



POCONO TOWNSHIP COMMISSIONERS  
AGENDA

July 20, 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**

- An executive session was held on Thursday, July 20, 2020 to discuss potential litigation and personnel issues.
- Township Residents are encouraged to please respond to the 2020 Census by going to [www.2020census.gov](http://www.2020census.gov). It is critical that Pocono Township receives an accurate census count, so the Township receives the state and federal funds due the Township for the next 10 years.
- 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**

Ordinance 2020-04 – Motion to adopt Ordinance 2020-04 amending Article IV, Benefits, Section 4.1(a) of the Code of Ordinance of Pocono Township pertaining to the Police Pension Plan to reduce the retirement age. **(Action Item)**

**Presentations**

- Mr. Minu Desai, Owner of Wine Press Inn – Discussion regarding Mr. Desai's interest in purchasing a Township-owned property on Bartonsville Avenue, adjacent to the Wine Press Inn.
- Opening of Sealed Bids – Public Works Building Partial Roof Replacement Project

**Resolutions**

- Resolution 2020-14 – Motion to grant conditional approval of the Sanofi Pasteur, Inc. B-85 Solid Waste and Recycling Building preliminary/final land development plan. **(Action Item)**
- Resolution 2020-15 – Motion to grant conditional approval of the Sanofi Pasteur, Inc. Perimeter Protection Phase II preliminary/final land development plan. **(Action Item)**

**OLD BUSINESS**

- Motion to approve the minutes of the July 6, 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 July 16, 2020 in the amount of \$133,513.95. **(Action Item)**
- b. Ratify gross payroll for pay period ending July 12, 2020 in the amount of \$131,691.96. **(Action Item)**
- c. Motion to approve vouchers payable received through July 16, 2020 in the amount of \$306,083.22. **(Action Item)**
- d. Motion to approve capital fund expenditures through July 16, 2020 in the amount of \$5,477.04. **(Action Item)**

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

Richard Wielebinski

- Motion to authorize the Township Solicitor to prepare an amendment to the Township Amusement Tax Ordinance to reduce the Amusement Tax rate from 5% to 3%; to make further language amendments as recommended by special tax counsel, Eckert Seamans; and to advertise for public hearing. **(Action Item)**
- Proposed FY 2021 budget work session date – Wednesday, August 19, 2020 at 6:00 PM
- Update - LED Speed Signs

**Commissioner Comments**

Jerrod Belvin – Vice President

- COVID-19/Emergency Management Update

Ellen Gnandt – Commissioner

- Review of year-to-date Township financials – budget versus actual

Jerry Lastowski – Commissioner

- Update – Special allocation to fire company for costs incurred at Pocono Manor fire

Keith Meeker – Commissioner

**Reports****Zoning****Emergency Services**

- Police
- EMS
- Fire

**Public Works Report**

- Update – Road Crew Projects
- Update – 2020 Road Paving Projects
- Discussion regarding Robin Lane drainage issues
- Discussion regarding purchase of a Marathon power sprayer/tack distributor
- Update – Lighting at MVP and Heritage Center
- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant
- Update – Well Work at MVP and Replacement Fixtures

**Administration – Manager's Report**

- Greater Lehigh Valley Chamber of Commerce – Main Street Grant Award of \$1,200
- Update on pending grant applications
- Underground Storage Tanks Class A/B Operator Training Completed by Commissioner Belvin
- Fireworks signs and public notice
- Enterprise Fleet Management Meeting – Investigating potential savings of leasing all township vehicles including Police and Public Works
- 2020 Census Response
- Update – Regional HSPS Comprehensive Plan – Thursday, August 20 at 6:00 p.m.
- Update – MS4 requirements

**Township Engineer Report**

- St. Paul's Lutheran Drainage Basin
- Roof Replacement on Maintenance Building
- Archer Lane Drainage Issues
- Update – Right hand turn lanes from Rt. 611 onto Rimrock and Bartonsville Avenue
- Update – TLC Bridge & TLC Dam

**Township Solicitor Report**

- Discussion regarding Planning Commission's recommended amendments to the Township's Junk Yard and Junk Vehicle Ordinance (**Possible Action Item**)
- Discussion regarding amendment to the HJP Park cooperation agreement (**Possible Action Item**)
- Update – Pocono Jackson Joint Water Authority (PJJWA)
- Update – ZHB – Johnson Appeal for Transient Dwelling Unit postponed from March 24, 2020
- Update – Electric contract discussion – further research needed regarding limitation of liability

**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**

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
July 6, 2020 7:00 p.m.**

The regular meeting of the Pocono Township Commissioners was held on July 6, 2020 at the Pocono Township Municipal Building, Tannersville, PA, and opened by President Rich Wielebinski at 7:01 p.m. followed by the Pledge of Allegiance.

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

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

**Public Comments**

Sandra Kuzar (1230 Sunflower Court, Pocono Highland Estates) – Asked why the Township does not have a noise ordinance. Stated she is having ongoing problems with disruptive neighbors and when the police were contacted, they stated there is no noise ordinance to enforce. Joe Folsom, a Township resident in Pocono Highland Estates, stated the HOA Board has contacted their lawyer to address the noise complaints and were told specific calibrated equipment is necessary to prove noise levels and that a noise ordinance would be necessary. S. Kuzar indicated the neighbors retaliate after she calls the police. L. DeVito suggested the Township evaluate harassment and disorderly conduct; obscene language/gestures; and creating a hazardous or physically offensive condition which would be enough to address harassment issues with the neighbor under the PA Crimes Code. T. Muñoz will speak to the Police Chief.

Susan Fraunberger, (Mikes Road, Bartonsville) – Indicated fireworks are being set off every day and night which creates issues with pets and wildlife. Stated people should not be allowed to set off fireworks every day of the week. R. Wielebinski indicated Pocono Township has a Fireworks Ordinance that only allows four days of fireworks per year. Discussion followed on identifying specific locations where incidents are occurring.

Deborah Conners via Teleconference (219 Red Oak Lane in Tannersville) – Also expressed concerns with fireworks going off in neighborhood seven days a week until the early hours of the morning. She called 9-1-1 and provided information about a specific location and stated that nothing happened. Discussion followed on the Township's ordinances and ways the public can access them.

**Announcements**

- An executive session was held on Monday, June 22, 2020 to discuss personnel issues.
- Township Residents are encouraged to please respond to the 2020 Census by going to [www.2020census.gov](http://www.2020census.gov). It is critical that Pocono Township receives an accurate census count, so the Township receives the state and federal funds due the Township for the next 10 years.
- If you have not already, we would encourage you to "get in the know" with Pocono Township news. You can 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** – No hearings.

**Presentations**

- Interviews, discussion, and consideration of appointments for alternate members to the Planning Commission

- Joseph Folsom – Responded to questions from the Board. He is committed to attending regular meetings. Cited sewage capacity and fire alarm systems as township challenges to address. He is involved as an HOA board member, loves Pocono Township and looks at his service on the Planning Commission as a way to get involved in the Township. R. Wielebinski commended him for regular attendance at Township meetings.
- Christina Kauffman – Responded to questions from the Board. He is committed to attending regular meetings. She has been a township resident for most of her adult life. She believes that the Township needs to grow in a systematic manner, and not a haphazard way. She also served on Planning Commission previously in the late 1970's and early 1980's.

