



POCONO TOWNSHIP COMMISSIONERS  
AGENDA

October 5, 2020 7:00 p.m.

**TELECONFERENCE DIAL-IN #: 978-990-5000  
ACCESS CODE: 358952**

**Open Meeting**

**Pledge of Allegiance**

**Roll Call**

**Public Comments**

*We ask that any resident making public comment, including those who may have dialed in by phone, please identify yourselves, provide your street address and state the spelling of your name when addressing the Commissioners.*

*Comments are for any issue. Please limit individual comments to five (5) minutes to allow time for others wishing to speak and direct all questions and comments to the President.*

**Announcements**

- A public work session will occur this Wednesday, October 7, 2020 for the purpose of discussing the FY 2021 Budget.
- If you have not already, we would encourage you to sign up for the Township newsletter at [www.poconopa.gov](http://www.poconopa.gov), follow our Facebook page for frequent community updates and subscribe to our township-wide Savvy Citizen notification system at [www.savvycitizenapp.com](http://www.savvycitizenapp.com).

**Hearings - None**

**Presentations**

- Northridge at Camelback – Amendment to Land Development Plan (**Action Item**)

**Resolutions**

- Resolution 2020-20 – Motion to approve the submission of a Multimodal Transportation Fund grant application in the amount of \$1,100,000 to the Commonwealth Financing Authority. (**Action Item**)
- Resolution 2020-21 – Motion to approve the submission of a Multimodal Transportation Fund grant application in the amount of \$1,100,000 to the Pennsylvania Department of Transportation. (**Action Item**)

**OLD BUSINESS**

- Motion to approve the minutes of the September 21, 2020 regular meeting of the Board of Commissioners. **(Action Item)**

**NEW BUSINESS****1. Personnel****2. Financial Transactions**

- a. Motion to ratify vouchers payable received through October 1, 2020 in the amount of \$121,184.03. **(Action Item)**
- b. Ratify gross payroll for pay period ending September 20, 2020 in the amount of \$111,750.17. **(Action Item)**
- c. Motion to approve vouchers payable received through October 1, 2020 in the amount of \$354,304.91. **(Action Item)**
- d. Motion to approve sewer operating fund expenditures through October 1, 2020 in the amount of \$9,399.19. **(Action Item)**
- e. Motion to approve sewer construction fund expenditures through October 1, 2020 in the amount of \$354.50. **(Action Item)**
- f. Motion to approve capital fund expenditures through October 1, 2020 in the amount of \$18,703.28. **(Action Item)**

**3. Travel/Training Authorizations****Report of the President**

Richard Wielebinski

- Establishing Halloween Trick-or-Treat Date & Hours **(Action Item)**
- Consideration for waiving Mountain View Park Pavilion fees for the following non-profit entities **(Action Item)**
  - Girls on the Run – Use of pavilion throughout the month of October
  - Pocono Pride Softball Hit-a-Thon – October 17&18
- Discussion regarding provisions of proposed Property Maintenance Ordinance and possible advertisement for public hearing **(Potential Action Item)**

**Commissioner Comments**

Jerrod Belvin – Vice President

- Emergency Management Update
- Tropical Storm Isaias Update

Ellen Gnandt – Commissioner

- Township financial status update
- Mountain View Park Update – YTD park pavilion rentals, closing date & hours of operation
- Discussion regarding COVID group gathering guidelines **(Possible Action Item)**

Jerry Lastowski – Commissioner

- Township response regarding short term rental complaints and violation notices
- Pocono Township public comment discussion

Keith Meeker – Commissioner

**Reports**

**Zoning – September 2020 Permits Report**

**Emergency Services**

- Police – September 2020 Report
- EMS
- Fire

**Public Works Report**

- Current and remaining Public Works projects for 2020
- Robin Lane Drainage Project
- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant
- Update – Well Work at MVP

**Administration – Manager's Report**

- Update on Amusement Tax Implementation – Applications Received
- Update on pending grant applications – LSA, Multimodal & Recreation Grant Applications
- LED Speed Signs Permit Update
- Wine Press Inn – Interest in Township-owned property
- Update – Regional HSPS Comprehensive Plan – Wednesday, October 21 at 6:00 p.m.
- Update – MS4 Requirements

**Township Engineer Report**

- St. Paul's Lutheran Drainage Basin
- Archer Lane Drainage Issues
- Update – Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue
- Update – TLC Bridge & TLC Dam

**Township Solicitor Report**

- Discussion regarding amendment to the HJP Park cooperation agreement (**Possible Action Item**)

**Public Comment**

*Please limit individual comments to 5 minutes to allow time for others wishing to speak and direct all questions and comments to the President.*

**Adjournment**



**Township of Pocono, Monroe County, Pennsylvania**

**Resolution 2020-20**

**A RESOLUTION TO APPROVE THE SUBMISSION OF A MULTIMODAL  
TRANSPORTATION FUND GRANT APPLICATION TO THE COMMONWEALTH  
FINANCING AUTHORITY**

**Be it RESOLVED**, that the Township of Pocono, Monroe County, Pennsylvania hereby requests a Multimodal Transportation Fund grant in the amount of \$1,100,000 from the Commonwealth Financing Authority to be used to complete the Pocono Township SR 611/ Rimrock Drive Intersection Project.

**Be it FURTHER RESOLVED**, the Board does hereby designate the President of the Pocono Township Board of Commissioners as the official to execute all documents and agreements between the Township and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

Township of Pocono  
Board of Commissioners

By: \_\_\_\_\_  
Print Name: Taylor Munoz  
Title: Township Manager

By: \_\_\_\_\_  
Print Name: Richard Wielebinski  
Title: President

**Township of Pocono, Monroe County, Pennsylvania**

**Resolution 2020-21**

**A RESOLUTION TO APPROVE THE SUBMISSION OF A PENNDOT MULTIMODAL  
TRANSPORTATION FUND GRANT APPLICATION**

**Be it RESOLVED**, that the Township of Pocono, Monroe County, Pennsylvania hereby requests a Multimodal Transportation Fund grant in the amount of \$1,100,000 from the Pennsylvania department of Transportation to complete the Pocono Township SR 611/ Rimrock Drive Intersection Project.

**Be it FURTHER RESOLVED**, the Board does hereby designate the President of the Pocono Township Board of Commissioners as the official to execute all documents and agreements between the Township and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

Township of Pocono  
Board of Commissioners

By: \_\_\_\_\_  
Print Name: Taylor Munoz  
Title: Township Manager

By: \_\_\_\_\_  
Print Name: Richard Wielebinski  
Title: President

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
September 21, 2020 7:00 p.m.**

The regular meeting of the Pocono Township Commissioners was held on September 21, 2020 at the Pocono Township Municipal Building and opened by President Rich Wielebinski at 7:00 p.m. followed by the Pledge of Allegiance.

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

**In Attendance:** L. DeVito, Township Solicitor, Broughal & DeVito; Jon Tresslar, Township Engineer, Boucher & James, Inc.; and Taylor Muñoz, Township Manager.

**Public Comments – None**

**Announcements**

- An executive session was held on Wednesday, September 16, 2020 to discuss personnel issues and an executive session immediately prior to tonight's meeting also for the purpose of discussing personnel.
- Our 2020 Fall Cleanup is scheduled for Friday through Saturday, October 2-3, 2020. Residents will be able to bring difficult-to-dispose-of items to the Township from 7:30 AM to 3:00 PM both days. Proof of residency is required. For further details, please view the Cleanup Day flyer on the Township website or Facebook.
- If you have not already, we would encourage you to sign up for the Township newsletter at [www.poconopa.gov](http://www.poconopa.gov), follow our Facebook page for frequent community updates and subscribe to our township-wide Savvy Citizen notification system at [www.savvycitizenapp.com](http://www.savvycitizenapp.com).

**Hearings – None**

**Presentations**

- A presentation originally planned by Northridge at Camelback was postponed.
- Interviews were held with one candidate for appointment to the Pocono Jackson Joint Water Authority (PJJWA) Board and two candidates for alternates to the Planning Commission.

E. Gnandt made a motion, seconded by R. Wielebinski, to appoint Marie Guidry to the Pocono Jackson Joint Water Authority Board. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to appoint Claire Learn as an alternate to the Township Planning Commission. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to appoint Stephanie Shay as an alternate to the Township Planning Commission. All in favor. Motion carried.

