascaro & Sons	MVP Waste Removal	\$ 235.65
4/29/2024	1121	JNK Hydrotest & Extinguisher Supply Co.	Fire Extinguishers	\$ 1,277.95
4/29/2024	1122	Locust Ridge Quarry	High Performance Cold Patch 8.45tn	\$ 1,267.50
4/29/2024	1123	Martin Stone Quarries, Inc.	Custom Martin Infield Mix 16.96tn for MVP	\$ 644.48
4/29/2024	1124	MAULA, MAURA	4/18/24 MVP Yoga	\$ 30.00
4/29/2024	1125	Patriot Workwear	Police uniform expense	\$ 788.00
4/29/2024	1126	PPL Electric Utilities	TLC Lighting	\$ 203.16
4/29/2024	1127	Pure Water Technology of Central PA, Inc.	TWP Drinking Water	\$ 207.00
4/29/2024	1128	Suburban Testing Labs	MVP Bath House	\$ 361.00
4/29/2024	1129	T&M Associates	Engineering services	\$ 4,265.97
4/29/2024	1131	World Fuel Services, Inc.	Vehicle fuel	\$ 3,487.22
4/29/2024	1132	YCG, Inc.	5/16/24 Training Chiusano, Rebetje & Bagley	\$ 1,005.00
4/30/2024	1133	HUNTER KEYSTONE PETERBILT	PW operation supplies	\$ 577.74
TOTAL GENERAL FUND				\$15,663.67

Sewer Operating

Date	Check	Vendor	Memo	Amount
4/29/2024	1027	BRODHEAD CREEK REGIONAL AUTHORITY	Pump Station 2-5 Water	\$ 731.40
4/29/2024	1028	Evoqua Water Technologies LLC	Pump Station 5 Vaporlink	\$ 1,100.00
4/29/2024	1029	J P Mascaro & Sons	Pump Station 5 Waste Removal	\$ 272.95
4/29/2024	1030	ONYX VALVE CO	DEC Replacement Sleeves	\$ 8,872.88

4/29/2024	1031	Schnatter, John	PRWA Inv 77355 Reimbursement	\$	100.00
4/29/2024	1032	T & M ASSOCIATES	Engineering services	\$	4,778.78
4/29/2024	1033	TRAISR	Mar 2024 Monthly SaaS	\$	366.67
4/30/2024	1034	PPL Electric Utilities	Sewer Electric	\$	3,955.68
4/30/2024	1035	PENTELEDATA	Pump Stations 1 thru 5 Internet	\$	369.75

TOTAL Sewer Operating \$20,548.11

Sewer Construction Fund			Memo	Amount
Date	Check	Vendor		

TOTAL Sewer Construction Fund \$0.00

Capital Reserve Fund			Memo	Amount
Date	Check	Vendor		

4/29/2024	1017	CLEVELAND BROTHERS EQUIP. CO	Bickup Broom for Old Learn Rd	\$	1,260.00
4/29/2024	1018	T&M Associates	Proj POCO00158 TASA SR 611/Learn Rd Safety Enhance Proj	\$	166.25

TOTAL Capital Reserve Fund \$1,426.25

Liquid Fuels			Memo	Amount
Date	Check	Payee		

\$0.00

Fire Tax Disbursement			Memo	Amount
Date	Check	Payee		

TOTAL Fire Tax \$0.00

ESSA		
General Fund	\$	15,663.67
Sewer Operating	\$	20,548.11

Sewer Construction Fund				Authorized by: _____
Capital Reserve	\$	-		
Fire Tax Disbursement	\$	1,426.25		
Liquid Fuels	\$	-		
TOTAL ESSA TRANSFER	\$	37,638.03		Transferred by: _____

General Fund
Balance Sheet
As of December 31, 2023

	<u>Dec 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
100.005 · 1NORTHERN BANK GF DISB	751,677.73
100.004 · GENERAL FUND DISBURSEMENT	11,562.51
100.000 · General Fund Cash	170,070.00
100.006 · PLGIT GENERAL FUND	5,673,432.62
100.001 · Petty Cash	232.65
100.109 · Police Petty Cash	100.00
100.002 · ESSA Payroll account	1,271.68
100.003 · KOLLAR COMMITTED	5,384.31
100.007 · PLGIT OPEN SPACE	64,848.85
103.002 · ESSA Fees In Lieu COMMITTED	1,001.44
Total Checking/Savings	<u>6,679,581.79</u>
Other Current Assets	
140.300 · Taxes Receivable	123,958.30
142.100 · Delinquent Taxes Receivable	-0.18
145.100 · Accounts Receivable Adjustments	44,192.49
Total Other Current Assets	<u>168,150.61</u>
Total Current Assets	<u>6,847,732.40</u>
Other Assets	
155.000 · Prepaid Expenses	3,322.13
155.100 · Prepaid Insurance	13,261.00
Total Other Assets	<u>16,583.13</u>
TOTAL ASSETS	<u><u>6,864,315.53</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Total Liabilities	<u>17,727.84</u>
Equity	
279.000 · Fund Balance	5,412,335.51
279.001 · Committed Open Spaces	65,573.86
279.002 · COMMITTED NEW BUILDING	535,000.00
279.999 · Prior period adjustment	10,116.97
Net Income	823,561.35
Total Equity	<u>6,846,587.69</u>
TOTAL LIABILITIES & EQUITY	<u><u>6,864,315.53</u></u>

4/30/2024

Operating Reserve Fund Balance Sheet

	<u>Dec 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
100.001 · ESSA Capital Reserve Account	3,503.57
100.006 · PLGIT CAPITAL RESERVE	1,808,889.69
100.103 · MC CONS. DIST. GRANT LOW VOLUME	24,496.60
Total Checking/Savings	<u>1,836,889.86</u>
Total Current Assets	<u>1,836,889.86</u>
TOTAL ASSETS	<u><u>1,836,889.86</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
252.001 · UNEARNED GRANT REVENUE	524,019.84
Total Other Current Liabilities	<u>524,019.84</u>
Total Current Liabilities	<u>524,019.84</u>
Total Liabilities	524,019.84
Equity	
279.000 · Fund Balance	
COMMITTED FUND BALANCE	420,528.42
Total 279.000 · Fund Balance	<u>420,528.42</u>
299.000 · Retained Earnings	164,040.42
Net Income	<u>728,301.18</u>
Total Equity	<u>1,312,870.02</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,836,889.86</u></u>

4/30/2024

SEWER OPERATING BALANCE SHEET

	<u>Dec 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
100.002 · ESSA SEWER OPERATING MM	44,311.53
100.003 · ESSA SEWER CHECKING	46,268.69
100.005 · 1NORTHERN BANK	93,382.39
100.006 · PLGIT SEWER OPERATIONS	<u>4,252,751.55</u>
Total Checking/Savings	4,436,714.16
Other Current Assets	
120.100 · A/R Sewer Usage Charges	<u>-137,359.63</u>
Total Other Current Assets	<u>-137,359.63</u>
Total Current Assets	<u>4,299,354.53</u>
TOTAL ASSETS	<u><u>4,299,354.53</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
200.100 · Accounts Payable Adjustments	<u>17,682.85</u>
Total Other Current Liabilities	<u>17,682.85</u>
Total Current Liabilities	<u>17,682.85</u>
Total Liabilities	17,682.85
Equity	
299.000 · Fund Balance	4,079,011.91
Net Income	<u>202,659.77</u>
Total Equity	<u>4,281,671.68</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,299,354.53</u></u>

4/30/2024

**SEWER CONSTRUCTION
BALANCE SHEET**
as of December 31, 2023

	<u>Mar 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
100.106 · ESSA 3M Checking	13,824.66
100.109 · FKB MM 2021	400,506.74
100.112 · ESSA 3M Money Market	109,470.68
100.116 · 1NORTHERN BANK CHECKING	10,099.26
100.117 · PLGIT SEWER CONSTRUCTION	2,212,906.88
Total Checking/Savings	<u>2,746,808.22</u>
Total Current Assets	<u>2,746,808.22</u>
TOTAL ASSETS	<u><u>2,746,808.22</u></u>
LIABILITIES & EQUITY	
Equity	
299.000 · Fund Balance	2,733,284.94
Net Income	13,523.28
Total Equity	<u>2,746,808.22</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,746,808.22</u></u>

4/30/2024

ARPA FUND Balance Sheet

	<u>Dec 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
100.001 · ARP FUNDS	1,546.55
100.002 · PLGIT ARPA	750,354.26
Total Checking/Savings	<u>751,900.81</u>
Total Current Assets	<u>751,900.81</u>
TOTAL ASSETS	<u><u>751,900.81</u></u>
LIABILITIES & EQUITY	
Equity	
32000 · Retained Earnings	787,315.33
Net Income	<u>-35,414.52</u>
Total Equity	<u>751,900.81</u>
TOTAL LIABILITIES & EQUITY	<u><u>751,900.81</u></u>