R. Wielebinski made a motion, seconded by J. Belvin, to appoint Joseph Folsom and Christina Kauffman as alternates to the Pocono Township Planning Commission. Roll call vote: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

- Interviews, discussion, and consideration of appointments for alternate members to the Zoning Hearing Board
  - Natasha Leap – Has worked as a maintenance supervisor and property manager for a property management company in the Poconos for over eight years, managed over 700 units, is familiar with different city and zoning ordinances in other areas and is a Real Estate Agent who abides by the Fair Housing Code of Ethics in everyday life. She would be neutral and fair in her decisions.

E. Gnandt made a motion, seconded by J. Belvin, to appoint Natasha Leap as alternate Zoning Hearing Board member. Roll call vote: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

- Lyndia Meaade-Jonas – Works as a real estate agent and drives for Pocono Pony, which enables her to hear residents' concerns. She would be neutral and fair in her decisions.
- E. Gnandt made a motion, seconded by R. Wielebinski, to appoint Lyndia Meaade-Jonas as alternate Zoning Hearing Board member. Roll call vote: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

**Resolutions** – No resolutions.

## **OLD BUSINESS**

- Motion to approve the minutes of the June 15, 2020 regular meeting of the Board of Commissioners -

R. Wielebinski made a motion, seconded by E. Gnandt to approve the minutes of the June 15, 2020 regular meeting of the Board of Commissioners. Under discussion, E. Gnandt made correction to Page 6 clarifying she is not opposed to a shared park director, but she supports an unpaid, volunteer park board versus someone paid by the Township. Roll call vote with correction: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

## **NEW BUSINESS**

1. **Personnel** – No new business.

2. **Financial Transactions**

R. Wielebinski made a motion, seconded by J. Belvin, to ratify vouchers payable received through June 30, 2020 in the amount of \$258,175.78. Roll call vote: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

R. Wielebinski made a motion, seconded by E. Gnandt, to ratify gross payroll for pay period ending June 28, 2020 in the amount of \$204,116.10. Roll call vote: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to approve vouchers payable received through June 30, 2020 in the amount of \$127,841.00. Roll call vote: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to approve capital fund expenditures through June 30, 2020 in the amount of \$5,750.38. Roll call vote: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

### **3. Travel/Training Authorizations - None**

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

Richard Wielebinski

- Update - LED Speed Signs – No report.
- Sullivan Trail – 1563 Sullivan Trail has added more junk vehicles on the property with a total of at least nine vehicles.

R. Wielebinski made a motion, seconded by J. Belvin, to have the Township Solicitor and Township Zoning & Building Code Administrator be authorized to file a lawsuit in the Court of Common Pleas of Monroe County against the owner of property located at 1563 Sullivan Trail, Tannersville, PA to seek removal of junk vehicles on the property and seek remediation of the dangerous structure located on the property. Under discussion, L. DeVito indicated it has been difficult to serve the property owner and when a Sheriff indicates he cannot serve the individual, the Township can petition the court for alternate service and the court would have to grant permission. The Township would have to show all steps taken to try and identify location of owner. Roll call vote: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to approve a four-year police contract with Teamsters Local Union 773 through December 31, 2023 with contract terms that include a three percent wage increase annually, a \$500/1,500 deductible health plan with three percent member premium contributions, a retirement age of 53 with 25 years of service, capped longevity pay for new hires and no post-retirement healthcare of new hires. Discussion followed to add short-term disability changes agreed upon prior to the motion. Roll call vote: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

#### **Commissioner Comments**

Jerrod Belvin – Vice President

- COVID-19/Emergency Management Update – No update.

Ellen Gnandt – Commissioner

- Discussion regarding work session for FY 2021 budget and review of Township financials. A work session to discuss financials will be scheduled.
- Toilets at MVP park are not in and bathrooms are not operational. R. Wielebinski explained due to COVID-19, there have been delays in shipping parts. R. Sargent will further discuss the toilet issue under his report.
- Discussion as to whether all payment plans for driveway pipes are current and on schedule. T. Muñoz will verify with Paola Razzaq, financial administrator.

Jerry Lastowski – Commissioner

- Update – Special allocation to fire company for costs incurred at Pocono Manor fire – No new information.

Keith Meeker – Commissioner – No comment.

## **Reports**

**Zoning** – No Zoning report.

## **Emergency Services**

- Police – Report was sent to the Commissioners Friday.
- EMS – No report.
- Fire – No report.

## **Public Works Report**

- Update – 2020 Road Paving Projects - Road projects are 50% done. Main roads are complete, and contractor is working on development roads. Seal coat projects will commence on July 13, 2020.
- Discussion regarding Robin Lane drainage issues. Property owners affected by water running off Fish Hill Road and impacting properties below. Previous attempts were made to alleviate issues with a two-foot ditch and the issues persisted. The only way to alleviate the problem is to use piping underground at a cost of approximately \$14,054.40 for materials only, with the manpower provided by the public works crew. L. DeVito said the Township needs written permission from three adjoining landowners before the project can proceed and an easement agreement is necessary. E. Gnandt stated she believed keeping water flowing down Fish Hill versus onto adjoining properties makes more sense and asked whether residents would pay for the piping under their driveways. Stated she wants the best management solution for this project and not a quick fix. B. Sargent said a closed system is proposed which is different than previous projects where pipes are open and residents responsible for maintenance. E. Gnandt inquired whether there would be any issues with damaging wells on either side and whether it was an MS-4 area. J. Tresslar indicated this is not an MS-4 area and R. Sargent said concrete, lining, or hardscaping can be used to get water past wells. J. Belvin asked how many D boxes would be included in the project. R. Sargent indicated one D Box which would alleviate some of the issues with volume on other Township-owned facilities. E. Gnandt noted the need for consistency in other areas of the Township in addressing similar drainage issues.

R. Wielebinski made a motion, seconded by K. Meeker, to have the Public Works road crew move forward with the project at a cost of \$14,054.40 with review/approval by the Township Engineer, J. Tresslar, and Township Solicitor, L. DeVito, ensuring all legal documentation is in order. Under discussion: John Vandeventer, Township Resident at 116 Robin Lane, stated water comes down Fish Hill, turns right and accumulates in a saddle at the front of his driveway. He feels a drop box is needed at the saddle to bring water into underground pipes and divert the water and encouraged the Board to act to address the issues. Roll call vote: J. Belvin, yes; E. Gnandt; yes; J. Lastowski, yes; K. Meeker, yes, R. Wielebinski, yes. Motion carried.

- Discussion regarding purchase of a Marathon power sprayer/tack distributor for blacktop projects. The trailer would apply tack, creating a sealed surface binding new surface to old. Tacking is required on projects that receive liquid fuel monies. R. Wielebinski asked T. Muñoz to sit down with R. Sargent and make recommendation on analysis of equipment, warranty on new equipment, etc. Discussion followed on the need for a tack trailer.
- Update – Lighting at MVP and Heritage Center. Stanchions are in, wiring is complete, and poles are erected. High lift will be used to install lights. Project should be complete by end of the week.

- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant. Grant application has been submitted to MCCD. Meeting being held on July 13, 2020 with some MCCD Board members which R. Sargent and our engineer from Boucher & James were asked to attend. Grant application is for approximately \$85,000. Township commitment of \$31,000, which includes manpower and miscellaneous equipment that will be used.
- Update – Well Work at MVP and Replacement Fixtures. Part for well pump delivered and will be installed Wednesday. The carriers that hold the toilets are three-bolt, which do not comply with 4 bolt toilets purchased.
- Route 611/Brookdale Road realignment and Frantz Hill realignment. D'Amico's property is impacted and decision was made to convene an onsite meeting to try and meet needs of the business owner.

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

- Update on pending grant applications. An Automated Red-Light Enforcement (RLE) grant for \$275,000 has been submitted which includes upgrades to the Rimrock Road/SR 611 traffic lights to bring them into the same system as the lights further south on Rt. 611 in Stroud Township. This will help eliminate backlog on that corridor during peak traffic volume times. A DCED Multimodal grant will be completed by the end of July and submitted that will also help wrap up project items. The Local Share Account (LSA) grant application window is opening through the end of September and that would be the 3<sup>rd</sup> part in a trifecta of grant applications to complete the Rimrock Road project. There is also a grant application being submitted on behalf of the PJJWA for federal monies to help with upgrades to their water system that serves both Pocono and Jackson Township residents. Our grant writer has assisted in filing for that grant application using the same data as was used for a state grant program under DCED.
- Underground Storage Tanks Class C Operator Training. T. Muñoz has completed the training. Discussion followed on having more than one Class C operator. Francis Smith & Sons are paid monthly to be the Township's Class A/B Operator. Further discussion regarding having R. Sargent trained as an additional Class C Operator.
- A resident requested to host yoga classes at Mountain View Park. A certificate of insurance and hold harmless agreement must be presented.

R. Wielebinski made a motion, seconded by K. Meeker, to grant permission to all a yoga instructor to host free yoga classes at Mountain View Park. Roll call vote: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

- Discussion regarding developer interest in Township-owned property parcel adjoining the Wine Press Inn. A new owner of the Wine Press Inn is interested in adjoining Township-owned property. Discussion followed on whether the land owned by the Township would be affected and how the Township acquired the property. The Deed will be inspected for owner information. R. Wielebinski would like to see what cannot be built on the property. Mr. Desai, the interested party, will be invited to the next BOC meeting to discuss the parcel further.
- Discussion ongoing regarding potential contracting with Enterprise Fleet Management to lease Township vehicles.
- The Township is lagging in responses due to COVID. Township residents are encouraged to go on-line at [www.census2020.gov](http://www.census2020.gov) to fill out the census. Alternate ways for the residents to respond were discussed.
- Update – Regional HSPS Comprehensive Plan. ARegional Comprehensive Plan meeting is scheduled for Thursday, July 16, 2020 at 6:00 p.m. at the Stroud Township municipal building. This would be a once-a-month process for the next 12 months to get a Regional Comprehensive Plan updated between Hamilton Township, Stroud Township, Pocono Township and Stroudsburg

Borough, the current group that is included in the Township's Comprehensive Plan. All board members are welcome to attend.

- Update – MS4 requirements – Public Works Training. Information was distributed to Public Works employees about identifying illicit discharges around the Township and making sure the Public Works crew knows the resources and processes to follow for compliance with our MS4 requirements as a Township. We are moving forward and working with Missy from Boucher & James to make sure we follow the MS4 requirements.

### **Township Engineer Report**

- St. Paul's Lutheran Drainage Basin. No communication from St. Paul's in last two weeks. Will reach back out to them.
- Sanofi Pasteur – B-85 Building Land Development Plan. Comprehensive review completed on land development plan. Approval was recommended to the Board of Commissioners, conditioned on meeting outstanding comments in review letter. A revised plan has been submitted back to J. Tresslar and another review letter will be sent out by next week. The Plan will be ready for Board of Commissioner's action at the next meeting in July.
- Roof Replacement on Maintenance Building. Two attendees were at pre-bid meeting and the question period is still open. Bids will be opened at next Board of Commissioners meeting on July 20, 2020.
- Archer Lane Drainage Issues. Resident is retaining an attorney to appeal the enforcement notice sent out by Township Zoning Officer.
- Update – TLC Bridge & TLC Dam - Waiver was received from DEP to begin work on TLC Dam. A permit was received from DEP.

### **Township Solicitor Report**

- Motion to authorize the Township Solicitor to prepare an amendment to the Township Police Pension Ordinance due to a reduction in retirement age and to advertise for public hearing.

R. Wielebinski made a motion, seconded by K. Meeker, to authorize L. DeVito, Township Solicitor, to prepare an amendment to the Township Police Pension Ordinance due to the reduction of the police retirement age from 55 to 53 with 25 years of service. Roll call vote: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

- Motion to authorize the Township Solicitor to prepare an amendment to the Township Amusement Tax Ordinance and to advertise for public hearing. This amendment deals with potential litigation, so the Board went into a brief executive session for further discussion on action items.

J. Belvin made a motion, seconded by E. Gnandt, to table the amendment to the Township Amusement Tax Ordinance until the mid-July meeting. Roll call vote: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to retain Eckert Seamans Cherin & Mellott, LLC, a law firm specializing in tax law, to assist in review of the Township Amusement Tax Ordinance. Roll call vote: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

- Discussion regarding amendment to the HJP Park Cooperation Agreement. Hamilton Township would like to deed their interest in the park to Jackson and Pocono Townships. Harrisburg has indicated that because a state grant was used to acquire the property, additional information is required to indicate the park would still be used for public purposes. E. Gnandt questioned

whether Pocono Township wants the deed. Discussion followed on who maintains the park, Jackson Township wanting to split the property between Townships and whether splitting the property would put us in default of the grant monies received.

- Update – Pocono Jackson Joint Water Authority (PJJWA). Municipalities went to First Northern Bank & Trust required that any loan funds be secured with a cash match from Jackson and Pocono Townships. T. Muñoz reached out to ESSA with the same information given to First Northern Bank. ESSA indicated they have what they need to provide a loan match for the Authority's grant application and a terms letter is expected before the next BOC meeting.
- The hearing for the ZHB Johnson Appeal for Transient Dwelling Unit will be held later in July.
- Update – Electric contract discussion. Further research is needed regarding limitation of liability.