- Marie Guidry, Vice Chair of the Township Planning Commission, presented the proposed Property Maintenance Ordinance to the Board of Commissioners, as drafted and recommended by the Planning Commission. Specific discussion items included regulations addressing weed growth exceeding ten inches, cutting of vegetation close to stream banks, junk vehicles, civil judgements, remediation timelines and other items. Specific properties of concern were discussed, including two properties on S.R. 715. It was stated that the Township zoning officer will visit the properties in question. The Board agreed to allow additional time to review the Ordinance and make some small legal changes, with an anticipated motion to advertise the Ordinance at the next meeting in October.

## Resolutions

Resolution 2020-18 – R. Wielebinski made a motion, seconded by J. Belvin, to approve the Coronavirus Relief Fund Recipient Agreement for the receipt of grant funds reimbursing the Township for COVID-19 related expenditures. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to deny preliminary plan approval of the Spa Castle Grand Pocono Resort Land Development Plan. Under discussion, L. DeVito clarified that the applicant is approaching a deadline where the plan would be subject to a "deemed approval" unless an extension was requested. No extension request has been made by the applicant. All in favor.  
Motion carried.

## OLD BUSINESS

R. Wielebinski made a motion, seconded by K. Meeker, to approve the minutes of the September 8, 2020 regular meeting of the Board of Commissioners. All in favor. Motion carried.

## NEW BUSINESS

**1. Personnel** – No new business.

**2. Financial Transactions**

R. Wielebinski made a motion, seconded by E. Gnandt, to ratify vouchers payable received through September 17, 2020 in the amount of \$106,222.37. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gnandt, to ratify gross payroll for pay period ending September 6, 2020 in the amount of \$106,098.07. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to approve vouchers payable received through September 17, 2020 in the amount of \$154,761.14. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to approve sewer operating fund expenditures through September 17, 2020 in the amount of \$110,169.83. Under discussion, E. Gnandt asked about time billed by road crew to the sewer. It was explained that there was significant work by the road crew on Learn Road to address沉降 around the sewer line and replacement of five manholes that never had risers installed. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gnandt, to approve capital fund expenditures through September 17, 2020 in the amount of \$3,571.35. All in favor. Motion carried.

**3. Travel/Training Authorizations** – No travel/training authorizations.

## Report of the President

Richard Wielebinski

- The next 2021 Budget Workshop will be held on Wednesday, October 7, 2020.

## Commissioner Comments

Jerrod Belvin, Vice President

- J. Belvin received call from PEMA regarding recovery and damage sustained from Tropical Storm Isais. PEMA has asked for a detailed need analysis. Will work with J. Tresslar to assess the road and bridge damage due to the tropical storm. Learn Road and Wilkie Road are being evaluated. E. Gnandt inquired about potential for reimbursement for any damage to sewer system. J. Belvin

confirmed sewer damage would be eligible. R. Wielebinski asked about potential for removing debris from area streams.

Ellen Gnandt – Commissioner

- No update.

Jerry Lastowski – Commissioner

- J. Lastowski asked whether there are any updates on current short-term rental violation issues. T. Munoz stated civil actions have been filed and they are working through the legal process.
- Expressed concerns about individuals who made public comment at a recent meeting that he stated should be considered character assassination and not covered under public comment. Stated while elected officials are subject to the public's opinions, he did not feel that individuals who are not present in the room should be defamed by others when not present to defend themselves. L. DeVito stated public comment entails the right of an individual to express their concerns. There are limitations for profanity, but the Board cannot limit ability of individual to express a criticism – even if it is not based in fact. L. DeVito will investigate whether there are any limitations on public comment directed at personal character or non-elected employees.

Keith Meeker – Commissioner – No comment.

### **Reports**

**Zoning** – No report.

### **Emergency Services**

- Police – No report.
- EMS – No report.
- Fire – No report.

### **Public Works Report**

- Road Crew has completed paving projects and shoulder work. They are now beginning work at TLC Park to repair the spillway at the lower pond and remove the cattails from the pond.
- Regarding Robin Lane, once legal descriptions are received, L. Devito will begin preparing easement agreements and getting them back to R. Sargent to have them executed for the start of the project.
- The well work at MVP is ongoing. Craig LaBarre, the water specialist, spent an entire day at the site and ordered testing. The turnaround time to get the tests back is roughly two weeks. As soon as the tests are received, he will tweak the system one last time and order an expedited test. Once that test is received and comes back clean, the data will accompany the seasonal startup procedures and be submitted to the DEP for final approval.

### **Administration – Manager's Report**

- Fall Cleanup is coming up on October 2<sup>nd</sup> and 3<sup>rd</sup>. A local entity reached out to offer shredding services to the public through the cleanup and he is working to get back in touch with the company.
- The Amusement Tax application packet has been sent out to 16 entities throughout the Township, both to those who directly qualify as amusements and others who may be subject to the tax if they conduct any temporary amusements.
- Currently submitting two LSA grant applications. As discussed prior, PJJWA received their state grant for water system upgrades. T. Munoz is now working with the grant consultant to potentially submit an additional grant for remaining Water Authority projects.

- Wine Press Inn – No update.
- The Pocono Township Volunteer Fire Department will be receiving a check directly from Pocono Manor Investors to offset the cost of fuel from the Pocono Manor fire in 2019. This will take the Fire Department out of the middle of the issue with Pocono Manor's insurance company.
- Asked for Commissioner approval to move forward with hiring an administrative assistant position within the Township. Position would entail a combination of land development responsibilities and administrative support.

R. Wielebinski made a motion, seconded by J. Belvin, to advertise for and hire an Administrative Assistant position within the Township with a start date of November 2, 2020. All in favor. Motion carried.

- Update – Regional HSPS Comprehensive Plan – Wednesday, October 21 at 6:00 p.m.

### **Township Engineer Report**

- St. Paul's Lutheran Drainage Basin. J. Tresslar received the original design drawings from the Church's engineer and provided a review letter back with suggested specifications. Will also provide follow-up call to the Church to keep on the issue.
- Archer Lane Drainage Issues. L. DeVito stated he sent a letter to Mr. Archer's attorney stating that an application was never made for a zoning hearing and that a citation will be issued. T. Munoz stated he spoke with someone who is interested in purchasing Mr. Archer's property. L. DeVito stated if the property was transferred, the new owner would be responsible for remediating the existing issues. Until there is a real estate transaction, Mr. Archer is responsible for the remediation.
- TLC Bridge – J. Tresslar recommending final payment on the project, as the contractor has satisfied all requirements for the project.

### **Township Solicitor Report**

- Discussion regarding amendment to the HJP Park cooperation agreement. Cooperation agreement is still being drafted.
- Last week, a filing was made in Monroe County Court against the Kelly Family Trust for a problem property in the Township.
- Update – ZHB – Johnson Appeal for Transient Dwelling Unit. All required legal paperwork has been filed in the Johnson case, a short-term rental in Cobble Creek. The ZHB will be scheduling a time to deliberate and provide a verdict on the case.

### **Public Comment**

- E. Gnandt asked whether there is a way to lien the property of Mr. Archer and, when the sale of the property occurs, the Township would have the lien satisfied. L. DeVito stated the Township would need to petition the Court for authorization to enter the property, get an estimate of needed work, have judge authorize the completion of that work, complete the required work and file a municipal lien on the property for the value of that work. It may be a contentious process. J. Tresslar stated the riprap that was installed on one side of the lane seems to have worked pretty well, but similar work is required on the opposing side of the road.

