



POCONO TOWNSHIP COMMISSIONERS  
AGENDA

January 20, 2026 | 6:00 p.m.  
205 Old Mill Rd, Tannersville, PA  
**Zoom Participation**  
<https://us06web.zoom.us/j/81292368453>

**Meeting ID:** 812 9236 8453  
**Passcode:** 866379

**Open Meeting**

**Pledge of Allegiance**

**Roll Call**

**Announcements** – There was an executive session prior to this meeting regarding personnel and litigation.

**Statement from the President**-Ellen Gmandt

**Public Comment-**

Limited to 3 minutes per person, please state your name and if you are a Pocono Township Resident.

**Presentations**

Zoning Hearing Board Alternates (2 Positions) ***(Possible Action Item)***- Jim Pelegrini, Lew Ginsberg, Gina Loyek, Dan McCreary, Nick Wilson, Guy Doleiden

Vacancy Chair Position-Interviews ***(Possible Action Item)*** Brandee Starner, Nick Wilson, Todd Sebring, Danny Brown, David Marra

**Hearings**

**Resolutions**

- Motion to approve Resolution 2026-02 granting an extension to Brookstead Apartments Resolution Conditions. ***(Possible Action Item)***
- Motion to approve Resolution 2026-03 granting conditional approval of the amended Swiftwater Solar Preliminary/Final LDP Phase A. ***(Possible Action Item)***
- Motion to approve Resolution 2026-04 granting conditional approval of the amended Swiftwater Solar preliminary/Final LDP Phase B. ***(Possible Action Item)***

- Motion to approve Resolution 2026-05 granting conditional approval of the amended Swiftwater Solar preliminary/Final LDP Phase C. **(Possible Action Item)**
- Motion to approve Resolution 2026-06 granting conditional approval of the amended Swiftwater Solar preliminary/final LDP Phase D. **(Possible Action Item)**
- Motion to approve Resolution 2026-07 Approving the payment of certain township bills and expenses pending the amendment if any of the 2026 Pocono Township Budget. **(Possible Action Item)**
- Motion to approve Resolution 2026-08 Approving the Pennvest Financial Assistance Application with regard to construction, rehabilitation and/or extension of the water/sewer system. **(Possible Action Item)**

### **Consent Agenda**

- Motion to approve a consent agenda of the following items: **(Possible Action Item)**
- Motion for final 2025 appropriations prior to approving bills. **(Possible Action Item)**
  - Old business consisting of the minutes of the January 5, 2025 regular meeting and Re-Organization meeting of the Board of Commissioners.
  - Financial transactions through January 20, 2026 as presented, including ratification of expenditures in the amount of \$714,742.46 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund. Discussion: **(Action Items)**

### **NEW BUSINESS**

#### **Personnel**

#### **Report of the President**

#### **Ellen Gndt**

- Motion to adopt Meeting Decorum Policy, Public Meeting Notice (Signage), Public Comment Rules, Meeting Conduct Policy **(Possible Action Item)**
- Motion to advertise budget hearing date of Feb-05, 2026 at 5pm **(Possible Action Item)**
- Motion to appoint Gina Treasurer for an additional stipend of \$x /year or hourly rate. **(Possible Action Item)**
- Solar Field update
- Warehouse blasting update

#### **Matt Long – Vice-Chairman**

- Motion to authorize purchase of police vehicle in the amount of \$108,000. **(Possible Action Item)**
- Motion to authorize township solicitor to draft an ordinance creating an Environmental Advisory Council in Pocono Township. **(Possible Action Item)**
- Amusement Tax Audits Discussion **(Possible Action Item)**
- Update-Data Center Ordinance

### **Commissioner Comments**

#### **Natasha Leap – Commissioner**

- Motion to authorize township solicitor to advertise for hearing on the Chicken Ordinance recommendation from the Planning Commission. **(Possible Action Item)**
- Motion to authorize Township Solicitor to advertise rezoning hearing for MCTI Parcels, from R1 to R2 **(Possible Action Item)**
- Motion to authorize Township Solicitor to work with PTVFC to draft a billing resolution to have Pocono Township Solicitor assist with Fire Department Billing **(Possible Action Item)**

- Motion to set 100% designation of funds raised from Township Events to PTVFC 34 (**Possible Action Item**)
- Motion to approve the employment contract for Patrick Briegel (**Possible Action Item**)

**Mike Velardi** – Commissioner

- Motion to declare Pocono Township a 2<sup>nd</sup> amendment Sanctuary Township (**Possible Action Item**)
- Statement regarding comments made by Commissioner Keppler during the January 5<sup>th</sup> BOC Meeting

**Charles Keppler** – Commissioner

- Motion to instruct the solicitor to draft a noise ordinance (**Possible Action Item**)
- Motion to have the attached letter sent to the Eastern Monroe Public Library Board of Trustees proposing a joint venture to revive the Pocono Township Library. (**Possible Action Item**)

**Reports**

**Zoning** – SFM Consulting

**Police** – Chief James Wagner (Second Meeting of Month)

- Motion to approve the hire of Officers Dustin Rentschler and Dan Campagna (**Possible Action Item**)

**Township Manager's Report** – Jerrod Belvin

- Police Wing Update
- Grant Award
- Historical Association Donation (**Possible Action Item**)
- Traffic & Green-Light-Go Safety enhancements.
- Core 5 Blasting Schedule for the week

**Public Works/Sewer Report** – Patrick Briegel

- Sewer Business Update
- MCTI & Sullivan Trail Expansions
- Current Public Works Projects

**Township Events Director**– Jennifer Gambino (1<sup>st</sup> Meeting of the Month)

**Township Engineer Report** – T&M Associates

- Sewer Business Update
- Learn Road Roundabout cost update
- Motion to award the Roundabout Bid Winner through Penn Bid. (**Possible Action Item**)
- TASA Project
- TLC walking bridge.

**Township Solicitor Report** – Broughal & DeVito, L.L.P.

- Consideration of censure (**Possible Action Item**)
- Sewer Business Update
- General legal update
- Learn Road Easement Process
- *Discussion:* Potential consequences/issues of using township email for non-township business and/or personal disparagement

**Adjournment**

## **MEETING CONDUCT POLICY**

This meeting will proceed in an orderly manner.

The Chair may issue warnings, cut microphones, recess, or remove disruptive individuals to maintain order.

## **JAMES PELLEGRINI**

Swiftwater, Pennsylvania

C – 571.309.3539

### **Executive Summary:**

I am a seasoned communications pro with 40+ years of experience in Sales Support, Marketing, Technical Training, Technical Support, Technical Documentation, and Management across various companies. I specialize in data communications, IP telephony and traditional telecommunications technologies.

Proficient in Microsoft Office 365 applications – PowerPoint, Word, and Excel.

I am committed to contributing to my coworkers' growth and my employer's mission. Passionate about helping others to advance their skills and careers while at the same time not missing any of my objectives.

Home-based worker for over 20 years.

### **Executive Summary – Work experience:**

- Saddleback/Reinvent Telecom – VoIP Engineer II Support Engineer/Technical Documentation Specialist.
- Microsoft Azure for Operators (formally Metaswitch Networks) – Technical Trainer, Training Manager, Course Developer, author of numerous Metaswitch Communities documents and technical bulletins.
- ShoreTel PBX – VoIP PBX – Technical Trainer, Writer and Course Developer.
- ECI Telecom – Data Communications Trainer and technical writer.
- Siemens Central Office – EWSD Technical Support.
- NetSpeak – VoIP H.323 Cisco Network Control – Technical Support.
- CopperCom – Class 5 Central Office – Trainer, Manager of Training and Documentation.
- Mitel Telecommunications – Technical Support, Marketing Engineer, Sales Engineer for Southern US/Caribbean & Latin America (CALA), Trainer.
  - Completed 8 weeks of formal sales training for my role as sales engineer.

## **Detailed Work History and Experience**

**March 2023 to October 2024**

### **Saddleback/Reinvent Telecom (Remote worker)**

**One year, eight months.**

#### **VoIP Engineer II**

Responsibilities included:

- Handling and resolving trouble tickets for the Partner Network.
- Supporting Metaswitch Networks Class 4/5 Central Office switch, NetSapiens PBX platforms, and various peripheral systems.
- Quickly troubleshooting complex VoIP and IP network issues.
- Proficiency in data analysis and use of troubleshooting tools such as Wireshark and Metaswitch's Server Assurance Server (SAS).
  - In addition to performing my normal daytime duties, I took the initiative to author numerous technical bulletins for several teams on my own time simplifying the process of finding information easily and in one place.
  - Samples of my work are available upon request.

### **Metaswitch Networks (Azure for Operators | a Microsoft company)**

**Seventeen years.**

#### **Technical Trainer & Training Manager**

**August 2016 to March 2023**

**Training Manager, North America & CALA regions.**

Responsibilities included:

Running the day-to-day training operations for Metaswitch Networks in these two regions.

- Managing a staff of 2-4 instructors.
- Responsible for all US training and training facilities.
- Scheduling online, in-classroom and onsite classes.
- Invoicing customers.
  - Our division generated over 1 million dollars in incremental revenue each year of which I was responsible for the revenue flow.
- On occasion I delivered instructor-led training when needed.

## **2007 – 2016 – Senior Instructor / Course Developer / Technical Writer**

### **Responsibilities included:**

- Traveling worldwide to instruct on Metaswitch Networks' Class 4 / Class 5 central office soft-switch product, Perimeta Session Border Controller (SBC), Hosted PBX and Advanced Application server suite.
- Course development.
  - Co-authored and maintained training materials for the company.
- Created technical bulletins for our staff and customers.
- Opened and maintained a training center in Boca Raton Florida until we closed it in 2017.
- Trained over 2000 individuals worldwide during my tenure.
- Frequent travel globally.
- Remote worker when not on the road.

### **Previous positions held:**

#### **ShoreTel Inc.**

**Two and a half years**

#### **Senior Instructor / Course Developer**

Recruited by John Combs, CEO at the time and former President of Mitel Inc.

### **Responsibilities included:**

- Training delivery and course development.
- Frequent travel globally.
- Remote worker.

#### **CopperCom Corporation**

**Five years**

#### **Senior Technical Instructor / Training & Documentation Manager:**

- Responsible for all aspects of Customer Training and Technical Documentation.
- Pioneered their training courses and grew the training department for all products.
- Managed a staff of 1 trainer and 3 documentation individuals.
- In office worker.

## **NetSpeak Corporation**

**Two years**

- **Voice Over IP Specialist.**  
Worked with real-time VoIP technologies.
- Required detailed knowledge of SQL Server, Windows NT Server and Workstation as well as H323 and H245 protocols.
- In office worker

## **ECI Telecom**

**Four years**

**Senior Technical Trainer**

- Delivery of custom training classes and course development as well as assisting others with understanding advanced technologies (at the time) such as T1 and the E1.

**Systems Trainer / Customer Support Engineer, Fort Lauderdale Florida**

- Training delivery and course development.

**Notable accomplishments:**

One of two people chosen in the US for six weeks of advanced system training in Tel Aviv Israel.

## **Mitel Telecommunications Inc.**

**Ten years.**

**Manager of Technical Services New York City, Connecticut, New Jersey and the surrounding metro region.**

Offices in all three locations.

- Responsible for region's second level support staff.
- Responsible for a staff of approximately 15 workers.

**Mitel Inc. – Florida**

**Eight Years / two locations – Boca Raton & Ft. Lauderdale**

**Positions held:**

**Marketing Applications Engineer**

## **Senior Technical Instructor**

### **Regional Systems Sales Engineer Southeast / Caribbean & Latin America Regions**

- Responsible for system design, applications implementation and overall project continuity for all technical aspects of sales in the Southeast and Caribbean Regions.
- Worked closely with four to six Senior Account Executives and all regional dealer sales representatives.
- I received 8 weeks of Sales training at Burton Training, currently AXIOM Sales Force Development.

### **Siemens Level 2 Technical Support – Boca Raton Florida Campus**

#### **Two Years**

- Tier 2 support for their EWSD CO Class 5/ Class 4 switch.

#### **Other Educational Activity**

- NetSapiens VoIP PBX Admin Training
- Forty plus years in telecommunications with certifications on a multitude of products.
- Burton Sales Training, aka Axiom Sales Force Development (Mitel, 8 weeks)
- Crosby Quality Course (13 weeks at Mitel, 8 weeks at Siemens).
- AMA Management Seminars (Mitel, 30 hours).
- TRA Seminars on ATM & LAN/WAN implementation (Mitel).
- Solaris 8 UNIX System Administrator 2 course (ECI Telematics).

#### **Accomplishments**

Promotion to Training Manager at Metaswitch Networks – August 2014.

Given management of documentation group at CopperCom.

Over 95% customer satisfaction based on after-course surveys.

Member 100% Club (Sales Engineering) - Mitel Inc.

Honorable mention in Teleconnect magazine - September 1995 "Teleconnect's New PBX" (cover story).

ECI Telecom - Chosen as one of two people for six weeks of special training in Israel.

Four-time recipient of ECI Telecom's "Night on the Town" award.

Four-time recipient of Metaswitch Networks' "Meal for two" award.

**Manufacture Certified on the following:**

NetSapiens PBX Foundations Certified.

All Metaswitch products, Softswitch Server Suite and Perimeta SBC.

ShoreTel VoIP PBX, Release 6. SUN Solaris 8 System Administrator 2. ECI Telecom DTX-360 DCME (Digital Circuit Multiplication Equipment) / DTX-240 DCME / Quadcoder 300E DCME / NT OPS Station / PCP Frame Relay / ECI Telematics' Programmable Communications Processor (PCP) series 6xxx/2xx/4xx/8xx/. ECI Telematics' Access Communications Processor (ACP) ACP 50 /70/10 Attended the TCP/IP course at the Learning Tree Institute. Certified on SpectraLink Wireless Communication (PCS-100/200/1000); Siemens EWSD Central Office Switch: Signaling System 7 (SS7); EWSD Database Translations; Centrex Translations; Switch Maintenance; CHILL Language Programming; X.25 Packet switching Network protocol; Mitel SX-10, SX-20, SX100/200, Mitel SX200 Digital, Mitel SX2000 Digital switch. Advanced Trouble Shooting Mitel product; Advanced Data Course; Toshiba Perception DEPABX; TIE Communications 820, 1236, 2260; Siemens 192/192MX/232 DEAPBX; Western Electric 50B CPS; NEC 12, 12A, 12L, 12S

**Computer Equipment / Operating Systems Experience:**

Windows Server, RedHat Linux, SUN Netra UNIX Servers; Solaris 7 & 8. I graduated from the Solaris 8 UNIX System Administrator 2 course.

**Data & Server Experience:**

SUN Netra Unix servers, Telematics' PCP Series 6xxx/2xx/4xx/8xx Telematics', ECI Telecom LDCELP systems, ACP Series 70/50/10 (data switches.) Telematics' DX Statistical Multiplexer (used in the corporate network.) Newbridge Main Street CSU/DSU Drop and Insert Multiplexers, Txport 41TDM DSU (T1 interface device.)

**Voice & VoIP Switch Experience Includes:**

Metaswitch Class 4/5 Central Office Server Suite & Perimeta Session Border Controller (SBC), ShoreTel VoIP PBX

**Non-VoIP telecommunications experience:**

ITT 501, 601, 584, ITT TD-100, TIE 820/1236/2260, Toshiba Stratta 3, Stratta 12, Stratta 10, Stratta 20, Iwatsu Omega III / 412/816/2460, GTE 60/120/1000/4600, DEAPBXs Siemens EWSD, 192/232, Mitel SX10/20/100/200/200, Digital/200 Light, SX2000 Light, Kentrox CSU/DSUs, Patrician Key systems, Centigram Voice Mail Systems, Octel Voice Mail Systems, Mitel VX Voice Mail Systems, as well as all types of ancillary equipment such as ethernet switches, routers, alarm sensing equipment, etc.

**References:**

**Philip Camp**

Customer Success Manager at Calix

[phicam@gmail.com](mailto:phicam@gmail.com)

**Jake Livingstone**

Vice President of Voice Core Engineering at Saddleback Communications

[jake.livingstone@gmail.com](mailto:jake.livingstone@gmail.com)

**Julia Dengate**

VoIP Sales Engineer at Saddleback Communications and Reinvent Telecom

[Juliabrooke1@gmail.com](mailto:Juliabrooke1@gmail.com)

**Others gladly given on request.**

LEWIS K. GINSBERG

2139 Sky High Drive

Bartonsville PA 18321

570-629-7259

[lkingsberg@yahoo.com](mailto:lkingsberg@yahoo.com)

OBJECTIVE:

Reappointment to the Pocono Township Zoning Hearing Board.

ZONING-RELATED EXPERIENCE:

2014-2016: Pocono Township Zoning Hearing Board - Alternate

2017-current: Pocono Township Zoning Hearing Board - Member

Vice-Chair: 2017-2018

Chair: 2019-current

OTHER EXPERIENCE:

2004-2017: Pocono Mountain School District

Math and Social Studies teacher in Clear Run Intermediate and East Junior High Schools.

1978-1982: Corporate Attorney

1982-1984: Head of Better Business Bureau Arbitration Program

1984-2004: Team Leader and Trainer in automotive and telecommunication industries.

EDUCATION:

1975: University of Connecticut, BA Cum Laude

1978: University of Akron, JD

2010: East Stroudsburg University, M. Ed.

PSATS SEMINARS:

2017: The Course in Zoning Administration

2019: Duties of Zoning Hearing Board Members

2025: Zoning Officer and Zoning Hearing Board

**Dan McCreary**

365 Sycamore Dr. | E Stroudsburg, PA 18301

Cell: (417) 529-4040 | Email: mcreary.dan@gmail.com

**Professional Summary**

Dynamic and results-driven pharmaceutical sales professional with extensive experience specializing in diabetes care. Proven track record of building strong relationships with healthcare providers, driving market share growth, and educating medical professionals on diabetes treatment options. Recognized for exceeding sales targets, leadership in advanced sales training, and impactful product knowledge presentations. I also was involved in Joplin city government following the F5 tornado that struck Joplin MO on May 22nd 2011 that claimed 161 lives and approximately 3 billion dollars in damage.

**Professional Experience****Pharmaceutical Education Representative****Ashfield Healthcare on Pfizer Contract**

*November 2022 – October 2023*

- Educated healthcare professionals in NEPA on the benefits, usage, and effectiveness of Paxlovid for Covid

**Immunology Sales Specialist****Syneos Health on Janssen Contract**

*June 2021 – August 2022*

- Promoted Stelara to GI specialty providers, in Southern MO achieving sales growth in a highly competitive market
- Resigned to move to Pennsylvania

**Diabetes Sales Specialist****AstraZeneca**

*2004 – February 2021*

- Spearheaded sales initiatives for diabetes treatments, consistently achieving and surpassing sales targets
- Conducted in-depth educational presentations to healthcare providers, addressing the scientific and clinical aspects of diabetes care
- Developed collaborative relationships with specialists, including Endocrinologists, Primary Care Physicians, and Cardiologists, to optimize patient outcomes
- Consistently implemented data-driven strategies to enhance market penetration

**Key Achievements:**

- Achieved top regional sales performance with Farxiga, trending at 140% of goal by the end of 2020
- Recipient of over 20 "Being the Best" awards, recognized by peers for exceptional teamwork
- Winner of the Seroquel Gold Cup for top market share and the Symbicort Summit Award for highest market share increase
- Delivered a presentation at a national meeting on natural disaster response
- Selected for advanced sales training in Wilmington, DE, and shared key learnings with district teams

**Pharmaceutical Sales Specialist**

## **PDI, Inc. on AstraZeneca Contract**

2003 – 2004

- Promoted AstraZeneca products, leveraging advanced sales techniques to drive market share growth

State of Missouri/Dept of Revenue

## **Missouri Lottery division**

1988 – 2003

- Managed a \$20 million annual sales territory in Southwest Missouri working with retail outlets to maximize sales within each location
- Launched new products and promotional campaigns to drive retailer engagement and revenue growth
- Served on the Missouri Lottery Speakers Bureau to represent the organization at public events

## **Education**

### **Bachelor of Science in Business Administration**

**Missouri Southern State University – Joplin, MO**

*Graduated: 1986*

- Degree in Marketing and Management.
- Four-year athletic scholarship recipient.