**Public Comment** – No 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**

R. Wielebinski made a motion, seconded by E. Gnandt, to adjourn the meeting at 9:26 p.m. Roll call vote: J. Belvin, yes; E. Gnandt, yes; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

**POCONO TOWNSHIP  
MONROE COUNTY, PENNSYLVANIA**

**ORDINANCE NO. 2020 - O4**

**AN ORDINANCE OF POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA  
AMENDING, ARTICLE IV, BENEFITS, SECTION 4.1(A) OF THE POCONO  
TOWNSHIP POLICE PENSION PLAN.**

**WHEREAS**, Pocono Township enacted a Police Pension Plan Ordinance, Ordinance No. 33, which was amended in 2005 by Ordinance No. 115, in 2006 by Ordinance No. 125 in 2010 by Ordinance No. 145, and in 2018 by Ordinance No. 2018-11; and

**WHEREAS**, it is the desire of the Pocono Township Board of Commissioners to amend the Pocono Township Police Pension Plan to reduce the retirement age.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED**, by the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania, and it is hereby ordained and enacted by the authority of the same, to wit:

**SECTION 1.**

Article IV, Benefits, Section 4.1 (a) of the Pocono Township Police Pension Plan is hereby amended as follows:

**“Normal Retirement Date.** The Normal Retirement Date for a participant shall be the first day of the month following the later of his or her fifty-third (53<sup>rd</sup>) birthday, and the completion of twenty-five (25) years of service.”

**SECTION 2. REPEALER**

All Ordinances or parts of Ordinances which are inconsistent herewith are hereby repealed upon the effective date of this Ordinance.

**SECTION 3. SEVERABILITY**

If any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance.

**SECTION 4. EFFECTIVE DATE**

This Ordinance shall take effect five (5) days after the date of its enactment.

**ENACTED** and **ORDAINED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**ATTEST:**

**TOWNSHIP OF POCONO,  
MONROE COUNTY**

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**TAYLOR MUNOZ**  
Township Manager

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**RICHARD WIELEBINSKI**  
President, Board of Commissioners

Minu Desai – Interest in Pocono Twp Parcel at Corner of SR 611 & Bartonsville Ave



## **ADVERTISEMENT FOR BIDS**

NOTICE IS HEREBY GIVEN that sealed bids will be received by Pocono Township, Monroe County, 112 Township Drive Tannersville, PA 18372 for the **POCONO TOWNSHIP PUBLIC WORKS BUILDING PARTIAL ROOF REPLACEMENT PROJECT.**

The project consists of removing and replacing a portion of the existing metal roof with a PBR Panel metal roof on the center portion of the structure. Area to be covered is approximately 3,000 square feet.

All documents and solicitation details are available at no cost at PennBid - <https://pennbid.procureware.com/home> Bids shall be submitted online via the PennBid™ Program until 1:30 PM, July 20, 2020. Bids will be publicly read at the Board of Commissioners' meeting at approximately 7:00 p.m.

Bids must be accompanied by a certified check or bid bond issued by a Surety licensed to conduct business in the Commonwealth of Pennsylvania, in the amount of at least 10 percent (10%) of the total bid.

The successful bidder will be required to furnish and pay for a Satisfactory Performance and Payment Bond and Labor and Material Bond in an amount of 100% of the contract amount. A Certificate of Insurance showing proof of coverage as specified in the bidding documents must also be submitted.

Bid proposals in excess of twenty-five thousand dollars shall incorporate minimum salaries and wages as set forth by the Pennsylvania Department of Labor and Industry (prevailing wages). The Contractor must ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex, national origin or handicap.

Award of the Contract will be to the lowest responsible bidder, but the Owner reserves the unqualified right to reject any or all bids and to waive any informalities permitted by law. Bids may be held by the Township for a period of 60 days from the date of Bid opening for the purpose of reviewing Bids and investigating qualifications of bidders prior to awarding Contract. The Township intends to award the contract at a Board of Commissioners' Meeting on August 3, 2020 at approximately 7:00 p.m., at the Pocono Township Municipal Building, 112 Municipal Drive, Tannersville, PA 18372.

A mandatory pre-bid meeting will be held on June 24, 2020 at 9:30 A.M. The meeting will be held at the Pocono Township Municipal Building, 112 Municipal Drive, Tannersville, PA 18372.

All questions concerning the bid documents, or the project in general, should be submitted to the Engineer via PennBid no later than 5:00 PM, July 13, 2020. The Project Engineer is Boucher & James, Inc., Township Engineer, 2756 Rimrock Drive, Stroudsburg, PA 18360.

Taylor Munoz  
Township Manager

**POCONO TOWNSHIP PUBLIC WORKS BUILDING**  
**PARTIAL ROOF REPLACEMENT PROJECT**

POCONO TOWNSHIP, PROJECT NO. 2030103

**PROJECT TIMELINE**

June 15, 2019

- 06/15/2020                   **BID ADVERTISEMENT NO. 1**
- 06/19/2020                   **BID ADVERTISEMENT NO. 2**
- 06/24/2020                   **MANDATORY PRE-BID MEETING, 9:30 A.M.  
POCONO TOWNSHIP MUNICIPAL BUILDING**
- 07/13/2020                   **BIDDERS QUESTIONS DUE VIA PENNBID AT 5:00 P.M.**
- 07/20/2020                   **BIDS DUE AT 1:30 P.M. -  
PENNBID.PROCUREWARE.COM  
BIDS PUBLICLY READ AT APPROXIMATELY 7:00 P.M.  
BOARD OF COMMISSIONERS' MEETING  
TOWNSHIP MUNICIPAL BUILDING**
- 08/03/2020                   **NOTICE OF AWARD AT BOARD OF  
COMMISSIONERS' MEETING (ANTICIPATED)**
- 08/17/2020                   **NOTICE TO PROCEED**
- 10/15/2020                   **SUBSTANTIAL COMPLETION DEADLINE**

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

**RESOLUTION NO. 14**

**A RESOLUTION GRANTING CONDITIONAL  
APPROVAL OF THE SANOFI PASTEUR, INC. B-85 (SOLID WASTE AND  
RECYCLING BUILDING) PRELIMINARY/FINAL LAND DEVELOPMENT PLAN**

**WHEREAS**, the applicant, Sanofi Pasteur, Inc., submitted a plan application titled “Preliminary/Final Land Development Plans, Sanofi Pasteur Inc., B-85 (Solid Waste and Recycling Building)” (the “Plan”). The applicant proposes to construct a waste and recycling building on its existing property. The property is owned by Sanofi Pasteur, Inc., and is known as Monroe County Tax ID No. 12/12/2/10-2, PIN No. 12636402969225; and

**WHEREAS**, the Township Engineer has reviewed the Plan and offered comments in his letters dated June 19, 2020 and July 15, 2020; and

**WHEREAS**, the Pocono Township Planning Commission recommended the conditional plan approval of the Plan at a meeting held on June 22, 2020; and

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

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

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

1. SALDO Section 390-29.G.(7): A viewshed analysis must be submitted. *The applicant shall not be required to provide a viewshed analysis as seed lab is more than 2,000 feet from any roads in an already developed site.*
2. SALDO Section 390-29.J.(6): Title search must be provided. *The applicant shall not be required to provide a title search. The applicant has provided a deed evidencing ownership of the property.*
3. SALDO Sections 390-32.B and 390-35: Performance Guarantee. *The applicant shall not be required to provide a performance guarantee as a condition of recording the plan as no public improvements are proposed.*
4. SALDO Section 390-41: Development Agreement. *The applicant shall not be required to enter into a development agreement as a condition of recording the plan as no public improvements are proposed.*
5. SALDO Section 390-50.D: Design Criteria for Detention and Retention Basins