GENERAL FUND BUDGET vs. ACTUAL

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
Income				
301.100 · Real Estate Taxes - Current	2,053,355.23	4,599,009.34	-2,545,654.11	44.65%
301.102 · Specialty Taxes	119,233.47	800,000.00	-680,766.53	14.9%
310.200 · Earned Income Taxes	524,500.15	1,600,000.00	-1,075,499.85	32.78%
Taxes Other				
301.200 · Real Estate Taxes - Delinquent	32,997.09	100,000.00	-67,002.91	33.0%
301.300 · Returned Taxes - Upset Sale	0.00	2,000.00	-2,000.00	0.0%
310.100 · Real Estate Transfer Taxes	78,919.38	275,000.00	-196,080.62	28.7%
310.500 · Local Services Taxes	120,685.92	370,000.00	-249,314.08	32.62%
Total Taxes Other	232,602.39	747,000.00	-514,397.61	31.14%
Licenses, permits and fees				
321.800 · Cable TV Franchise Fees	0.00	200,000.00	-200,000.00	0.0%
322.100 · Application fees	0.00	100.00	-100.00	0.0%
Total Licenses, permits and fees	0.00	200,100.00	-200,100.00	0.0%
Fines and Forfeits				
331.100 · Court Fines - District Magistra	17,626.98	50,000.00	-32,373.02	35.25%
331.110 · Motor Vehicle Code Violations	1,608.10	15,000.00	-13,391.90	10.72%
331.200 · Ordinance Violations	8,734.25			
Total Fines and Forfeits	27,969.33	65,000.00	-37,030.67	43.03%
341.010 · Interest on Investments	46,137.34	30,000.00	16,137.34	153.79%
Other State Grants				
354.100 · Police Grants	0.00	4,000.00	-4,000.00	0.0%
354.101 · PCCD GRANT POLICE	11,535.10	11,535.00	0.10	100.0%
354.102 · COP GRANT	31,433.88	83,333.33	-51,899.45	37.72%
355.010 · Public Utility Realty Tax	0.00	5,500.00	-5,500.00	0.0%
355.040 · Alcoholic Beverage Licenses	1,950.00	4,000.00	-2,050.00	48.75%
355.050 · Pension System State Aid	0.00	250,000.00	-250,000.00	0.0%
355.070 · Foreign Fire Insurance	0.00	88,000.00	-88,000.00	0.0%
356.100 · State Payments in Lieu of Taxes	0.00	400.00	-400.00	0.0%
Total Other State Grants	44,918.98	446,768.33	-401,849.35	10.05%
351.140 · ARP FEDERAL FUND	9,638.69	82,750.00	-73,111.31	11.65%
Police Services & OT Reim.				
362.101 · Reimbursement Police overtime	247.00	15,000.00	-14,753.00	1.65%
362.100 · Police Services	8,577.36	10,000.00	-1,422.64	85.77%
Total Police Services & OT Reim.	8,824.36	25,000.00	-16,175.64	35.3%
Building Permits				
362.410 · Building Permits	1,028,961.62	1,068,973.00	-40,011.38	96.26%
Total Building Permits	1,028,961.62	1,068,973.00	-40,011.38	96.26%
Charges for Services				
361.100 · Escrow Administration Fees	0.00	0.00	0.00	0.0%
361.101 · Sewer Admin. Services	70,731.40	212,194.18	-141,462.78	33.33%
361.310 · Subdivision, Land Develop Fees	3,500.00	5,000.00	-1,500.00	70.0%
361.330 · Zoning Hearing Board Fees	7,300.00	4,000.00	3,300.00	182.5%
361.340 · Cond Use, Curative PRD Fees	0.00	750.00	-750.00	0.0%
361.700 · Reproduction of Records	775.00	50.00	725.00	1,550.0%
362.110 · Sale of Police Reports	1,210.00	4,000.00	-2,790.00	30.25%
362.130 · Security Alarm Fees	20.00	100.00	-80.00	20.0%
362.300 · Zoning Permits	529,896.90	50,000.00	479,896.90	1,059.79%
362.301 · GRADING PERMITS	2,000.00	4,000.00	-2,000.00	50.0%

GENERAL FUND BUDGET vs. ACTUAL

362.440 · Sewer System Permits	6,350.00	20,000.00	-13,650.00	31.75%
362.450 · Use & Occupancy Permits	350.00	2,500.00	-2,150.00	14.0%
362.475 · Well Permits	200.00	1,500.00	-1,300.00	13.33%
362.480 · Pool Permits	0.00	100.00	-100.00	0.0%
362.485 · Sign Permits	0.00	3,000.00	-3,000.00	0.0%
362.491 · Fireworks Permits	0.00	200.00	-200.00	0.0%
362.493 · TRANSIENT DWELLING	7,000.00	20,000.00	-13,000.00	35.0%
362.495 · UCC Fees	234.00	800.00	-566.00	29.25%
362.600 · Miscellaneous Permits	0.00	500.00	-500.00	0.0%
363.500 · Public Works Services	0.00	12,500.00	-12,500.00	0.0%
Total Charges for Services	629,567.30	341,194.18	288,373.12	184.52%
367.140 · Pavilion Rental Fees	5,456.10	20,000.00	-14,543.90	27.28%
367.180 · Heritage Center Rental Fees	0.00	100.00	-100.00	0.0%
367.200 · Recreation Prog. Services	300.00	2,400.00	-2,100.00	12.5%
Other Operating Revenue				
387.100 · Contributions and Donations	44,751.00			
387.200 · Fees in Lieu of Improvements	1,218.00	2,000.00	-782.00	60.9%
Total Other Operating Revenue	45,969.00	2,000.00	43,969.00	2,298.45%
Other Financing Sources				
391.100 · Sale of Surplus Property	187.30	5,000.00	-4,812.70	3.75%
395.000 · Refunds of Prior Year Expenses	56,689.97	150,000.00	-93,310.03	37.79%
395.001 · EE Portion Health Ins.	9,023.59	22,000.00	-12,976.41	41.02%
Total Other Financing Sources	65,900.86	177,000.00	-111,099.14	37.23%
392.900 · Transfer from Fund Balance	0.00	707,636.25	-707,636.25	0.0%
Total Income	4,843,334.82	10,914,931.10	-6,071,596.28	44.37%
Gross Profit	4,843,334.82	10,914,931.10	-6,071,596.28	44.37%
Expense				
General Government				
400.110 · Salary & Wages - Legislative	6,812.50	27,250.00	-20,437.50	25.0%
400.192 · Legislative SSI Tax	521.16	2,084.63	-1,563.47	25.0%
400.260 · Minor Equipment	94.10	1,000.00	-905.90	9.41%
400.420 · Dues, Subscriptions & Membershi	549.00	1,500.00	-951.00	36.6%
400.460 · Legislaive -Meetings & Training	647.00	2,000.00	-1,353.00	32.35%
400.540 · Legislative - Donations	0.00	1,000.00	-1,000.00	0.0%
401.110 · Admin Salaries & Wages	50,112.50	130,000.00	-79,887.50	38.55%
401.192 · Admin SSI Taxes	3,807.22	9,945.00	-6,137.78	38.28%
401.196 · Admin Health Insurance	12,325.75	29,700.00	-17,374.25	41.5%
401.198 · Non-Uniformed Pension Plan	2,701.77	11,700.00	-8,998.23	23.09%
401.199 · Admin Life and Disability Ins	345.20	1,044.00	-698.80	33.07%
401.200 · Administration Allowances	726.08	2,000.00	-1,273.92	36.3%
401.220 · Admin Operating Supplies	0.00	500.00	-500.00	0.0%
401.231 · ADMIN VEHICLE GASOLINE	0.00	4,160.00	-4,160.00	0.0%
401.235 · ADMIN VEHICLE REPAIRS & MAINT.	90.00	3,000.00	-2,910.00	3.0%
401.260 · Admin Minor Equipment	309.88	1,500.00	-1,190.12	20.66%
401.420 · Admin Dues, Subscriptions & Mem	1,965.83	4,000.00	-2,034.17	49.15%
401.460 · Admin Meetings & Training	3,302.80	20,000.00	-16,697.20	16.51%
402.110 · Fin Admin Salaries & Wages	24,711.53	85,000.00	-60,288.47	29.07%
402.192 · Fin Admin SSI Taxes	1,834.77	6,502.50	-4,667.73	28.22%
402.196 · Fin Admin Health Insurance	12,325.75	29,700.00	-17,374.25	41.5%
402.198 · Fin Admin Non-Uni Pension Plan	1,748.07	7,650.00	-5,901.93	22.85%
402.199 · Fin Admin Life & Disability Ins	345.20	1,044.00	-698.80	33.07%