## **Awards & Certifications**

- Seroquel Gold Cup (1st place market share growth)
- Symbicort Summit Award (highest market share increase in region)
- Top 10% Sales Performer (multiple years)
- Advanced Sales Training Certification (AstraZeneca)

## **Leadership & Community Involvement**

- President, Joplin High School Athletic Booster Club
- President, Sunset Ridge HOA
- Graduated from the Joplin citizens academy learning from department heads and doing a police ride along
- Attended the first fire ops training class in coordination with local firefighters at the city's new training center
- Elected Member of Joplin City Council (Oversight of five council employees and 600 city employees)
- Chairman of the Board for the Joplin Sports Authority. Board consisted of local HS and College Athletic Directors, Hoteliers, Parks Dept, and council appointed members
- Board Member, City of Joplin Finance Boards, Museum board, University of MO extension
- Selected to the Joplin TIF committee to evaluate proposed TIFs
- Volunteer referee for the Guns and Hoses basketball game between the police and Fire departments
- Served on the Half cent Sales tax committee to help educate the public regarding the closure of the existing fire and police pension plan and transition new hires to the State retirement plan. The citizens voted to approve
- Served 2 years on The Woodlands HOA board in E Stroudsburg PA 2024-2025



replace with  
**LOGO**

1.11.2026

Jarrold Belvin, Township Manager  
205 Old Mill Road  
Tannersville, PA 18372

Dear Mr. Belvin,

I am writing to you today to express my interest in the Zoning Hearing Board and the Vacancy Chair positions that were recently posted on the Pocono Township Facebook page.

I am a life-long resident of the Poconos and have lived in Pocono Township since 2012. In recent years, I have become increasingly interested in local government and its impact on the community. I am currently the deputy tax collector for Tobyhanna Township, and I am also self-employed as a notary public specializing in real estate closings. Additionally, I have been pursuing a bachelor's degree in business administration, which I will complete in September of this year. I think that I have a lot to offer either of the vacant positions and I very much look forward to further discussion with you.

Warm regards,

**Nick Wilson**

Notary Public  
Deputy Tax Collector, Tobyhanna Township



# Gina Martinez Loyek

Construction Project Manager | Owner – Foxtail Builders

**Pennsylvania & New Jersey**

Pocono Mountains, PA

Phone: 305-340-9412 | Email: gina@foxtailbuilders.com

## Professional Summary

Construction project manager and owner of a design-build firm with over 15 years of experience delivering residential, commercial, and retail construction projects. Specialized in retail tenant build-outs, outlet store construction, and luxury brand compliance. Licensed in Pennsylvania and New Jersey. Certified minority woman-owned business owner. Known for hands-on execution, tight schedules, and accountability.

## Professional Experience

### Owner & Construction Project Manager

Foxtail Builders – Pennsylvania & New Jersey

2008 – Present

- Founded and operate a full-service construction and design-build firm
- Deliver residential, commercial, and retail projects across PA and NJ
- Manage all phases from pre-construction through closeout
- Oversee estimating, budgeting, scheduling, and cost controls
- Coordinate architects, engineers, inspectors, landlords, and municipalities
- Handle permitting, zoning coordination, and UCC compliance
- Prepare and manage contracts, scopes, change orders, and lien documentation
- Maintain direct client accountability and site oversight

### Retail Construction & Tenant Build-Outs

National Luxury Retail Brands (Cole Haan | Hugo Boss)

- Retail tenant build-outs for outlet and high-end shopping centers
- Outlet store construction in Tannersville, PA
- High-end retail build-outs at Merrick Park, Coral Gables, FL
- Execution to strict brand standards and landlord requirements
- Coordination with mall management, inspectors, and brand representatives
- Fast-track schedules, off-hour work, and tight turnovers

### Key Experience Highlights

- Retail tenant build-outs and outlet construction
- Luxury brand standards and finish compliance

- High-end residential renovations and additions
- Light commercial build-outs
- Zoning- and permit-driven projects
- Budget and schedule control

### **Core Skills**

- Construction Project Management
- Retail Tenant Build-Outs
- Budgeting & Cost Estimating
- Scheduling & Fast-Track Construction
- Permitting & Inspections
- Contract & Change Order Management
- Subcontractor & Vendor Oversight
- Municipal, Landlord & Client Coordination

### **Licensing & Certifications**

- Licensed Contractor – Pennsylvania
- Licensed Contractor – New Jersey
- Certified Minority Woman-Owned Business
- Fully Insured

# Nickolas R. Wilson

570 NOTARY SERVICES, SELF-EMPLOYED OWNER

DEPUTY TAX COLLECTOR, TOBYHANNA TOWNSHIP

## EDUCATION

Strayer University  
Washington, D.C.  
GPA 3.45  
September 2026

Pocono Mountain High School  
Swiftwater, PA  
January 2001

## REFERENCES

Heidi A. Pickard, Tax Collector  
Ed Tutrone, Supervisor Tobyhanna Township  
Rachel Schickling, Former Supervisor

## FUNCTIONAL SKILLS

Project management  
Budget planning  
Communication  
Problem-solving

## EXPERIENCE

January 2024 - present  
Deputy Tax Collector • Tobyhanna Township

January 2022 - present  
Notary Public • 570 Notary Services  
Loan Signing Agent

August 2006 - December 2021  
Contractor, Self-Employed

## COMMUNICATION

Implemented new procedures and technologies that improved efficiency and streamlined operations. Successfully implemented online payment option for the taxpayers of Tobyhanna Township

## LEADERSHIP

Successfully trained and supervised team members on collection and reporting procedures while maintaining excellent customer satisfaction.

**Fw: Zoning Vacancy**

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**From** Jerrod Belvin <JBelvin@poconopa.gov>  
**Date** Thu 1/15/2026 2:15 PM  
**To** Krisann MacDougall <kmacdougall@poconopa.gov>

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**From:** Karen Doleiden <8racing87@gmail.com>  
**Sent:** Thursday, January 15, 2026 1:47 PM  
**To:** Jerrod Belvin <JBelvin@poconopa.gov>; E Gndt <egndt@poconopa.gov>  
**Subject:** Zoning Vacancy

Good Afternoon. I would like to be considered for the open zoning board vacancy.

My work experience is:

Coolbaugh Township  
July 2002- Present

Mount Pocono Borough  
July 1992- July 2002

Monroe County Transit Authority  
June 1986- July 1992

I feel with my County, Borough and Township experience I would be an asset to the zoning board. I would like to use my experience to help my community become a better place. Thank you for your consideration and I look forward to hearing from you.

Guy Doleiden  
[1silverado8@gmail.com](mailto:1silverado8@gmail.com)  
570-994-8301

# Letter of Interest: Vacancy Chair Position

Date: 01/13/2026

Pocono Township Board of Commissioners

205 Old Mill Rd

Tannersville, PA 18372

Dear Members of the Pocono Township Board of Commissioners,

I am writing to formally express my interest in serving as Vacancy Chair on the Pocono Township Board of Commissioners. As an engaged resident of Pocono Township, I am committed to upholding the integrity, transparency, and effective governance that our community expects from its leaders.

With a strong background in civic involvement and community service, I am confident in my ability to support the board during times of transition. My organizational skills, attention to detail, and dedication to public service would allow me to fulfill the responsibilities of the Vacancy Chair position with professionalism and integrity.

I am eager to contribute my time and efforts to ensure a smooth and fair process when vacancies arise on the Board of Commissioners. I welcome the opportunity to discuss my qualifications further and to answer any questions you may have regarding my candidacy.

Thank you for your consideration. I look forward to the possibility of serving our township in this important role.

Sincerely,

Brandee K Starner

1079 Sullivan Trail

Scotrun, Pa 18355

570-517-1664

Bkstarner35@gmail.com

# Brandee K. Starner

## Maintenance Supervisor

### Contact

1079 Sullivan Trail  
Scotrun, PA 18355  
570-517-1664  
bkstarner35@gmail.com

### Objective

Dedicated and community-focused professional with extensive experience in leadership, event planning, and public service. Seeking a position on the Park Board to contribute to the enhancement of community spaces and recreational programs.

### Education

Pocono Mountain High School  
Class of 1993

Graduated with Academic  
Honors.

Monroe Career & Technical  
Institute (MCTI)  
Class of 1993

Completed Diversified  
Occupations program (formerly  
known as co-op)

### Experience

DNA Property Management  
2025-present

Position: Maintenance Supervisor

Responsibilities: Oversee all maintenance for all tenants, owners and properties. Oversee all scheduling with vendors and owners. Work with all boroughs, townships and counties on housing inspections.

Make sure all repairs are done in a timely manner and to the owners satisfaction

*Vitamin Shoppe*

*September 2014 – 2025*

*Position: Assistant Manager*

*Responsibilities: Lead and manage store operations, ensuring high levels of customer satisfaction and team performance.*

*Organized and executed various community events, including activities for children, adults, military personnel, and fire departments.*

*Developed and maintained strong relationships with local organizations and community members.*

*Vitamin World*

*2009 – 2014*

*Position: Assistant Manager*

*Responsibilities: Managed daily store operations, focusing on customer service, sales, and team development.*

*Collaborated with team members to achieve store goals and maintain a positive work environment.*

*Education*

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## **Skills**

Strong leadership abilities.

Effective teamwork and communication.

Excellent work ethic and initiative.

Highly organized with a proactive approach to task management.

Experienced in event planning and community outreach.

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## **References**

Available upon request.

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 Outlook

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**vacancy**

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**From** ftwflh <ftwflh@ptd.net>

**Date** Thu 1/15/2026 11:00 AM

**To** Jerrod Belvin <JBelvin@poconopa.gov>

my name is Todd Sebring I would be interested in chair position I'm not sure what qualifications are needed but I have 26 years in Penn dot state government serving as foreman ,operator ect and lived in this township 62 + years I don't know what all is required but I can be contacted by email or phone (570)620 7578 with any questions thank you

Phone  
FAX

570-629-3344  
570-629-3242

Our Reputation is our  
Most Important Asset

## COLONIAL AUTO SALES, INC.

P.O. BOX 71, RTE. 611  
BARTONSVILLE, PA 18321



Att: J. Belvin

Good afternoon sir. I would like to apply for the position of Vacancy Chair. I've been a homeowner and employed in our township since 1997. I've seen many changes and lots of growth. I love all our sweet little parks and our township in general. It's time to get more involved and hopefully help as needed. Thanks for the consideration

# Danny Brown

Bartonsville, PA 18321 | 5702692980 | puddleduk123@yahoo.com

WWW: [Bold Profile](#)

## Summary

Dynamic general manager with expertise in inventory management, financial analysis, and process improvement. Proven track record of enhancing customer satisfaction and optimizing operations in a busy auto sales environment.

## Skills

- Inventory management
- Sales forecasting
- Financial analysis
- Regulatory compliance
- Process improvement
- Customer relationship management

## Experience

**GENERAL MANAGER** | 12/1997 - Current

**colonial used auto sales - bartonsville, PA**

- Oversaw daily operations for a busy used auto sales dealership.
- Managed inventory and ensured optimal stock levels for customer demand.
- Implemented efficient processes to streamline vehicle acquisition and sales workflow.
- Coordinated with finance teams to manage customer financing options effectively.
- Enhanced customer satisfaction through effective issue resolution and support.

**PRESIDENT** | 06/2010 - 07/2023

**pocono laurel lake - bartonsville, PA**

**PRESIDENT** | 01/1990 - 01/2020

**pocono mountain jaycees - Stroudsburg, Pennsylvania**

- oversaw community projects such as the annual Haunted House, Carnival, Walk America and various fund raising dinners. We would then pick needy families and donate food and whatever was needed. Christmas shopping trips for needy kids.

## Education and Training

**North Johnston High - Kenly, NC | High School Diploma**

06/1979

**David N. Marra**  
51 Bull Pine Rd  
dnmarra88@gmail.com | 570-872-7721

## EDUCATION

Widener University School of Law  
Harrisburg, Pennsylvania

Juris Doctorate, 2015

Marywood University  
Scranton, Pennsylvania

B. A., Business Admin., 2011

## PROFESSIONAL EXPERIENCE

Pike County District Attorney's Office, Milford, PA  
**Assistant District Attorney:**

2023 - *Present*

Prosecute all criminal offenses in the Matamoras & Milford area of Pike County. Review and approve search warrants & felony charges. Review complex felony investigations, including wiretaps. Handle appeals for all assigned cases.

Monroe County District Attorney's Office, Stroudsburg, PA  
**Assistant District Attorney:**

2016 - 2023

Monroe County Court of Common Pleas, Stroudsburg, PA  
**Judicial Law Clerk, the Honorable Jonathan Mark**

2015 - 2016

## MILITARY EXPERIENCE

Pennsylvania Army National Guard

**DIV Planning Officer** - (G5) 28 ID, Harrisburg, PA

2026- *Present*

**BDE Planning Officer** - (S3) 56 BDE, Horsham, PA

2020 - 2025

**Troop Commander** - C/2-104 Cavalry, Chambersburg, PA

2017 - 2020

**Squadron Logistics Officer (S4)** - HHT/2-104 CAV, Reading, PA

2015 - 2017

**Troop Executive Officer** - B/2-104 CAV, Easton, PA

2014 - 2015

**Platoon Leader** - A/2-104 CAV, Hazleton, PA

2011 - 2014

**SMP Cadet** - HHC/55 BDE, Scranton, PA

2009 - 2011

## VOLUNTEER EXPERIENCE

Monroe County Bar Association (Past VP)

2015 - *Present*

Knights of Columbus Co. 12114

2007 - *Present*

Barger Lodge No. 325

2017 - *Present*

**TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2026-02**

**A RESOLUTION GRANTING CONDITIONAL APPROVAL OF THE  
PRELIMINARY/FINAL LAND DEVELOPMENT PLAN  
BROOKSTEAD APARTMENTS**

**WHEREAS**, the Applicant, Brookstead, LLC, submitted a plan titled "Preliminary/Final Land Development Plan for Brookstead Apartments" as shown on the plan prepared by Hanover Engineering Associates, dated April 29, 2024, as revised (the "Plan"). The property is located in the C – Commercial Zoning District; and

**WHEREAS**, on February 18, 2025, the Pocono Township Board of Commissioners enacted Resolution No. 2025-03, which granted conditional preliminary/final plan approval of the Plan; and

**WHEREAS**, Resolution No. 2025-03 required that the applicant meet all conditions of the plan approval and record the Plan within twelve (12) months of the Conditional Plan approval, and if such conditions were not met, the Conditional Plan approval would be considered void; and

**WHEREAS**, the applicant was unable to satisfy the conditions of plan approval and record the Plan within twelve (12) months of the Conditional Plan approval, and is requesting that the Board of Commissioners grant an extension of time to comply with the requirements of Resolution No. 2025-03; and

**WHEREAS**, the Board of Commissioners has agreed to grant the applicant an additional \_\_\_\_\_ (\_\_\_\_) months to satisfy the conditions of preliminary/final plan approval and record the Plan as set forth in Resolution No. 2025-03; and

**NOW THEREFORE BE IT HEREBY RESOLVED** by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania the applicant, Brookstead, LLC, shall have a period of \_\_\_\_\_ (\_\_\_\_) months from February 18, 2026 to satisfy the conditions of plan approval and record the Plan as set forth in Resolution No. 2025-03.

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

ATTEST:

Township of Pocono  
Board of Commissioners

By: \_\_\_\_\_  
Print Name: Jerrod Belvin  
Title: Township Manager

By: \_\_\_\_\_  
Print Name: Ellen Gnant  
Title: President

**TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2026-03**

**A RESOLUTION GRANTING CONDITIONAL APPROVAL OF THE  
AMENDED SWIFTWATER SOLAR  
PRELIMINARY/FINAL LAND DEVELOPMENT PLAN - PHASE A**

**WHEREAS**, the Applicant, Swiftwater Solar LLC, submitted an amended Preliminary/Final Land Development Phase A – Stormwater Management dated December 6, 2024 (the “Phase A Plan”) in conjunction with a revised E&S Report and Compliance Narrative and revised PCSM Report and Compliance Narrative both dated October 18, 2024 (collectively the “Phase A Submittal”). The property is located in the RD Recreation Zoning District and is known as portions of Monroe County Tax ID Nos. 12/16/1 and 12/111903; and

**WHEREAS**, on April 7, 2025, the Pocono Township Board of Commissioners enacted Resolution No. 2025-08, which granted conditional preliminary/final plan approval of the Phase A Plan; and

**WHEREAS**, Resolution No. 2025-08 required that the applicant meet all conditions of the plan approval and record the Phase A Plan within twelve (12) months of the Conditional Plan approval, and if such conditions were not met, the Conditional Plan approval would be considered void; and

**WHEREAS**, the applicant was unable to satisfy the conditions of plan approval and record the Phase A Plan within twelve (12) months of the Conditional Plan approval, and is requesting that the Board of Commissioners grant an extension of time to comply with the requirements of Resolution No. 2025-08; and

**WHEREAS**, the Board of Commissioners has agreed to grant the applicant an additional \_\_\_\_\_ (\_\_\_\_) months to satisfy the conditions of preliminary/final plan approval and record the Phase A Plan as set forth in Resolution No. 2025-08; and

**NOW THEREFORE BE IT HEREBY RESOLVED** by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania the applicant, Swiftwater Solar LLC, shall have a period of \_\_\_\_\_ (\_\_\_\_) months from April 7, 2026 to satisfy the conditions of plan approval and record the Phase A Plan as set forth in Resolution No. 2025-08.

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

ATTEST:

Township of Pocono  
Board of Commissioners

By: \_\_\_\_\_  
Print Name: Jerrod Belvin  
Title: Township Manager

By: \_\_\_\_\_  
Print Name: Ellen Gnant  
Title: President

**TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2026-04**

**A RESOLUTION GRANTING CONDITIONAL APPROVAL OF THE  
AMENDED SWIFTWATER SOLAR  
PRELIMINARY/FINAL LAND DEVELOPMENT PLAN - PHASE B**

**WHEREAS**, the Applicant, Swiftwater Solar LLC, submitted an amended Preliminary/Final Land Development Phase B – Stormwater Management dated September 24, 2021, revised April 2, 2025 (the “Phase B Plan”) in conjunction with a revised E&S Report and Compliance Narrative and revised PCSM Report and Compliance Narrative both dated May 28, 2021, revised April 2, 2025 (collectively the “Phase B Submittal”). The property is located in the RD Recreation Zoning District and is known as portions of Monroe County Tax ID Nos. 12/16/1 and 12/111903; and

**WHEREAS**, on April 21, 2025, the Pocono Township Board of Commissioners enacted Resolution No. 2025-12, which granted conditional preliminary/final plan approval of the Phase B Plan; and

**WHEREAS**, Resolution No. 2025-12 required that the applicant meet all conditions of the plan approval and record the Phase B Plan within twelve (12) months of the Conditional Plan approval, and if such conditions were not met, the Conditional Plan approval would be considered void; and

**WHEREAS**, the applicant was unable to satisfy the conditions of plan approval and record the Phase B Plan within twelve (12) months of the Conditional Plan approval, and is requesting that the Board of Commissioners grant an extension of time to comply with the requirements of Resolution No. 2025-12; and

**WHEREAS**, the Board of Commissioners has agreed to grant the applicant an additional \_\_\_\_\_ (\_\_\_\_) months to satisfy the conditions of preliminary/final plan approval and record the Phase B Plan as set forth in Resolution No. 2025-12; and

**NOW THEREFORE BE IT HEREBY RESOLVED** by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania the applicant, Swiftwater Solar LLC, shall have a period of \_\_\_\_\_ (\_\_\_\_) months from April 21, 2026 to satisfy the conditions of plan approval and record the Phase B Plan as set forth in Resolution No. 2025-12.