### **Adjournment**

R. Wielebinski made a motion, seconded by K. Meeker, to adjourn the meeting at 7:58 p.m. All in favor. Motion carried.

# POCONO TOWNSHIP

## Monday, October 5, 2020

### SUMMARY

#### Ratify

General Fund	\$	112,481.87
Sewer Operating	\$	402.06
Sewer Construction	\$	-
Capital Reserve	\$	8,300.10

#### Bill List

TOTAL General Fund	\$	354,304.91
TOTAL Sewer <u>OPERATING</u> Fund	\$	9,399.19
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	354.50
TOTAL Capital Reserve Fund	\$	18,703.28
Liquid Fuels	\$	-

#### Budget Adjustments

#### Budget Appropriations

#### Interfund Transfer

#### Notes:

POCONO TOWNSHIP CHECK LISTING  
**RATIFY**

# POCONO TOWNSHIP CHECK LISTING

## Monday, October 5, 2020

### General Fund

Date	Check	Vendor	Memo	Amount
09/30/2020	60137	Nationwide -457	Employee contributions	\$ 8,395.04
09/30/2020	60138	ADP, LLC	Payroll services	\$ 764.71
09/30/2020	60139	AMERICAN UNITED LIFE INSURANCE CO.	GLT and STD premium	\$ 3,434.78
09/30/2020	60140	Best Auto Service Center	Police vehicles services	\$ 1,418.89
09/30/2020	60141	Bianchi Joe	Uniform Reimbursement	\$ 118.00
09/30/2020	60142	Boucher & James, Inc.	Engineering services	\$ 11,360.92
09/30/2020	60144	Eastern Lift Truck Co., Inc.	PW equipment supplies	\$ 166.25
09/30/2020	60145	Engle-Hambright & Davies, Inc.	F. Cefali Bond	\$ 7,280.00
09/30/2020	60146	Kresge, Scott	Uniform Reimbursement	\$ 171.97
09/30/2020	60147	MetLife - Non Uni. Pen. Plan	Supplemental insurance	\$ 5,453.66
09/30/2020	60148	Mignosi, Timothy	Uniform Reimbursement	\$ 259.96
09/30/2020	60150	Pocono Township Fire Relief Association	Foreign Fire Grant	\$ 77,606.39
09/30/2020	60151	PPL Electric Utilities	Electric service	\$ 37.12
09/30/2020	60152	Scott's Signs and Printing	Twp supplies	\$ 30.00
09/30/2020	60153	SCOTT JAMES	Uniform Reimbursement	\$ 62.38
09/30/2020	60154	Teamster Local 773 - Non-Uniform	Non police union dues	\$ 725.00
09/30/2020	60155	Teamster Local 773 - Police	Police union dues	\$ 1,511.00
09/30/2020	60156	Tulpehocken Mountain Spring Water Inc	Water	\$ 90.19
09/30/2020	60157	US BANK - Lockbox CM9722	EE & ER Contribution	\$ 227,950.09
09/30/2020	60158	YCG, Inc.	Police supplies	\$ 150.00
10/01/2020	60159	Highway Equipment & Supply Co.	PW supplies	\$ 250.72
10/01/2020	60160	Macmillan Oil Co. Of Allentown	PW supplies	\$ 655.00
10/01/2020	60161	PA Turnpike Toll By Plate	PW tolls	\$ 11.20
10/01/2020	60162	PAPCO, Inc.	Vehicle fuels	\$ 4,787.27
10/01/2020	60163	Steele's Hardware	Operation supplies	\$ 108.94
10/01/2020	60164	Steele's Hardware	Operation supplies	\$ 662.19

10/1/2020

10/01/2020	60165	Suburban Testing Labs	Park water testing	\$ 276.00
10/01/2020	60166	UNIFIRST Corporation	Mats and uniforms	\$ 175.12
10/01/2020	60167	D. G. Nicholas Co.	PW supplies	\$ 392.12

### Sewer Operating Fund

Date	Check	Vendor	Memo	Amount
9/30/2020	1711	Boucher & James, Inc.	Engineering services	\$ 3,208.14
9/30/2020	1712	Pocono Management Associates LLC	Contracted services 9/7-9/20/2020 Services	\$ 4,620.96
9/30/2020	1713	Pocono Township	Admin and PW hrs.	\$ 1,090.09
9/30/2020	1714	SUBURBAN TESTING LABS	NPDES Monthly	\$ 480.00

### Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
10/1/2020	671	BOUCHER & JAMES	SEWER SYSTEM PERMIT CONST CERT.	\$ 354.50

### Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
10/1/2020	1162	STEELE'S HARDWARE	PARK PROJECT SUPPLIES	\$ 14.00
10/1/2020	1163	BOUCHER & JAMES INC	CAPITAL PROJECTS ENGINEERING SERVICES	\$ 2,453.61
10/1/2020	1164	ELAN CITY INC.	RADAR SPEED SIGNS	\$ 11,594.00
10/1/2020	1165	NIVERT METAL SUPPLY INC	TLC PARK PROJECT SUPPLIES	\$ 1,080.02
10/1/2020	1166	STARR UNIFORM CENTER	POLICE VESTS	\$ 3,450.00
10/1/2020	1167	STEELE'S HARDWARE	PARK PROJECTS SUPPLIES	\$ 111.65

### ESSA

<b>TOTAL General Fund</b>	\$ 354,304.91	
<b>Sewer Operating</b>	\$ 9,399.19	
<b>TOTAL Sewer Construction Fund</b>	\$ 354.50	Authorized by: _____
<b>Capital Reserve</b>	\$ 18,703.28	
<b>Liquid Fuels</b>	\$ -	
<b>TOTAL ESSA TRANSFER</b>	\$ 382,761.88	Transferred by: _____

Approve

Dear Members of Pocono Township/ Mountain View Park

We are asking for a waiver of all facility fees for Girls on the run Pocono.

We are a 501©3 Non-Profit organization that has been in Monroe County for 18 years and recently expanded our council to include Northampton, Pike, Lackawanna, Luzerne and Wayne Counties

Due to the COVID and the uncertainty of being able to use the schools we normally operate out of we are seeking different site options for us to meet with the girls. We will use social distant guidelines and only allow 6-12 girls in the program at Resica Park.

Our program is fee based however we offer a sliding scale according to income to ensure the program is accessible to all who are interested.

Participants pay a fee anywhere from \$0 to \$125 for an 8 week twice a week session and we meet in the Spring and the Fall..

We offer a sibling discount for multiple family members.

We also offer partial and full scholarships for those girls on need.

If a girl is on a scholarship and is need of sneakers we provide a new pair of sneakers for them.

The program fee covers:

- ❖ Program T-shirts,
- ❖ Activity journals per girl
- ❖ Cinch sak style gym bags, with individual materials for the girls to use
- ❖ Water bottles, snacks,
- ❖ CPR/First Aid certification for coaches
- ❖ National coaches training
- ❖ Background checks on every volunteer,
- ❖ Curriculums
- ❖ Coaches' boxes filled with what they need to coach the season
- ❖ Liability insurance
- ❖ Parent Grown –Up Guides
- ❖ Girls on the run International renewal fees
- ❖ Office expenses, printing, mailing, website, supplies, marketing.

All girls do a community service each season as a way to give back to the community

Thank you,

Dolores Everett

Council director Girls on the run Pocono

570-807-8184

RECEIVED

AUG 21 2020

POCONO TOWNSHIP

## POCONO TOWNSHIP PARKS & RECREATION Pavilion Rental Request

Mailing Address: 112 Township Dr., Tannersville, PA 18372 • 104 Mountain View Park Lane, Tannersville  
Pocono Township: (570)-629-1922 • Park: (570) 629-7324 • poconopa.gov • parksandrec@poconopa.gov

### REQUEST TO UTILIZE:

- Pavilion #1 (max. 150 ppl)
- Pavilion #2 (max. 75 ppl)
- Pavilion #3 (max. 200 ppl, includes stage)
- Pavilion #4 (max. 100 ppl)

#### For Office Use Only

Facility Assigned: \_\_\_\_\_

Payment Received: Amount: \_\_\_\_\_

Cash \$ \_\_\_\_\_  Check # \_\_\_\_\_

Dolores Everett      3/19/65      Girls on the Run Pocono  
Name (person responsible)      Date of Birth      Event Name on Sign

*Person Responsible is required to be on-site during the entire event, please bring Pavilion Approval (Permit) and I.D.*

Girls on the Run Pocono 501(c)3 non profit  
Name and Description of group/organization (league, private party, bus/corp., non-profit, etc.)