GENERAL FUND BUDGET vs. ACTUAL

402.310 · Fin Admin Professional Srvs	659.00	25,500.00	-24,841.00	2.58%
402.420 · Fin Admin Dues, Subscriptions	0.00	0.00	0.00	0.0%
403.110 · Tax Collection Salaries & Wages	3,076.96	10,000.00	-6,923.04	30.77%
403.192 · Tax Collection SSI Taxes	235.36	765.00	-529.64	30.77%
403.199 · Tax Collection Bond Ins	0.00	2,000.00	-2,000.00	0.0%
403.215 · Tax Collection Postage	2,139.72	2,100.00	39.72	101.89%
403.220 · Tax Collection Operating Supply	1,324.60	1,600.00	-275.40	82.79%
403.310 · Tax Collection Professional Srv	9,812.06	35,000.00	-25,187.94	28.03%
404.310 · Township Solicitor	13,089.63	56,925.00	-43,835.37	23.0%
404.314 · Legal Services Special Counsel	0.00	15,000.00	-15,000.00	0.0%
405.110 · Secretary Salaries & Wages	49,956.56	174,824.00	-124,867.44	28.58%
405.120 · Secretary OT	1,387.40	7,000.00	-5,612.60	19.82%
405.179 · Secretary Longevity	600.00	600.00	0.00	100.0%
405.192 · Secretary SSI Taxes	3,972.60	13,955.44	-9,982.84	28.47%
405.196 · Secretary Insurance	22,695.65	54,500.00	-31,804.35	41.64%
405.198 · Secretary Non-Uni Pension Plan	3,711.23	16,418.16	-12,706.93	22.6%
405.199 · Secretary Life & Disability Ins	857.20	3,132.00	-2,274.80	27.37%
406.215 · Gen Govt Postage	30.37	4,500.00	-4,469.63	0.68%
406.220 · Gen Govt Operation Supplies	564.03	7,000.00	-6,435.97	8.06%
406.310 · Gen Govt Professional Srvs	10,781.18	54,800.00	-44,018.82	19.67%
406.320 · Gen Govt Communications	3,871.54	7,000.00	-3,128.46	55.31%
406.340 · Gen Govt Advertising & Printing	1,717.87	11,500.00	-9,782.13	14.94%
406.374 · Gen Govt Office Equipment Maint	0.00	500.00	-500.00	0.0%
406.384 · Gen Govt Equipment Leases	238.00	4,000.00	-3,762.00	5.95%
407.252 · Computer Parts & Supplies	0.00	1,000.00	-1,000.00	0.0%
407.260 · Technology Minor Equipment	0.00	2,000.00	-2,000.00	0.0%
407.421 · Gen Gov. SAS Subscriptions	3,709.45	54,809.21	-51,099.76	6.77%
407.450 · Contracted Services	26,498.09	76,361.84	-49,863.75	34.7%
407.451 · GEN GOV IT CONTRACTED SERVICES	5,157.00	24,000.00	-18,843.00	21.49%
408.310 · Township Engineer	11,861.46	80,000.00	-68,138.54	14.83%
409.220 · Building Operating Supplies	2,559.30	6,000.00	-3,440.70	42.66%
409.260 · New Building Maint Minor Equip.	0.00	4,000.00	-4,000.00	0.0%
409.360 · Building Utilities	13,325.49	35,000.00	-21,674.51	38.07%
409.361 · New Building Utilities & Maint.	0.00	100,000.00	-100,000.00	0.0%
409.373 · Building Maint & Repairs	3,352.88	17,000.00	-13,647.12	19.72%
409.374 · New Bld. Cntrct. Janitor Serv.	0.00	95,000.00	-95,000.00	0.0%
409.450 · Building Contracted Services	2,023.98	6,000.00	-3,976.02	33.73%
Total General Government	324,484.72	1,392,070.78	-1,067,586.06	23.31%
Public Safety				
410.384 · POLICE EQUIPMENT LEASES	138.00			
410.120 · Police Salaries & Wages-Admin	22,692.35	120,000.00	-97,307.65	18.91%
410.130 · Police Salaries & Wages-Officer	470,268.37	1,780,412.61	-1,310,144.24	26.41%
410.140 · Police Salaries & Wages-Civilia	30,458.00	112,143.20	-81,685.20	27.16%
410.179 · Police Longevity Pay	17,074.09	50,699.77	-33,625.68	33.68%
410.180 · Police Overtime Wages	46,336.81	191,100.00	-144,763.19	24.25%
410.185 · Sick & Vacation Buy Back	0.00	70,000.00	-70,000.00	0.0%
410.187 · Police Overtime Civ Support	0.00	500.00	-500.00	0.0%
410.191 · Uniform Allowance	1,312.72	16,800.00	-15,487.28	7.81%
410.192 · Police SSI Taxes	44,969.03	179,136.65	-134,167.62	25.1%
410.196 · Police Health Insurance	208,702.56	575,000.00	-366,297.44	36.3%
410.197 · Police Pension Plan	0.00	304,787.00	-304,787.00	0.0%
410.198 · Police Life & Disability Ins	6,754.38	25,056.00	-18,301.62	26.96%

GENERAL FUND BUDGET vs. ACTUAL

410.199 · Police Non-Uniform Pension	1,400.87	10,272.89	-8,872.02	13.64%
410.200 · Police 457 Contribution	2,593.25	8,400.00	-5,806.75	30.87%
410.216 · Police Community Outreach	390.06	2,000.00	-1,609.94	19.5%
410.220 · Police Operating Supplies	1,789.83	7,500.00	-5,710.17	23.86%
410.221 · Crime Scene Supplies	0.00	1,200.00	-1,200.00	0.0%
410.222 · Ammunition/Field Materials	337.50	13,960.00	-13,622.50	2.42%
410.231 · Vehicle Fuel	28,020.24	65,000.00	-36,979.76	43.11%
410.238 · Uniform Expense	1,281.03	2,000.00	-718.97	64.05%
410.260 · Police Minor Equipment	1,144.91	15,000.00	-13,855.09	7.63%
410.270 · Police IT	7,204.50	20,000.00	-12,795.50	36.02%
410.310 · Police Professional Services	3,495.75	20,500.00	-17,004.25	17.05%
410.314 · Civil Service Comm Solicitor	600.00	3,000.00	-2,400.00	20.0%
410.317 · POLICE NEW HIRES EXP	1,000.00	30,000.00	-29,000.00	3.33%
410.320 · Police Communications	5,158.78	18,000.00	-12,841.22	28.66%
410.331 · Travel/Lodging	2,040.99	12,500.00	-10,459.01	16.33%
410.341 · Police Advertising & Printing	817.39	2,500.00	-1,682.61	32.7%
410.373 · Police Maint & Repair Bldg	4,038.95	10,000.00	-5,961.05	40.39%
410.374 · Police Equipment Maint	482.00	5,500.00	-5,018.00	8.76%
410.420 · Police Dues, Subscriptions	0.00	1,800.00	-1,800.00	0.0%
410.421 · POLICE SaaS SUBSCRIPTIONS	21,177.49	63,100.00	-41,922.51	33.56%
410.450 · Police Contracted Services	54,491.06	108,962.10	-54,471.04	50.01%
410.451 · Police Vehicle Maintenance	12,978.32	28,000.00	-15,021.68	46.35%
410.460 · Police Meetings & Training	8,805.00	30,000.00	-21,195.00	29.35%
411.232 · Fire Department Fuel	0.00	12,000.00	-12,000.00	0.0%
411.540 · Foreign Fire Payments	0.00	88,000.00	-88,000.00	0.0%
413.310 · Prof Services -BC Officer	703,723.91	948,973.00	-245,249.09	74.16%
413.311 · Prof Services - SEO	4,375.00	24,000.00	-19,625.00	18.23%
413.319 · Code Enforcement UCC Fees	189.00	1,000.00	-811.00	18.9%
414.220 · Planning & Zoning Supplies	118.98	500.00	-381.02	23.8%
414.310 · Planning & Zoning Prof Svcs	21,674.15	84,500.00	-62,825.85	25.65%
414.313 · Planning & Zoning Engineering	0.00	2,500.00	-2,500.00	0.0%
414.314 · Planning & Zoning Legal	17,235.00	45,000.00	-27,765.00	38.3%
414.319 · MS4 Fees	2,060.50	15,000.00	-12,939.50	13.74%
414.341 · Planning & Zoning Advertising	692.10	2,500.00	-1,807.90	27.68%
414.421 · Planning & Zoning SaaS subs.	1,553.51	9,150.00	-7,596.49	16.98%
415.220 · Emer Mgmt Operating Supplies	258.68	1,000.00	-741.32	25.87%
415.364 · Emergency Management Operations	0.00	13,500.00	-13,500.00	0.0%
415.431 · EMA GASOLINE	0.00	500.00	-500.00	0.0%
415.434 · EMA VEHICLE MAINT.	0.00	3,000.00	-3,000.00	0.0%
415.460 · Emer Mgmt Meetings & Training	0.00	500.00	-500.00	0.0%
Total Public Safety	1,759,835.06	5,156,453.22	-3,396,618.16	34.13%
Public Works - Other				
427.220 · Solid Waste Coll Supplies	90.00	1,500.00	-1,410.00	6.0%
427.450 · Contracted Svcs - Clean-Up Days	0.00	50,000.00	-50,000.00	0.0%
Total Public Works - Other	90.00	51,500.00	-51,410.00	0.18%
PW-Hwys, Roads & Streets				
430.110 · Public Works Salaries	172,306.92	678,549.70	-506,242.78	25.39%
430.120 · Public Works OT Wages	12,571.04	30,000.00	-17,428.96	41.9%
430.179 · PW Longevity	4,500.00	7,700.00	-3,200.00	58.44%
430.192 · Public Works SSI Taxes	17,246.32	64,462.47	-47,216.15	26.75%
430.196 · Public Works Insurance	82,368.55	220,000.00	-137,631.45	37.44%
430.198 · Public Works N-U Pension	11,162.91	64,462.47	-53,299.56	17.32%