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

ATTEST:

Township of Pocono  
Board of Commissioners

By: \_\_\_\_\_  
Print Name: Jerrod Belvin  
Title: Township Manager

By: \_\_\_\_\_  
Print Name: Ellen Gmandt  
Title: President

**TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2026-05**

**A RESOLUTION GRANTING CONDITIONAL APPROVAL OF THE  
AMENDED SWIFTWATER SOLAR  
PRELIMINARY/FINAL LAND DEVELOPMENT PLAN - PHASE C**

**WHEREAS**, the Applicant, Swiftwater Solar LLC, submitted an amended Preliminary/Final Land Phase C – Stormwater Management dated December 6, 2024 (the “Phase C Plan”) in conjunction with a revised E&S Report and Compliance Narrative and revised PCSM Report and Compliance Narrative both dated October 18, 2024 (collectively the “Phase C Submittal”). The property is located in the RD Recreation Zoning District and is known as portions of Monroe County Tax ID Nos. 12/16/1 and 12/111903; and

**WHEREAS**, on February 18, 2025, the Pocono Township Board of Commissioners enacted Resolution No. 2025-05, which granted conditional preliminary/final plan approval of the Phase C Plan; and

**WHEREAS**, Resolution No. 2025-05 required that the applicant meet all conditions of the plan approval and record the Phase C Plan within twelve (12) months of the Conditional Plan approval, and if such conditions were not met, the Conditional Plan approval would be considered void; and

**WHEREAS**, the applicant was unable to satisfy the conditions of plan approval and record the Phase C Plan within twelve (12) months of the Conditional Plan approval, and is requesting that the Board of Commissioners grant an extension of time to comply with the requirements of Resolution No. 2025-05; and

**WHEREAS**, the Board of Commissioners has agreed to grant the applicant an additional \_\_\_\_\_ (\_\_\_\_) months to satisfy the conditions of preliminary/final plan approval and record the Phase C Plan as set forth in Resolution No. 2025-05; and

**NOW THEREFORE BE IT HEREBY RESOLVED** by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania the applicant, Swiftwater Solar LLC, shall have a period of \_\_\_\_\_ (\_\_\_\_) months from February 18, 2026 to satisfy the conditions of plan approval and record the Phase C Plan as set forth in Resolution No. 2025-05.

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

ATTEST:

Township of Pocono  
Board of Commissioners

By: \_\_\_\_\_  
Print Name: Jerrod Belvin  
Title: Township Manager

By: \_\_\_\_\_  
Print Name: Ellen Gnant  
Title: President

**TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2026-06**

**A RESOLUTION GRANTING CONDITIONAL APPROVAL OF THE  
AMENDED SWIFTWATER SOLAR  
PRELIMINARY/FINAL LAND DEVELOPMENT PLAN - PHASE D**

**WHEREAS**, the Applicant, Swiftwater Solar LLC, submitted an amended Preliminary/Final Land Phase D – Stormwater Management dated December 6, 2024 (the “Phase D Plan”) in conjunction with a revised E&S Report and Compliance Narrative and revised PCSM Report and Compliance Narrative both dated October 18, 2024 (collectively the “Phase D Submittal”). The property is located in the RD Recreation Zoning District and is known as portions of Monroe County Tax ID Nos. 12/16/1 and 12/111903; and

**WHEREAS**, on April 7, 2025, the Pocono Township Board of Commissioners enacted Resolution No. 2025-10, which granted conditional preliminary/final plan approval of the Phase D Plan; and

**WHEREAS**, Resolution No. 2025-10 required that the applicant meet all conditions of the plan approval and record the Phase D Plan within twelve (12) months of the Conditional Plan approval, and if such conditions were not met, the Conditional Plan approval would be considered void; and

**WHEREAS**, the applicant was unable to satisfy the conditions of plan approval and record the Phase D Plan within twelve (12) months of the Conditional Plan approval, and is requesting that the Board of Commissioners grant an extension of time to comply with the requirements of Resolution No. 2025-10; and

**WHEREAS**, the Board of Commissioners has agreed to grant the applicant an additional \_\_\_\_\_ (\_\_\_\_) months to satisfy the conditions of preliminary/final plan approval and record the Phase D Plan as set forth in Resolution No. 2025-10; and

**NOW THEREFORE BE IT HEREBY RESOLVED** by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania the applicant, Swiftwater Solar LLC, shall have a period of \_\_\_\_\_ (\_\_\_\_) months from April 7, 2026 to satisfy the conditions of plan approval and record the Phase D Plan as set forth in Resolution No. 2025-10.

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

ATTEST:

Township of Pocono  
Board of Commissioners

By: \_\_\_\_\_  
Print Name: Jerrod Belvin  
Title: Township Manager

By: \_\_\_\_\_  
Print Name: Ellen Gnant  
Title: President

**RESOLUTION NO. 2026-07**

**A RESOLUTION OF THE TOWNSHIP OF POCONO, MONROE COUNTY,  
COMMONWEALTH OF PENNSYLVANIA, APPROVING THE PAYMENT  
OF CERTAIN TOWNSHIP BILLS AND EXPENSES PENDING THE  
AMENDMENT, IF ANY, OF THE 2026 POCONO TOWNSHIP BUDGET**

*WHEREAS*, Pocono Township (the “Township”) duly adopted its annual budget for the fiscal year 2026; and

*WHEREAS*, pursuant to the provisions of the First Class Township Code, the current Township Board of Commissioners voted, at a duly constituted public meeting on January 5, 2026 to open the Budget for the purpose of examining the same and potentially amending the Budget for the 2026 fiscal year; and

*WHEREAS*, the Board of Commissioners recognizes that certain bills and expenses are required to be paid so as to allow the Township to continue its daily operations for the benefit of its residents; and

*WHEREAS*, the Board of Commissioners, in recognition of the payment of these necessary expenses as set forth in the 2026 Budget during the pendency of the review, hereby desires to set forth the allowable payments.

*NOW, THEREFORE, BE IT RESOLVED*, that the Board of Commissioners hereby authorizes the payment of ordinary expenses that are incurred by the Township for its continued operation; and

*BE IT FURTHER RESOLVED*, that the payment of the ordinary expenses shall be processed and paid in the ordinary course of business and said ordinary expenditures shall be limited to:

- (1) Ordinary, necessary, and customary operating expenses of the Township;
- (2) Payroll, benefits, and related employment costs;
- (3) Debt service, utilities, insurance premiums, and contractual obligations previously authorized by the Board; and

(4)Other lawful expenses necessary to maintain the continuous operation of Township government; and

**BE IT FURTHER RESOLVED**, that the only capital expenditures permitted to be paid while the Budget remains opened are the offer of employment to two (2) full time Police Officers and the promotion of one public works employee from part-time to full time; and

**BE IT FURTHER RESOLVED**, that any expenditures, other than expressly provided for herein, shall not be made without prior authorization of the Board of Commissioners.

Duly adopted this \_\_\_ day of January, 2026, by the members of the Board of Commissioners of the Township of Pocono, Monroe County, Pennsylvania in lawful session fully assembled.

Attest:

**TOWNSHIP OF POCONO,  
MONROE COUNTY,  
PENNSYLVANIA**

By: \_\_\_\_\_

Name: Jerrod D. Belvin

*Township Manager*

By: \_\_\_\_\_

Name: Ellen Gndt

*President, Board of Commissioners*

RESOLUTION TO APPLY 2026-08

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The undersigned, an authorized representative of Pocono Township (the "Township"), hereby certifies that at a meeting held on the 20th day of January, 2026, after due notice, at which a quorum was present, the Township unanimously adopted the following Resolution:

"RESOLVED, that Pocono Township shall be, and the same hereby are authorized to submit a Financial Assistance Application to the Pennsylvania Infrastructure Investment Authority (PENNVEST), substantially in the form presented at this meeting for the purpose of financing/partially financing the construction, rehabilitation and/or extension of the water/sewer system. Appropriate officers of the Governing Body are hereby authorized to execute all certifications and documentation required in connection with the application."

I hereby certify that the above Resolution is in full force and effect as of the 20<sup>th</sup> day of January, 2026.

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Township Manager

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Boc President

## LETTER OF RESPONSIBILITY

Pennsylvania Infrastructure Investment Authority  
607 South Drive, 5<sup>th</sup> Floor - West  
Harrisburg, Pennsylvania 17120

RE: Application for Financial Assistance ("Application") in the amount of \$1,925,957.00 from the Pennsylvania Infrastructure Investment Authority ("Authority") to Pocono Township ("Applicant") for the establishment or improvement sewer collection and treatment in Pocono Township, Monroe County, Commonwealth of Pennsylvania ("Project").

Executive Director:

In connection with the above captioned loan application, please be advised that Applicant certifies the following:

- A. That the filing of this application and subsequent incurring of debt in the amount of \$1,925,957.00, Was duly authorized in a resolution (copy attached) approved by its Board of Commissioners that the resolution is in the same or similar form and contains all the material elements that need to be provided to the Applicant by the Authority.
- B. That the statements and representations made in the foregoing application and all exhibits and documents submitted in connection therewith are true and correct to the best information and belief of the Applicant, and that they are submitted by the Applicant to form the basis of the application.
- C. The Project, when completed, will work to improve the overall collection and treatment of sewage in the Commonwealth of Pennsylvania.
- D. With respect to the establishment of the Project, construction and/or acquisitions of any portion of the Project has not commenced and will not commence prior to the approval of the application by the Authority.
- E. Applicant has not been cited by any governmental agency for causing pollution in the Commonwealth and the project has been designed so as not to cause pollution in violation of existing standards.
- F. Applicant does not have any outstanding loans from the Water Facilities Loan board or the Authority that are delinquent.
- G. There are no encumbrances, pledges, or liens against the revenues generated or to be generated from the operation of the Project.
- H. Applicant will take the necessary actions, pursuant to all applicable laws and regulations, to execute all documents required by the Authority if financial assistance is approved by the Authority and accepted by the Applicant.
- I. Applicant will, should the Loan be offered by the Authority and accepted by the Applicant, execute a Promissory Note.
- J. Applicant will execute all documents required by the Authority to consummate the Loan in conformity with the procedures prescribed by law.

**ATTACHMENT C - LETTER OF RESPONSIBILITY**

- K. Municipalities in which the Project is located are Pocono Township and Hamilton Township. .
- L. Applicant has retained a public accountant who has prepared a financial statement of the current and projected financial status of the applicant of which both the form and content is acceptable to the Authority.
- M. Applicant can repay the Loan from existing and reasonably anticipated project revenues.
- N. Applicant has retained counsel to represent it in connection with the application and to prepare or assist applicant in preparing any and all documents required by the Authority who has been engaged to render an opinion to the Authority regarding the ability of the applicant to enter into the loan agreements and related documents required for the loan from the Authority.
- O. Applicant will, in every project undertaken with the use of proceeds from this or other loans from the Authority, comply with the Steel Products Procurement Act, Act of March 3, 1978 (P.L. 6, No. 3) 73 P.S. Section 1881 et. Seq.
- P. Applicant shall not discriminate against any employee or against any applicant for employment because of race, religion, color, national origin sex or age. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship.
- Q. The Applicant certifies that it is not currently under suspension or debarment by the Commonwealth, any other state, or the Federal Government and shall require the same certification from any contractors providing services in connection with the Project.
- R. The Authority has the right to require the Applicant to terminate any contract with a contractor that becomes suspended or debarred by the Commonwealth or the Federal Government during the construction period of the project.
- S. The Applicant agrees that it shall be responsible for necessary and reasonable costs and expenses incurred by the Office of Inspector General relating to an investigation of the Applicants/Contractor's compliance, which results in the suspension or debarment of the Applicant/Contractor.
- T. The Applicant agrees that it shall execute any and all certifications required by the Authority under any Contractor Integrity Provisions and shall require all contractors to execute the same certifications.
- U. The Applicant shall provide evidence that it has complied with all conditions of the Water Pollution Control Act, the Water Quality Act of 1987, 40 CFR Part 32, Drug-Free Workplace Requirements and other related federal and state acts, as applicable.

The foregoing certification is based on facts obtained through a diligent investigation of all pertinent matters and information attendant to the project.

**[PROPRIETORSHIP OR PARTNERSHIP ONLY]**

Very truly yours,

WITNESS:

APPLICANT:

**ATTACHMENT C - LETTER OF RESPONSIBILITY**

\_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

Date: \_\_\_\_\_

**[MUNICIPALITIES, MUNICIPAL AUTHORITIES, OR CORPORATION ONLY]**

ATTEST:

APPLICANT:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

(SEAL)

Date: \_\_\_\_\_

**ATTACHMENT C - LETTER OF RESPONSIBILITY**

**Pocono Township Board of Commissioners  
Reorganization Meeting Minutes  
January 5, 2026 | 6:00 p.m.**

The Reorganization meeting of the Pocono Township Board of Commissioners was held on January 5, 2026 and was opened by Solicitor Leo DeVito at 6:26 p.m. followed by the Pledge of Allegiance.

**Roll Call:** Ellen Gndt, present; Natasha Leap, present; Mike Velardi, present; Matt Long, present, Charles Keppler, present.

**In Attendance:** Leo DeVito-Township Solicitor; Jon Tresslar- Engineer; Patrick Briegel-Public Works Director; Jerrod Belvin-Township Manager; James Wagner, Chief of Police; Erica Tomas-Administrative Assistant, Paul Morgan, SFM Consulting.

**Election of a President – Township Solicitor**

Charles Keppler made a motion, seconded by Matt Long, to nominate Ellen Gndt as president of the Board of Commissioners. Roll Call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carries 3-2.

Ellen Gndt read a statement with regard to the past year being a little challenging with a lot of changes. The elections and transitions have tested everyone and reminds us of how much professionalism, fairness and transparency are important in local government. The board will operate openly making decisions guided by policy and public interest and treat every resident with respect. The board shares one responsibility, to serve our community faithfully while turning the page, moving forward together with integrity, accountability and focus on what matters most, the township, and most importantly, you as residents.

Ellen Gndt nominated Matt Long and Mike Velardi nominated Natasha Leap. Natasha Leap declined the nomination.

Ellen Gndt made a motion, seconded by Charles Keppler, to nominate Matt Long as vice president of the Board of Commissioners. Roll Call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carries 3-2.

**PUBLIC COMMENT**

Dawn Eilber (Resident) – Congratulated Ellen. Dawn addressed the board regarding permits given out on the Superfund Site to shoot off pyrotechnics shows. They are vibrating homes which draw concern of what is happening underground. Zoning will look into this matter as there haven't been any permits issued for this site. Jerrod Belvin recommended Dawn call the non-emergency number should it happen again.

Pete Bagley (Smithfield Township)- Chairman of the Monroe County Republican Party – expressed strong support for Jerrod Belvin as Township Manager, stating that he was initially skeptical but now believes that Jerrod has done an impressive job. He highlighted Jerrod's ability to manage a dynamic township, navigate the political process, and serve both the residents and businesses effectively. Mr. Bagley encouraged the board to retain Jerrod Belvin, emphasizing that talented managers are hard to find.

Chris Grape-Garvey (Resident) – expressed her strong support for Jerrod Belvin, praising his dedication to, community engagement, and effectiveness as township manager. She emphasized that Jerrod is knowledgeable, passionate, and helpful to both residents and businesses, and also highlighted his positive collaboration with the school board.

State Representative Maureen Madden- congratulated the board. She stated that she is standing in support of Jerrod Belvin to continue as Township Manager. She expressed that he is incredibly great to work with, responsive and his deep understanding of government, effectiveness in securing grants and saving township money, along with his ability to work across partisan lines, dedication, and significant positive impact on the township should be recognized and retained for the good of the community.

Jim Pellegrini (Resident) – expressed his strong support for retaining Jerrod Belvin as Township Manager, noting his accessibility, quick responses, and significant contributions to the township's success and financial savings. Mr. Napp stated that he is floored the Jerrod's reappointment is even in question and affirmed his dedication and value to the community.

Frank Greeley (Resident) – congratulated everyone. He also expressed his support for Jerrod Belvin after working with him directly. He stated that Jerrod is responsive and gets answers. He also voiced his support for Jim Wagner and Pat Briegel.

Josh Knapp (Resident) – congratulations to Ellen, Charles, and Matt on with regard to getting elected and hopes for good things to come for Pocono Township.

Terry VanBritsom Martin (Chestnuthill Township) congratulated everyone on the board. She emphasized Jerrod Belvins' devotion to the township and that he should be able to continue within his role as township manager.

An executive session was held prior to this meeting regarding personnel and litigation.

Mike Velardi made a motion, seconded by Charles Keppler, to set the Board of Commissioners' meetings for the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month at 6:00 p.m. If a regularly scheduled meeting falls on a holiday, the meeting will be held the next day on Tuesday. All in favor. Motion carried.

Ellen Gnadtt made a motion, seconded by Matt Long, to appoint Charles Keppler as a Parliamentarian for the Board of Commissioners. Josh Knapp stated that he hopes that this year is a lot more restrained in what the commissioners do from the bench, in terms of talking with the public and each other. All in favor. Motion carried.

Mike Velardi made a motion, seconded by Natasha Leap, to appoint the firm of Broughal & DeVito as Pocono Township Solicitor for township, sewer business, labor issues, and planning at \$165/hr. All in favor. Motion carried.

Ellen Gnadtt made a motion, seconded by Natasha Leap, to appoint T&M Engineering as the Pocono Township Engineer. All in favor. Motion carried.

Ellen Gnadtt questioned the need to retain the current township treasurer, noting that Gina Zuvich, as fiscal administrator, already performs key treasurer duties like budget management and bookkeeping. The suggestion was made to appoint Regina Zuvich as treasurer, pending discussion with her about accepting the position and determining appropriate compensation.

Ellen Gnadtt made a motion, seconded by Matt Long, to appoint Regina Zuvich as Pocono Township Treasurer pending her acceptance and the extra stipend be determined at a future meeting. Charles Keppler stated that he feels there is some value to have another set of eyes from a financial accounting standpoint in the form of a third party. Ellen affirmed that the township does get audited by outside firms. Natasha doesn't feel comfortable making the motion without discussion with Regina first. Natasha Leap made a motion, seconded by Mike Velardi, to table the Treasurer position. All in favor. Motion carried.