5788 Bus Rt 209 Suite 103 Scranton PA 18354      Hamilton  
Physical Address (Street, City, State, Zip)      Municipality/Township

13  
Mailing Address (if different from above) (PO Box, City, State, Zip)

2 days a week Sept 15- Nov -28      5:00-6:15 (Park Hours 10am-8pm)      20  
Event Date      Park Closes      Event start & end time      Expected guests (#)

Dolores Everett      5708078184      dolores.everett@girlsontherun.org  
Contact Name      Contact Phone      Contact Email

I AGREE TO ADHERE TO THE RULES AND REGULATIONS AS POSTED ON POCONOPA.GOV AND ON THE BACK OF THIS FORM.  
I TAKE FULL RESPONSIBILITY FOR THE ACTIONS OF THE ABOVE GROUP/ ORGANIZATION - INITIAL: DE

Dolores Everett      Council director      8/18/20  
Signature      Position with org/group      Today's Date

*Applications will be accepted after January 1st of the rental year*

#### Pocono Township Resident Fees:

Private Party or Non-Profit (In Twp)

- Mon, Tues, Wed, Thurs - \$50/day (any pavilion)
- Fri, Sat, Sun - \$100/day (any pavilion)

#### Non-Resident Fees:

Private Party, Corporations, Business, Non-Profit

#### Monday - Sunday

- Pavilion 2/4 - \$200/day
- Pavilion 1/3 - \$300/day

\_\_\_\_\_  
Pocono Township Representative, Official Signature and Title

\_\_\_\_\_  
Date



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/21/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  
NFP Corporate Services (SE), Inc.  
1901 Roxborough Rd., Ste. 300  
Charlotte NC 28211

INSURED  
Girls on the Run Pocono  
5784 Business Route 209  
Sciota PA 18353

CONTACT  
NAME: Debbie Chiappone  
PHONE (A/C, No. Ext): 704-464-0847  
E-MAIL ADDRESS: debbie.chiappone@nfp.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Philadelphia Indemnity Insurance Company	18058
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

## COVERAGES

CERTIFICATE NUMBER: 1498002032

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL/SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY  CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		PHPK2084832	2/1/2020	2/1/2021	EACH OCCURRENCE	\$ 1,000,000
	Abuse/Molestation					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
	Special Events					MED EXP (Any one person)	\$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:  POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC  OTHER:					PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 3,000,000
						PRODUCTS - COMP/OP AGG	\$ 3,000,000
						\$	
A	AUTOMOBILE LIABILITY  ANY AUTO		PHPK2084832	2/1/2020	2/1/2021	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per person)	\$
	Hired AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY					BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
						\$	
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR  EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE		PHUB707942	2/1/2020	2/1/2021	EACH OCCURRENCE	\$ 10,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000					AGGREGATE	\$ 10,000,000
						Abuse & Prof Liabilit	\$ 5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY  ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N  (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A				PER STATUTE	OTH-ER
						E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$
A	Participant Accident Medical		PHPA044462	9/24/2019	9/24/2020	Accident Medical	\$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder is additional insured regarding general liability for the operations of the insured when required by written contract.

## CERTIFICATE HOLDER

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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P. O. BOX 2508  
CINCINNATI, OH 45201

Date: OCT 28 2009

GIRLS ON THE RUN POCONOS  
C/O DOLORES EVERETT  
1312 SENECA TRAIL  
STROUDSBURG, PA 18360

Employer Identification Number:  
32-0057445  
DLN:  
17053216344039  
Contact Person:  
MS RICHARDS ID# 31609  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b) (1) (A) (vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
January 9, 2003  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

-2-

GIRLS ON THE RUN POCONOS

Sincerely,

  
Robert Choi  
Director, Exempt Organizations  
Rulings and Agreements

Enclosure: Publication 4221-PC

## Dee Ackerman

---

**From:** btriano@rwbuff.com  
**Sent:** Tuesday, September 22, 2020 4:04 PM  
**To:** Dee Ackerman  
**Subject:** Pocono Pride pavilion use

Good morning Dee:

I emailed you a request for use form and a letter to give to the commissioners regarding waiving the fee for Pocono Pride's Hit-a-thon. You were on vacation I believe when I sent it. I want to make sure you got it and that October 17/18 is available.

Kind regards,

***Bob Triano***



PA Contractor# 006754

50 Storm St.  
Stroudsburg, PA 18360  
Office 570-476-5437  
Fax 570-424-1034  
Cell 570-982-0499

[btriano@rwbuff.com](mailto:btriano@rwbuff.com)

Please visit us at: [www.rwbuff.com](http://www.rwbuff.com)



To the Distinguished Board of Commissioners of Pocono Township:

Pocono Pride Softball is hoping to hold its 2<sup>nd</sup> Annual Hit-A-Thon again at Mountain View Park's softball field on October 17, 2020 with rain date October 18, 2020. Last year you were gracious enough to waive pavilion rental fees so I am asking for your generosity to continue this year as well. We had a great time last year at pavilion #3 cooking out with our families while watching the girls give it their best to hit as many balls as possible. Funds raised for the event will be used for covering fees for families that can't afford to pay travel ball registration, assisting local municipalities with field maintenance, softball equipment and mostly costs associated with college recruiting such as creating profile sheets and skills videos. We are also saving money and will be applying for grants to help us rent or eventually build an indoor facility. Parents have been asked to donate a covered dish and drinks again this year so every dollar raised can go to the girls. Your consideration to waive pavilion rental fees is greatly appreciated.

Sincerely,



Bob Triano, Treasurer and Coach  
Pocono Pride Softball

# POCONO TOWNSHIP PARKS & RECREATION

## Pavilion Rental Request

Mailing Address: 112 Township Dr., Tannersville, PA 18372 • 104 Mountain View Park Lane, Tannersville  
Pocono Township: (570)-629-1922 • Park: (570) 629-7324 • poconopa.gov • parksandrec@poconopa.gov

### REQUEST TO UTILIZE:

- Pavilion #1 (max. 150 ppl)
- Pavilion #2 (max. 75 ppl)
- Pavilion #3 (max. 200 ppl, includes stage)
- Pavilion #4 (max. 100 ppl)

#### For Office Use Only

Facility Assigned: #3

Payment Received: Amount: \_\_\_\_\_

Cash \$ \_\_\_\_\_  Check # \_\_\_\_\_

Bob Triano

Name (person responsible)

11-14-1967

Date of Birth

Pocono Pride

Event Name on Sign

Person Responsible is required to be on-site during the entire event, please bring Pavilion Approval (Permit) and I.D.

Pocono Pride Softball

Name and Description of group/organization (league, private party, bus/corp., non-profit, etc.)

302 Willow Run East Stroudsburg 18301

Physical Address (Street, City, State, Zip)

Pocono

Municipality/Township

Mailing Address (if different from above) (PO Box, City, State, Zip)

October 17 (rain date)

Event Date

2020

11am - 5pm (Park Hours 10am-8pm)

100

Event start & end time

Expected guests (#)

Bob Triano

Contact Name

570 982 0499

Contact Phone

btriam@rwbuff.com

Contact Email

I AGREE TO ADHERE TO THE RULES AND REGULATIONS AS POSTED ON POCONOPA.GOV AND ON THE BACK OF THIS FORM.  
I TAKE FULL RESPONSIBILITY FOR THE ACTIONS OF THE ABOVE GROUP/ ORGANIZATION - INITIAL: BT

BT

Signature

Treasurer

Position with org/group

9-8-2020

Today's Date

*Applications will be accepted after January 1st of the rental year*

#### Pocono Township Resident Fees:

Private Party or Non-Profit (In Twsp)

- Mon, Tues, Wed, Thurs - \$50/day (any pavilion)
- Fri, Sat, Sun - \$100/day (any pavilion)

#### Non-Resident Fees:

Private Party, Corporations, Business, Non-Profit

#### Monday - Sunday

- Pavilion 2/4 - \$200/day
- Pavilion 1/3 - \$300/day

Pocono Township Representative, Official Signature and Title

Date

## Taylor Munoz

---

**To:** Ellen D Gnandt  
**Subject:** RE: Property Maintenance Ordinance

---

**From:** Ellen D Gnandt <egnandt@ptd.net>  
**Sent:** Thursday, October 1, 2020 5:10 PM  
**To:** Leo DeVito <leodevito@broughal-devito.com>; Taylor Munoz <tmunoz@poconopa.gov>  
**Subject:** Property Maintenance Ordinance

My questions and comments/concerns:

Do the definitions have the same meaning throughout all ordinances. Do we have conflicting definitions? Specifically with Junk Ordinance or any of the other references to other sections of our Code of ordinances.

250-6 – A. if someone's lease states the owner is responsible how can we hold the tenant responsible?

250-6 E. The word "plumb" is not necessarily plain language. I had to look it up and still not sure what it means in that sentence. Is there another term more well known that can be recognized by anyone reading the ordinance.

250-6 G. What is considered "a public nuisance"? Should this be defined?

250-7 B. What is considered "a minor structure"? Should this be defined?

250-7 D & E. We live in the country and the woods. There is brush all around. What constitutes health and safety of the neighbors if it is on your private property. Perhaps if it said encroaching on adjacent properties that would make more sense and perhaps easier to enforce. I think item J covers part of what we are trying to say in D.