GENERAL FUND BUDGET vs. ACTUAL

430.199 · Public Works Life & Disab Ins	2,860.00	12,672.00	-9,812.00	22.57%
430.220 · Public Works Oper Supplies	4,838.49	15,000.00	-10,161.51	32.26%
430.231 · Public Works Gasoline	79.13	10,000.00	-9,920.87	0.79%
430.232 · Public Works Diesel	21,899.46	50,000.00	-28,100.54	43.8%
430.238 · Public Works Uniforms	0.00	9,000.00	-9,000.00	0.0%
430.242 · Public Works Safety Gear	965.38	5,000.00	-4,034.62	19.31%
430.260 · Public Works Minor Equip Purch	965.45	12,000.00	-11,034.55	8.05%
430.261 · PW Shop Tools	175.24	6,000.00	-5,824.76	2.92%
430.310 · Public Works Professional Srvs	425.98	2,500.00	-2,074.02	17.04%
430.320 · Public Works Communications Exp	0.00	2,000.00	-2,000.00	0.0%
430.341 · Public Works Advertising	0.00	800.00	-800.00	0.0%
430.373 · Public Works Maint & Rep Bldg	1,940.54	13,000.00	-11,059.46	14.93%
430.376 · PW Equip. Maint. & Supp.	13,994.30	65,000.00	-51,005.70	21.53%
430.384 · Public Works Equip Rental	138.00	15,000.00	-14,862.00	0.92%
430.420 · Public Works Dues, Subscription	325.00	450.00	-125.00	72.22%
430.421 · PW SaaS SUBSCRIPTIONS	1,174.98	12,200.00	-11,025.02	9.63%
430.450 · Public Works Contracted Srvs	1,464.36	7,500.00	-6,035.64	19.53%
430.460 · Public Works Meetings & Trainin	539.00	10,000.00	-9,461.00	5.39%
432.220 · Snow & Ice Rem Oper Supplies	64,814.58	125,000.00	-60,185.42	51.85%
432.375 · Snow & Ice Rem Equipment Maint	6,633.88	8,000.00	-1,366.12	82.92%
432.450 · Snow & Ice Rem Subcontractors	0.00	15,000.00	-15,000.00	0.0%
433.220 · Traffic Signals & Signs Supply	223.73	7,500.00	-7,276.27	2.98%
433.360 · Traffic Signals & Signs Utiliti	1,271.78	5,000.00	-3,728.22	25.44%
433.450 · Traffic Signals Contracted Srvs	680.00	20,475.00	-19,795.00	3.32%
438.220 · Road Maint Supplies	1,205.83	80,000.00	-78,794.17	1.51%
438.613 · Vegetation Control	558.97	2,500.00	-1,941.03	22.36%
Total PW-Hwys, Roads & Streets	427,329.82	1,576,771.64	-1,149,441.82	27.1%
Culture and Recreation				
452.390 · Recreation fees	178.92	1,000.00	-821.08	17.89%
454.110 · Park Salary & Wage	18,061.25	145,780.00	-127,718.75	12.39%
454.192 · Park SSI	1,381.68	11,152.17	-9,770.49	12.39%
454.220 · Park Operating Supplies	1,568.33	7,000.00	-5,431.67	22.41%
454.231 · Park Vehicle Fuel	740.55	6,000.00	-5,259.45	12.34%
454.238 · Park Uniforms	0.00	2,000.00	-2,000.00	0.0%
454.260 · Park Minor Equipment	0.00	5,000.00	-5,000.00	0.0%
454.320 · Park Communications	350.21	1,000.00	-649.79	35.02%
454.340 · Park Advertising & Printing	0.00	1,500.00	-1,500.00	0.0%
454.360 · Park Utilities	2,423.42	9,000.00	-6,576.58	26.93%
454.373 · Park Repairs & Maintenance	3,832.66	20,000.00	-16,167.34	19.16%
454.374 · Park Equipment Maintenance	465.01	4,000.00	-3,534.99	11.63%
454.450 · Park Contracted Services	7,779.59	30,000.00	-22,220.41	25.93%
454.452 · Park Program Expenditures	90.00	2,500.00	-2,410.00	3.6%
454.460 · Park Meetings & Training	0.00	450.00	-450.00	0.0%
457.450 · Community Events	5,129.66	17,000.00	-11,870.34	30.17%
Total Culture and Recreation	42,001.28	263,382.17	-221,380.89	15.95%
Debt Service				
471.100 · New Twp Complex Principal	25,000.00	731,341.00	-706,341.00	3.42%
472.000 · NEW TWP COMPLEX LOAN INTEREST	0.00	103,659.00	-103,659.00	0.0%
Total Debt Service	25,000.00	835,000.00	-810,000.00	2.99%
Benefits and Withholding				
483.194 · Employer Pd Unemployment Comp	14,295.18	22,000.00	-7,704.82	64.98%
483.195 · Employer Pd Worker's Comp	89,756.52	250,000.00	-160,243.48	35.9%

4/30/2024

GENERAL FUND BUDGET vs. ACTUAL

483.200 · Federal Healthcare Tax	0.00	200.00	-200.00	0.0%
Total Benefits and Withholding	<u>104,051.70</u>	<u>272,200.00</u>	<u>-168,148.30</u>	<u>38.23%</u>
Insurance				
486.350 · Property & Liability Insurance	133,334.25	155,000.00	-21,665.75	86.02%
486.355 · Professional Bonds	<u>7,280.00</u>	<u>15,000.00</u>	<u>-7,720.00</u>	<u>48.53%</u>
Total Insurance	<u>140,614.25</u>	<u>170,000.00</u>	<u>-29,385.75</u>	<u>82.71%</u>
Other Expenses				
463.540 · TIF	215,313.35	216,000.00	-686.65	99.68%
491.000 · Refund of Prior Year Revenues	<u>500.00</u>	<u>1,000.00</u>	<u>-500.00</u>	<u>50.0%</u>
Total Other Expenses	<u>215,813.35</u>	<u>217,000.00</u>	<u>-1,186.65</u>	<u>99.45%</u>
Misc Expenses				
489.100 · Miscellaneous Expenses	<u>0.00</u>			
Total Misc Expenses	<u>0.00</u>			
Interfund Transfers Out				
492.300 · Interfund Transfer to Cap Fund				
COMMITTED FUND TRANSFER	470,800.00	470,800.00	0.00	100.0%
UNCOMMITTED FUNDS TRANSFER	<u>509,753.29</u>	<u>509,753.29</u>	<u>0.00</u>	<u>100.0%</u>
Total 492.300 · Interfund Transfer to Cap Fund	<u>980,553.29</u>	<u>980,553.29</u>	<u>0.00</u>	<u>100.0%</u>
Total Interfund Transfers Out	<u>980,553.29</u>	<u>980,553.29</u>	<u>0.00</u>	<u>100.0%</u>
Total Expense	<u>4,019,773.47</u>	<u>10,914,931.10</u>	<u>-6,895,157.63</u>	<u>36.83%</u>
Net Income	<u><u>823,561.35</u></u>	<u><u>0.00</u></u>	<u><u>823,561.35</u></u>	<u><u>100.0%</u></u>