- a. Section 390-50.D.(5): Max slopes shall be 4:1. *The applicant shall be permitted to have slopes of 3:1.*
- b. Section 390-50.D.(7): Top of berm shall be 10 feet. *The applicant shall be permitted to have berm width of 2 feet.*
- c. Section 390-50.D.(11)(j): Emergency Spillway with 1-foot of freeboard shall be required. *The applicant shall not be required to provide 1 foot of freeboard.*
- d. Section 390-50.D.(12)(a): Anti-seep collars shall be provided for basin discharge pipe. *The applicant shall not be required to provide anti-seep collars.*
- e. Section 390-50.D.(13)(a): Basin discharge pipe shall be reinforced concrete with watertight joints. *The applicant shall be permitted to provide plastic pipe.*

6. SALDO Section 390-55.F.(3): Buffering requirements along property lines and rights-of-way. *The applicant shall not be required to install additional plantings due to the existing woodlands.*

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

1. SMO Section 365-14.A: Emergency spillway with 1-foot of freeboard shall be provided. *The applicant shall not be required to provide 1 foot of freeboard.*

That the “Preliminary/Final Land Development Plans, Sanofi Pasteur Inc., B-85 (Solid Waste and Recycling Building)” as shown on the plan prepared by Borton Lawson Engineering, dated May 28, 2020, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer’s letters dated June 19, 2020 and July 15, 2020.
2. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the Township, if deemed necessary by the Township.
3. The applicant shall pay all necessary fees associated with the Plan, including but not limited to a fee in lieu of dedicating open space in the amount of \$3,500.00, any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.
4. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
5. The applicant shall provide three (3) mylars for recording the plans and eight (8) sets of paper prints which are signed and notarized by the owner and sealed by the engineer.
6. The applicant shall meet all conditions of the plan approval, and Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the Conditional Plan approval will be considered void.

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

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

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

Township of Pocono  
Board of Commissioners

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

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

**RESOLUTION NO. 15**

**A RESOLUTION GRANTING CONDITIONAL  
APPROVAL OF THE SANOFI PASTEUR, INC. PERIMETER PROTECTION PHASE II  
PRELIMINARY/FINAL LAND DEVELOPMENT PLAN**

**WHEREAS**, the applicant, Sanofi Pasteur, Inc., submitted a plan application titled "Preliminary/Final Land Development Plans, Sanofi Pasteur Inc., Perimeter Protection Phase II" (the "Plan"). The applicant proposes to construct a waste and recycling building on its existing property. The property is owned by Sanofi Pasteur, Inc., and is known as Monroe County Tax ID No. 12/12/2/10-2, PIN No. 12636402969225; and

**WHEREAS**, the Township Engineer has reviewed the Plan and offered comments in his letters dated May 9, 2019, November 7, 2019 and July 1, 2020; and

**WHEREAS**, the Pocono Township Planning Commission recommended the conditional plan approval of the Plan at a meeting held on December 9, 2019; and

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

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

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

1. SALDO Section 390-29.G.(7): A viewshed analysis must be submitted. *The applicant shall not be required to provide a viewshed analysis as seed lab is more than 2,000 feet from any roads in an already developed site.*
2. SALDO Section 390-29.J.(6): Title search must be provided. *The applicant shall not be required to provide a title search. The applicant has provided a deed evidencing ownership of the property.*
3. SALDO Sections 390-32.B and 390-35: Performance Guarantee. *The applicant shall not be required to provide a performance guarantee as a condition of recording the plan as no public improvements are proposed.*
4. SALDO Section 390-41: Development Agreement. *The applicant shall not be required to enter into a development agreement as a condition of recording the plan as no public improvements are proposed.*
5. SALDO Section 390-48.W.(1): Maximum slope of earth embankment or excavation shall

not exceed one foot vertical to three feet horizontal unless stabilized by a retaining wall or cribbing. *The applicant shall be permitted to have slopes of 2:1.*

6. SALDO Section 390-50.D: Design Criteria for Detention and Retention Basins

- a. Section 390-50.D.(5): Max slopes shall be 4:1. *The applicant shall be permitted to have slopes of 3:1 for Rain Garden #1.*
- b. Section 390-50.D.(7): Top of berm shall be 10 feet. *The applicant shall be permitted to have berm width of 2 feet.*
- c. Section 390-50.D.(11)(j): Emergency Spillway with 1-foot of freeboard shall be required. *The applicant shall not be required to provide 1 foot of freeboard for Rain Gardens #2 and #3.*
- d. Section 390-50.D.(12)(a): Anti-seep collars shall be provided for basin discharge pipe. *The applicant shall not be required to provide anti-seep collars.*
- e. Section 390-50.D.(13)(a): Basin discharge pipe shall be reinforced concrete with watertight joints. *The applicant shall be permitted to install the proposed Rain Gardens with maximum depths of 1-foot.*

7. SALDO Section 390-55.F.(3): Buffering requirements along property lines and rights-of-way. *The applicant shall not be required to install additional plantings due to the existing woodlands.*

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

1. SMO Section 365-10.I.(6)(b)[1]: An Existing Resources and Site Analysis plan must be submitted for review under the application. *The applicant shall be permitted to submit a summary of impacts and justification.*
2. SMO Section 365-10.I.(8)(b): An Existing Resources and Site Analysis plan to show the proposed construction must be submitted for review under the application. *The applicant shall be permitted to submit a summary of impacts and justification.*
3. SMO Section 365-14.A: Emergency spillway with 1-foot of freeboard shall be provided. *The applicant shall not be required to provide 1 foot of freeboard for Rain Gardens #2 and #3.*

That the “Preliminary/Final Land Development Plans, Sanofi Pasteur Inc., Perimeter Protection Phase II” as shown on the plan prepared by Borton Lawson Engineering, dated April 12, 2019, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer’s letters dated May 9, 2019, November 7, 2019 and July 1, 2020.

2. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the Township, if deemed necessary by the Township.
3. The applicant shall pay all necessary fees associated with the Plan, including but not limited to a fee in lieu of dedicating open space in the amount of \$10,010.00, any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.
4. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
5. The applicant shall provide three (3) mylars for recording the plans and eight (8) sets of paper prints which are signed and notarized by the owner and sealed by the engineer.
6. The applicant shall meet all conditions of the plan approval, and Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the Conditional Plan approval will be considered void.
7. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the Plan is denied.