250-9 A &B. Isn't this the same as 250-6 G

250-9 C &D. Isn't this the same as the junk ordinance which has already been referred to?

250-10 Can we really legally hold the tenant responsible? The first statement ..."pursuant to the terms of the contract/agreement which he **occupancies**(this is a typo I think it should say "agreement which he occupies" or "agreement of occupancy") an/or controls" seems to conflict with 250-10 A "...regardless of any agreements between owners and operators". How can we nullify a valid contract between an owner and landlord?

250-10 B. It seems like we are giving a 'pass' to the owner here. I think the owner is always responsible for his property.

250-11 second sentence "at this state" is not necessary verbiage. Sentence #5 "the notice shall direct **with (the word "with" should be replaced as "the")**

250-15 Do we actually have the right to go on someone's property and/or inspect someone's home? Or is it strictly voluntary? This sounds like a violation of civil rights? Perhaps its just the way it's worded.

POCONO TOWNSHIP  
MONROE COUNTY, PENNSYLVANIA

ORDINANCE NO. 2020 -

AN ORDINANCE OF THE TOWNSHIP OF POCONO, MONROE  
COUNTY AMENDING THE POCONO TOWNSHIP CODE OF  
ORDINANCES BY ADOPTING A NEW CHAPTER 250 RELATED TO  
MAINTENANCE OF PROPERTIES WITHIN THE TOWNSHIP;  
PROVIDING FOR REMEDIAL ACTION BY THE TOWNSHIP IN  
SPECIFIED SITUATIONS; AND PRESCRIBING PENALTIES FOR  
VIOLATION OF THE REGULATIONS AND REPEALING ALL  
ORDINANCES INCONSISTENT THEREWITH

WHEREAS, the Board of Commissioners of Pocono Township has deemed it necessary to amend the Code of the Township of Pocono to add a Chapter related to property within the Township of Pocono (the "Township").

NOW THEREFORE, be it enacted and ordained by the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania, and the same is hereby ordained and enacted as follows, to wit:

**SECTION 1.** The Board of Commissioners of Pocono Township, Monroe County, Pennsylvania (the "Township"), under the powers vested in them by the "First Class Township Code", as amended, as well as other laws of the Commonwealth of Pennsylvania (the "Commonwealth"), do hereby ordain and enact the following amendment to the Pocono Township Code of Ordinances by adopting a new Chapter 250. Maintenance of Properties, to read as follows:

**“§ 250-1. Short Title.** This chapter shall be known and may be cited as the "Pocono Township Property Maintenance Ordinance.

**§ 250-2. Preface.** Recognizing the need within the Pocono Township to establish certain minimum health and safety requirements for those buildings, structures, or properties which are used or associated with human occupancy; this Chapter hereby establishes standards and procedures which the Board of Commissioners of Pocono Township considers to be fair and effective in meeting those minimum requirements.

**§ 250-3. Responsibility.** The owner of the premises shall maintain the structures, lot and yard in compliance with these requirements, except as otherwise provided for in this Chapter. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this Chapter. Occupants of a building, dwelling unit, rooming unit or

housekeeping unit are responsible for keeping in a clean, sanitary and safe condition that part of the building, dwelling unit, rooming unit, housekeeping unit or premises which they occupy and control.

**§ 250-4. Definitions.**

**BUILDING** – a roofed structure, enclosed by one (1) or more walls, for the shelter, housing, storage or enclosure of persons, goods, materials, equipment or animals.

**BULK ITEMS** – discarded “white goods” (ex. major appliances), “brown goods” (ex. televisions, DVD players, entertainment systems), mattresses, furniture and similar household items.

**COURT** – an open and unoccupied space on a lot enclosed on at least three (3) sides by the walls of a building.

**ENFORCEMENT OFFICER** – any building official, zoning officer, code enforcement officer, building inspector, fire inspector, law enforcement officer, or other person authorized by the Township to enforce the applicable code(s).

**GARBAGE** – putrescible animal and vegetable wastes resulting from the handling, preparation, cooking and consumption of food.

**INFESTATION** – the presence of insects, rodents, vermin and/or other pests.

**LOT** – plot, tract, premises or parcel of land, with or without improvements thereto.

**OWNER** – any person or persons, jointly or severally, firm, corporation or other entity which, either by conveyance or inheritance or otherwise, is vested with the title to a lot and/or improvements thereto in his capacity as a legal representative, such as an administrator, trustee, executor, etc.

**REFUSE** – all putrescible and nonputrescible solid wastes, including garbage, rubbish, ashes, dead animals and commercial and industrial wastes.

**UNOCCUPIED HAZARD** – any building, or part thereof, or manmade structure, which remains unoccupied for a period of more than six (6) months, with either doors, windows or other openings broken, removed, boarded or sealed up, or any building under construction upon which little or no construction work has been performed for a period of more than six (6) months.

**YARD** – any open space on the same lot with a building and, for the most part, unobstructed from the ground up.

**§ 250-5. Application.** The provisions of this Chapter shall supplement local laws, ordinances or regulations existing in Pocono Township or those of the Commonwealth of Pennsylvania. Where a provision of this Chapter is found to be in conflict with any provision of a local law, ordinance, code or regulation or those of the Commonwealth of Pennsylvania, the provision which is more restrictive or which establishes the higher standard shall prevail.

**§ 250-6. Buildings and Structures.**

A. No owner and/or occupant of any building or structure shall fail to take such steps and perform such maintenance with respect thereto, as may be required from time to time, to ensure that the property is safe, sound, sanitary and secure and does not present a health and/or safety hazard to surrounding properties or to the general populace.

B. No owner of any unoccupied building or structure shall fail to take such steps as may be required to insure that the same are securely closed so as to prohibit and deter entry thereto and to insure that no health and/or safety hazard, or threat thereof, is precipitated due to a lack of maintenance or due to neglect.

C. Owners of any and all unoccupied buildings and/or structures which, through neglect, have deteriorated to the point of being classified as unoccupied hazards, and therefore constitute a severe health and/or safety hazard, upon direction of Board of Commissioners of Pocono Township, or other authorized official or body, remove, or cause the removal of, the building and/or structure.

D. All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.

E. All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.

F. All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

G. The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutter and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.

H. All cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

I. All overhang extensions including, but not limited to canopies, marquees, signs, metal awnings, fire escapes, standpipes and exhaust ducts shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

J. Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

K. All chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather coating materials, such as paint or similar surface treatment.

L. Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.

M. Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

N. All glazing materials shall be maintained free from cracks and holes.

O. All exterior doors, door assemblies and hardware shall be maintained in good condition. Locks at all entrances to dwelling units shall tightly secure the door.

P. Every basement hatchway shall be maintained to prevent the entrance of rodents, rain and surface drainage water.

**§ 250-7. Yards, Open Lots, Parking Areas.**

**Deleted:** Q. See Ch. 382 Dangerous Structures.¶

A. Fences and/or minor structures shall not be constructed and maintained so as to present a safety or health hazard to persons and/or property.

B. No person shall permit the development or accumulation of hazards, rodent harborage and/or infestation upon yards, courts, lots.

C. With the exception of approved storm water retention areas, all lots and yards shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon, or within any structure located thereon.

D. No person shall permit the accumulation of heavy undergrowth and/or vegetation which would impair the health and/or safety of the neighborhood; nor shall they permit any trees, plants or shrubbery, or any portion thereof, to grow on their property and which constitute a safety hazard to pedestrian and/or vehicular traffic.

E. All premises and exterior property shall be maintained free from weeds or plant growth in excess of ten (10") inches. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers, gardens, ornamental (tall grass), farm fields, meadows, and wooded lots.

F. No cutting of any vegetation within fifty (50') feet of ponds, lakes, creek banks, stream banks, and wetlands. (See also Ch. 205 Floodplain Management and Ch. 365 Stormwater Management).

G. Stormwater drainage swales and culvert pipes along roads shall be maintained by the owner and/or occupant of the property. Drainage swales and culvert pipes shall not be filled in by owners and/or occupants of the property. Drainage swales running across a property shall also be maintained. (See also Ch. 205 Floodplain Management and Ch. 365 Stormwater Management).

H. It shall be the responsibility of the owner and/or occupant to remove litter from the property in accordance with Ch. 356 Solid Waste.

I. Burning of waste shall be prohibited. (See also Ch. 129 Open Burning).

J. Maintenance of vegetation along roadways requires that the owner and/or occupant maintain trees, branches, shrubs and weeds trimmed back from the roadway edge at least two (2') feet from the roadway pavement and up at least thirteen (13') feet above the road edge.