CAPITAL RESERVE Budget vs. Actual

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
Income				
341.010 · Interest on Investments	15,971.56			
354.020 · POLICE PCCD GRANT	21,488.25			
354.030 · ROUNABOUT LEARN TASA	0.00	900,000.00	-900,000.00	0.0%
355.006 · LSA Monroe Co 2021 (6/30/2025)	0.00	116,163.00	-116,163.00	0.0%
355.010 · LSA 2019 RH TRN LN C00072203	0.00	405,000.00	-405,000.00	0.0%
355.011 · MULTIMODAL RH TRN LN C000072896	0.00	500,000.00	-500,000.00	0.0%
355.012 · LSA RH TRN LN 2021 C000078523	0.00	187,500.00	-187,500.00	0.0%
355.014 · GREEN LIGHT GO	0.00	359,658.00	-359,658.00	0.0%
355.015 · MULTIMODAL RIMROCK 2021 C000076	0.00	142,000.00	-142,000.00	0.0%
355.016 · ARP FEDERAL FUNDS	31,028.83	432,937.34	-401,908.51	7.17%
355.017 · DCED C000083397 ROUNABOUT (AWA	0.00	500,000.00	-500,000.00	0.0%
355.018 · DCED MTF 2021 (6/30/2025) Award	0.00	46,000.00	-46,000.00	0.0%
355.019 · LSA GRANT TLC BRIDGE BTW PONDS	0.00	292,000.00	-292,000.00	0.0%
355.020 · DCED MTF 2022 Award	0.00	100,000.00	-100,000.00	0.0%
355.021 · LSA GRANT C000086133 POLICE	133,784.00	146,333.00	-12,549.00	91.42%
357.720 · County Grant	0.00	85,000.00	-85,000.00	0.0%
357.721 · PM VISITOR BUREAU GRANT	0.00	15,000.00	-15,000.00	0.0%
392.010 · Transfer from General Fund				
COMMITTED OPEN SPACE	470,800.00	470,800.00	0.00	100.0%
UNCOMMITTED TRANSFER	509,753.29	509,753.29	0.00	100.0%
Total 392.010 · Transfer from General Fund	980,553.29	980,553.29	0.00	100.0%
392.900 · Use of Fund Balance	0.00	273,855.87	-273,855.87	0.0%
393.000 · Capital Lease Proceeds	61,529.23	441,942.73	-380,413.50	13.92%
Total Income	1,244,355.16	5,923,943.23	-4,679,588.07	21.01%
Expense				
401.000 · Municipal Capital Comprehensive	89,410.86	3,698,005.34	-3,608,594.48	2.42%
401.001 · ADMINISTRATION COMPREHENSIVE	0.00	67,192.00	-67,192.00	0.0%
410.000 · POLICE CAPITAL COMPREHENSIVE	227,444.31	238,825.73	-11,381.42	95.23%
430.000 · PW CAPITAL COMPREHENSIVE	5,600.00	413,000.00	-407,400.00	1.36%
438.610 · Maintenance & Repairs of Roads				
Paving Overlay	0.00	165,560.94	-165,560.94	0.0%
Road Marking	0.00	60,000.00	-60,000.00	0.0%
Tar and Chip	0.00	167,009.92	-167,009.92	0.0%
438.610 · Maintenance & Repairs of Roads - Other	0.00	10,000.00	-10,000.00	0.0%
Total 438.610 · Maintenance & Repairs of Roads	0.00	402,570.86	-402,570.86	0.0%
454.000 · PARK CAPITAL COMPREHENSIVE	52,796.83	759,199.00	-706,402.17	6.95%
471.000 · PRINCIPAL LEASES	134,558.01	321,602.69	-187,044.68	41.84%
472.000 · INTEREST ON LEASES	6,243.97	23,547.61	-17,303.64	26.52%
Total Expense	516,053.98	5,923,943.23	-5,407,889.25	8.71%
Net Income	728,301.18	0.00	728,301.18	100.0%

4/30/2024

SEWER OPERATIONS BUDGET vs. ACTUAL

	<u>Jan - Dec 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
341.010 · Interest on Investments	36,917.92	10,000.00	26,917.92	369.18%
364.110 · Connection/Tapping Fees	11,250.00	10,000.00	1,250.00	112.5%
364.120 · Sewer Use Fees	983,855.17	3,954,060.00	-2,970,204.83	24.88%
364.130 · Reserve Capacity Fee	11,239.98	7,000.00	4,239.98	160.57%
Total Income	<u>1,043,263.07</u>	<u>3,981,060.00</u>	<u>-2,937,796.93</u>	<u>26.21%</u>
Gross Profit	1,043,263.07	3,981,060.00	-2,937,796.93	26.21%
Expense				
429.100 · Utilities				
429.101 · PPL	11,619.85	26,500.00	-14,880.15	43.85%
429.102 · MetTel	366.12	1,000.00	-633.88	36.61%
429.105 · MetEd	1,516.70	3,600.00	-2,083.30	42.13%
429.106 · Blue Ridge Communications	1,311.05	4,500.00	-3,188.95	29.13%
429.107 · BCRA Water	731.40	1,500.00	-768.60	48.76%
429.108 · PenTeleData	1,479.00	4,500.00	-3,021.00	32.87%
429.109 · Verizon	622.41	2,100.00	-1,477.59	29.64%
429.111 · JP Mascaro	1,071.69	2,800.00	-1,728.31	38.28%
429.112 · FUEL & HEATING OIL	0.00	5,000.00	-5,000.00	0.0%
Total 429.100 · Utilities	<u>18,718.22</u>	<u>51,500.00</u>	<u>-32,781.78</u>	<u>36.35%</u>
429.200 · BCRA Sewage Treatment	475,943.52	1,418,808.00	-942,864.48	33.55%
429.205 · Bank charges	0.00			
429.244 · Operating Supplies	4,382.42	25,000.00	-20,617.58	17.53%
429.300 · Professional Services				
429.400 · Engineering	14,681.96	63,000.00	-48,318.04	23.31%
429.401 · Sewer Legal	4,335.68	20,000.00	-15,664.32	21.68%
429.404 · SEWER ADMIN SERVICES	70,731.40	212,194.18	-141,462.78	33.33%
429.405 · O & M	32,199.33	93,000.00	-60,800.67	34.62%
429.406 · KEYSTONE ENGINEERING	0.00	20,000.00	-20,000.00	0.0%
429.300 · Professional Services - Other	7,772.11	40,000.00	-32,227.89	19.43%
Total 429.300 · Professional Services	<u>129,720.48</u>	<u>448,194.18</u>	<u>-318,473.70</u>	<u>28.94%</u>
429.374 · Equipment Repair & Maintenance	30,158.12	105,000.00	-74,841.88	28.72%
429.376 · CONTRACTED SERVICES	2,736.71	50,000.00	-47,263.29	5.47%
471.000 · Debt Principal - Long and Short				
471.200 · 1st Keystone 7.5M	0.00	1,119,000.00	-1,119,000.00	0.0%
471.500 · PennVest Loan	135,829.16	409,545.84	-273,716.68	33.17%
Total 471.000 · Debt Principal - Long and Short	<u>135,829.16</u>	<u>1,528,545.84</u>	<u>-1,392,716.68</u>	<u>8.89%</u>
472.000 · Debt Interest - Long and Short				
472.200 · 1st Keystone 7.5M Interest	0.00	74,970.00	-74,970.00	0.0%
472.500 · PennVest Loan Interest	22,621.92	65,807.40	-43,185.48	34.38%
Total 472.000 · Debt Interest - Long and Short	<u>22,621.92</u>	<u>140,777.40</u>	<u>-118,155.48</u>	<u>16.07%</u>
486.352 · Insurance Expense (Liability)	20,492.75	25,000.00	-4,507.25	81.97%
Total Expense	<u>840,603.30</u>	<u>3,792,825.42</u>	<u>-2,952,222.12</u>	<u>22.16%</u>
Net Income	<u><u>202,659.77</u></u>	<u><u>188,234.58</u></u>	<u><u>14,425.19</u></u>	<u><u>107.66%</u></u>

4/30/2024

SEWER CONSTRUCTION BUDGET vs. ACTUAL

	<u>Jan - Dec 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
341.010 · Interest on Investments	26,407.85	10,000.00	16,407.85	264.08%
392.900 · Use of Fund Balance	0.00	2,362,000.00	-2,362,000.00	0.0%
Total Income	<u>26,407.85</u>	<u>2,372,000.00</u>	<u>-2,345,592.15</u>	<u>1.11%</u>
Expense				
429.200 · General Project	12,302.01	1,719,000.00	-1,706,697.99	0.72%
429.313 · Engineering - Collection System	582.56	566,000.00	-565,417.44	0.1%
429.740 · CAPITAL PURCHASES MACHINERY	0.00	87,000.00	-87,000.00	0.0%
Total Expense	<u>12,884.57</u>	<u>2,372,000.00</u>	<u>-2,359,115.43</u>	<u>0.54%</u>
Net Income	<u>13,523.28</u>	<u>0.00</u>	<u>13,523.28</u>	<u>100.0%</u>

ARPA FUND BUDGET vs. Actual

	<u>Jan - Dec 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
341.001 · INTEREST ON INVESTMENTS	5,253.00	500.00	4,753.00	1,050.6%
392.000 · Use of Fund Balance	0.00	515,187.34	-515,187.34	0.0%
Total Income	<u>5,253.00</u>	<u>515,687.34</u>	<u>-510,434.34</u>	<u>1.02%</u>
Expense				
492.010 · TRANSFER TO GENERAL FUND				
GOV SERV. IMPROV.	9,638.69	82,750.00	-73,111.31	11.65%
Total 492.010 · TRANSFER TO GENERAL FUND	<u>9,638.69</u>	<u>82,750.00</u>	<u>-73,111.31</u>	<u>11.65%</u>
492.300 · TRANSFER TO CAPITAL FUND	31,028.83	432,937.34	-401,908.51	7.17%
Total Expense	<u>40,667.52</u>	<u>515,687.34</u>	<u>-475,019.82</u>	<u>7.89%</u>
Net Ordinary Income	<u>-35,414.52</u>	<u>0.00</u>	<u>-35,414.52</u>	<u>100.0%</u>
Net Income	<u><u>-35,414.52</u></u>	<u><u>0.00</u></u>	<u><u>-35,414.52</u></u>	<u><u>100.0%</u></u>

**Pocono Township Board of Commissioners
Regular Meeting Minutes
April 23, 2024 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on April 23, 2024 and was opened by Vice President Jerrod Belvin at 6:07 p.m. followed by the Pledge of Allegiance.

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

In Attendance: Patrick Briegel, Acting Township Manager & Public Works Director; Leo DeVito, Township Solicitor; Jon Tresslar, Engineer; Lindsay Scerbo, Zoning Officer; Shawn McGlynn, Zoning Officer & Building Codes; and Jennifer Gambino, Administrative Assistant.