**RESOLVED** at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the \_\_\_\_\_ 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

AN EMPLOYEE OWNED COMPANY

INNOVATIVE ENGINEERING



**Boucher & James, Inc.**  
CONSULTING ENGINEERS

July 1, 2020

Pocono Township Board of Commissioners  
112 Township Drive  
Tannersville, PA 18372

Fountainville Professional Building  
1456 Ferry Road, Building 500  
Doylestown, PA 18901  
215-345-9400  
Fax 215-345-9401

2756 Rimrock Drive  
Stroudsburg, PA 18360  
570-629-0300  
Fax 570-629-0306  
Mailing:  
P.O. Box 699  
Bortonsville, PA 18321

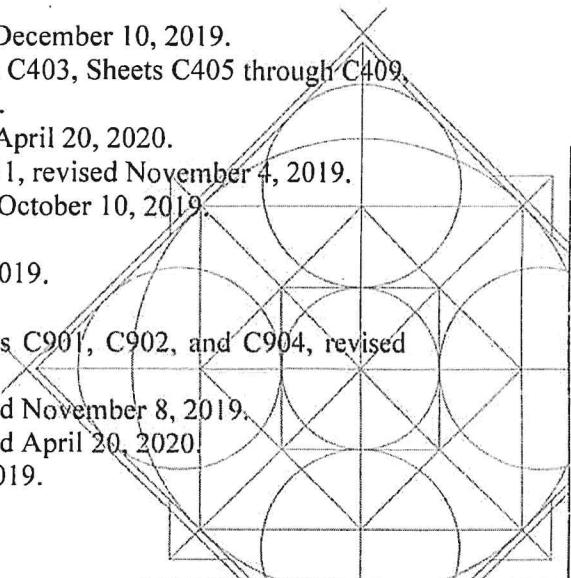
559 Main Street, Suite 230  
Bethlehem, PA 18018  
610-419-9407  
Fax 610-419-9408

**SUBJECT: SANOFI PASTEUR, INC. – PERIMETER PROTECTION PHASE II** [www.bjengineers.com](http://www.bjengineers.com)  
**PRELIM/FINAL LAND DEVELOPMENT REVIEW NO. 3**  
**POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA**  
**PROJECT NO. 1930083R**

Dear Planning Commission Members:

Pursuant to the Township's request, we have completed our third review of the Preliminary/Final Land Development Plan Application for the Sanofi Pasteur, Inc. Perimeter Protection Phase II. The submitted information consists of the following items:

- Submission Transmittal prepared by Borton Lawson dated June 24, 2020.
- PADEP Water Obstruction and Encroachment Permit dated April 27, 2020.
- PADEP Individual NPDES Permit dated December 30, 2019.
- Summary of Modification Requests prepared by Borton Lawson.
- Preliminary/Final Land Development Plans (61 sheets) prepared by Borton Lawson, dated April 12, 2019:
  - Sheet CS1, revised October 10, 2019.
  - Sheet CS2, revised November 8, 2019.
  - Sheet CS3, revised October 10, 2019.
  - Existing Conditions and Demolition Plans, Sheets C100 through C108, revised October 10, 2019.
  - Layout Plan, Sheets C201 through C208, revised October 10, 2019.
  - Grading, Drainage, and PCSM Plan, Sheet C301 and Sheets C303 through C309, revised October 10, 2019.
  - Grading, Drainage and PCSM Plan, Sheet C302, revised December 10, 2019.
  - Erosion and Sediment Control Plan, Sheets C401 through C403, Sheets C405 through C409, and Sheets C412 through C416, revised October 10, 2019.
  - Erosion and Sediment Control Plan, Sheet C404, revised April 20, 2020.
  - Erosion and Sediment Control Plan, Sheets C410 and C411, revised November 4, 2019.
  - Joint Permit Plan – Utility Crossing, Sheet C601, revised October 10, 2019.
  - Roadway Profiles, Sheet C701, revised October 10, 2019.
  - Stormwater Profiles, Sheet C702, revised December 10, 2019.
  - Sanitary Profiles, Sheet C703, revised October 10, 2019.
  - Erosion and Sediment Control Notes and Details, Sheets C901, C902, and C904, revised October 10, 2019.
  - Erosion and Sediment Control Details, Sheet C903, revised November 8, 2019.
  - Erosion and Sediment Control Details, Sheet C905, revised April 20, 2020.
  - Site Detail, Sheets C906 and C907, revised October 10, 2019.



- PCSM Notes and Details, Sheets C908 through C9011, revised October 10, 2019.
- Replacement Riparian Forest Buffer Planting Plan, Sheet C912, revised October 10, 2019.

### **BACKGROUND INFORMATION**

The Applicant, Sanofi Pasteur, Inc. is proposing perimeter security at its existing facility located along Discovery Drive.

The existing property is located within the I, Industrial, C, Commercial, and R-1, Residential Zoning Districts, has an area of approximately 189 acres and consists of medical laboratories, medical manufacturing, and office buildings with associated parking. Swiftwater Creek traverses the northern portion of the site, and areas of wetlands exist throughout the property.

The proposed development includes the construction of guard towers and a contractors' access road and will also include the installation of security perimeter fencing with gates and turnstiles.

The Land Development Plan was accepted for review by the Township Planning Commission at its meeting held on April 22, 2019. A time extension to January 4, 2020 was received from Borton Lawson. Therefore, the Board of Commissioners must act on the plan by January 4, 2020 unless a subsequent time extension is received.

Based on our review of the above information, we offer the following comments and/or recommendations for your consideration.

### **SUBDIVISION AND LAND DEVELOPMENT ORDINANCE COMMENTS**

1. In accordance with Section 390-19.F.(6)(c), "the applicant shall be responsible for submission of the plan and all required supporting documentation to the Monroe County Planning Commission, the Monroe County Conservation District, PennDOT, and all other governing agencies." *The proposed Land Development requires the following agency approvals. (Previous Comment 2)*
  - a. *Pocono Township –Land Development Plan approval – At its meeting held on December 9, 2020, the Township Planning Commission recommended approval to the Board of Commissioners.*
  - b. *Pocono Township – Fire Company – A submission was made to the Fire Company concurrently with this submission.*
  - c. *Monroe County Planning Commission – Planning review – Letter dated May 7, 2019 was received. No further action required.*
  - d. *Monroe County Conservation District/Pennsylvania Department of Environmental Protection – Erosion and sedimentation control and Individual NPDES permitting – An Individual NPDES Permit was issued under cover letter dated December 30, 2019.*
  - e. *Pennsylvania Department of Environmental Protection – Joint Permit – A Joint permit was issued under cover letter dated April 27, 2020.*

2. In accordance with Section 390-29.G.(7), “a viewshed analysis using GIS or other suitable methodology showing the location and extent of views into the property and along ridgelines from critical points along adjoining public roads and how the views will be affected by the proposed development and what design elements will be used to minimize the visual effects”. *A viewshed analysis must be provided, or a waiver requested. (Previous Comment) A waiver from Section 390-29.G.(7) is requested. The request indicates the existing buildings and trees obstruct views of the proposed construction. The Township should determine if they will require a viewshed analysis, or if the requested waiver is acceptable. (Previous Comment 4) A waiver requested from Section 390-29.G.(7) was recommended for approval by the Planning Commission at its meeting held on December 9, 2019.*
3. In accordance with Section 390-29.J.(6), “proof of legal interest in the property, a copy of the latest deed of record and a current title search report” must be provided. *A copy of the current property deed and title search must be submitted. (Previous Comment) The property deed has been received. A waiver from Section 390-29.J.(6) is requested for the submission of a title report. The request indicates Sanofi Pasteur, Inc. has been the property owner for more than 20 years. (Previous Comment 12) A waiver requested from Section 390-29.J.(6) for the submission of a title report was recommended for approval by the Planning Commission at its meeting held on December 9, 2019.*
4. In accordance with Section 390-32.B, “no final plan shall be signed by the Board of Commissioners for recording in the office of the Monroe County Recorder of Deeds until:
  - A. All improvements required by this chapter are installed to the specifications contained in Article VI of this chapter and other Township requirements and such improvements are certified by the applicant’s engineer; or
  - B. Proposed developer’s agreements and performance guarantee in accord with §390-35 and the Pennsylvania Municipalities Planning Code, Act 247 of 1968 as amended, have been accepted by the Board of Commissioners.”