#### **§ 250-8. Infestation, Prevention and Correction.**

A. All structures, lots and yards shall be kept free from rodents and other wild and feral animal harborage and infestation. Where rodents or wild or feral animals are found, they shall be promptly exterminated or removed by processes which will not be injurious to human health. After extermination or removal, proper precautions shall be taken to eliminate such harborage and prevent reinestation.

B. Adequate sanitary facilities and methods shall be used for the collection, storage, handling and disposal of garbage and refuse in accordance with Ch. 356 Solid Waste and the Monroe County Waste Authority Ordinance.

C. Bulk Items – See Ch. 356 Solid Waste and the Monroe County Waste Authority Ordinance.

D. Junkyards and junk vehicles including cars, trailers, trucks, boats, buses, RV's, motor homes, etc. – See Ch. 235 Junkyards and Junk Vehicles.

E. Tires – See Ch. 404 Tires.

**§ 250-9. Miscellaneous Provisions.** No person shall permit:

A. Roof, surface and/or sanitary drainage to create a safety and/or health hazard to persons and/or property by reason of inadequate and/or improper construction, or maintenance or manner of discharge.

B. Roof gutters, drains or any other system designed and constructed to transport storm water, to be discharged into any sanitary sewage system and/or any part thereof.

C. Any refrigerator, freezer and/or other similar storage chest to be discarded, abandoned or stored in any place or location which is accessible to the general public without first completely removing any and all locking devices and/or doors; provided, that nothing herein shall be construed so as to permit any act or practice otherwise prohibited by the Pocono Township Solid Waste Ordinance.

D. The maintenance or storage by an owner or lessee of a motor vehicle which is unable to move under its own power and which motor vehicle has rusted, broken or sharp edges; missing tires or other components resulting in unsafe suspension of the motor vehicle; ripped upholstery or other conditions which could permit vermin harborage; has leaking or damaged oil pan, gas tank or other fluid container; or such other defects which the Enforcement Officer may upon investigation determine threaten the health, safety and welfare of the citizens of Pocono Township.

**§ 250-10. Responsibilities of Owners.** Any occupant of a premises shall be responsible for compliance with the provisions of this Chapter with respect to the maintenance of that part of the premises which he occupies and/or controls pursuant to the terms of the contract/agreement under which he occupies and/or controls thereof.

**Deleted: occupancies**

A. Owner(s) of premises shall comply with the provisions of this Chapter, as well as operators and occupants, regardless of any agreements between owners and operators or occupants as to which party shall assume such responsibility.

B. In instances where an occupant is responsible, or shares responsibility with an owner, for the existence of one (1) or more violations of this Chapter, said occupant shall be deemed responsible and treated as if an owner within the true intent and meaning of this Chapter.

**§ 250-11. Notice of Violation.** If in the opinion of the Enforcement Officer the owner and/or occupant is out of compliance with the standards in this Chapter, the owner and/or occupant shall receive a warning letter from the Enforcement Officer, or other authorized representative describing the violation(s). If the owner and/or occupant does not resolve the problem to the satisfaction of the Enforcement Officer at this state the Enforcement Officer shall move ahead with the formal citation process. The owner and/or occupant shall be notified by certified mail or through personal service, of said violation or violations. The Notice of Violation shall be in writing and shall identify the premises and shall cite the specific violation or violations. The Notice of Violation shall direct the owner and/or occupant to correct the deficiency and/or deficiencies within a reasonable period of time as specified in the said Notice of Violation, and shall inform the owner and/or occupant of the fines and penalties which may accrue upon the failure to comply. The Notice of Violation shall also specify that, in lieu of or in addition to fines and penalties, and subsequent to the period of time specified in the said Notice of Violation, Pocono Township may itself correct the deficiencies or contract for the correction thereof and assess the cost thereof as a lien against the premises and/or recover the expenses so incurred in a manner as prescribed by law. A copy of the said Notice of Violation shall be posted in a conspicuous place on the subject premises and at the Pocono Township municipal building.

**Deleted:** citation

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**§ 250-12. Compliance.** The owner and/or occupant shall correct any and all noted deficiencies within such period of time as may be specified in the Notice of Violation. Extension of such specified period of time may be granted by Pocono Township, in its sole discretion upon good cause shown. Failure to comply with any such notice within the time specified shall constitute a violation of this Chapter, with each separate day during which a violation constitution to exist constituting a separate violation.

**Deleted:** fine

**Deleted:** \$ \_\_\_\_\_

**Deleted:** \$ \_\_\_\_\_

**§ 250-13. Penalties.** Any person, firm or corporation who shall violate any of the provisions of this Chapter shall, upon being found liable therefore in a civil enforcement proceeding, shall pay a civil judgment of not less than \$500.00 and not more than \$1,000.00, plus all court costs, including reasonable attorney's fees incurred in the enforcement of this Chapter. No judgement shall be imposed until the date of the determination of the violation by the District Justice and/or court. Each day a violation exists shall constitute a separate offense.

**§ 250-14. Owners Severally Responsible.** If the premises are owned by more than one (1) owner, each owner shall severally be subject to prosecution for the violation of this Chapter.

**§ 250-15. Inspection.** The Enforcement Officer may enter, or may cause, through an authorized representative of Pocono Township, entry on to premises for the purpose of

inspection of any and all premises, properties, buildings and/or structures located within Pocono Township, upon reasonable (i.e., 24 hour) advance notice, for the purpose of ascertaining the existence of violations. In those matters where the nature of an alleged violation is such that an inspection of the interior of a building or structure is necessitated, prior arrangements must be made with the owner, or his agent, to secure access thereto.

**SECTION 2. SEVERABILITY.** If a court of competent jurisdiction declares any provisions of this Ordinance to be invalid in whole or in part, the effect of such decision shall be limited to those provisions expressly stated in the decision to be invalid, and all other provision of this Ordinance shall continue to be separately and fully effective.

**SECTION 3. REPEALER.** All provisions of Township ordinances and resolutions or parts thereof that are in conflict with the provisions of this Ordinance, are hereby repealed.

**SECTION 4. ENACTMENT.** This Ordinance shall be effective five (5) days after the date of passage.

**ENACTED AND ADOPTED** by the Board of Commissioners this \_\_\_\_ day of  
\_\_\_\_\_, 2020.

ATTEST:

**POCONO TOWNSHIP BOARD OF  
COMMISSIONERS**

---

**TAYLOR MUÑOZ**  
Township Manager

---

**RICHARD WIELEBINSKI**  
President, Board of Commissioners

## Taylor Munoz

---

**From:** John Pan <johnpan9759@gmail.com>  
**Sent:** Wednesday, September 16, 2020 9:14 AM  
**To:** zoning  
**Cc:** Shawn McGlynn; Taylor Munoz; Venus Lin  
**Subject:** Re: 150 Gravatts Way

Thank you Judith. We are looking to do some renovating work on the property in the near future. Once it's done we will either rent it out long terms or use it ourselves.

Regards,  
John

On Sep 14, 2020, at 9:40 AM, zoning <zoning@poconopa.gov> wrote:

Good morning John,

It appears that your advertising has been removed from Airbnb. I will withhold the filing of the civil complaint at this time. If we receive complaints or notification that the property has been rented then I will have to file the complaint with the district court.

Please respond to this message with what steps you intend to take to ensure this property remains in compliance with the Township Code. As previously advised, a transient dwelling unit, or short term rental, is not permitted at this property.

Thank you,

Judith Acosta  
Zoning Administrator  
SFM Consulting, LLC

*Please note my office hours are as follows:*

*Monday/Wednesday/Friday: 8am-11:30am   Tuesday/Thursday: 12:30pm-4pm*

*If you need immediate assistance, please contact Dee Ackerman at [dackerman@poconopa.gov](mailto:dackerman@poconopa.gov) or 570-629-1922 ext. 210*

Pocono Township  
112 Township Drive  
Tannersville, PA 18372  
(T) 570-629-1922 ext. 215  
(F) 570-629-7325  
[www.poconopa.gov](http://www.poconopa.gov)

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**From:** John Pan <johnpan9759@gmail.com>  
**Sent:** Wednesday, September 9, 2020 3:46 PM  
**To:** zoning <zoning@poconopa.gov>  
**Cc:** Shawn McGlynn <smcglynn@sfmconsultingllc.org>; Taylor Munoz <tmunoz@poconopa.gov>; Venus Lin <venus163@gmail.com>  
**Subject:** Re: 150 Gravatts Way

Hi Judith,

Thanks for putting all the info together. I've spoken with Airbnb and they should be taking down the advertising for this property by the end of this week if not sooner.