Public Comment

S. Jackson (Resident) - Mr. Jackson began to speak of his concerns regarding 205 Lake Dr. when L. Devito explained that he will be able to speak during the Hearing for this matter.

T. Purcel (Resident) - She is extremely disappointed in the handling of the Manager Ordinance. The residents spent so long trying to get this into a first-class Township, and now the Board wants to make changes to the Ordinance. She is particularly disappointed in Commissioner Wielebinski who was here from the beginning and the fact that he voted to approve the changes.

Announcements

- The Pocono Township Spring Cleanup will take place from April 25 through April 27, 2024. For more information, please contact the Township office.
- An Executive session was held Monday, April 1st, Monday, April 8th and Tuesday April 23rd for discussion of personnel matters.

Presentations

- Brian Mentzer: Pocono Township RFP and Timing update; Reviewed the loan documents and explained how the funding works going forward. He also explained Ordinance 2024-3 which would need to be voted on to approve the Wayne Bank proposal.

Hearings

Ordinance 2024-03 – Public hearing for consideration of Ordinance 2024-03, authorizing & securing a \$5,175,000 draw-down, general obligation Note, to be issued to Wayne Bank to provide interim financing for the municipal complex and recreational open space acquisition projects.

J. Belvin made a motion, seconded by M. Velardi, to open the public hearing. All in favor. Motion carried.

L. Devito explained through Township Vice President's urging, this ordinance is a Township Borrowing Ordinance to authorize the Township to select Wayne bank as lender to secure funding in the sum of \$5,175,000 to purchase open space alongside TLC park and purchase the old Northampton Community College property for a municipal complex.

J. Belvin made a motion, seconded by R. Wielebinski, to approve Ordinance 2024-03 authorizing & securing the issuance of a general obligation note in the maximum principal amount of \$5,175,000 pursuant to the Pennsylvania local government unit debt act, to purchase and renovate a building to become the township's municipal complex and to purchase property for recreational open space; accepting a bank loan proposal; setting forth the terms & substantial form of the note; pledging the full

faith, credit and taxing power of the township to secure the note; appointing a sinking fund depository; and authorizing related actions and documents. Roll Call Vote: J. Bevin, Aye, M. Velardi, Aye; N. Leap, Aye; E. Gmandt, Nay; R. Wielebinski, Aye. Motion carried.

L. DeVito opened the floor to any public comments or questions; None

J. Belvin made a motion, seconded by N. Leap, to close the public hearing. All in favor. Motion carried.

J. Belvin made a motion, seconded by M. Velardi to enact Ordinance 2024-03 authorizing & securing the issuance of a general obligation note in the maximum principal amount of \$5,175,000 pursuant to the Pennsylvania local government unit debt act, to purchase and renovate a building to become the township's municipal complex and to purchase property for recreational open space; accepting a bank loan proposal; setting forth the terms & substantial form of the note; pledging the full faith, credit and taxing power of the township to secure the note; appointing a sinking fund depository; and authorizing related actions and documents. Roll Call Vote: J. Bevin, Aye, M. Velardi, Aye; N. Leap, Aye; E. Gmandt, Nay; R. Wielebinski, Aye. Motion carried.

L. DeVito called a 4-minute recess in order to get all paperwork signed on the above matter.

L. DeVito asked if the board would entertain a motion to suspend the agenda to address Resolution 2024-07 prior to the next hearing. J. Belvin made a motion, seconded by E. Gmandt, to suspend the agenda. All in favor. Motion carried.

Resolutions

Resolution 2024-07 – Motion to approve Resolution 2024-07 granting conditional approval of the MCTA Lot Line adjustment plan.

J. Tressler explained the MCTA plan and after an in-depth review, recommended it to the board for consideration. E. Gmandt asked if any neighboring property owners were present and objected to the joinder. No one commented. J. Tressler stated that all easements of record remain in place.

J. Belvin made a motion, seconded by N. Leap, to approve Resolution 2024-07 granting conditional approval of the MCTA Lot Line Adjustment Plan. All in favor. Motion carried.

Hearing

Public hearing for consideration of an appeal of the Pocono Township Zoning Officer's denial of a Transient Dwelling Unit License renewal of Pocono Summit Holdings LLC, involving real property known as 205 Lake Dr.; Monroe County Tax Parcel I.D. # 12.14.1.10-1

J. Belvin made a motion, seconded by M. Velardi, to open the public hearing to consider an appeal of a denial for renewal of a Transient Dwelling unit license for Pocono Summit Holdings LLC at 205 Lake Drive. All in favor. Motion carried.

L. DeVito explained the purpose of the hearing.

After lengthy testimony, the hearing was continued to Wednesday, May 15th at 6 P.M.

Five-minute recess

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the April 1, 2024, regular meeting.

- General Fund budget adjustments in the amount of \$103,659.00 for the purpose of providing additional funding for the following line items: To fund the new township complex interest line.
- Capital Fund budget adjustments for the following: To fund the LSA Grant and Police Expenditure.
- Financial transactions through April 16, 2024, as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll, vouchers payable, sewer operating expenditures, construction fund expenditures, and capital reserve expenditures.

J. Belvin made a motion, seconded by M. Velardi, to approve the consent agenda. E. Gnandt asked for a few corrections in the minutes pertaining to the SBA Tower submission along with the Aggregate Bid process. After a discussion including L. DeVito and P. Briegel the minutes will be amended to reflect the correction. All in favor. Motion carried.

NEW BUSINESS – None

Travel/Training Authorizations - None

Commissioner Comments

Richard Wielebinski – President

R. Wielebinski made a motion, seconded by M. Velardi, to advertise the hearing for an amendment to the manager ordinance at our May 20th meeting , Roll Call vote: J. Belvin, abstain; E. Gnandt, no; N. Leap, yes; M. Velardi, yes; R. Wielebinski, yes. Motion carried.

Jerrod Belvin – Vice President

- Motion to award 2024 Paving and Sealcoating Bids (Action Item) – No action was taken.

Paving Bid Results:

Wayco Inc – 459,229.40
M&J Excavation - \$475,540.00
James D. Morrissey - \$478,823.00
H & K Group - \$493,264.00
Northeast Site Contractors - \$494,111.75
Bracalente Construction - \$521,116.55

Discussion was had regarding references from all bidders and the award will be made at the next BOC meeting May, 6th.

Seal Coating Bid Results:

Midland Asphalt Materials - \$227,540.00
Asphalt Maintenance Solutions - \$252,822.30
Wayco Inc.- \$311,318.44

- Emergency Management Update – We will continue to work with the County on the 2025 Hazard Mitigation Plan. I attended the TIMA conference this past week that was held at the PSATS conference.
- Update – Archer Lane has attained council. S. McGlynn stated James Archer is in poor health and his son is taking over. Working toward a resolution prior to hearing.
- Green Light Go – Equipment is installed, networking is still in construction phase, extension will be necessary through PennDOT
- Update – Laurel Lake Dam – No new updates.
- Pocono Township’s J. Gambino presented at the PSATS conference on fund raising. She received accolades for her presentation and has been asked to present again next year.

Ellen Gndt – Commissioner

Expressed her thoughts about considering starting the advertisement for a new manager to allow time to vet the applicants. She asked for feedback from the board with no comments.

Natasha Leap – Commissioner – None

Mike Velardi – Commissioner - None

Reports

Zoning

Butz property on 2113 Route 611 – 30-day window ending for compliance has lapsed. Looking to the board for permission to file a second judgement. Zoning will look into the lease of the cell tower to garnish for payment of the first judgement.

Archer Lane- Moving forward toward resolution.

Railroad- Pocono Logistics – the only outstanding item is to close out the Land Development Plan approval which J. Tresslar is staying on top of.

Zoning has many enforcement actions in place.

R. Wielebinski asked for an update on the property off of Birchwood off of Cherry Lane, pending civil complaint regarding Sea castle, expecting list to remediate the problem (possible demolition),

Police Report - None

Ambulance Report - None

Fire Report – Assistant Chief Cory Sayer – 133 calls for the first quarter that were responded to. 294 hours of volunteer services on the calls. 5 people have completed the national registry for vehicle rescue and 6 people have completed the national registry for hazmat calls.

Public Works Report

- We received two additional lien payments on properties.
- TLC park, BCRA got the critical portion of water line installed under our delivery pipe in the upper pond.
- PSATS – The crew appreciated the support in attending.
- Tasa project forwarded to J. Tressler to review the inspector proposals we received. Now working with A. Montgomery on getting the Appraisers lined up.
- Continuing to look into the aggregate bid questions.
- R. Wielebinski asked if the Axe Throwing venue on 611 is hooked up to the sewer. They are not connected but are being billed. They need to move forward with getting hooked up. L. DeVito will look into addressing the situation. E. Gndt commented on the situation and what the policy is. P. Briegel stated that there was concern regarding the SEO feeling that the on lot may not be able to handle the volume.

Township Engineer Report

- Sewer Business Update. Some maintenance items and reviews are being done on new submissions.
- Learn Road safety enhancement project and roundabout survey work. Still Working to get files released.
- Turkey hill has finalized their sidewalk plans, and we should have them soon.