Natasha Leap made a motion, seconded by Mike Velardi, to reappoint Jim Maloney to the Civil Service Commission for a 6-year term. Charles Keppler stated that he has never met Mr. Maloney and is not familiar with his qualifications. He feels that anyone being appointed or re-appointed should be at this meeting in person to interview for the job. Matt Long asked if Charles Keppler was saying he wanted to post it and tell them to apply. Charles stated yes, he feels that most of the appointments should be opened up to the public, to people who "show an interest" in order to get a diverse pool of applicants. "That the way we are going to STAFF the Township with the best people in my opinion." "I don't think just keeping someone on because they've been on when they're not even showing up for their appointment again, I don't think that that's the best path forward for the township, in my opinion." "And that goes for ALL the appointments here. Natasha Leap stated that the appointments for the Civil Service Commission were discussed for two meetings prior to the gentleman coming in and applying and then being appointed. In addition, they came with approval from the Chief like everything is done. Jerrod Belvin

explained the role of the Civil Service Commission. Charles Keppler again stated that he would like all re-appointments be put out to the public. Maureen Madden asked if they are paid positions or volunteer. Jerrod Belvin stated volunteer. Maureen Madden stated that Mr. Maloney has been doing this volunteer job for 6 years and has expressed his desire to continue in the same capacity. She stated that should account for something. Ms. Madden recommended the township should stick with good people who care about their jobs. Chief Wagner stated that it is a VOLUNTEER position and is exceedingly difficult to get people to give of their time freely with the dedication they have shown. Monica Gerrity stated that we need to move forward as a government. She confirmed that she remembers seeing advertisements for volunteers and nobody comes forward. She suggested to Mr. Keppler that he should have been at the Civil Service to meet Mr. Maloney. If people are interested in the future, they need to step up to be considered for the next time there is an opening. Mr. Keppler once again stated his opinion on this matter. Mike Velardi stated that prior practice was to re-appoint the volunteers who have committed their time and done a good job for the township. They should not have to come forward and beg to do a FREE job. Jim Pellegrini asked what the impact would be. Ellen Gndt explained that impact. Charles Keppler continued to state his opinion. Roll call: Ellen Gndt, aye; Natasha Leap, aye, Mike Velardi, aye, Matt Long, aye; Charles Keppler, nay. Motion carried 4-1.

Matt Long asked about the Zoning Hearing Board seat that has expired. Jerrod Belvin stated that Lew Ginsberg is still interested in continuing to serve on the ZHB. Natasha Leap made a motion, seconded by Mike Velardi to appoint Lew Ginsberg to the Zoning Hearing Board. Charles Keppler stated, "would you care to ask if there's anyone in the audience who would like to consider serving in this position?" He asked what it entails. Leo DeVito stated that they typically meet at 5 pm once a month depending on the number of hearings are scheduled. Matt Long made a motion, seconded by Charles Keppler to table the Zoning Hearing Board appointment. Roll Call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carries 3-2.

Matt Long made a motion, seconded by Charles Keppler, to post the vacancy for the zoning hearing board on social media. Natasha Leap clarified that it's not a vacancy where the board is choosing not to reappoint a man who has served in on this board for over 10 years, has been impartial and neutral in his decisions and not that he resigned. Gina Loyak stated, "If I'm volunteering for these positions that you guys are talking about, and I've given 10 years, six years, to you and I've done a great job, and just that this has come up for discussion, I'm out. I'm not going to do it anymore." Matt Long stated his concerns about the individual and that he is grateful for his service. Charles Keppler stated that there's an impression that there's a lot of inside game that goes on here in Pocono Township, where it's the same people who have been running things for an exceptionally long time. Gary Gallery clarified that the open seat is an Alternate one. Terry VanBritsom from Chestnuthill Township stated that she agrees with Charles Keppler. Roll call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye.

Leo DeVito explained the roll of a Vacancy Chair as in the event a commissioner steps down, resigns or no longer can serve, the current existing board has 30 days to make an appointment. If they cannot by majority, then the vacancy chair is called in and this person will act as Chairman if the seat is not filled within 15 days for some reason, it will then go to court. Matt Long made a motion, seconded by Ellen Gndt, to appoint Jerry Lastowski to the position of Chair to the Vacancy Board. Natasha Leap & Mike Velardi asked if either party were in attendance to express if they do or don't want the seat. Has Tom stated that after 12 years he no longer wants it? Maureen Madden stated we're not really posting these positions, are we? We're just kind of putting other people in instead that some people know and some people don't. Not sure how this action is rectifying the idea of people being in there too long. She stated that some people are there for a long time because they are doing a good job and to remove them doesn't seem fair. Natasha Leap stated that they should open it for people to apply just like for all of the other positions. That would be the fair and transparent way. Maureen Madden asked about rules and if you need to live in Pocono Township to comment about the meetings. Matt Long stated that the chair has only been used once by the township and feels Mr. Lastowski would be a perfect person for the position. Natasha Leap stated "he very well may be, but you're letting everyone else apply for there positions, and you're opening their positions. Dawn Eilber said she thinks Jerry would do a great job. Josh Knapp stated

he thinks there's value to people who are familiar with their jobs and are showing up and doing the job. He also thinks there's something to the public facing side, where you advertise these positions available. Roll call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, nay. Motion fails 2-3.

Mike Velardi had started to make a motion to re-appoint Tom Falver. Natasha Leap stated that the board should open this just like the rest. "It's the only fair and transparent way to do it." Matt Long stated that he didn't understand why when he is suggesting a former commissioner beloved by everyone. Natasha Leap stated that he wants to post the other positions of volunteers who have dedicated their time to replace them. Charles Keppler made a motion, seconded by Natasha Leap, to open the position for the Pocono Township Vacancy Board, with a term to expire December 31, 2026. Maureen Madden asked if the township has always posted these positions. Is the township starting a new policy during the meeting? It doesn't seem fair to her. Josh Knapp stated if he feels that maybe this should be considered for the next reorganization two years from now vs what is being done now feels unadvised. Frank Greely paid positions are a bit different than the volunteer positions. If volunteers aren't showing up when they should the position should be posted accordingly. Roll call: Ellen Gndt, nay; Natasha Leap, aye; Mike Velardi, aye; Matt Long, nay; Charles Keppler, aye. Motion carries 3-2.

Mike Velardi made a motion, seconded by Natasha Leap, to appoint Jerrod Belvin the PMCOG Representative. Roll call: Ellen Gndt, aye, Natasha Leap, aye, Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried 4-1

Natasha Leap made a motion, seconded by Mike Velardi, to appoint James Wagner as Pocono Township Chief of Police for a term to expire on the date of the next board meeting following its reorganization meeting in January 2027. All in favor. Motion carried.

Ellen Gndt stated, she believes that Pat Briegels job with the township is not an appointment other than update his contract.

Natasha Leap made a motion, seconded by Mike Velardi, to appoint Jerrod Belvin as township manager for a term to expire on the date of the next board meeting following its reorganization meeting in January 2027. Ellen Gndt stated she would like to appoint Jerrod but would like to give him a performance review for 90 days to give a chance to understand his job and move on from there. Mike Velardi reminded Ellen Gndt that when they hired James Wagner, she said three months wasn't long enough and the board gave him six. Mike Velardi stated he feels Jerrod should be afforded the same courtesy. Matt Long questioned Leo DeVito about it being an "at will" position. Leo DeVito stated any position is at will. Maureen Madden questioned Jerrod Belvin how long he has been doing his job. He stated a year and a half. If he is doing a stellar job why would you even think of replacing him? Listen to them. Matt Long stated the board would evaluate his position. Charles Keppler stated he also would rather do a formal evaluation of the township manager. Natasha Leap stated that then it should be done for every manager across the board. Gina Loyak stated that Jerrod Belvin has been a wealth of knowledge and information while working with him in comparison to every other township she has worked with. Vincent Trepasso feels he represents most all of the businessmen in the community when he states that Jerrod Belvin has been such an asset of communication between commissioners and the businessmen, and people of the community. By virtue of having a leading Democrat endorse him, that has to say a lot to everyone listening. He doesn't know why he needs any kind of probation, because he's been on probation for a year and a half and done a wonderful job. Jim Pellegrini stated to reappoint him and keep the meeting flowing. Chris Barrett stated that he has worked with Jerrod on a number of projects and would like to speak on his behalf. He's been incredible to work with. Mr. Barrett stated that he worked for the school board for 20 years and knows that Mr. Belvin has served the township incredibly well with an extraordinarily strong reputation. Josh Knapp stated he was one that was upset with how Jerrod got his position, but stated he seems to know what he's doing. Roll call: Ellen Gndt, aye; Natasha Leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried. 4-1

Matt Long made a motion, seconded by Ellen Gndt, to approve the following as the approved the following depositories, ESSA, First Keystone Community Bank, First Northern Bank and Trust, PLIGIT, Citizens Bank and Wayne Bank. All in favor. Motion carried.

Matt Long made a motion, seconded by Ellen Gndt, to approve the following signatories and put them onto the bank accounts. Matt Long, Charles Keppler, Ellen Gndt, Natasha Leap, Mike Velardi, Jerrod Belvin, Regina Zuvich. All in favor. Motion carried.

Ellen Gndt made a motion, seconded by Natasha Leap, to appoint Burkheimer as our tax collector for EIT and LST tax collector. All in favor. Motion carried.

Ellen Gndt made a motion, seconded by Mike Velardi, to set the mileage reimbursement rate at the IRS rate for 2026 which is 72 and a half cents per mile. All in favor. Motion carried.

Charles Keppler made a motion, seconded by Natasha Leap, to appoint SFM Consulting as the Pocono Township Zoning Office Service. All in favor. Motion carried.

Ellen Gndt made a motion, seconded by Mike Velardi to appoint SFM Consulting to provide commercial building code services at a rate of 70% of the building permit fees. All in favor. Motion carried.

Ellen Gndt made a motion, seconded by Mike Velardi to appoint SFM Consulting to provide residential building code services at a rate of 70% of building permit fees. All in favor. Motion carried.

Ellen Gndt made a motion, seconded by Natasha Leap, to appoint Helen Beers as Pocono Township Sewage Enforcement Officer. All in favor. Motion carried.

Natasha Leap made a motion, seconded by Mike Velardi, to appoint Jerrod Belvin as Pocono Township Secretary. Matt Long asked what it entails. Jerrod stated it's who certifies and bonds the minutes for the meetings, Jerrod stated that he and Krisann work together on minutes. Charles Keppler stated his discord with the minutes provided by the township. Ellen Gndt asked for an overview of what has to be in the minutes. What is mandatory is any official action by the board. (Motion and Vote). The rest is at the discretion of the board. Roll call: Ellen Gndt, aye; Natasha Leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried.

Natasha Leap made a motion, seconded by Matt Long, to appoint Krisann MacDougall as Pocono Township Assistant Secretary. Roll call: Ellen Gndt, aye; Natasha leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried.

Natasha Leap made a motion, seconded by Mike Velardi, to appoint Todd Whitezman as solicitor to the Pocono Township Zoning Hearing Board. All in favor. Motion carried.

Ellen Gndt made a motion, seconded by Mike Velardi, to appoint Krisann MacDougall as zoning hearing board secretary. Roll call: Ellen Gndt, aye; Natasha Leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried.

Ellen Gndt made a motion, seconded by Mike Velardi to appoint Krisann MacDougall as recording secretary for the board of commissioners and planning commission. Roll call: Ellen Gndt, aye; Natasha Leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried.

Mike Velardi made a motion, seconded by Natasha Leap, to appoint Jerrod Belvin as the Open Records Officer. Charles Keppler stated that he made a number of Open Records requests in the past year and felt it was difficult to get them in a timely manner. Matt Long asked if it was typical for a manager to be the Open Records Officer as well. Leo DeVito stated yes. The township receives an excessive number of requests, on average 260 in 2025. Ellen Gndt stated that we are to respond within 5 business days. Jerrod Belvin explained that the 30-day extension was enacted with Mr. Keppler due to policy of certification of audio at the following board meeting. Roll call: Ellen Gndt, aye; Natasha Leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried 4-1.

Matt Long made a motion, seconded by Mike Velardi, to appoint Krisann MacDougall as the Alternate Open Records Officer. Roll call: Ellen Gndt, aye; Natasha Leap, aye; Mike Velardi, aye; Matt Long, aye; Charles Keppler, nay. Motion carried 4-1.

Mike Velardi made a motion, seconded by Natasha Leap, to appoint Jerrod Belvin as representative to Monroe County Tax committee with a term to expire December 31, 2026. Ellen Gndt asked if it would be a better fit for Mary Reiley, Tax Collector. Jerrod Belvin said he would ask her if she were interested in the position. Matt Long made a motion, seconded by Mike Velardi, to table the motion. All in favor. Motion carried.

Matt Long made a motion, seconded by Natasha Leap, to appoint Jerrod Belvin as the township Emergency Management Coordinator. All in favor. Motion carried.

Mike Velardi made a motion, seconded by Natasha Leap, to appoint Samantha Rispoli as assistant township Emergency Management Coordinator. All in favor. Motion carried.

Matt Long made a motion, seconded by Natasha Leap, to appoint the Pocono Township Volunteer Fire Department members as 2026 Fire Police as requested by Chief Jordan Merring. All in favor. Motion carried.

#### **Public Comment**

Claire Learn congratulated Jerrod and everyone else on the panel. She described the struggling condition of three local cemeteries after church closures and limited funds. They requested township assistance and community volunteers for cleanup and maintenance, emphasizing the cemeteries' visibility and importance to the township's image. She shared contact information for those willing to help.

**Adjournment** – Mike Velardi made a motion, seconded by Ellen Gndt, to adjourn the meeting 8:19 p.m. All in favor. Motion carried.

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
January 5, 2026 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on January 5, 2026 and was opened by Chair Ellen Gndt at 8:33 p.m. followed by the Pledge of Allegiance.

**Roll Call:** Ellen Gndt, present; Natasha Leap, present; Mike Velardi, present; Matt Long, present, Charles Keppler, present.

**In Attendance:** Leo DeVito-Township Solicitor; Jon Tresslar- Engineer; Patrick Briegel-Public Works Director; Jerrod Belvin-Township Manager; James Wagner, Chief of Police; Erica Tomas-Administrative Assistant, Paul Morgan, SFM Consulting.

**Announcements**

**Public Comment**

Representative Maureen Madden shared that Pocono Township got the money for the TLC park and Adult equipment.

**Presentations**

- MCTI-Zoning Request (***Possible Action Item***) Power Point Presentation  
Natasha Leap made a motion, seconded by Mike Velardi, to send zoning request to Planning Commission & Monroe County Planning Commission and to have solicitor prepare ordinance/resolution. All in favor. Motion carried. Discussion: Charles Keppler asked if the sewer extension would be going past those lots. Pat Briegel stated that the current sewer extension is planned just to serve the MCTI building at this time. Charles Keppler asked if there could be issues with on lot septic. It was stated that they are all one acre lots and there shouldn't be an issue. Discussion was had by the board and general public. Maureen Madden highlighted the long-term efforts to secure funding for the technical school, including grants and scholarships for equipment and adult learning. They emphasized the positive impact technical education has had, reducing stigma around vocational tracks, and commended the school leadership for effective use of resources. Speaker 2 stressed the need for continued public and legislative support, noting that technical graduates enter the workforce immediately and fulfill critical skilled trade positions, which are increasingly in demand. Frank Greely asked if they could change their mind and then affect the surrounding property owners by making the school larger. Jim Pellegrini asked for clarification on what they mean by heavy equipment.

**Hearings –**

Volare Liquor License – Court Stenographer took Legal Transcript

Ellen Gndt made a motion, seconded by Mike Velardi, to open the Volare Liquor License Hearing. All in favor. Motion carried.

Ellen Gndt made a motion, seconded by Mike Velardi, to close the Volare Liquor License Hearing. All in favor. Motion carried.

**Resolutions**

- Ellen Gndt made a motion, seconded by Natasha Leap, to Approve Resolution 2026-01 Volare Economic Development Restaurant Liquor License. All in favor. Motion carried.

## Consent Agenda

- Motion to approve a consent agenda of the following items:
  - Matt Long made a motion, seconded by Ellen Gnadtt, to approve the minutes of the December 15, 2025 regular meeting of the Board of Commissioners. All in favor. Motion carried.
  - Discussion was had with regard to re-opening the budget and how it would affect the financial transactions with in the amount listed below. Leo DeVito explained the process. Ellen Gnadtt made a motion, seconded by Mike Velardi, to move the motion for approval of the Financial transactions through January 5, 2026 as presented, including ratification of expenditures in the amount of \$619,704.17 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund further down on the agenda within her report. All in favor. Motion carried.

## NEW BUSINESS

### Personnel

### Commissioner Comments

#### Ellen Gnadtt, Chair

- Ellen Gnadtt made a motion, seconded by Mike Velardi, to advertise for 2026 meeting dates for the 1<sup>st</sup> and 3<sup>rd</sup> Monday of the month at 6 p.m. unless it falls on a holiday of which it will then be the Tuesday following the holiday. All in favor. Motion carried.
- Ellen Gnadtt made a motion, seconded by Charles Keppler, for the Board to reopen the 2026 budget for the purpose of considering amendments.” Natasha Leap asked what amendments are being considered and what is the real estate tax levy. Ellen Gnadtt stated that we are in a deficit and isn't sure the township can afford a tax cut. Jerrod Belvin stated that there was a formula error that made it look as though there were a deficit but the township is not in one and the error has been corrected. Charles Keppler stated that the budget wasn't advertised properly in his opinion. Discussion continued among the board members. Representatives Madden asked for clarification on the deficit vs surplus. Charles Keppler asked Jerrod Belvin how much the tax cut would amount to per household. \$80 Charles Keppler stated “when we're comparing that to a potential, I mean significant tax hike in the future, that's peanuts. Um, \$80 a year is nothing for the average taxpayer, but its everything for the township here...” Richard Wielebinski stated that Ellen sat at the first meeting. All board members agreed to the second meeting. She had a phone out and put the date in her phone. She agreed to the meeting and didn't show up for whatever reason. Ellen stated she didn't remember. Matt Long stated he wasn't aware of the budget workshop either. Discussion went on among the commissioners and the public. Roll call: Ellen Gnadtt, aye, Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carried.
- Ellen Gnadtt made a motion, seconded by Matt Long, to put together and adopt a resolution to provide for the temporary appropriations to authorize ordinary and necessary township expenditures along with new hires, beginning January 1, 2026 but in no event later than February 15, 2026. Jim Wagner asked if it would include the new police vehicles. Jerrod Belvin stated No. Further discussion was had among the board and solicitor. All in favor. Motion carried.
- Ellen Gnadtt made a motion, seconded by Matt Long, to pay the 2025 expenses along with the 2026 expenses according to the resolution, with the exception of capital until the budget is finalized. All in favor. Motion carried.
- Ellen Gnadtt made a motion, seconded by Matt Long, for the Board to advertise and conduct a public budget workshop to review proposed amendments to the 2026 budget on January 15, 2026 at 5:00 pm. Discussion was had among the board and public. All in favor. Motion carried.
- Discussion regarding a possible motion to schedule a workshop in January (date to be determined) to consider changes to the Manager's ordinance, Commissioner's bylaws, and develop a Professional Code of Conduct and social media policy. Discussion was had to wait on this motion. Natasha Leap asked what the code of conduct and social media policy being tabled is proposing. Ellen Gnadtt

stated that most professionals have one. She feels the board needs to be more respectful. The social media should have a policy to be followed prior to being posted.

- Discussion of a possible motion to have regularly scheduled work sessions during the week prior to regular meeting to update board on happenings and facilitate regular meeting agenda prep. Date and time to be decided. Natasha Leap suggested that minutes be taken at any future workshops along with recordings to make it fair to the public.
- Solar Field update an inspection was done prior to the holidays. They're currently waiting for more solar panels to be delivered.
- Warehouse blasting update – Jerrod Belvin will be forwarding maps in an email following this meeting. Jerrod also stated that the sewer pipe will be eight inches and an 18-inch storm water pipe. They plan to start blasting on the eighth. Discussion was had by the public and board.