As for all mail communications, please send it to 2096 Legion St, Bellmore, NY 11710. As for the previous mailings, are you able to resend them so that have it for our reference?

Regards,  
John  
917.595.9759

On Sep 9, 2020, at 2:31 PM, zoning <[zoning@poconopa.gov](mailto:zoning@poconopa.gov)> wrote:

Hello John,

Thank you for speaking with me last week regarding the issues at 150 Gravatts Way. This is a recap of our conversation.

- You are the manager for the property at 150 Gravatts Way. Venus Lynn, who I spoke to prior to you, is family member and representative of the property owner, AAA Pocono Real Estate, and gave permission for you to speak with me with regard to the issues taking place at the property.
- 61-27 136<sup>th</sup> St., Flushing, NY 11367 is no longer a valid address for the property owner. As manager of the property you have instructed me to use your mailing address of 2096 Legion St., Bellmore, NY 11710 for any future correspondence.
- You were aware of an issue with trash at the property. You advised this has been an issue with animals getting into the trash and that a wooden structure was constructed in an attempt to keep animals out of the bins. You further advised that a cleaning crew takes care of the property and attempts to address the issue immediately. Because of the ongoing issue with trash at the property and the numerous complaints our office has received, a non-traffic citation will be filed with the district court.
- In our conversation you stated that you were aware that the short term rental use of your property (called a transient dwelling unit, or TDU, in Pocono Township) was not permitted and that you had received our Enforcement Notice that was mailed in March, 2020. You stated that Airbnb required you to keep the site active for the rentals that were already reserved. However, as I mentioned to you, you can block out dates so that rentals do not take place. You indicated that you would be calling Airbnb to discuss how you can resolve this immediately.

- I advised that a civil complaint was filed with our local District Magistrate and a judgment subsequently issued for \$500.00 plus the cost of prosecution on August 31, 2020. You stated that you were not aware of the court documents even though the certified mail was accepted and signed for at the time of delivery.

At this time, Pocono Township is ready to file another civil complaint for the highest allowable amount which is \$12,000.00 for this ongoing violation of the township code. If you are able to advise by end of business Friday, 9/11/20, that your advertising has either been taken down or blocked for additional rentals, we will hold off on filing this additional complaint. However, if the advertising remains and/or additional bookings/rentals take place, our office will file for the civil complaint in the amount of \$12,000.00 immediately. You site currently shows dates blocked off for 9/12 – 9/14 which I assume is a reservation. Following these dates, there are no other dates blocked out until December.

Please contact me directly with any questions you may have. To be clear, if I do not hear from you by end of business Friday, I will file a civil complaint with the District Magistrate on Monday, 9/14.

Thank you,

Judith Acosta  
Zoning Administrator  
SFM Consulting, LLC

*Please note my office hours are as follows:  
Monday/Wednesday/Friday: 8am-11:30am   Tuesday/Thursday: 12:30pm-4pm  
If you need immediate assistance, please contact Dee Ackerman at  
[dackerman@poconopa.gov](mailto:dackerman@poconopa.gov) or 570-629-1922 ext. 210*

Pocono Township  
112 Township Drive  
Tannersville, PA 18372  
(T) 570-629-1922 ext. 215  
(F) 570-629-7325  
[www.poconopa.gov](http://www.poconopa.gov)

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## ZONING REPORT

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**TO:** POCONO TOWNSHIP BOARD OF COMMISSIONERS

**FROM:** JUDITH ACOSTA, ZONING ADMINISTRATOR

**SUBJECT:** ZONING OFFICE REPORT

**DATE:** OCTOBER 2, 2020

**CC:** TAYLOR MUNOZ, TOWNSHIP MANAGER  
SHAWN MCGLYNN, TOWNSHIP ZONING OFFICER

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Following is a report of the Zoning Office monthly activity for the month of September.

**Permits issued:**

Building Code: 18

Commercial:

Residential: 16

Zoning: 21

Commercial: 7

Residential: 14

Driveway: 1

New construction: 1

Well: 3

Grading: 0

Transient Dwelling Unit: 1

On-lot Sewage: 5

**Enforcement Actions:**

New actions:

Non-permitted use: 2

Transient Dwelling Unit: 2

**District Court Matters:**

A civil complaint filed with the District Court in July for a non-permitted use was heard on September 23<sup>rd</sup> resulting in judgment awarded to the township.

Two civil complaints filed with the District Court in July for a non-permitted use was scheduled for September 30<sup>th</sup> but continued to October 22<sup>nd</sup> at the request of the defendant.

**Zoning Hearing Board Matters:**

A decision in the Johnson matter, an appeal of the denial of a certificate of non-conformity for a transient dwelling use at the subject property, is pending.

**Pocono Township-All Permits Issue Date: 9/1/2020 - 9/30/2020**

PermitNo	Issue Date	Owner	Project Addr	Descript	Fee
<b>Building</b>					
<b>Accessory Structure</b>					
200283	9/11/2020	EPT SKI PROPERTIES INC	279 RESORT DR	Commercial Ski Lift	\$3,040.22
<b>Total Accessory Structure 1</b>					\$3,040.22
<b>Alteration/Repair</b>					
200275	9/2/2020	CAYS WILLIAM ROBERT	113 MALLARD DR	Residential Repair	\$79.50
200296	9/20/2020	CERCHEZ VEACESLAV ETAL	125 MCKAY RD	Alteration to Single Family Attached Dwel	\$66.00
<b>Total Alteration/Repair 2</b>					\$145.50
<b>C - Alteration</b>					
200299	9/23/2020	BROOKDALE ENTERPRISES LLC	2455 BACK MOUNTAIN RD	Commercial Alteration/Change of Use	\$5,991.18
<b>Total C - Alteration 1</b>					\$5,991.18
<b>C - Fit Out</b>					
200277	9/3/2020	POCONO LANE PROPERTIES LLC (William	3361 ROUTE 611	Commercial Alteration/Fit-out	\$9,101.22
<b>Total C - Fit Out 1</b>					\$9,101.22
<b>C - Interior Alterations</b>					
200287	9/11/2020	FIDELITY PROPERTIES AND TRUST 2 LLC	2959 ROUTE 611	Commercial Fire Alarm	\$490.50
200297	9/22/2020	CHELSEA POCONO FINANCE LLC	1000 PREMIUM OUTLETS DR	Commercial Alteration/Fit-out	\$3,487.50
<b>Total C - Interior Alterations 2</b>					\$3,978.00
<b>Deck</b>					
200280	9/9/2020	TRAPASSO VINCENT J CHARLIE LYNN	3341 MOUNTAIN VIEW DR	Deck Addition	\$263.50
200288	9/11/2020	MASACHE HENRY W BYRNE, CHRISTINE	1170 CHERRY LANE RD	Porch Addition to SFDD	\$92.50
200293	9/18/2020	BRID ROBERT L	608 SUNLITE LN	Deck Addition	\$100.10
<b>Total Deck 3</b>					\$456.10
<b>Generator</b>					
200279	9/9/2020	BERMUDEZ CARLOS E JR IIEANA	344 CHARLES FOLLY RD	Residential Back Up Generator	\$84.50
<b>Total Generator 1</b>					\$84.50
<b>HVAC</b>					
200319	9/29/2020	CHELSEA POCONO FINANCE LLC	1000 PREMIUM OUTLETS DR	Commercial HVAC	\$1,450.50
<b>Total HVAC 1</b>					\$1,450.50
<b>Roof</b>					
200274	9/2/2020	MARRIOTT VALERIE L	1331 SCOTRUN DR	Roof Repair/Replacement	\$269.91
<b>Total Roof 1</b>					\$269.91
<b>SFDD</b>					
200290	9/15/2020	JACOB GERARD F COLEEN P HIGGINS-	2564 BROOKDALE RD	Residential SFDD	\$2,691.36
200262	9/18/2020	CLASSIC QUALITY HOMES	1724 SULLIVAN TRL	Single Family Detached Dwelling	\$2,259.46
200258	9/20/2020	ROSS WILLIAM J	1365 SULLIVAN TRL	Single Family Detached Dwelling	\$1,546.29
200314	9/25/2020	RGB HOMES LLC	CHERRY LN	Single Family Detached Dwelling	\$2,160.99
<b>Total SFDD 4</b>					\$8,658.10
<b>Solar</b>					
200292	9/15/2020	MARRIOTT VALERIE L	1331 SCOTRUN DR	Roof-mount Solar	\$424.50
<b>Total Solar 1</b>					\$424.50
<b>Total Building 18</b>					\$33,599.73
<b>Driveway</b>					
<b>New Construction</b>					
200276	9/2/2020	BELANGER CORINNE ELIZABETH	CHERRY LANE CHURCH ROA	New Driveway	\$100.00
<b>Total New Construction 1</b>					\$100.00
<b>Total Driveway 1</b>					\$100.00