Township Solicitor Report

- Sewer Business Update. P. Briegel, M. Gable and I have a phone conference April 24th to discuss an update report received from Tobyhanna Township regarding Kalahari and I should be reporting at our next meeting.
- Paradise water & sewer service update: The Delaware water and sewer basin didn't allow the Hawthorn Development to be included in the BCRA's 5 yr. update to their service plan. The BCRA was still interested in if we were willing to provide sewer service if they were to provide water. The difference is that we would need affirmative action by the board that expanding our sewer into Paradise township would be something we would be interested in investigating. An agreement between Pocono and Paradise twps. would need to be made. Is this something the board would like to consider? R. Wielebinski, J. Belvin, N. Leap, M. Velardi, would be interested, E. Gmandt felt we would need more information. L. DeVito commented further assist with her concerns.
- Letter received from Attorney Andrew Wolf pertaining to the enforcement notices received for the Butz Trust property in Swiftwater. We are ready to move on enforcement action.
- General legal update.
- Update – Johnson Appeal Supreme Court petition. Petition for leave was submitted. Letter of no-reply was received from Attorney MacDonald. No new updates since the last meeting.

Public Comment

Steve VanAuken (Resident)– 585 Railroad, concerns and the status of the issues being addressed. Also, the number of trucks hauling scrap metal along with the speed they are driving along Railroad. The road is taking a beating from the truck traffic. Can the township do anything? Discussion was had by the board, engineer, and solicitor on possible options to limit truck traffic on that road.

Adjournment

J. Belvin made a motion, seconded by M. Velardi, to adjourn the meeting at 10:14 p.m. All in favor. Motion carried.

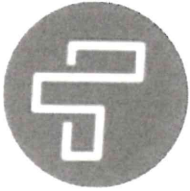
Jennifer Gambino

From: Sabot, Sean <Sean.Sabot@firstgroup.com>
Sent: Friday, April 19, 2024 6:52 AM
To: Jennifer Gambino; Taylor Munoz
Cc: Catania, Jean
Subject: Re: Pavilion Rentals this Summer

Good Morning Jennifer,

I did want to express that we were interested in reserving the pavilion with the Stage if possible, all 3 dates. I believe it is Pavilion # 3 We have about 150 personnel in total.

Thank You!



SEAN SABOT

Operations Supervisor | First Student, Inc. | #12724
Office: 570-839-7121 ex.31420
402 Panther Lane, Pocono Summit, PA 18346
sean.sabot@firstgroup.com

From: Sabot, Sean <Sean.Sabot@firstgroup.com>
Sent: Thursday, April 18, 2024 12:15 PM
To: Jennifer Gambino <jgambino@poconopa.gov>; Taylor Munoz <tmunoz@poconopa.gov>
Cc: Catania, Jean <Jean.Catania@firstgroup.com>
Subject: Re: Pavilion Rentals this Summer

Hello again Jennifer. We are looking for the following dates

Wednesday June 5th (Noon- 5pm)- End of year cookout

Tuesday June 25th (4pm-7PM)

Friday July 19th (3pm - 8pm)

Please let me know if you need anything else and how you would like payment for the reservations.

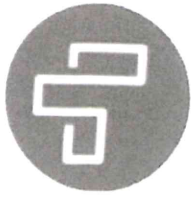
Thank you!

(Handwritten note: @J, fto, 4/22/24)



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Jennifer Gambino

From: Jerome <bumajerome@aol.com>
Sent: Monday, April 22, 2024 8:20 AM
To: Jennifer Gambino; Allison Hartmann
Subject: Fw: Mountain View Park
Attachments: PMANA 501C3 AND TAX INFORMATION.pdf

Good afternoon,

My name is Jerome Franklin (I have included another member Allison), and we are a part of a non-profit organization that is looking to book either pavilion 1 or 4 that is open on May 11th, 2024. I was just on the phone with a lovely lady (I am sorry I did not catch her name), and she informed me that we would need to submit our W-9 and Tax-Exempt status in order to get the pavilions on that day for free.

We are a looking to have a cookout with a few members and their children to have a nice day out in the sun.

I have attached our information and will wait to hear back from you as soon as possible.

Thank you so much,

Jerome/Allison

①
PMS
4/22/24

Form **990EZ**
 Department of the Treasury
 Internal Revenue Service

Short Form Return of Organization Exempt From Income Tax

OMB No. 1545-0047
2021
Open to Public Inspection

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

- ▶ Do not enter social security numbers on this form as it may be made public.
- ▶ Go to www.irs.gov/Form990EZ for instructions and the latest information.

A For the 2021 calendar year, or tax year beginning 04-01-2021, and ending 03-31-2022

- B** Check if applicable:
- Address change
 - Name change
 - Initial return
 - Final return/terminated
 - Amended return
 - Application pending

C Name of organization
 MID-ATLANTIC REGIONAL SERVICE COMMITTEE
 OF NARCOTICS ANONYMOUS INC

Number and street (or P. O. box, if mail is not delivered to street address) Room/suite
 ATTN PMB 229 3440 LEHIGH STREET

City or town, state or province, country, and ZIP or foreign postal code
 ALLENTOWN, PA 18103

D Employer identification number
 23-2969245

E Telephone number
 (717) 873-3898

F Group Exemption Number ▶

G Accounting Method: Cash Accrual Other (specify) ▶

H Check if the organization is **not** required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

I Website: ▶ WWW.MARSCNA.ORG

J Tax-exempt status (check only one) - 501(c)(3) 501(c) () (insert no.) 4947(a)(1) or 527

K Form of organization: Corporation Trust Association Other

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ ▶ \$ 116,992

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)

Check if the organization used Schedule O to respond to any question in this Part I

Revenue	1	Contributions, gifts, grants, and similar amounts received	1	26,752
	2	Program service revenue including government fees and contracts	2	90,240
	3	Membership dues and assessments	3	
	4	Investment income	4	
	5a	Gross amount from sale of assets other than inventory	5a	
	b	Less: cost or other basis and sales expenses	5b	
	c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c	
	6	Gaming and fundraising events		
	a	Gross income from gaming (attach Schedule G if greater than \$15,000)	6a	
	b	Gross income from fundraising events (not including \$ _____ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)	6b	
c	Less: direct expenses from gaming and fundraising events	6c		
d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d		
7a	Gross sales of inventory, less returns and allowances	7a		
b	Less: cost of goods sold	7b		
c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c		
8	Other revenue (describe in Schedule O)	8		
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8 ▶	9	116,992	

Expenses	10	Grants and similar amounts paid (list in Schedule O)	10	39,087
	11	Benefits paid to or for members	11	
	12	Salaries, other compensation, and employee benefits	12	
	13	Professional fees and other payments to independent contractors	13	
	14	Occupancy, rent, utilities, and maintenance	14	
	15	Printing, publications, postage, and shipping	15	5,179
	16	Other expenses (describe in Schedule O)	16	76,650
17	Total expenses. Add lines 10 through 16 ▶	17	120,916	

Net Assets	18	Excess or (deficit) for the year (Subtract line 17 from line 9)	18	-3,924
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	29,938
	20	Other changes in net assets or fund balances (explain in Schedule O)	20	0
21	Net assets or fund balances at end of year. Combine lines 18 through 20	21	26,014	

Krisann MacDougall

From: Patrick Briegel
Sent: Wednesday, May 1, 2024 12:21 PM
To: Krisann MacDougall
Subject: FW: Pavilion rental

Please add to agenda, and send me draft agenda for review

From: Jennifer Gambino <jgambino@poconopa.gov>
Sent: Wednesday, May 1, 2024 12:02 PM
To: Patrick Briegel <pbriegel@poconopa.gov>
Subject: Pavilion rental

Can you please have **Cub Scout pack 85 added for approval for June 2? For pavilion fees waived.**
Thank you,

Jennifer Gambino

Administrative Assistant
Pocono Township
112 Township Drive
Tannersville, PA. 18372
570-629-1922 x1210

POCONO TOWNSHIP

WAIVER OF LAND DEVELOPMENT APPLICATION

Certain improvements to existing non-residential structures may be eligible for a Waiver of the requirements of Chapter 390 Subdivision and Land Development. To be eligible for consideration of a Waiver of Land Development, a proposed division of space or leasehold, building addition or site alteration shall not result in any of the following:

- a. A requirement for additional parking;
- b. Development within flood-prone or wetland areas;
- c. Activities that would require the submission of a stormwater management site plan per Chapter 365;
- d. Installation of new access drives providing vehicular access to/or from a public right-of-way;
- e. An increase in water consumption of sewage discharge exceeding 247 gallons per day;
- f. Changes to utility services including new service laterals to increase capacity or provide fire protection;
- g. Vertical expansions of more than two stories above existing structures;
- h. Violation of any deed restrictions.