#### **Matt Long – Vice Chair**

- Matt Long made a motion, seconded by Charles Keppler, to adjust public comment policy to allow 3 minutes for both agenda & non-agenda items. All in favor. Motion carried.
- Matt Long made a motion, seconded by Ellen Gndt, to authorize Township Engineer to draft Data Center Ordinance. Discussion was had between the board, Township Engineer and public. All in favor. Motion carried.
- Matt Long made a motion, seconded by Charles Keppler, to authorize Township Engineer, Zoning & Solicitor to draft High Volume TDU Lodging. Discussion was had between the board and public. Roll call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carries 3-2.
- Matt Long made a motion, seconded by Ellen Gndt, to authorize the solicitor and zoning code office to draft a hotel, motel and annual inspection and licensing ordinance to address health, safety, and welfare issues. A lengthy discussion was had between the board, solicitor and public. Roll call: Ellen Gndt, aye; Natasha Leap, nay; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carried 3-2
- Matt Long made a motion, seconded by Ellen Gndt, to authorize the Township Solicitor to draft a Police Cost Recovery Ordinance. A very lengthy discussion was had between the board, solicitor and public. Roll call: Ellen Gndt, aye; Natasha Leap, aye; Mike Velardi, nay; Matt Long, aye; Charles Keppler, aye. Motion carried 4-1
- Matt Long discussed the concerns that the amusement tax, particularly on Stay and Play packages, may not be collected properly, which is significant since it is the township's primary allowable tax. While a formal letter of engagement was previously authorized to begin auditing amusement tax payees, the speaker suggests first obtaining a quote from the auditor to estimate the cost of auditing the top taxpayers. They propose that, before initiating a potentially expensive audit, the township should request an informational meeting with those businesses to try to obtain the necessary data voluntarily, in hopes of clarifying tax practices and ensuring the township receives all revenue owed. Jerrod Belvin stated that we received a quote back. We are looking to not exceed \$40,000. Lost revenue could reach 7 figures. An in-depth discussion was had on this matter between the board and solicitor.

**Natasha Leap – Commissioner** – spoke regarding her desire to have workshops to teach the general public information on the Planning Commission, ZHB, Variances, Special Exceptions. She feels that there is a very large disconnect.

**Mike Velardi – Commissioner** Suggested declaring Pocono Township a 2<sup>nd</sup> Amendment Sanctuary Township. He feels the Township does not need a chicken ordinance. Discussion was had by the board and public on this matter. Mike Velardi asked the public to consider Pennsylvania adopting an electoral college system in order to have the smaller communities represented in the same capacity as the larger cities when voting with regard to the Senate Election.

#### **Charles Keppler – Commissioner**

- Charles Keppler commented on Chickens having been a contentious issue in the township for months, with ongoing debates and dissatisfaction about proposed ordinances. While the speaker personally supports legalization, they stress the importance of public input in shaping any new rules,

given concerns about noise, cleanliness, and the potential for chickens roaming freely as the township grows. To address this, Charles Keppler made a motion, seconded by Ellen Gndt, to schedule a publicly advertised workshop so residents can share opinions and help shape the final chicken ordinance. Matt Long reminded everyone that there was a chicken ordinance drawn up and people seemed to like it. Natasha Leap stated that there have been numerous conversations at numerous meetings to discuss this matter. Charles Keppler pressed that it usually was discussed toward the end of meetings without a lot of people left to voice their thoughts. After lengthy discussion between the board and public, Matt Long made a motion, seconded by Charles Keppler, to table this matter. All in favor. Motion carried.

- Discussion regarding Brian Winot's email of 1/5/2026. Charles Keppler read Brian Winot's email aloud. The summary of which is: Former commissioner Brian Winot sent an email to the board requesting that Commissioner Charles Keppler recuse himself from participating in any township matters involving Brian or his business interests. The request cites an ongoing lawsuit between the two, allegations of defamation, and a pattern of perceived bias by Charles Keppler, arguing these factors create a conflict of interest both actual and apparent. Brian Winot asserts that Charles Keppler's involvement in relevant discussions or votes would be unfair and could prompt legal action, suggesting recusal as the only appropriate course until the lawsuit is resolved. Charles Keppler stated he would like to make two brief points of which the following is a summary: Charles Keppler argues that it is inappropriate for a former commissioner to represent business interests before the board within a year of leaving office, citing the Pennsylvania Ethics Act, and views Brian Winot's email as both a breach of this principle and a threat to the board by implying legal action if Charles Keppler participates in certain votes. Mr. Keppler contend that allowing such tactics would set a dangerous precedent, undermine public trust, and enable anyone to silence board members through litigation, thereby damaging the integrity of the township's democratic process. As such, Charles Keppler firmly rejects abstaining from votes involving Brian Winot, emphasizing a commitment to transparency and accountability. Natasha Leap would like the record to reflect an email that she sent this afternoon that she believes that a violation of the Sunshine Law was committed today at 1130 the agenda was asked to be changed to reflect this email and the discussion regarding it. It may be de minimis, however, with potential litigation against the township and discussion of the items we should not have changed the agenda today. It should have been 24-hour notice. We changed it today at the request of a board member, and we are discussing this publicly without even giving the person who sent this email a heads-up that we were discussing it, because he never even got notified for the Sunshine Law, the 24-hour notice. Matt Long questioned the solicitor regarding it being de minimis. The legality of the changing of the agenda was further discussed between the board and solicitor.
- Library- Charles Keppler notes the recent closure of the Pocono Township library, stresses the ongoing need and community value of a local library, and highlights the availability of ample unused space in the new municipal building. He proposed drafting a letter to the library board to formally offer this space and encourage the library's return to Pocono Township. Matt Long suggested we ask if they are interested. Charles Keppler would like to offer them the same terms they had as in the old building, rent free. Jerrod Belvin asked if the board was going to discuss setting aside a specific amount of space. Also, there are no bathrooms in that area. The County was going to pick up the cost of the fit out with the township taking care of the rough plumbing, with regard to the County leasing that space. Matt Long emphasized communication with the Library prior to moving forward with anything. Ellen Gndt commented that if the library paid rent at some of their locations, why would Pocono Township not expect the same. Charles Keppler further argued his point. Natasha Leap once again stated that someone should speak to the Library Board first. She also stated why would we not move forward with the County who would by paying rent, assist in cutting the operating expenses of the building vs with the library, the township would be paying for all of it. Natasha stressed that it should be left up to the residents. Ellen Gndt stated that if the County doesn't want the space we should rent it out. Ellen Gndt and Natasha Leap talked about the old building possibly being converted to a community center. Charles Keppler said he would work on a letter and bring it to the next meeting.
- Charles Keppler gave his opinion of a Facebook post made by one of the members of the Pocono Township Planning Commission as a racist post and mentioned him by name. Mr. VanFleet respectfully commented that the post was not in any way about race, but of two murderers' mug shots and that Charles Keppler is making it about race instead of what it actually was. Mr. Keppler then proceeded to question Jerrod Belvin about how many African Americans are employed by the township or serve on any of the boards. Kyle VanFleet advised Charles Keppler to get to know people prior to accusing them. He reminded Charles Keppler of the speed with which he is trying to change a

town he has only lived in for two years. Mr. Keppler continued pressing his accusations and the meeting became disrupted with the public and other members of the board along with the solicitor attempting to ask Mr. Keppler to stop. Natasha Leap asked that the following be put on the record: ***I would just like to make one comment and that I would like the minutes to reflect that I was not for talking about this and don't agree with it, for when you get sued.***

Ellen Gndt stated that due to the time and situation only items that need to be addressed on the agenda be handled. All members agreed. The balance of the agenda items not covered will be added to the next meetings agenda.

Jerrod Belvin quickly informed the board of the two large grants that the township received with in the past week. One mentioned previously by Representative Madden and another smaller one for water and sewer.

Natasha Leap made a motion, seconded by Ellen Gndt, to promote Mike Stettler Jr. from Part time to Full time with the DPW Staff. All in favor. Motion carried.

Natasha Leap made a motion, seconded by Matt Long, to accept the Co-Streams proposal for phase 1 in the amount of 18,740.00. All in favor. Motion carried.

Ellen Gndt made a motion, seconded by Mike Velardi, to table the award of the Roundabout Bid Winner through Penn Bid. All in favor. Motion carried.

- *Discussion:* Potential consequences/issues of using township email for non-township business and/or personal disparagement

Leo DeVito cautioned the board as he cautions all clients, to remember that as public officials, both your personal emails and potential discussions of township business and your township emails are subject to the right to know request. Just because you asked me for my opinion on something that does not protect that disclosure from the attorney client privilege. The attorney client privilege applies when asked for an opinion. So, I just would caution the new members and remind the existing members that we try not to talk in the vernacular. We try not to demean things because, again, litigation or even through a right to know request, those emails are all subjects, because they are public record. So, I caution all of us to be careful with the crafting of those events, and other matters.

**Adjournment – 11:43 P.M.**

# POCONO TOWNSHIP

## Monday January 19, 2026

### SUMMARY

**Ratify**

General Fund	\$	104,518.80
Payroll	\$	158,067.91
Sewer Operating	\$	6,501.31

**Bill List**

TOTAL General Fund	\$	419,139.48
TOTAL Sewer OPERATING Fund	\$	26,514.96
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>714,742.46</b>

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# POCONO TOWNSHIP CHECK LISTING Monday January 19, 2026

**General Fund**

Date	TYPE	Vendor	Memo	Amount
01/06/2026	TRANSFER ADP		PAYROLL 12/22/25 - 1/4/26	\$ 158,067.91
			<b>TOTAL PAYROLL</b>	<b>\$ 158,067.91</b>

**General Expenditures**

Date	Check	Vendor	Memo	Amount
01/06/2026	3502	Engle-Hambright & Davies, Inc.	1/1/26-1/1/27 Pollution Liability	18,144.75
01/06/2026	3503	Engle-Hambright & Davies, Inc.	2026 Insurance Policies	84,811.00
01/06/2026	3504	PENTELEDATA	TWP Dr & Old Mill Rd Internet	395.01
01/06/2026	3505	PENTELEDATA	Police & Heritage Ctr Internet	846.13
01/08/2026	3506	Blue Ridge Communications	Phones	321.91
			<b>TOTAL General Fund Bills</b>	<b>\$ 104,518.80</b>

**Sewer Operating Fund**

Date	Check	Vendor	Memo	Amount
01/06/2026	1560	Engle-Hambright & Davies, Inc.	2026 Pollution Liability	6,048.25
01/06/2026	1561	PENTELEDATA	Pump Stations Internet	321.14
01/08/2026	1562	BLUE RIDGE COMMUNICATIONS	Phone	131.92
			<b>TOTAL Sewer Operating Fund</b>	<b>\$ 6,501.31</b>

TOTAL General Fund  
TOTAL Sewer Operating

\$ 104,518.80

\$ 6,501.31

TOTAL

\$ 111,020.11

Authorized by:  
Transferred by:

# POCONO TOWNSHIP CHECK LISTING

## Monday January 19, 2026

**General Fund**

Date	Check	Vendor	Memo	Amount
01/13/2026	3507	ADP, INC	ADP Time & Attendance	1,294.84
01/13/2026	3508	AFLAC	Supp Ins	349.56
01/13/2026	3509	ARGS Technology, LLC	Dec 2025 Remote IT Services	2,273.50
01/13/2026	3510	ARGS Technology, LLC	Dec 2025 Police IT Services	4,068.75
01/13/2026	3511	Auto Parts of Tannersville, Inc.	Supplies PW	715.25
01/13/2026	3512	Brodhead Creek Regional Authority	Yearly Hydrant Fee	266.00
01/13/2026	3513	Brodhead Creek Regional Authority	Sewer	250.25
01/13/2026	3514	Broughat & DeVito, L.L.P.	Legal	8,529.73
01/13/2026	3515	ClearGov, Inc.	ClearGov Digital Budget Book Renewal	5,500.00
01/13/2026	3516	Cyphers Truck Parts	Truck Supplies	338.08
01/13/2026	3517	Donna Kenderdine Reporting	Volare Liquor License Appearance	200.00
01/13/2026	3518	Furino Mech Contracting & Furino Fuels	Old Mill Rd Plumbing Service	290.00
01/13/2026	3519	Grant Success Lab	Jan 2026 Monthly Retainer for Grant Services	4,100.00
01/13/2026	3520	H. M. Beers, Inc.	Dec 2025 SEO Services	11,050.00
01/13/2026	3521	HUNTER KEYSTONE PETERBILT, L.P.	Truck Supplies	966.03
01/13/2026	3522	Iannazzo, Marc	1/3/26 Uniform Reimb	418.83
01/13/2026	3523	Jan-Pro of NEPA	Cleaning	2,520.12
01/13/2026	3524	JOHN MANUEL	2025 Uniform Reimb	428.38
01/13/2026	3525	Kimball Midwest	Shrink Tubing; Washers; Butt Conns	207.45
01/13/2026	3526	Locust Ridge Quarry	Anti-Skid Type AS2 128.36 Ins	1,829.13
01/13/2026	3527	Lowe's	Bldg & Park Supplies	197.94
01/13/2026	3528	Monroe County Control Center	Q1 2026 Dispatch Fees	32,967.08
01/13/2026	3529	MRM Property & Liability Trust	2026 Commercial Insurance Package Renewal	92,670.00
01/13/2026	3530	MRM Workers' Compensation Pooled Trust	Install 5 of 12	19,249.31
01/13/2026	3531	MRM Workers' Compensation Pooled Trust	Audit Premium for 2024-25 Payrolls	15,278.00
01/13/2026	3532	Nationwide - 457	457 Plan	5,550.99
01/13/2026	3533	NEPA Business Technologies LLC	Jan 2026 Phone Support	98.00
01/13/2026	3534	PA Chiefs of Police Association	2026 Annual Mobile ID Fingerprint Device	1,050.00
01/13/2026	3535	PMHC	Jan 2026 Medical	81,164.45
01/13/2026	3536	PMHC	Feb 2026 Medical	81,164.45
01/13/2026	3537	Pocono Record	Notices	561.25
01/13/2026	3538	Portland Contractors, Inc.	Dec 2025 Certified Op & Process Directions	350.00
01/13/2026	3539	PPL Electric Utilities	Kenny's Way Cottage	95.78
01/13/2026	3540	PPL Electric Utilities	Winding Creek Rd Area Light	15.19
01/13/2026	3541	PPL Electric Utilities	Alger Ave Area Light	15.40
01/13/2026	3542	PPL Electric Utilities	TWP Sullivan Tr & Rt 715 Traffic Light	51.73
01/13/2026	3543	PPL Electric Utilities	Brookdale Rd Traffic Signal	73.47
01/13/2026	3544	PSATS	LED Street Lights	1,241.58
01/13/2026	3545	PSATS	CDL Membership Fee	100.00
01/13/2026	3546	Signal Service, Inc.	Associate Memb 1/1/26-12/31/26	1,000.00
01/13/2026	3548	Silvi Cement / Slag / Salt	12/11/25 Add'l Prevent Maint Work	364.00
01/13/2026	3549	Staples	Salt Bulk Rollup Untreated 175.31 trs	24,263.63
01/13/2026	3550	State Workers' Insurance Fund	Police Dept Office Supplies	84.33
01/13/2026	3551	Suburban Propane	Install 1 of 10 2026	2,343.00
01/13/2026	3552	Teamster Local 773 - Non-Uniform	PW Heating	1,377.43
			Jan 2026 Union Dues	947.00

01/13/2026 3553	Teamster Local 773 - Police	Jan 2026 Union Dues	1,826.00
01/13/2026 3554	Tulpehocken Mountain Spring Water Inc	MVP Jan 2026 Rental	14.00
01/13/2026 3555	UNFIRST Corporation	TWP Mat Cleaning	49.16
01/13/2026 3556	Weldon Tire	PW Tires	2,116.10
01/13/2026 3557	Wilson Products Compressed Gas Co.	Cylinder Rentals	17.00
01/13/2026 3558	Wittel, Jason	Tax Collector Window Lettering/Numbers	125.00
01/13/2026 3559	World Fuel Services, Inc.	Unleaded and Biodiesel	6,260.41
01/13/2026 3560	Zindle Construction LLC	Replace Old Outside GFCI and Covers	712.00
01/13/2026 3561	Zoom Video Communications, Inc.	2026 Subscription	159.90
<b>TOTAL GENERAL FUND</b>			<b>\$419,139.48</b>

**Sewer Operating Fund**

Date	Check	Vendor	Memo	Amount
01/13/2026 1563	ARGS Technology, LLC	Dec 2025 IT Services UDMs for 3 Pump Stations	750.00	
01/13/2026 1564	Auto Parts of Tannersville, Inc.	Oil & Oil Filter for Pat's Truck	50.63	
01/13/2026 1565	BRODHEAD CREEK REGIONAL AUTHORITY	Jan 2026 PA One Call	1,500.00	
01/13/2026 1566	BROUGHAL & DEVITO, L.L.P.	Legal Sewer Matters	82.50	
01/13/2026 1567	CoStream	Pump Station 5 SCADA Service/Instal	8,170.00	
01/13/2026 1569	Evoqua Water Technologies LLC	PS 5 Biokids 12/19/25 Delivery	6,207.81	
01/13/2026 1570	PA One Call System, Inc	Sewer Mapping	43.89	
01/13/2026 1571	SUBURBAN TESTING LABS	Monthly NPDES	627.00	
01/13/2026 1572	EEMA O&M Services Group, Inc.	Dec & Jan Expenses	9,083.13	
<b>TOTAL Sewer Operating Fund</b>			<b>\$26,514.96</b>	

General Fund  
Sewer Operating  
**TOTAL**

\$ 419,139.48  
\$ 26,514.96  
\$ 445,654.44

Authorized by:  
Transferred by:

FINAL BUDGET ADJUSTMENTS REQUEST 2025

Monday January 19, 2026

GENERAL FUND	FROM	Amount	TO	Amount	Explanation
		\$ 198.00	400.260 · Minor Equipment	\$ 198.00	Line needs to be increased to cover deficit
		\$ 926.40	402.110 · Fin Admin Salaries & Wages	\$ 926.40	Line needs to be increased to cover deficit
		\$ 64.36	402.192 · Fin Admin SSI Taxes	\$ 64.36	Line needs to be increased to cover deficit
		\$ 287.55	402.310 · Fin Admin Professional Svcs	\$ 287.55	Line needs to be increased to cover deficit
		\$ 1,060.40	404.310 · Township Solicitor	\$ 1,060.40	Line needs to be increased to cover deficit
		\$ 2,836.16	405.110 · Secretary Salaries & Wages	\$ 2,836.16	Line needs to be increased to cover deficit
		\$ 1,046.95	405.120 · Secretary OT	\$ 1,046.95	Line needs to be increased to cover deficit
		\$ 474.31	405.192 · Secretary SSI Taxes	\$ 474.31	Line needs to be increased to cover deficit
		\$ 793.67	405.198 · Secretary Non-Uni Pension Plan	\$ 793.67	Line needs to be increased to cover deficit
		\$ 278.06	405.460 · Secretary Meetings & Training	\$ 278.06	Line needs to be increased to cover deficit
		\$ 722.59	406.220 · Gen Govt Operation Supplies	\$ 722.59	Line needs to be increased to cover deficit
		\$ 19,730.12	406.310 · Gen Govt Professional Svcs	\$ 19,730.12	Line needs to be increased to cover deficit
		\$ 1,487.95	407.450 · Contracted Services	\$ 1,487.95	Line needs to be increased to cover deficit
		\$ 4,826.27	407.451 · GEN GOV IT CONTRACTED SERVICES	\$ 4,826.27	Line needs to be increased to cover deficit
		\$ 5,750.12	408.310 · Township Engineer	\$ 5,750.12	Line needs to be increased to cover deficit
		\$ 3,639.54	409.360 · Building Utilities	\$ 3,639.54	Line needs to be increased to cover deficit
		\$ 38,734.01	410.130 · Police Salaries & Wages-Officer	\$ 38,734.01	Line needs to be increased to cover deficit
		\$ 64,540.17	410.185 · Sick & Vacation Buy Back	\$ 64,540.17	Line needs to be increased to cover deficit
		\$ 5,289.90	410.192 · Police SSI Taxes	\$ 5,289.90	Line needs to be increased to cover deficit
		\$ 1,438.22	410.197 · Police Pension Plan	\$ 1,438.22	Line needs to be increased to cover deficit
		\$ 296.66	410.199 · Police Non-Uniform Pension	\$ 296.66	Line needs to be increased to cover deficit
		\$ 5,925.53	410.270 · Police IT	\$ 5,925.53	Line needs to be increased to cover deficit
		\$ 2,592.22	410.320 · Police Communications	\$ 2,592.22	Line needs to be increased to cover deficit
		\$ 65,877.38	413.310 · Prof Services-BC Officer	\$ 65,877.38	Line needs to be increased to cover deficit
		\$ 10,100.00	413.311 · Prof Services - SEO	\$ 10,100.00	Line needs to be increased to cover deficit
		\$ 3,341.90	414.310 · Planning & Zoning Prof Svcs	\$ 3,341.90	Line needs to be increased to cover deficit
		\$ 3,132.54	414.314 · Planning & Zoning Legal	\$ 3,132.54	Line needs to be increased to cover deficit
		\$ 653.84	430.110 · Public Works Salaries	\$ 653.84	Line needs to be increased to cover deficit
		\$ 10,457.77	430.120 · Public Works OT Wages	\$ 10,457.77	Line needs to be increased to cover deficit
		\$ 1,286.71	430.192 · Public Works SSI Taxes	\$ 1,286.71	Line needs to be increased to cover deficit
		\$ 369.96	430.232 · Public Works Diesel	\$ 369.96	Line needs to be increased to cover deficit
		\$ 1,376.12	430.376 · PW Equip. Maint. & Supp.	\$ 1,376.12	Line needs to be increased to cover deficit
		\$ 449.29	433.360 · Traffic Signals & Signs Utiliti	\$ 449.29	Line needs to be increased to cover deficit
		\$ 5,468.80	433.450 · Traffic Signals Contracted Svcs	\$ 5,468.80	Line needs to be increased to cover deficit
		\$ 16,079.81	438.220 · Road Maint Supplies	\$ 16,079.81	Line needs to be increased to cover deficit
		\$ 2,393.05	454.110 · Park Salary & Wage	\$ 2,393.05	Line needs to be increased to cover deficit
		\$ 115.22	454.220 · Park Operating Supplies	\$ 115.22	Line needs to be increased to cover deficit
		\$ 2,159.52	454.231 · Park Vehicle Fuel	\$ 2,159.52	Line needs to be increased to cover deficit
		\$ 183.09	454.320 · Park Communications	\$ 183.09	Line needs to be increased to cover deficit
		\$ 2,092.00	454.360 · Park Utilities	\$ 2,092.00	Line needs to be increased to cover deficit
		\$ 2,277.82	454.450 · Park Contracted Services	\$ 2,277.82	Line needs to be increased to cover deficit
		\$ 992.94	454.451 · Park Vehicle Maintenance	\$ 992.94	Line needs to be increased to cover deficit
		\$ 291,746.92		\$ 291,746.92	
<b>TOTAL ADJUSTMENTS</b>					
<b>CAPITAL RESERVE</b>		<b>Amount</b>	<b>TO</b>	<b>Amount</b>	<b>Explanation</b>
454,000 · PARK CAPITAL COMPREHENSIVE		\$ 89,727.00	2025 VEHICLE + UPPFIT	\$ 89,727.00	Line needs to be increased to meet expenses for the remainder of the year
<b>GENERAL FUND</b>					
<b>FROM</b>		<b>ORIGINAL BUDGET</b>	<b>Increase/(Decrease)</b>	<b>ADJUSTED BUDGET</b>	<b>Explanation</b>
387,100 CONTRIBUTIONS AND DONATIONS		\$ 61,460.00	\$ 2,183.89	\$ 63,643.89	No effect on fund balance. Revenue offsets expenditure.
457,450 COMMUNITY EVENTS		\$ 73,450.00	\$ 2,183.89	\$ 75,633.89	No effect on fund balance. Revenue offsets expenditure.

471,100 · New Twp Complex Principal

**Monroe County Council of Government**  
**Treasurer's Report November 1- December 31, 2025**

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Beginning Cash Balance:				<u>\$ 17,088.78</u>
<u>Receivables:</u>				
Deposit	Interest Income	\$ 0.81		
Deposit	Interest Income	\$ 0.48		
Deposit	Interest Income	\$ 0.74		
		\$ 2.03		<u>\$ 17,090.81</u>
<u>Checks Cleared:</u>				
Ck# 670	Gannett- Advertising	\$ 51.48		
Ck# 667	Monroe County Ambulance Association	\$ 500.00		
Ck# 671	Grim Biehn and Thatcher	\$ 155.00		
		\$ 706.48		
Ending Account Balance:				<u><u>\$ 16,384.33</u></u>

**General Fund**  
**Profit & Loss**  
 January 1 - 15, 2026

	<u>Jan 1 - 15, 26</u>
Income	
Building Permits	
362.410 · Building Permits	7,966.00
Total Building Permits	<u>7,966.00</u>
Charges for Services	
362.110 · Sale of Police Reports	65.00
362.300 · Zoning Permits	1,619.70
362.440 · Sewer System Permits	1,825.00
362.495 · UCC Fees	76.50
Total Charges for Services	<u>3,586.20</u>
367.140 · Pavilion Rental Fees	400.00
367.200 · Recreation Prog. Services	20.00
Other Operating Revenue	
387.100 · Contributions and Donations	3,050.00
Total Other Operating Revenue	<u>3,050.00</u>
Other Financing Sources	
391.100 · Sale of Surplus Property	287.00
395.001 · EE Portion Health Ins.	3,167.33
Total Other Financing Sources	<u>3,454.33</u>
Total Income	<u>18,476.53</u>
Gross Profit	<u>18,476.53</u>
Expense	
General Government	
400.420 · Dues, Subscriptions & Membershi	650.00
401.110 · Admin Salaries & Wages	5,600.00
401.192 · Admin SSI Taxes	419.89
401.196 · Admin Health Insurance	5,562.92
401.460 · Admin Meetings & Training	817.98
402.110 · Fin Admin Salaries & Wages	3,120.00
402.192 · Fin Admin SSI Taxes	235.13
402.196 · Fin Admin Health Insurance	2,323.38
402.310 · Fin Admin Professional Svcs	15,278.00
403.110 · Tax Collection Salaries & Wages	384.62
403.192 · Tax Collection SSI Taxes	29.42
405.110 · Secretary Salaries & Wages	6,960.80
405.120 · Secretary OT	31.51
405.179 · Secretary Longevity	800.00
405.192 · Secretary SSI Taxes	580.49
405.196 · Secretary Health Insurance	10,209.68
406.220 · Gen Govt Operation Supplies	175.39
406.310 · Gen Govt Professional Svcs	450.00
406.320 · Gen Govt Communications	186.96
406.384 · Gen Govt Equipment Leases	207.00
407.421 · Gen Gov. SAS Subscriptions	6,973.82
407.450 · Contracted Services	5,394.84

**General Fund  
Profit & Loss**  
January 1 - 15, 2026

	<u>Jan 1 - 15, 26</u>
409.360 · Building Utilities	432.38
409.374 · New Bld. Cntrct. Janitor Serv.	1,300.00
409.450 · Building Contracted Services	98.32
Total General Government	<u>68,222.53</u>
Public Safety	
410.120 · Police Salaries & Wages-Admin	4,730.77
410.130 · Police Salaries & Wages-Officer	77,925.78
410.140 · Police Salaries & Wages-Civilia	4,852.80
410.179 · Police Longevity Pay	5,349.34
410.180 · Police Overtime Wages	5,784.14
410.191 · Uniform Allowance	1,931.57
410.192 · Police SSI Taxes	7,562.34
410.196 · Police Health Insurance	85,629.88
410.200 · Police 457 Contribution	462.00
410.220 · Police Operating Supplies	100.89
410.320 · Police Communications	232.95
410.373 · Police Maint & Repair Bldg	689.64
410.384 · POLICE EQUIPMENT LEASES	207.00
410.421 · POLICE SaaS SUBSCRIPTIONS	22,331.71
410.450 · Police Contracted Services	34,017.08
414.310 · Planning & Zoning Prof Svcs	200.00
414.421 · Planning & Zoning SaaS subs.	342.00
Total Public Safety	<u>252,349.89</u>
PW-Hwys, Roads & Streets	
430.110 · Public Works Salaries	33,419.48
430.120 · Public Works OT Wages	8,063.10
430.179 · PW Longevity	700.00
430.192 · Public Works SSI Taxes	3,146.86
430.196 · Public Works Health Insurance	55,416.65
430.310 · Public Works Professional Svcs	100.00
430.373 · Public Works Maint & Rep Bldg	344.82
430.376 · PW Equip. Maint. & Supp.	1,435.77
430.384 · Public Works Equip Rental	207.00
430.421 · PW SaaS SUBSCRIPTIONS	342.00
432.220 · Snow & Ice Rem Oper Supplies	9,931.18
Total PW-Hwys, Roads & Streets	<u>113,106.86</u>
Culture and Recreation	
454.110 · Park Salary & Wage	1,639.04
454.192 · Park SSI	148.22
454.196 · Park Health Insurance	5,562.92
454.220 · Park Operating Supplies	97.97
454.360 · Park Utilities	83.87
454.450 · Park Contracted Services	2,062.53
457.450 · Community Events	7.98
Total Culture and Recreation	<u>9,602.53</u>

**General Fund**  
**Profit & Loss**  
January 1 - 15, 2026

	<u>Jan 1 - 15, 26</u>
Benefits and Withholding	
483.195 · Employer Pd Worker's Comp	<u>10,153.00</u>
Total Benefits and Withholding	<u>10,153.00</u>
Insurance	
486.350 · Property & Liability Insurance	<u>195,625.75</u>
Total Insurance	<u>195,625.75</u>
Total Expense	<u>649,060.56</u>
Net Income	<u><u>-630,584.03</u></u>

**Sewer\_Operating\_Fund**  
**Profit & Loss**  
January 1 - 15, 2026

	<u>Jan 1 - 15, 26</u>
Income	
364.130 · Reserve Capacity Fee	1,548.72
Total Income	<u>1,548.72</u>
Gross Profit	<u>1,548.72</u>
Expense	
429.100 · Utilities	
429.106 · Blue Ridge Communications	131.92
Total 429.100 · Utilities	<u>131.92</u>
429.300 · Professional Services	
429.405 · O & M	7,253.13
429.300 · Professional Services - Other	9,670.00
Total 429.300 · Professional Services	<u>16,923.13</u>
486.352 · Insurance Expense (Liability)	6,048.25
Total Expense	<u>23,103.30</u>
Net Income	<u><u>-21,554.58</u></u>

**General Fund**  
**Balance Sheet**  
As of January 15, 2026

Jan 15, 26

**ASSETS**

Current Assets

Checking/Savings

100.000 · General Fund Cash X2167	9,266.90
100.001 · Petty Cash	189.25
100.002 · ESSA Payroll account 0758	38,120.39
100.003 · KOLLAR COMMITTED	5,470.51
100.004 · ESSA GENERAL FUND DISB X0766	15,738.92
100.005 · 1NORTHERN BANK GF DISB	-395,897.74
100.006 · PLGIT GENERAL FUND	8,992,713.18
100.007 · PLGIT OPEN SPACE	199,496.73
100.108 · PLGIT P-CARD PAYMENT ACCOUNT	328.59
100.109 · Police Petty Cash	100.00

Total Checking/Savings 8,865,526.73

Other Current Assets

130.100 · Due from Sewer Operating	421.40
140.300 · Taxes Receivable	42,031.75
142.100 · Delinquent Taxes Receivable	5,750.09
145.100 · Accounts Receivable Adjustments	44,216.98

Total Other Current Assets 92,420.22

Total Current Assets 8,957,946.95

Other Assets

155.420 · Prepaid Dues 545.50

Total Other Assets 545.50

**TOTAL ASSETS** 8,958,492.45

**LIABILITIES & EQUITY**

Liabilities

Current Liabilities

Accounts Payable

200.000 · General Fund A/P 19,808.82

Total Accounts Payable 19,808.82

Other Current Liabilities

200.100 · Accounts Payable Adjustments	2,617.11
215.200 · POLICE PENSION US BANK	4,318.39
218.100 · Non Uniform Union Dues	-26.50
218.200 · Dues - Police Union	-601.00
222.000 · Aflac Supplemental Insurance	-404.47
222.001 · ALLSTATE SUPPLEMENTAL	673.16
252.000 · DEFERRED REVENUE	250.00
279.003 · KOLLAR RESTRICTED LIAB	5,319.27

Total Other Current Liabilities 12,145.96

Total Current Liabilities 31,954.78

Total Liabilities 31,954.78

**General Fund**  
**Balance Sheet**  
As of January 15, 2026

	<u>Jan 15, 26</u>
Equity	
279.000 · Fund Balance	8,946,328.52
279.001 · Committed Open Spaces	67,066.21
279.002 · COMMITTED NEW BUILDING	535,000.00
279.999 · Prior period adjustment	10,116.97
Net Income	-631,974.03
Total Equity	<u>8,926,537.67</u>
TOTAL LIABILITIES & EQUITY	<u><u>8,958,492.45</u></u>

Operating\_Reserve\_Fund  
Balance Sheet  
As of January 15, 2026

Jan 15, 26

ASSETS

Current Assets

Checking/Savings

100.001 · ESSA Capital Reserve Account	9,496.16
100.006 · PLGIT CAPITAL RESERVE	575,633.86
100.103 · MC CONS. DIST. GRANT LOW VOLUME	854.38
100.105 · WAYNE LOAN PROCEEDS 20242	1,176.99

Total Checking/Savings

587,161.39

Total Current Assets

587,161.39

TOTAL ASSETS

587,161.39

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable	9,822.25
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Total Accounts Payable

9,822.25

Other Current Liabilities

252.001 · UNEARNED GRANT REVENUE	500,000.00
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Total Other Current Liabilities

500,000.00

Total Current Liabilities

509,822.25

Total Liabilities

509,822.25

Equity

279.000 · Fund Balance

COMMITTED FUND BALANCE	397,338.42
------------------------	------------

Total 279.000 · Fund Balance

397,338.42

299.000 · Retained Earnings

-319,999.28

Total Equity

77,339.14

TOTAL LIABILITIES & EQUITY

587,161.39

Sewer\_Operating\_Fund  
**Balance Sheet**  
As of January 15, 2026

Jan 15, 26

ASSETS

Current Assets

Checking/Savings

100.005 · 1NORTHERN BANK 95,575.26

100.006 · PLGIT SEWER OPERATIONS 4,494,449.98

Total Checking/Savings 4,590,025.24

Other Current Assets

120.100 · A/R Sewer Usage Charges 202,561.97

Total Other Current Assets 202,561.97

Total Current Assets 4,792,587.21

TOTAL ASSETS 4,792,587.21

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable 16,470.96

Total Accounts Payable 16,470.96

Total Current Liabilities 16,470.96

Total Liabilities 16,470.96

Equity

299.000 · Fund Balance 4,797,670.83

Net Income -21,554.58

Total Equity 4,776,116.25

TOTAL LIABILITIES & EQUITY 4,792,587.21

**Sewer\_Construction\_Fund**  
**Balance Sheet**

As of January 15, 2026

Jan 15, 26

ASSETS

Current Assets

Checking/Savings

100.109 · FKB MM 2021 417,579.73

100.116 · 1NORTHERN BANK C 7,659.66

100.117 · PLGIT SEWER CONS\* 2,982,433.96

Total Checking/Savings 3,407,673.35

Total Current Assets 3,407,673.35

TOTAL ASSETS 3,407,673.35

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable 32,957.96

Total Accounts Payable 32,957.96

Total Current Liabilities 32,957.96

Total Liabilities 32,957.96

Equity

299.000 · Fund Balance 3,374,715.39

Total Equity 3,374,715.39

TOTAL LIABILITIES & EQUITY 3,407,673.35

Liquid\_Fuels\_Fund  
**Balance Sheet**  
As of January 15, 2026

	<u>Jan 15, 26</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
100.001 · PLGIT LIQUID FUELS	28,758.92
Total Checking/Savings	<u>28,758.92</u>
Total Current Assets	<u>28,758.92</u>
<b>TOTAL ASSETS</b>	<u><u>28,758.92</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	2,306.81
Total Accounts Payable	<u>2,306.81</u>
Total Current Liabilities	<u>2,306.81</u>
Total Liabilities	2,306.81
Equity	
299.000 · Fund Balance	26,452.11
Total Equity	<u>26,452.11</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>28,758.92</u></u>

**ARP FUND**  
**Balance Sheet**  
As of January 15, 2026

Jan 15, 26

ASSETS

Current Assets

Checking/Savings

100.002 · PLGIT ARPA 72,490.60

Total Checking/Savings 72,490.60

Total Current Assets 72,490.60

TOTAL ASSETS 72,490.60

LIABILITIES & EQUITY

Equity

32000 · Retained Earnings 72,490.60

Total Equity 72,490.60

TOTAL LIABILITIES & EQUITY 72,490.60

**POCONO TOWNSHIP BOARD OF COMMISSIONERS MEETING DECORUM  
POLICY**

In an effort to create and maintain civility, order and professionalism at its Board of Commissioners meetings, the Pocono Township Board of Commissioners hereby adopts the following Rules of Decorum and Order. These Rules of Decorum are intended to ensure the orderly conduct of public meetings and are not intended to restrict lawful expression protected by the First Amendment to the United States Constitution or the Pennsylvania Sunshine Act. These Rules shall be applied in a content-neutral and viewpoint-neutral manner:

**I. Authority of the President**

- A. The President, or Vice President in the absence of the President, shall maintain order and decorum at the meetings of the Board of Commissioners.
- B. If necessary, the President may:
  - 1. Rule speakers (whether they be residents or Commissioners) out of order. Upon doing so, the speaker shall stop speaking or making any attempt to disrupt the meeting.
  - 2. Interrupt and stop disruptive conduct that materially interferes with the orderly conduct of the meeting
  - 3. Call for a vote of the Board to recess or adjourn the meeting.
  - 4. Request removal of individuals who refuse to comply with the directives of the President. Such directives shall be lawful, content-neutral, and related to the orderly conduct of the meeting.

Failure to comply with the President's directions shall constitute a breach of Decorum Policy.

## **II. Prohibited Conduct**

The following conduct, together with any form of disruptive conduct, is prohibited at Township meetings:

- A. Personal attacks, harassment or intimidation.
- B. Shouting, interrupting a recognized speaker or refusal to yield the floor when directed by the President to do so.
- C. Accusations attacking the personal character of any individual, including but not limited to, accusations of illegal activity, unethical activity, racist behavior or discriminatory conduct against any named individual unless the matter is properly noticed on the agenda and concerns official Township business which has previously been authorized by the Board of Commissioners to be investigated. Accusations or allegations presented in a disruptive, harassing, or defamatory manner that are unrelated to Township business or that materially disrupt the orderly conduct of the meeting. Nothing in this subsection shall be construed to prohibit public comment regarding matters of public concern or criticism of Township actions, policies, or officials, provided such comments are delivered in an orderly manner.
- D. Any form of disorderly conduct that prevents transaction of Township business.