PermitNo	Issue Date	Owner	Project Addr	Descript	Fee
<b>Rental</b>					
<b>TDU</b>					
200322	9/29/2020	HOCKMAN ERIC J	221 UPPER SWIFTWATER RD	Transient Dwelling Unit	\$500.00
				<b>Total TDU 1</b>	\$500.00
				<b>Total Rental 1</b>	\$500.00
<b>Sewage</b>					
Z224040	9/1/2020	JACOB GERARD F COLEEN P HIGGINS-	2564 BROOKDALE RD	AT GRADE	
				<b>Total 1</b>	\$0.00
<b>AT-GRADE</b>					
Z217071	9/9/2020	ANTEROLA LEONARD J	141 ALGER AVE	AT GRADE	
				<b>Total AT-GRADE 1</b>	\$0.00
<b>ESM</b>					
Z184596	9/9/2020	RGB HOMES LLC	CHERRY LN	NEW ESM	
Z184597	9/9/2020	MONROE-PIKE LAND LLC	CHERRY WOOD COURT	NEW SAND MOUND	
Z222447	9/15/2020	SNYDER JASON ETAL CO-TRUSTEES	BULL PINE RD	NEW ESM	
				<b>Total ESM 3</b>	\$0.00
				<b>Total Sewage 5</b>	\$0.00
<b>Well</b>					
<b>New Construction</b>					
200261	9/18/2020	CLASSIC QUALITY HOMES	1724 SULLIVAN TRL	Well - Single Family	\$100.00
200259	9/20/2020	ROSS WILLIAM J	1365 SULLIVAN TRL	Well - Single Family	\$100.00
				<b>Total New Construction 2</b>	\$200.00
<b>WELL FOR SFD</b>					
200291	9/15/2020	JACOB GERARD F COLEEN P HIGGINS-	2564 BROOKDALE RD	Residential Well	\$100.00
				<b>Total WELL FOR SFD 1</b>	\$100.00
				<b>Total Well 3</b>	\$300.00
<b>Zoning</b>					
<b>Accessory structure</b>					
200282	9/10/2020	COOPER RAYMOND H SHARON G	7258 MOSS DR	DETACHED GARAGE	\$158.00
200285	9/11/2020	CARBONARA STEPHEN P II	4163 CHERRY LANE CHURCH RD	Residential Accessory Building	\$136.40
200295	9/20/2020	SHERMAN MICHAEL LAURA	609 TYLER DR	Residential Accessory Building	\$82.40
200306	9/28/2020	B A D PROPERTIES OF MONROE LLC	508 ABEEL CIR	Residential Accessory Building	\$194.00
200318	9/28/2020	POCONO 57 RESIDENTIAL PART A LLC	7113 MOSS DR	Residential Accessory Building	\$170.00
				<b>Total Accessory structure 5</b>	\$740.80
<b>C - Accessory Structure</b>					
200284	9/11/2020	EPT SKI PROPERTIES INC	279 RESORT DR	Resort Ski Lift Replacement	\$1,069.00
				<b>Total C - Accessory Structure 1</b>	\$1,069.00
<b>C - Alteration</b>					
200300	9/23/2020	BROOKDALE ENTERPRISES LLC	2455 BACK MOUNTAIN RD	Commercial Alteration	\$1,866.00
				<b>Total C - Alteration 1</b>	\$1,866.00
<b>C - Interior Alterations</b>					
200298	9/22/2020	CHELSEA POCONO FINANCE LLC	1000 PREMIUM OUTLETS DR	Commercial Fit-out	\$100.00
				<b>Total C - Interior Alterations 1</b>	\$100.00
<b>Change of Use</b>					
200321	9/29/2020	HOCKMAN ERIC J	221 UPPER SWIFTWATER RD	Transient Dwelling Unit	\$70.00
				<b>Total Change of Use 1</b>	\$70.00

PermitNo	Issue Date	Owner	Project Addr	Descript	Fee
<b>Zoning</b>					
<b>DECK</b>					
200281	9/10/2020	TRAPASSO VINCENT J CHARLIE LYNN	3341 MOUNTAIN VIEW DR	Deck addition to Single Family Detached	\$215.00
200289	9/11/2020	MASACHE HENRY W BYRNE, CHRISTINE	1170 CHERRY LANE RD	Porch Addition to SFDD	\$80.00
200294	9/18/2020	BRID ROBERT L	608 SUNLITE LN	Deck addition to Single Family Detached	\$86.00
<b>Total DECK 3</b>					\$381.00
<b>FENCE</b>					
200317	9/28/2020	Loncola Angela	1104 SULLIVAN TRL	FENCE	\$70.00
<b>Total FENCE 1</b>					\$70.00
<b>FIT-OUT/RENOVATION</b>					
200278	9/3/2020	POCONO LANE PROPERTIES LLC (William	3361 ROUTE 611	Commercial Fit-out	\$100.00
<b>Total FIT-OUT/RENOVATION 1</b>					\$100.00
<b>SINGLE FAMILY DWELLING</b>					
200286	9/11/2020	JACOB GERARD F COLEEN P HIGGINS-	2564 BROOKDALE RD	NEW Single Family Dwelling	\$1,064.90
200263	9/18/2020	CLASSIC QUALITY HOMES	1724 SULLIVAN TRL	Single Family Detached Dwelling	\$871.40
200260	9/20/2020	ROSS WILLIAM J	1365 SULLIVAN TRL	Single Family Detached Dwelling	\$439.85
200315	9/25/2020	RGB HOMES LLC	CHERRY LN	Single Family Detached Dwelling	\$765.35
<b>Total SINGLE FAMILY DWELLING 4</b>					\$3,141.50
<b>Temporary Structure</b>					
200301	9/24/2020	SANOFI PASTEUR INC	110 LAUREL DR	Commercial Accessory Structure	\$368.75
<b>Total Temporary Structure 1</b>					\$368.75
<b>Temporary Use</b>					
200316	9/25/2020	SCHLIER JIMMY A	110 HILL MOTOR LODGE RD	Special Event	\$100.00
<b>Total Temporary Use 1</b>					\$100.00
<b>Use</b>					
200323	9/29/2020	GENESIS INTERNATIONAL REALTY LLC	3180 ROUTE 611	Light Manufacturing	\$70.00
<b>Total Use 1</b>					\$70.00
<b>Total Zoning 21</b>					\$8,077.05

**Total Permits: 49**

**\$42,576.78**

### Police Report for September 2020

The following are the recorded activities of the Pocono Township Police Department for the month of September 2020. Also listed are the available recorded activities for 2020 year to date, previous month, and Year-end total 2019.

	Sept 2020	Y-T-D 2020	August 2020	Y-T-D 2019	Sept 2019
Incidents Investigated	830	6646	960	10756	954
Burglary / Fire Alarms Answered	52	497	58	803	54
Motor Vehicle ACC	47	323	42	552	39
Assaults	5	43	10	77	8
Narcotics	12	94	11	120	12
Criminal Arrests	16	180	27	280	21
Theft	10	98	5	164	13
DUI alcohol/drug impaired	3	60	12	116	13
Mental Health	6	59	11	75	10
Drug Overdose	2	25	3	21	1
Death Investigations	3	18	2	15	4
Assisting other agencies	23	232	29	370	21
Disorderly Conduct/Harassment	33	305	36	294	30
Traffic Citations Issued	100	763	173	1745	153
Written Warnings	152	806	96	2281	273
Traffic & Parking issues	26	212	45	384	23
911 Hang-up Calls	130	1076	173	1016	69
Nuisance short Term Rental (ordinance viol) 2536	9		6	8	0
Fireworks Complaint (ordinance) 2641	8		11		

Mileage all Vehicles: 17,539

Income from Report Fees: \$369.95