The undersigned hereby applies for review by the Pocono Township Planning Commission and review and approval of the Board of Commissioners of Pocono Township for a Waiver of Land Development for the plans submitted herewith and described below:

1. Tax Parcel: _____ County Deed Book No.: _____
Volume No.: _____ Page No.: _____
Zoning District: _____ Area to be Developed or Subdivided, Gross: _____ Net: _____
2. Name of Property Owner(s) of Record: _____
(If corporation, provide corporations' name and address and two officers of corporation)
Address: _____
Email Address: _____ Phone No.: _____
3. Name of Applicant, if different than Owner: _____
Address: _____
Email Address: _____ Phone No.: _____
4. Applicant's interest, if other than Owner: _____
5. Engineer, Architect, Land Surveyor, or Landscape Architect responsible for plan:

Address: _____
Email Address: _____ Phone No.: _____
6. Name of Attorney (optional): _____
Address: _____
Email Address: _____ Phone No.: _____

7. Brief project description describing the proposed intent of the project and all proposed improvements:

8. Type of water supply

proposed: _____ Public (Municipal) _____ Private (Centralized) _____ Individual (On Site)

9. Type of sanitary sewage

Disposal proposed: _____ Public (Municipal) _____ Private (Centralized) _____ Individual (On Site)

10. Have appropriate public utilities been consulted: _____ Yes _____ No

11. Material accompanying this Land Development Waiver Application:

- a) _____ Plan – 5 copies
- b) _____ Copy of Deed – 2 copies
- c) _____ Written Description of Proposal – 5 copies
- d) _____ Application Fee
- e) _____ Professional Services Agreement and Escrow
- f) _____ Other

12. List basis for Request of Waiver of Land Development:

The undersigned represents that to the best of his/her knowledge and belief, all the above statements are true and correct, and complete.

Date: _____

By: _____

Printed Name

Signature

For Office Use Only:

Date Received: _____ **By:** _____

- Distribution:**
- _____ **Township Engineer**
 - _____ **Township Solicitor**
 - _____ **Zoning Officer**
 - _____ **Sewer Department or SEO**
 - _____ **Public Works**
 - _____ **Fire Company**

Prepared by: RK&K
Return to: RK&K
Attn: Paul Fassbender
680 American Avenue
Suite 300
King of Prussia, PA 19406

PARID: 12.8.2.9

**This instrument solely grants, vests
or confirms a public utility easement.**

Form 4337 (8/2014)

W.O. Number:							
1	2	4	0	9	3	2	1



GRANT OF RIGHT-OF-WAY

KNOW ALL MEN BY THESE PRESENTS, That Pocono Township, a municipal authority of Pennsylvania hereinafter called "GRANTOR", intending to be legally bound, does hereby for itself and its successors and assigns grant unto **PPL ELECTRIC UTILITIES CORPORATION ("PPL")**, its successors and assigns, the right to construct, reconstruct, operate and maintain its electric facilities consisting of One (1) anchor guy and overhead facilities as shown on the plan hereto attached and made a part hereof, upon, across, over, under and along the property identified as County Tax Parcel No. 12.8.2.9 which the undersigned owns or has any interest located along Route 715 situate in the Township of Pocono, County of Monroe, Commonwealth of Pennsylvania; including the right of ingress and egress to and from the said lines for any of the aforesaid purposes; also the right to cut down any and all trees within twenty-five (25) feet each side of centerline of the electric line and the right to trim any and all trees within twenty-five (25) feet each side of centerline of the electric/communication line and to remove brush along said lines which in the judgment of said PPL menace the said lines; and also the right to permit the attachment of wires and cables of any other person or company to said poles. Any poles or facilities erected hereunder along a highway, whether within or outside the highway limits, may be relocated to conform to new or relocated highway limits. PPL shall restore the property to substantially the same condition that the property was in prior to installation, maintenance or repair of the electric facilities.

A copy of this agreement and an acceptance hereof by PPL shall be filed by PPL with the Pennsylvania Public Utility Commission, and this agreement shall thereafter become effective in accordance with the provisions of the Public Utility Law.

IN WITNESS WHEREOF, Grantor has caused this agreement to be executed in its corporate name by its proper officers, this _____ day of _____, 2024.

Pocono Township

By:

Name:
Title:

COMMONWEALTH OF PENNSYLVANIA : SS
COUNTY OF _____)

On this _____ day of _____, 2024 before me, the undersigned officer, personally appeared _____ who acknowledged himself/herself to be the _____ of Pocono Township, a Pennsylvania Municipal Authority, and that she as such _____, being authorized to do so, executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by himself/herself as _____.

IN WITNESS WHEREOF, I have hereunto set my hand and notarial seal.

Notary Public

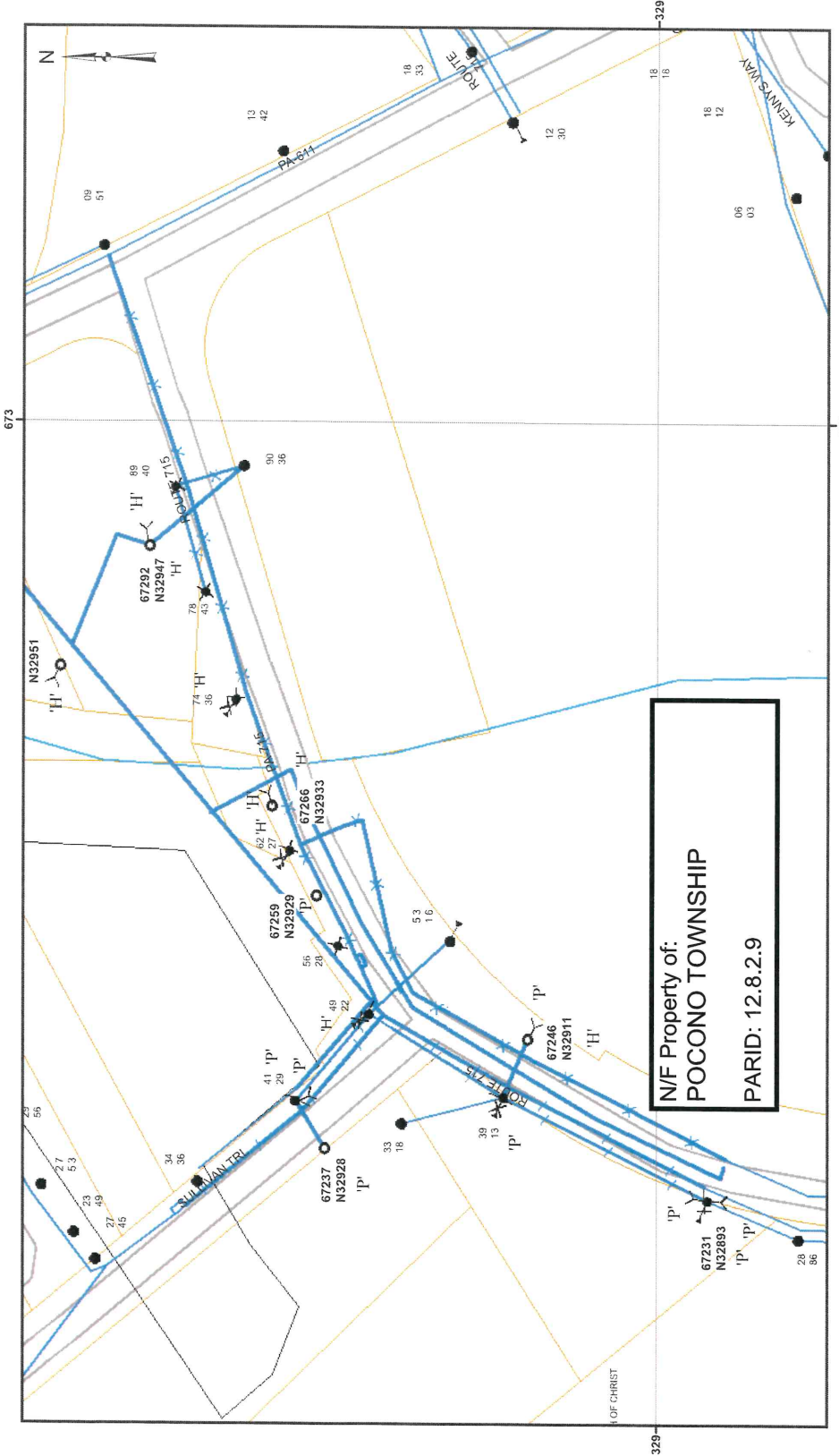
ACCEPTED AND CONDITIONS AGREED TO:

WITNESS:

PPL Electric Utilities Corporation
By:

Do not write below this line

Legend	
	Anchor Guy, Replace
	Anchor Guy, Existing
	Anchor Guy, Proposed
	Anchor Guy, Remove
	Foreign Owned Pole, Existing
	Pole, Remove
	Pole, Proposed
	Pole, Existing
	Pole, Replace
	Overhead Wires, Proposed
	Overhead Wires, Existing
	Overhead Wires, Remove
	Overhead Wires, Replace
	Property Lines +/-



Not for Construction Sheet 1

PLAN SHOWING FACILITIES ON PROPERTY OF:	
WC Drawing:	12409321-012946
ER:	10034586
REL:	
SCALE:	None
DATE:	3/21/2024
ENGR:	Ryan Haas
APPROVAL:	
SIGNATURE:	
DWG. NO.:	12409321-00-R/W

Note:
For exact location of right-of-way and/or facilities within right-of-way, contact the local PPL Electric Utilities Corporation office.