*A performance guarantee, per Section 390-35, must be provided prior to plan recordation. A construction cost estimate shall be submitted for review. (Previous Comment) Waivers from Sections 390-32.B and 390-35 are requested. The requests indicate no public improvements are proposed and the Applicant will coordinate executing the required indemnification with the Township prior to construction. In addition, the plans will be recorded without a developer’s agreement and prior to construction. (Previous Comment 15) Waivers requested from Sections 390-32.B and 390-35 for a developer’s agreement and performance guarantee were recommended for approval by the Planning Commission at its meeting held on December 9, 2019.*

5. In accordance with Sections 390-38.B and 390-38.C, “the developer shall provide a plan for the succession of ownership, operation and maintenance prepared by the applicant for consideration and approval by the Township, and such plan shall be made part of the development deed covenants and restrictions.” “In the case of land developments such provision shall be in the form of deed covenants and restrictions clearly placing the responsibility of maintenance of all development improvements with the owner of the land development” *The required plan shall be completed and submitted. In addition, ownership and maintenance of the proposed improvements must be in the form of deed covenants and*

*restrictions. (Previous Comment) Township Covenant/Note 7 regarding operation and maintenance of the private improvements is provided on Sheet CS1.*

6. In accordance with Section 390-41, “all applicants proposing any subdivision and/or land development requiring the installation of improvements as required by this chapter shall, prior to final plan approval by the Board of Commissioners, and if so directed by the Board of Commissioners, enter into a legally binding development agreement with the Township whereby the developer guarantees the installation of the required improvements in accord with the approved plan and all Township requirements.” *A development agreement must be executed prior to plan recordation. (Previous Comment) A waiver from Section 390-41 is requested. The request indicates no public improvements are proposed and the Applicant will coordinate executing the required indemnification with the Township prior to construction. (Previous Comment 17) A waiver requested from Section 390-41 for a developer's agreement was recommended for approval by the Planning Commission at its meeting held on December 9, 2019.*
7. In accordance with Section 390-48.W.(1), “the maximum slope of any earth embankment or excavation shall not exceed one foot vertical to three feet horizontal unless stabilized by a retaining wall or cribbing, except as approved by the Board of Commissioners for special conditions.” *The proposed grading along the new access drive is at a 2 to 1 slope and must be revised, or information provided documenting special conditions. (Previous Comment) A waiver from Section 390-48.W.(1) is requested. The request indicates 2 to 1 slopes are proposed to limit disturbance to the existing steep slopes. Steep slope matting is shown on the proposed 2 to 1 slope. Due to the existing site conditions along the proposed access drive we have no objection to this request. (Previous Comment 19) A waiver from Section 390-48.W.(1) was recommended for approval by the Planning Commission at its meeting held on December 9, 2019.*
8. In accordance with Section 390-50.D.(5), “the maximum slope of the earthen detention basin embankments shall be four horizontal to one vertical.” *Proposed Rain Gardens #1 and #2 are graded at a 3 to 1 slope and must be revised. (Previous Comment) A waiver from Section 390-50.D.(5) is requested to permit 3 to 1 side slopes in the proposed rain gardens. We have no objection to this request with respect to Rain Garden #1, however it appears there is sufficient room at Rain Gardens #2 and #3 to provide slopes of 4 to 1. These areas should be further investigated. (Previous Comment 20) A waiver from Section 390-50.D.(5) was recommended for approval by the Planning Commission at its meeting held on December 9, 2019.*
9. In accordance with Section 390-50.D.(7), “the minimum top width of the detention basin berm shall be 10 feet.” *Rain Gardens #1, #2, and #3 provide rate control for the project site and have berm widths between 3-feet and 4-feet. The berm widths must be revised. A modification may be requested. Berm details referencing the proposed rain gardens must be included on the plan. Justification for the modification including the full grounds and facts of unreasonableness or hardship per Section 390-78.B.(3). (Previous Comment) A waiver from Section 390-50.D.(7) is requested. The request indicates the proposed rain gardens have maximum depths of 1-foot. Due to the minimal amount of stormwater runoff and storage, and the size of the proposed rain gardens. We have no objection to this request. (Previous Comment 21) A waiver from Section 390-50.D.(7) was recommended for approval by the*

***Planning Commission at its meeting held on December 9, 2019.***

10. In accordance with Section 390-50.D.(11), emergency spillways having a capacity equal to the peak flow from the 100-year storm event and providing 1-foot of freeboard shall be provided for all detention facilities. *An emergency spillway is shown at Rain Garden #1. No emergency spillways are provided at Rain Gardens #2 and #3. The proposed Rain Gardens provide rate control for the project site and emergency spillways must be provided with associated calculations and details. A modification may be requested. Justification for the modification including the full grounds and facts of unreasonableness or hardship per Section 390-78.B.(3). (Previous Comment) A waiver from Section 390-50.D.(11) is requested. An emergency spillway is shown at Rain Garden #1, however none are shown at Rain Gardens #2 or #3. The request indicates the proposed rain gardens have maximum depths of 1-foot and are utilized primarily for stormwater volume runoff and water quality. Due to the minimal amount of stormwater runoff and storage, and the locations of proposed Rain Gardens #2 and #3 we have no objection to this request for Rain Gardens #2 and #3. (Previous Comment 22) A waiver from Section 390-50.D.(11) was recommended for approval by the Planning Commission at its meeting held on December 9, 2019.*
11. In accordance with Section 390-50.D.(12)(a), “anti-seep collars shall be installed around the pipe barrel within the normal saturation zone of the detention basin berm.” *The proposed Rain Gardens provide rate control for the project site and anti-seep collars must be provided per Section 390-50.D.(12). All associated details and calculations must be submitted for review. A modification may be requested. Justification for the modification including the full grounds and facts of unreasonableness or hardship per Section 390-78.B.(3). (Previous Comment) A waiver from Section 390-50.D.(12)(a) is requested. The request indicates the proposed rain gardens have maximum depths of 1-foot and are utilized primarily for stormwater volume runoff and water quality. Due to the minimum amount of stormwater runoff and storage, and the size of the proposed rain gardens we have no objection to this request. (Previous Comment 23) A waiver from Section 390-50.D.(12)(a) was recommended for approval by the Planning Commission at its meeting held on December 9, 2019.*
12. In accordance with Section 390-50.D.(13)(a), “all outlet pipes through the basin berm shall be reinforced concrete pipe with watertight joints.” *The proposed Rain Gardens provide rate control for the project site and the pipe material of the discharge pipes must be revised. A modification may be requested. Justification for the modification including the full grounds and facts of unreasonableness or hardship per Section 390-78.B.(3). (Previous Comment) A waiver from Section 390-50.D.(13)(a) is requested. The request indicates the proposed rain gardens have maximum depths of 1-foot and are utilized primarily for stormwater volume runoff and water quality. Due to the minimum amount of stormwater runoff and storage, and the size of the proposed rain gardens we have no objection to this request. (Previous Comment 24) A waiver from Section 390-50.D.(13)(a) was recommended for approval by the Planning Commission at its meeting held on December 9, 2019.*
13. In accordance with Section 390-55.F.(3)(a) and Table 390-55-1, property line and road right-of-way buffers are required for all multifamily development.

