



POCONO TOWNSHIP COMMISSIONERS  
SEWER COMMITTEE AGENDA

April 6, 2020 6:00 p.m.

**PUBLIC CALL-IN NUMBER: 408-418-9388 ACCESS CODE: 791 183 068**

**Open Meeting**

**Pledge of Allegiance**

**Roll Call**

**Public Comments**

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

**Announcements**

**Hearings**

**Presentations**

**OLD BUSINESS**

1. Motion to approve the minutes of the March 2, 2020 sewer committee meeting **(Action Item)**
2. Vasilios Kotretos (312 Learn Road) request for reduction in EDUs
3. Jim Schlier EDU purchase answer
4. Resolution update committee report and discussion of workshop date

Discussion regarding engineer and sewer consultant recommending proposed changes for consideration by the Committee

**NEW BUSINESS**

1. Financial Transactions
2. Appeals

**REPORTS**

1. Commissioners
2. Sewer Consultant
  - a. Motion to approve Multi-Dimensional Integration (MDI) as contractor for control system third party review in the amount of \$12,360.00 as required under the Emergency Management Plan & Risk Assessment and recommended by Boucher & James (**Action Item**)
  - b. Update – Pump station 5 jockey pump project, a project that was previously approved by the Committee
  - c. Update – Mixer pump delivery
  - d. Update – Singer valve was ordered following approval at 3/2/20 meeting with an estimated ship date of 4/24/20
  - e. Update - Deferred property list
  - f. Update – Properties with no lateral
3. Administration
4. Sewer Engineer
  - a. Update - Sanofi Sanitary Sewer Easement
  - b. Update - Act 537
5. Solicitor
  - a. Discussion regarding extension of expiring letter of credit (LOC) for Kalahari pre-treatment facility (**Possible Action Item**)
  - b. Discussion regarding possible relief measures for sewer customers affected by COVID-19 closures and/or loss of revenue (**Possible Action Item**)
  - c. Discussion on liability clause in contracts (**Possible Action Item**)
  - d. Update – KSD Hospitality
  - e. Update – Gateway Equities
  - f. Update – DCNR sewer line
  - g. Update – Turtle Walk – Hamilton Township

**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.*

**Executive Session – if necessary****Adjournment**

**Pocono Township Board of Commissioners  
Sewer Committee Meeting Minutes  
March 2, 2020**

The Sewer meeting of the Pocono Township Commissioners was held on Monday, 3/2/2020 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by Vice-President Jerrod Belvin at 6:00 p.m., followed by the Pledge of Allegiance.

**ROLL CALL:** Jerrod Belvin, present; Ellen Gnandt, absent; Gerald J. Lastowski, present; Keith Meeker, present; Rich Wielebinski, absent.

**IN ATTENDANCE:**

Leo DeVito, Twp. Solicitor, Broughal & Devito; Jon Tresslar, Twp. Engineer, Boucher & James, Inc.; Patrick Briegel, Sewer Consultant; Donna M. Asure, Township Manager and Dee Ackerman, Administrative Assistant were present.

**PUBLIC COMMENT:** none

**ANNOUNCEMENTS:** none

**MINUTES:**

J. Belvin made a motion, seconded by K. Meeker, to approve the minutes of February 3, 2020 sewer committee meeting. Roll call vote: Jerrod Belvin, yes; Ellen Gnandt, absent; Gerald J. Lastowski, yes; Keith Meeker, yes; Rich Wielebinski, absent. Motion carried.

**OLD BUSINESS:**

Vasilios Kotretsos - 312 Learn Road - request for reduction in EDUs. No action taken.

Jimmy Schlier - EDU Purchase answer. No action taken.

Resolution update committee report - workshop date to discuss – no action taken

**FINANCIAL TRANSACTIONS:**

J. Belvin made a motion, seconded by K. Meeker, to authorize the sewer reservation request from Tobyhanna Township for 22,500 gallons per day which equates to 92 EDU's at a cost, based on the reservation fee Resolution 2013-27, of \$1,221.86 per month for the first year of the reservation. The additional gallons per day (22,500) are to be subtracted from the amount remaining from the original agreement of 440,000 gallons per day (440,000 – 230,000 – 22,500 = 187,500) Roll call vote: J. Belvin, yes; E. Gnandt, absent; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, absent. Motion carried.

**APPEALS:** none

**REPORTS:**

**COMMISSIONERS:** none

**SEWER CONSULTANT REPORT:**

Update - expanding service area – P. Briegel stated that a work session will be needed to discuss. He believes it to be better to get up to speed on the laterals before expanding. That will be a couple of months. To expand into other areas takes time, planning, bidding and to move forward may take 7/8 to 12 months. The township should look for grant money for this.

**Pocono Township Board of Commissioners  
Sewer Committee Meeting Minutes  
March 2, 2020**

Update - Deferred property and properties with no laterals - P. Briegel reported that they are moving forward on getting people connected. Commissioner Belvin stated that at the end of 2019 P. Briegel reported that about 40 properties were on the list to be hooked up. He asked how many have been completed. P. Briegel stated that more than half have been hooked up, not all should have been on the deferred list, some have connected and some have been torn down.

Properties with no lateral - P. Briegel reported that he is working on a plan with costs. He will email the board the EDU's versus the cost. Discussion has to occur on whether the cost when greater than the yield is worth the investment.

P. Briegel reported on a letter received from Attorney Marc Wolfe on behalf of properties owned by S. Kopelson. Mr. Kopelson received a letter to hook up his properties. Mr. Wolfe believes this is premature since the properties are in limbo waiting for the realignment project to move forward. P. Briegel asked if there should be a sunset date on providing the extensions. The Board was informed that they just granted an extension for this project. They discussed if perhaps this would be the sunset date to require hook-up. The Board asked Solicitor DeVito to respond to Mr. Wolfe's letter.

**ADMINISTRATION**

**SEWER ENGINEER:**

Sanofi Sanitary Sewer Easement - no report.

ACT 537 - no report

**TOWNSHIP SOLICITOR:**

Tobyhanna/Kalahari - Discussed earlier

KSD Hospitality - Lien filed

Gateway Equities - no report

DCNR Sewer Line - Solicitor DeVito had a response from Tim Dugan of DCNR. They would like the township to purchase the line since they invested approximately \$126,000 into this project including demolition of their sewage treatment plant. Would like the township to make an offer. Commissioner Belvin reported that he had spoken to Senator Scavello and this may not cost the township anything. This is about 300 feet from property line to manhole. Discussion followed on other properties that could possibly be hooked up if the township were to obtain this line.

Turtle Walk - Hamilton Township - The agreement/interim temporary settlement agreement is in process of being put into place. The escrow will be \$5,000 and the reservation fee process must be followed. Then a will serve letter can be issued.

Liability Clauses - Discussion took place on the liability clauses being added to contracts that severely limit the townships ability to seek consequential or special damages from an incident caused by a product. P. Briegel believes the failure of the mixture pumps is minimal and even if they fail would not cause a catastrophic incident. The Board decided they would discuss these clauses on a case by case basis. J. Lastowski made a motion, seconded by K. Meeker to purchase the two mixer pumps from Gaylcorp with limitations of liability as stated in warranty. Roll call vote: J. Belvin, yes; E. Gnandt, absent; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, absent. Motion carried.

**PUBLIC COMMENT:** none

**ADJOURNMENT:**

J. Belvin made a motion, seconded by K. Meeker, to adjourn the meeting at 6:29pm. Roll call vote: J. Belvin, yes; E. Gnandt, absent; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, absent. Motion carried.