## **III. Authority to Require Removal from a Public Meeting**

A. The President shall have the authority to order and direct the removal of any person, including Commissioners, violating this Policy. Except in cases involving immediate threats to safety or order, removal shall occur only after a warning has been issued and disregarded. Upon removal, the Board of Commissioners shall have the right to request that the person so removed be charged with the appropriate criminal charges and the

prohibited conduct be referred to law enforcement for evaluation of whether the conduct constitutes a violation of the Pennsylvania Crimes Code. Any removal of a Commissioner under this section shall be limited to removal from the meeting for the remainder of the session and shall not constitute removal from office.

B. In the event that the President, or Vice President, conducting this meeting shall violate this Policy, the Board of Commissioners upon motion and majority vote may require that the President, or Vice President, be removed and relieved of presiding authority for the remainder of the meeting, at which time the gavel shall pass to the next ranking officer or a Commissioner designated by majority vote.

#### **IV. Applicability of this Policy**

These Rules of Decorum shall apply to Commissioners, appointed Board members, Township staff and employees and members of the public while acting within the context of a public meeting.

#### **V. Adoption and Effect**

These Rules shall take effect immediately upon adoption and shall be read into the record at the beginning of each Township meeting, summarized by the presiding officer at the beginning of each Township meeting, and posted prominently in the Township Municipal Building

#### **VI. Point of Order and Appeal**

Any Commissioner may raise a point of order regarding the application of this Policy. The presiding officer shall rule on the point of order, subject to appeal to the Board of Commissioners by majority vote.

# MEETING DECORUM POLICY

## **Township Meeting Rules of Decorum and Order**

### **Purpose**

These rules are adopted to ensure orderly, efficient, and respectful conduct of Township meetings and to protect the rights of elected officials, staff, volunteers, and the public.

### **Authority**

All Township meetings are conducted as limited public forums. The Township may regulate the time, place, and manner of speech to maintain order and conduct official business.

#### **A. Authority of the Chair**

1. The Chair shall maintain order and decorum.

The Chair may:

- Rule speakers out of order
- Interrupt and stop disruptive conduct
- Recess or adjourn the meeting
- Request removal of individuals who refuse to comply

Failure to comply with the Chair's rulings constitutes a breach of decorum.

**E. Adoption and Effect**

These rules shall take effect immediately upon adoption and shall be read into the record at the beginning of each Township meeting or posted prominently.

## **PUBLIC MEETING NOTICE – DECORUM REQUIRED**

This is a public meeting of Pocono Township.

All attendees must comply with the Chair's rules of decorum.

- Personal attacks, threats, or intimidating language are prohibited
- Disruptive behavior will result in removal from the meeting
- Speaking time limits will be enforced equally
- Failure to comply with lawful instructions of the Chair may result in removal

Police presence is routine to ensure public safety and orderly conduct of the meeting.

**By entering, you acknowledge and agree to these rules.**

## **PUBLIC COMMENT RULES**

- Address remarks to the Chair
- State your name for the record
- Time limit: 3 minutes non-agenda items -1-minute on agenda items as they arise
- Township business only
- No personal accusations or inflammatory language

**Failure to comply will result in loss of speaking time.**

**POCONO TOWNSHIP  
MONROE COUNTY, PENNSYLVANIA**

**ORDINANCE NO. 2026 -**

**AN ORDINANCE OF THE TOWNSHIP OF POCONO, MONROE COUNTY,  
PENNSYLVANIA, AMENDING THE CODE OF  
ORDINANCES OF POCONO TOWNSHIP, CHAPTER 470, ZONING AND REPEALING  
ALL ORDINANCES AND PARTS OF ORDINANCES INCONSISTENT HEREWITH.**

*WHEREAS*, the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania, under the powers vested in them by the "First Class Township Code" of Pennsylvania, as well as the laws of the Commonwealth of Pennsylvania, do enact and hereby ordain the following amendment to the Code of Ordinances of Pocono Township.

**NOW THEREFORE, BE IT ORDAINED AND ENACTED** by the Board of Commissioners of the Township of Pocono, Monroe County, Pennsylvania, as follows:

**SECTION I.** Chapter 470 *Zoning*; Article II *Terminology*; § 470-8 *Definitions* is amended by adding the following:

**"FOWL**

A bird of the order *Galliformes* that is kept for its eggs and flesh; a rooster or hen. Fowl are included in the definition of Animal, Domestic.

**RECREATION USE, PUBLIC/NON-PROFIT/NON-COMMERCIAL**

A recreational use which is operated by a municipal, governmental or non-Profit organization and is open to the public for the purpose of recreation, including but not limited to, municipal, state, or federal parks, state game lands, open space, nature preserves, wildlife preserves, and other similar recreational uses as determined by the Zoning Officer."

**SECTION II.** Chapter 470 *Zoning*; Article V *Supplementary Regulations*; § 470-53 *Customary Accessory uses* is deleted in its entirety and replaced as follows:

**"§ 470-53 Customary accessory uses.**

Includes uses customarily accessory to the principal use of a lot permitted in the district and essential services provided by public utilities. Accessory uses which are customarily subordinate to the principal use of a lot or a building located on the same lot and which serve a purpose customarily incidental to the use of the principal dwelling or lot shall be permitted in each district. Such uses include home gardening, but not the keeping of livestock, unless the livestock, are accessory uses to a permitted or nonconforming agricultural use, private garages or parking areas, signs, off-street parking and loading, temporary tract offices, unoccupied travel trailers and buildings and other uses customarily appurtenant to other permitted, special exception or conditional uses. Keeping of fowl shall be permitted as an accessory use to single-family detached dwellings. Domestic animals kept as pets shall be permitted when such animals

are owned by the occupants of the property in which they are kept and the animals are kept in accordance with public health, safety, welfare and nuisance regulations based upon the types of animals and the manner in which they are kept.”

**SECTION III.** Chapter 470 *Zoning; Article V Supplementary Regulations*; hereby amended by adding the following:

**“§ 470-88 Keeping of Fowl.**

A. Purposes

(1) To allow homeowners to responsibly keep fowl primarily for fresh eggs, in a regulated and controlled manner. To provide clear standards that residents can follow, improving compliance and neighborhood harmony.

B. Conditions and Requirements.

(1) The keeping of up to two fowl shall be permitted on lot with a minimum lot area of 10,000 square feet. One additional fowl may be kept for each additional lot area of 5,000 square feet. Fowl shall in all cases be confined to the property of the owner of the fowl.

(2) The keeping of roosters shall be permitted on a lot with a minimum lot area of 5 acres.

C. Sanitation and Nuisance Controls

(1) Property owners must maintain sanitary conditions and prevent noxious odors.

(2) Property owners must properly dispose of waste in accordance with an approved Manure Management Plan by the Pennsylvania Department of Environmental Protection in accord with the Commonwealth’s Clean Streams Law.

(3) Feed must be securely stored to prevent rodent infestations.”

**§ 470-89 Recreation Use, Public/Non-Profit/Non-Commercial.”**

**SECTION IV.** Chapter 470 *Zoning; Attachment I – Use Schedule* is hereby amended by adding the following:

“

Use	R-1	R-2	RD	C	I	CD	EP
Recreation Use, Public/Non-Profit/Non-Commercial	CU	CU	CU	CU	CU	CU	CU
Keeping of Fowl (as an accessory use to single-family, detached dwellings)	P	P	P	P	P	P	P

”

**SECTION V. REPEALER**

Any existing ordinances or parts of ordinances in conflict with this Ordinance, to the extent of such conflict and no further, are hereby repealed.

**SECTION VI. SEVERABILITY**

If any part, section, subsection, paragraph, subparagraph, sentence, phrase, clause, term, or word in this Ordinance is declared invalid, such invalidity shall not affect the validity or enforceability of the remaining portions of the Ordinance.

**SECTION VII. ENACTMENT**

This Ordinance shall be effective within five (5) days and shall remain in force until modified, amended or rescinded by Pocono Township, Monroe County, Pennsylvania.

**ENACTED AND ADOPTED** by the Board of Commissioners this \_\_\_\_ day of \_\_\_\_\_, 2026.

**ATTEST:**

**TOWNSHIP OF POCONO,  
MONROE COUNTY**

\_\_\_\_\_  
**JERROD BELVIN**  
*Township Manager*

\_\_\_\_\_  
**RICHARD WIELEBINSKI**  
*President, Board of Commissioners*

**POCONO TOWNSHIP  
MONROE COUNTY, PENNSYLVANIA**

**ORDINANCE NO. 2026 -**

**AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA AMENDING ORDINANCE NO. 110 THE POCONO TOWNSHIP ZONING ORDINANCE, CHAPTER 470 "ZONING", OF THE TOWNSHIP OF POCONO'S CODE OF ORDINANCES, AS AMENDED, TO AMEND THE OFFICIAL ZONING MAP TO RE-ZONE EIGHTEEN MONROE COUNTY TAX PARCELS FROM THE R-1 LOW-DENSITY RESIDENTIAL DISTRICT TO THE R-2 MEDIUM-DENSITY RESIDENTIAL DISTRICT AND REPEALING ALL ORDINANCES INCONSISTENT HERewith**

*WHEREAS*, Pocono Township's Code of Ordinances; Chapter 470 *Zoning* (the "Ordinance"), § 470-125 *Amendments* provides "The provisions of this chapter and boundaries of zoning districts as set forth on the Official Zoning Map may from time to time be amended or changed by the governing body of the municipality."; and

*WHEREAS*, Ordinance § 470-11 *Amendments* provides "If, in accordance with the provisions of this chapter and the Pennsylvania Municipalities Planning Code, as amended, changes are made in district boundaries or other matters portrayed on the Official Zoning Map, such changes shall be entered on the Official Zoning Map promptly after the amendment has been approved by the Township Commissioners."; and

*WHEREAS*, Monroe County Area Vocational Technical School ("Owner") is the owner of Monroe County Tax Parcel 12.9.1.28, comprising 56.85 acres of land housing the Monroe Career & Technical Institute's ("MCTI") campus (the "Campus") located in Pocono Township's R-2 Medium Density Residential Zoning ("R-2"); and

*WHEREAS*, Owner also owns eighteen (18) Monroe County Tax Parcels nearby and contiguous to the Campus (the "Parcels") which are located in Pocono Township's R-1 Low-Density Zoning District ("R-1"); and

*WHEREAS*, Owner has requested the governing body, the Board of Commissioners of the Township of Pocono, Monroe County Pennsylvania (the "BOC") rezone the Parcels from R-1 to R-2 for MCTI's use; and

*WHEREAS*, the governing body, the BOC seeks to enact a zoning map amendment to the Ordinance by rezoning the Parcels from R-1 to R-2; and

*WHEREAS*, the BOC finds that the proposed amendments to the Official Zoning Map will promote, protect and facilitate the public health, safety and welfare; and

6fc926fb0726\357a0e835a5828ab9890f8579733269258d75441031600806a3c001c70bfd925\MC  
TI Map Amendment 01.06.26.docx

**WHEREAS**, pursuant to § 609 of the Pennsylvania Municipalities Planning Code , 53 P.S. § 10609, the Township of Pocono Monroe, County, Pennsylvania (the “Township”) is authorized and empowered to enact amendments to the Ordinance after public hearing thereon pursuant to public notice and posting of the subject properties by the Township; and

**WHEREAS**, the BOC has conducted a public hearing pursuant to the public notice concerning the following the zoning map amendment to the Ordinance; and

**WHEREAS**, after public hearing pursuant to public notice, the BOC desires to ordain and enact the zoning map amendment to the Ordinance set forth hereinafter.

**NOW THEREFORE, BE IT ORDAINED AND ENACTED** by the Board of Commissioners of the Township of Pocono, Monroe County, Pennsylvania, as follows:

**SECTION I.** Chapter 470 *Zoning*; Article III *Zoning Map and Zoning Districts* is hereby amended by amending the existing Zoning Map, as revised, by adding the R-2 Medium-Density Residential District designation upon the following (18) Monroe County Tax Parcels: 12.9B.3.24; 12.9B.3.23; 12.9B.3.22; 12.9B.3.21; 12.9B.3.20; 12.9B.3.19; 12.9B.3.18; 12.9B.3.3; 12.9B.3.4;12.9B.3.5; 12.9B.3.6; 12.9B.3.7; 12.9B.3.8; 12.9B.3.17; 12.9B.3.16; 12.9B.3.15; 12.9B.3.14; and, 12.9B.3.13 as shown on the map attached hereto as **Exhibit “A”**, consisting of approximately eighteen and sixty-two hundredths (18.62) acres.

**SECTION II. REPEALER** Any existing ordinances or parts of ordinances in conflict with this Ordinance, to the extent of such conflict and no further, are hereby repealed.

**SECTION III. SEVERABILITY** If any part, section, subsection, paragraph, subparagraph, sentence, phrase, clause, term, or word in this Ordinance is declared invalid, such invalidity shall not affect the validity or enforceability of the remaining portions of the Ordinance.

**SECTION IV. ENACTMENT** This Ordinance shall be effective within five (5) days and shall remain in force until modified, amended or rescinded by Pocono Township, Monroe County, Pennsylvania.

**ENACTED AND ADOPTED** by the Board of Commissioners this \_\_\_\_ day of \_\_\_\_\_, 2026.

**ATTEST:**

**TOWNSHIP OF POCONO,  
MONROE COUNTY,  
PENNSYLVANIA**

---

**JERROD BELVIN**  
*Township Manager*

---

**ELLEN GNANDT**  
*President, Board of Commissioners*

# EXHIBIT “A”

DRAFT

Pocono Township Board of Commissioners  
205 Old Mill Rd  
Tannersville, PA 18372

01/20/26

Eastern Monroe Public Library Board of Trustees  
1002 North Ninth Street  
Stroudsburg, PA 18360

To the attention of the Eastern Monroe Public Library Board of Trustees:

The people of Pocono Township were gravely disappointed to learn of the closing of our library branch last summer after 30 years. It was a critical resource to seniors and families in our community as an open space for learning and socialization. As the newly reconstituted Pocono Township Board of Commissioners, we would like to extend a hand to the EMPL on behalf of our taxpayers to see if there is some agreement that could be reached to revive the Pocono Township Library.

Our new municipal building has unutilized space that we would like to see used for the benefit of our taxpayers. We would like to propose a joint venture with the EMPL to create a new library and community center in the space for the people of Pocono Township and Monroe County.

We would like to open up a conversation regarding what that venture would look like. The space we have in mind would require some minor renovations including the installation of ADA bathrooms, as well as the acquisition of furniture. It is our hope that EMPL would provide a librarian and books to furnish the library portion. We would ask that the librarian manage checking reservations in and out of the community center room(s).

Pocono Township is the heart of Monroe County and we would like to see our library and community center serve as a hub connecting community organizers throughout the Poconos. It is our hope that this vision will inspire local non-profits and community organizations to sponsor the venture.

If this is something the EMPL Trustees would consider, please reach out to our Township Manager Jerrod Belvin to schedule a meeting between our boards where we can discuss details.

On behalf of the 11k+ residents and library taxpayers in Pocono Township, we thank you for taking the time to consider this offer. It is our sincere hope that we can find a solution that shows what government can do when it works together.

Sincerely,  
The Pocono Township Board of Commissioners

January 14, 2026

Board of Commissioners of Pocono Township

The Civil Service Board of Pocono Township had been requested to proceed with the hiring of two patrol officers. The application process was fulfilled under the Lateral Transfer Rules. The recruitment and examination process were performed by Chief Jim Wagner and staff. On January 13, 2026, a presentation by Chief Wagner informed us that approximately 20 individuals applied. Approximately 3 were interviewed. They requested two individuals for our recommendation to submit their names for your consideration on hiring.

All five members of the Civil Service Commission voted to recommend Daniel J. Compagna and Dustin Rentschler to the Board of Commissioners of Pocono Township be considered for employment.

Thank you

A handwritten signature in black ink, appearing to read "Donald C Simpson". The signature is fluid and cursive, with a large initial "D" and "S".

Donald C Simpson

Secretary



December 2025

Dear Friends,

The coming of a new year is a time to reflect on how much the Monroe County Historical Association has grown. It is also the perfect time to look forward with excitement and anticipation as we renew our commitment to preserving our region's rich cultures and history. For this reason, on behalf of the Board of Directors, I am sending you this request for a year-end charitable contribution.

As we look to the future, YOUR Historical Association remains committed to preserving our past while expanding our facility and making our collections available to everyone. I feel even more hopeful about the possibilities the future will bring for our Monroe County community.

**After three long years of construction on the new Heritage Center addition to the Stroud Mansion Museum and Library, I am delighted to announce that the Monroe County Historical Association will reopen next Spring. Our target date is April 1, 2026.**

The Monroe County Historical Association paused public-facing operations in January 2025 to prepare for the move back into the Stroud Mansion. It took several weeks to move the museum, library, and office contents. It has taken even longer to unpack boxes, assemble furniture, clean the entire site, and prepare new exhibits. The staff and volunteers have been working tirelessly to get ready for next Spring's grand reopening. However, all of this "behind-the-scenes" effort has required that the building remain closed, and there has been very little incoming revenue. The lack of museum and walking tours, library research fees, gift shop sales, and decreased events has been challenging.

But I look forward to the new year. Our Annual Meeting in February will welcome an engaging presentation on Benjamin Franklin and the return of the Silent Auction. Speakers for the popular Third Thursday Lecture Series are on the calendar, the "Stars and Stitches Forever" Quilt Challenge will open, and we already have group tours scheduled for next summer. There is excitement in the air, and we can't wait to welcome you back!

As 2025 draws to a close, we can all be inspired by the progress and resilience of the Monroe County Historical Association and the hope we all have for a new year. Please be a caretaker of Monroe County's rich history and remarkable future by donating today. Thank you in advance for your steadfast support and for considering a meaningful contribution to our End of Year Appeal.

Sincerely,

Amy Leiser  
Executive Director

**Take a look at the reverse to see  
the staff and volunteers in action!**



**YOUR GOALS. OUR MISSION.**

December 10, 2025

Pocono Township Board of Commissioners  
205 Old Mill Road  
Tannersville, PA 18372

**SUBJECT: PROJECT AWARD RECOMMENDATION  
LEARN ROAD ROUNDABOUT PROJECT  
POCONO TOWNSHIP, MONROE COUNTY, PA  
PROJECT NO. POCO-00152**

Dear Commissioners:

**T&M Associates** has reviewed the bids received by Pocono Township via PennBid on Wednesday, December 10, 2025, for the Learn Road Roundabout Project. The following bids were received from nine (9) bidders.

1.	Northeast Site Contractors	\$ 393,277.25
2.	Ankiewicz Enterprises, Inc.	\$ 403,301.00
3.	Charlie Nansteel Tree & Excavation, LLC	\$ 406,889.34
4.	Kobalt Construction, Inc.	\$ 448,903.50
5.	H&K Group, Inc.	\$ 455,732.51
6.	Kruger Construction	\$ 515,363.00
7.	Gaver Industries, Inc. dba Barker & Barker	\$ 526,212.50
8.	Papillon & Moyer Excavating and Paving	\$ 568,389.52
9.	Multiscape, Inc.	\$ 596,394.00

Upon review of the bid tabulation and submitted documents it was determined that Northeast Site Contractors has met the minimum acceptable criteria for bid submission, as required by the Advertisement for Bids and all bids were checked for completeness, mathematical errors, and for accuracy.

A Bid Bond issued by a Surety licensed to conduct business in the Commonwealth of Pennsylvania in the amount of 10% of the total bid was submitted.



Based on the review of all bids and bid prices, we recommend that the Learn Road Roundabout Project be awarded to Northeast Site Contractors.

Please contact me if you have any questions or concerns.

Sincerely,

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

JST/meh

Enclosure

cc: Jerrod Belvin, Manager – Pocono Township  
Leo DeVito, Esquire – Township Solicitor  
Lisa Pereira, Esquire – Broughal & DeVito, LLP  
Amy R. Montgomery, P.E. – T&M Associates  
Melissa E. Hutchison, P.E. – T&M Associates

POCONO TOWNSHIP PLAN STATUS  
01/20/2026

Twp. Ref No.	T&M Proj. No.	LVL Proj. No.	Project Name (acceptance date)	Application Type	Prelim/Final	Latest Comment Letter	PC Recommend. Approval/Deny	BOC Approve/Deny	Approval Expiration (1 yr)	6 Mo. to Expiration	3 Mo. to Expiration	Recordation Date	Comments
<b>CONDITIONAL PRELIMINARY APPROVAL</b>													
1373	POCO-R0616	2130141R	CORE S-Warner Road Warehouse (Prelim. Plan) (4/26/21)	Commercial Land Dev1	Prelim	1/23/2025	Cond. Preliminary Approval 2/28/22	Cond. Preliminary Approval 3/7/22					
1368		2130146R	Stadden Group-Pocono Creek (9/27/21)(12/26/21)	Commercial Land Devt	Prelim	9/20/2023	Cond. Preliminary Approval 9/11/23	Cond. Preliminary Approval 9/18/23					
1381		2230174R	Westhall Villas (1/24/22)	Land Devt	Prelim/Final	9/7/2023	Cond. Preliminary Approval 9/11/23	Cond. Preliminary Approval 9/18/23					
1425	POCO-R0680	-	Brookdale Spa (9/9/24)	Land Devt	Preliminary	7/2/2025	Approval Rec. 6/9/25	Approval 7/7/25					
<b>PRD TENTATIVE PLAN APPROVAL</b>													
1388	POCO-R0690	2130154R	The Ridge PRD (Application Rec'd 10/23/23)	PRD	Tentative	Planning Rvw 1/17/23		Tentative Plan Approved 1/16/24					
<b>CONDITIONAL FINAL OR PRELIM/FINAL APPROVAL - NOT RECORDED</b>													
1331			Sanoff Pasteur Discovery Drive Turn Lane (10/24/16)	Commercial Land Devt	Prelim/Final	3/10/2017	Recommended for Approval 3/13/2017	Approved 4/3/2017	4/2/2018				
1334		1130264R	Sanoff Pasteur Discovery Drive Turn Widening (12/12/16)	Commercial Land Devt	Prelim/Final	5/5/2017	Recommended for Approval 5/8/2017	Approved 6/5/2017	5.5.2018				
1341		1730043R	SAPA Pocoson Hospitality	Land Devt	Prelim/Final	7/19/2022		Conditional Approval 12/18/17	Approval Extended to 4/1/25				
1313		1730051R	Running Lane Hotel Land Devt (8/14/17)	Commercial Land Devt	Rev.Prelim/Final	11/11/2025	Recommended for Approval 12/8/25	Approved 12/15/25	12/15/2026	6/15/2026	9/15/2026		
1360	POCO-R0740			Land Devt	Prelim/Final	9/16/2025	Recommended for Approval 6/9/25	Approved 9/15/25	9/15/2026	3/15/2026	6/15/2026		
1358	POCO-R0730	1630006R1	Tannersville Point Apartments (2023) (6/10/24)	Land Devt or Consolidation	Prelim/Final	11/7/2019	Recommended for Approval 12/9/2019	Approved 7/20/2020	7/20/2021				
1362		1930083R	Sanoff Pasteur Perimeter Protection Phase II (4/22/19)	Commercial Land Devt	Prelim/Final								
1369	POCO-R0617	2130150R	Cranberry Creek Apartments (7/25/22)	Land Devt	Prelim/Final	3/9/2026	Approval Rec. 10/14/25	Approved 11/3/25	11/3/2026	5/3/2026	8/3/2026		
1373	POCO-R0616	2130141R	CORE S-Warner Road Warehouse (Final Plan) (11/10/25)	Land Devt	Final	10/30/2025	Approval Rec. 11/10/25	Approved 11/17/25	11/17/2026	5/17/2026	8/17/2026		
1372A	POCO-R0621	-	Camp Lindenmere Dining Hall LD (6/9/25)	Land Devt	Prelim/Final	6/12/2025	Recommended for approval 6/23/25	Approved 7/7/25	7/7/2026	1/7/2026	4/7/2026		Phase A
1375A	POCO-R0624	-	Swiftwater Solar Amended LD (1/13/25)	Land Devt	Prelim/Final	2/19/2025	Recommended for approval 3/10/25	Approved 4/7/25	4/7/2026	10/7/2025	1/7/2026		Phase B
1375A	POCO-R0624	-	Swiftwater Solar Amended LD (1/13/25)	Land Devt	Prelim/Final	4/8/2025	Recommended for approval 4/14/25	Approved 4/21/25	4/21/2026	10/21/2025	1/21/2026		Phase C
1375A	POCO-R0624	-	Swiftwater Solar Amended LD (1/13/25)	Land Devt	Prelim/Final	2/4/2025	Recommended for approval 2/10/25	Approved 2/18/25	2/18/2026	6/18/2025	11/18/2025		Phase C
1375A	POCO-R0624	-	Swiftwater Solar Amended LD (1/13/25)	Land Devt	Prelim/Final	2/19/2025	Recommended for approval 3/10/25	Approved 4/7/25	4/7/2026	10/7/2025	1/7/2026		Phase D

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1383		2130157R	Sanofi Pasteur B-55 VDL2 Loading Dock Addition (8/9/21)	Commercial Land Dev't	Prelim/Final	11/16/2021	Conditional Approval 11/22/21	Conditional Approval 12/6/21	12/16/2022				
1388	POCO-R0690	2130154R	Phase 1 - The Ridge PRD (10/21/25)	PRD	Final	12/1/2025	N/A	12/15/2025	12/15/2026	6/15/2026	9/15/2026		
1392	N/A	2130169R	3101 Route 611 (Joe Ronco)	Minor Sub	Final	3/23/2022	Conditional Approval 4/11/2022	Conditional Approval 4/18/22	4/18/2023				
1398		2230178R	Grossi Major Subdivision (3/28/22)	Major Sub	Prelim/Final	7/10/2023	Conditional Approval 7/10/23	Conditional Approval 11/6/23	Approval Extended to 11/13/2026	5/3/2026	8/3/2026		Extension Received 11/3/25
1401	POCO-R0630	2330223R	611 Land Development - Dual Brand Hotel LD (4/8/24)	Land Dev't	Final	6/12/2025	Conditional Approval 3/10/25	Conditional Approval 6/16/25	6/16/2026	12/16/2025	3/16/2026		
1412	POCO-R0620	2330209R	GWL Employee Housing (4/10/23)	Land Dev't	Final	8/1/2023	Conditional Approval 7/10/23	Conditional Approval 8/21/23	8/21/2024	2/21/2024	5/21/2024		Project not moving forward per owner
1415	POCO-R0629	2230198R	Erle Development Wiawa (10/10/23)	Land Dev't	Prelim/Final	8/12/2025	Conditional Approval 4/8/24	Conditional Approval 5/6/24	Approval Extended to 5/6/2026	1/16/2025	2/6/2026		Extension Rec'd 6/16/25
1423	POCO-R0614	-	Brookstead Apartments (5/13/24)	Land Dev't	Prelim/Final	10/1/2024	Recommended for approval 1/13/25	Approved 2/18/25	2/18/2026	8/18/2025	11/18/2025		12 mo. Ext. requested 11/16/26
1425	POCO-R0680	-	Brookdale Spa (11/10/25)	Land Dev't	Final	12/4/2025	Recommended for Approval 12/8/25	Approved 12/15/25	12/15/2026	6/15/2026	9/15/2026		
1430	POCO-R0820	-	Sanofi Building 57 Addition (7/8/24)	Land Dev't	Prelim/Final	8/7/2024	Conditional Approval 8/12/24	Approved 9/16/24	9/16/2025	3/16/2025	6/16/2025		
1434	POCO-R0950	-	Gorski Lot Joinder	Lot Comb.	Final	11/22/2024	N/A	Approved 12/16/24	13/16/2025	6/16/2025	9/16/2025		
1437	POCO-R0990	-	MCTA Transit Facility Expansion (12/9/24)	Land Dev't	Prelim/Final	6/5/2025	Conditional Approval 6/9/25	Conditional Approval 7/7/25	7/7/2026	1/7/2026	4/7/2026		
1438	POCO-R1040	-	Trap Hotel Event Center (1/13/25)	Land Dev't	Prelim/Final	7/28/2025	Conditional Approval 5/1/25	Approved 6/2/25	6/2/2026	12/2/2025	3/2/2026		
1447	POCO-R1240	-	122 & 144 Paweda Hill (7/14/25)	Minor Sub./Consolid.	Final	8/13/2025	Approval 7/14/25	Approved 8/18/25	8/18/2026	2/18/2026	5/18/2026		
1449	POCO-R1290	-	Trapasso Route 611 Hotel - Rev. Final Plan (9/10/25)	Land Dev't	Final	11/10/2025	Approval Rec. 11/10/25	Approved 11/17/25	11/17/2026	5/17/2026	8/17/2026		

LAND DEVELOPMENT WAIVER APPROVAL

POCO-R0910	-		MTG Investment Properties (3199 Rte. 611)	Waiver		9/16/2024	PC Approval 10/15/24	Approved 10/21/24					
POCO-R0940	-		Sanofi B53 Exterior Freezer Replacement	Waiver		10/9/2024	PC Approval 10/15/24	Approved 10/21/24					
POCO-R1000	-		Swiftwater Inn/Trap Emf. Pool Equip. End.	Waiver		11/12/2024	PC Approval 11/1/24	Approved 11/18/24					

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<b>LAND DEVELOPMENT WAIVER DENIAL</b>													
			Mountain Villa Resort	Waiver		12/5/2024	PC Denial 12/9/24	Denied 12/16/24					
<b>RECORDED</b>													
1277	POCO-R0627	1330276B	Trapasso Hotel (1/24/22)	Land Devt	Prelim/Final	2/16/2022	Conditional Approval 3/14/22	Conditional Approval 3/21/22				9/20/22	
1287	POCO-R0613	2230194R	Spirit of Swiftwater Ph. II (9/11/23)	Land Devt	Revised Final	6/7/2024	Conditional Approval 5/13/24	Conditional Approval 7/15/24				9/26/2024	
1364		1930090R	Sanofi B-78 Seed Lab (6/10/19)	Commercial Land Devt	Prelim/Final	10/15/2019	Recommended for Approval 9/23/2019	BOC Approved 10/21/2019				9/27/23	
1370		2030105R	Sanofi Pasteur B-85 Solid Waste & Recycling Bldg (06/08/2020)	Industrial Land Devt	Prelim/Final	6/19/2020	Recommended for Approval 6/22/2020	BOC Approved 7/20/2020				2/23/2021	
1372	POCO-R0621	2030104R	Camp Lindemere	Land Devt	Prelim/Final	9/28/2021	Conditional Approval 7/26/21	Conditional Approval 10/18/21				5/16/24	
1374		1930089R	Northridge at Camelback Ph 11-16 (3/10/21)	Residential Land Devt	Prelim	12/13/2021	Conditional Approval Rec 12/13/21	Conditional Approval Rec 12/20/21				6/29/23	
1375	POCO-R0624	2030115R	Swiftwater Solar (06/14/21) (9/12/21)	Commercial Land Devt	Prelim/Final	4/20/2022	Conditional Approval 4/25/22	Conditional Approval 6/6/22				11/16/23	
1377	N/A	2130149R	Eubora Hilliard Minor Subdivision (6/28/21)	Residential Land Devt	Prelim	7/21/2021	Recommended Approval 6/28/21	Conditional Approval 8/2/21				12/21/2022	
1384	N/A	2130152	Bartonsville Ave Pump Station 5 Lot Subdivision	Subdivision	Prelim/Final		Recommended approval 8/9/21	BOC Approved 8/16/21				10/20/21	
1385	N/A	2130163R	Vassallo Est. Minor/Lot Consolidation (10/12/21)	Minor Sub	Final	3/23/2022	Conditional Approval 4/11/2022	Conditional Approval 5/2/22				2/6/24	
1390		2130168R	Sanofi Pasteur B83 Cold Storage (11/22/21)	Commercial Land Devt	Prelim/Final	8/16/2022	Conditional Approval 1/23/23	Conditional Approval 2/6/23				8/17/23	
1391		2030114R	Great Wolf Lodge Expansion (6/28/21)	Commercial Land Devt	Prelim	12/13/2021	Conditional Approval Rec 12/13/21	Conditional Approval Rec 12/20/21				3/20/22	
1393	POCO-R0625	2230179R	Cherry Lane Dev't Partners (Wawa-Tannersville Inn) (8/8/22)	Land Devt	Prelim/Final	12/21/2022	Conditional Approval 1/9/23	Conditional Approval 2/6/23				10/17/23	
1394	N/A	2130173R	Steele's Warehouse Addition (1/10/22)	Commercial Land Devt	Final	3/24/2022	Conditional Approval 3/28/2022	Conditional Approval 4/4/22				8/20/22	
1397	N/A	2230176R	Larson Resubdivision of Brookdale Road (2/28/22)	Minor Sub	Final	5/18/2022	Conditional Approval 5/23/2022	Conditional Approval 6/6/22				12/20/22	
1399	N/A	2230184R	Coover Minor Subdiv./Lot Line Adjustment (5/9/22)	Minor Sub	Final	10/6/2022	Conditional Approval 10/11/22	Conditional Approval 10/17/22				12/20/22	
1400	POCO-R0611	2230185R	Neighborhood Hospital Golden Slipper Rd (Embree) (6/27/22)	Land Devt	Prelim/Final	4/8/2024	Conditional Approval 10/10/23	Conditional Approval 10/18/23				2/12/25	



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<b>DENIED</b>													
1272	N/A	1130255E	Kopelson Lot 3 Land Dev't (08/13/13)	Commercial Land Dev't	Prelim	unknown date	Recommended Denial 5/24/21	BOC Rejected 06/21/21					Appealed
	N/A	2030121R	Ziro & Roni Investments	Comm/Res Land Dev't	Prelim	1/8/2021	Recommended Denial 5/24/21	BOC Rejected 06/21/21					
1405	N/A	2230192R	Blessing (Munz) Subdivision (8/8/22)	Major Sub	Prelim	8/12/2022	Recommended Denial 10/11/22	BOC Rejected 10/17/22					
<b>WITHDRAWN</b>													
1371		1630006R	Tannersville Point Apartments (10/22/18)	Residential Land Dev't	Prelim/Final	2/21/2019	Recommended for Approval 2/25/19						Withdrawn as condition of new development N000031001 to withdraw appl. rec'd 1/21/2022
1386	N/A	2130160R	Dianora Minor Subdivision (9/27/21)(12/26/21)	Minor Sub	Final	9/16/2021							LD Application Withdrawn 2/12/24
1388	N/A	2130154R	The Ridge (8/8/22)	Land Dev't	Prelim/Final	9/26/2022							Application Withdrawn 6/13/25
1401	POCO-R0630	2330223R	611 Land Development - Dual Brand Hotel Subdivision (4/8/24)	Minor Sub	Final	3/6/2025							Application Withdrawn 5/12/23
1406	N/A	2230193R	Core 5 Stadden Road Warehouse (8/8/22)	Land Dev't	Prelim	10/6/2022							Application Withdrawn
1411	N/A	2230185R2	1328 Golden Slipper Road Minor Sub (1/9/23)	Minor Sub	Final	1/10/2023							Application Withdrawn
1424	POCO-R0660	-	1124 Sky View Dr. Monopine Tower (4/8/24)	Land Dev't	Prelim	8/15/2024							Application Withdrawn 4/30/25
1439	POCO-R1090	-	Summit Road Solar Array (8/9/25)	Land Dev't	Prelim	12/6/2025							Denial Rec. 9/10/25
1451	POCO-R1340	-	3172 Rte. 715 - Shanti Dayal (11/10/25)	Land Dev't	Final	12/3/2025							Application Withdrawn 1/7/26
1453	POCO-R1360	-	Mt. Villa Resort (406 Cherry Lane Rd.) (11/10/25)	Land Dev't	Preliminary	12/8/2025							Application Withdrawn 1/12/26

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<b>Sketch Plans</b>												
		1730040R	KenBAR Investment Group (Inactive)	Commercial Land Devt					6/5/2020			
1380		2030118R	2808 Rt.0611 Apartments Land Development	Land Devt					8/5/2021			
1402		2230188R	Iroquois Ridge	Major Sub, Land Devt					6/22/2022			
1403		2230189R	Lands of D E & S Properties (Classic Quality Homes)	Major Sub, Land Devt					7/19/2022			
1380		2330219R	Lands of Yuriy Bogulskiy 2812 Rt 0611	Land Devt					5/3/2023			
1417	POCO-R1270	2330228R	Harmony Domes 310 Hallett Road	Land Devt					9/3/2025			Sketch Plan #2 rec'd 8/19/25
1422	POCO-R0619	2430243R	Exclusive Pocono Properties Transient Hotel	Land Devt					1/7/2025			Sketch Plan #2 rec'd 12/10/24
1378	POCO-R0970	-	Incline Village Expansion	Land Devt					11/8/2024			
1436	POCO-R1010	-	437-439 Scotrun Avenue	Land Devt					11/25/2024			
1448	POCO-R1280	-	Pocolhonne Point Apartments	Land Devt					8/28/2025			
1452	POCO-R1350	-	TL Realty Corp. Learn Road	Land Devt					10/28/2025			
<b>Final Plans Under Consideration</b>												
<b>Preliminary Plans Under Consideration</b>												
1446	POCO-R1250	-	Members First Federal CU (10/14/25)	Land Devt	Prelim/Final	5/17/2026	4/13/2026	5/4/2026	10/31/2025	1/12/2026		Extension to 5/17 rec'd 1/13
1414	POCO-R0612	2330220R	135 Warner Rd. (Schillers Towing) (2/12/24)	Land Devt	Prelim	3/9/2026	2/9/2026	3/2/2026	2/23/2024	1/12/2026		Denial rec. if no 6 month extension ext. received 8/5/25
1387	POCO-R1030	2130161R	Alaska Petes - 173 Camelback Road (4/10/23)	Land Devt	Prelim/Final	12/30/2026	12/14/2026	12/21/2026	4/27/2023	1/12/2026		Extension rec'd 10/14/25

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<b>Land Development Waiver Applications Under Consideration</b>												

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<b>Pending BOC Decision</b>												
1441	POCO-R1110	-	Leisure Lake @ the Poconos - 1157 Wiscasset Dr. (2/3/25)	Lot Comb.	Final	2/28/2026	N/A	2/16/2026	3/11/2025		N/A	Extension to 2/28 rec'd 11/12
1445	POCO-R1180	-	Min. Edge Village Comm. TH Units 57A-H (4/14/25)	Land Devt	Prelim/Final	3/30/2026	3/9/2026	3/16/2026	12/18/2025		Approve 1/12/26	Extension to 3/30 rec'd 12/8
1450	POCO-R1320	-	Carl E. Slutter Easement Relocation (Hillbilly Ac.) (10/6/25)	Rev. to Apprd Plan	Final	4/4/2026	N/A	3/16/2026	12/16/2025		N/A	90 Day Ext. rec'd 12/9
<b>Special Exceptions, Conditional Use</b>												
<b>Pending Item List for Planning Commission</b>												
<b>Pending Item List for Board of Commissioners</b>												