In accordance with Section 390-55.F.(3)(g), “existing healthy trees, shrubs, or woodlands may be substituted for part or all of the required plants with the approval of the Township. The minimum quantities and/or visual effect of the existing vegetation shall be equal to or exceed

that of the required buffer as determined by the Township.”

- a. *A 10-foot wide, low intensity buffer consisting of 348 canopy trees and 35 ornamental trees are required along the 3,482.55-foot southern property line and adjacent to an existing industrial zoned property.*
- b. *A 20-foot wide, high intensity buffer consisting of 79 evergreen trees, 32 ornamental trees, and 32 canopy trees are required along the 1,580.4-foot eastern property line and adjacent to an existing residential development.*
- c. *A 20-foot wide, high intensity buffer consisting of 32 evergreen trees, 13 ornamental trees, and 13 canopy trees are required along the 647.46-foot northern property line and adjacent to existing residential zoned properties.*

*No buffer landscaping is proposed. We believe the density of the existing woodlands can satisfy the buffer requirements, however a waiver from the buffer will be required. (Previous Comment) A waiver from Section 390-55.F.(3) is requested. We believe the density of the existing woodlands can satisfy the buffer requirements. The Township shall determine if the existing woodlands can satisfy the buffer requirements, or if the requested waiver is acceptable. (Previous Comment 44) A waiver from Section 390-55.F.(3) was recommended for approval by the Planning Commission at its meeting held on December 9, 2019.*

14. In accordance with Section 390-55.I.(2)(k), “a detailed cost estimate shall be submitted, showing the value of all proposed landscaping, including all labor and materials”. *The cost of the proposed landscaping must be included in the construction cost estimate required in Comment 15. (Previous Comment 47) Waivers from Sections 390-35 and 390-41 are requested. If granted a cost estimate would not be required. Refer to Comments 4 and 6.*
15. In accordance with Section 390-58.B.1, common open spaces, recreation areas, and/or in-lieu-of fees “shall apply to any subdivision for which a preliminary plan or a combined preliminary/final plan and any land development for which a plan is submitted after the effective date of this Section 390-58.” In addition, and in accordance with Section 390-58.E.(5), “if a non-residential subdivision or land development is required to dedicate common open space, the following amounts of common open space shall be required, unless revised by resolution of the Board of Commissioners.” *Common open space and recreation areas shall be provided, or if agreed upon by the Board of Commissioners and Applicant per Section 390-58.F, a fee in-lieu-of dedicating open space as determined by the Township Fee Schedule may be provided. The calculated fee in-lieu-of for 6.72 acres of development is \$9,408. (Previous Comment 50) The calculated fee in-lieu-of for 7.15 acres of development is \$10,010. A final area of disturbance shall be submitted to confirm the calculated fee in-lieu-of.*

#### **STORMWATER MANAGEMENT ORDINANCE COMMENTS**

The project site is located within the B-1 Stormwater Management District of the Brodhead Creek watershed. The project site discharges to Swiftwater Creek which has a Chapter 93 classification of High Quality, Cold Water Fishery with Migratory Fishes (HQ-CWF, MF).

16. In accordance with Section 365-10.I.(6)(b)[1], “stormwater conveyance required by the municipality or other body or agency having jurisdiction; buffer maintenance and restoration;

the correction of hazardous conditions; stream crossings permitted by DEP and passive unpaved stable trails shall be permitted within the wetland buffer. No other earth disturbance, grading, filling, buildings, structures, new construction, or development shall be permitted within the wetland buffer.” *It appears construction will occur within the wetland buffer. The Existing Resources and Site Analysis plan must be revised to show the proposed construction and submitted for review under this application. (Previous Comment 50) A waiver from Section 365-10.I.(6)(b)[1] is requested. The request indicates that a summary of impacts and justification were submitted, however none have been received. A Joint Permit for this work is required. (Previous Comment 52) A waiver requested from Section 365-10.I.(6)(b)[1] was recommended for approval by the Planning Commission at its meeting held on December 9, 2019. A Joint Permit has been issued by the Pennsylvania Department of Environmental Protection.*

17. In accordance with Section 365-10.I.(8)(b), “stormwater conveyance required by the municipality or other body or agency having jurisdiction, buffer maintenance and restoration, the correction of hazardous conditions, stream crossings permitted by DEP, fish hatcheries, wildlife sanctuaries and boat launch sites constructed so as not to increase the floodplain elevation, and unpaved trails, shall be permitted, providing no buildings are involved. No other earth disturbance, grading, filling, buildings, structures, new construction, or development shall be permitted.” *It appears construction will occur within the stream buffer. The Existing Resources and Site Analysis plan must be revised to show the proposed construction and submitted for review under this application. (Previous Comment 51) A waiver from Section 365-10.I.(8)(b) is requested. The request indicates that a summary of impacts and justification were submitted, however none have been received. A Joint Permit for this work is required. (Previous Comment 53) A waiver requested from Section 365-10.I.(8)(b) was recommended for approval by the Planning Commission at its meeting held on December 9, 2019. A Joint Permit has been issued by the Pennsylvania Department of Environmental Protection.*
18. In accordance with Section 365-14.A, “any stormwater management facility (i.e., BMP, detention basin) designed to store runoff and requiring a berm or earthen embankment required or regulated by this chapter shall be designed to provide an emergency spillway to handle flow up to and including the one-hundred-year proposed conditions. The height of embankment must provide a minimum 1.0 foot of freeboard above the maximum pool elevation computer when the facility functions for the one-hundred-year proposed conditions inflow. Should any stormwater management facility require a dam safety permit under PADEP Chapter 105, the facility shall be designed in accordance with Chapter 105 and meet the regulations of Chapter 105 concerning dam safety which may be required to pass storms larger than the one-hundred-year storm event.” *An emergency spillway must be provided for proposed Rain Gardens #2 and #3. Calculations in support of the emergency spillways must also be submitted. A modification may be requested. Justification for the modification including the full grounds and facts of unreasonableness or hardship per Section 390-78.B.(3). (Previous Comment 54) A waiver from Section 365-14.A is requested. An emergency spillway is shown at Rain Garden #1, however none are shown at Rain Gardens #2 or #3. The request indicates the proposed rain gardens have maximum depths of 1-foot and are utilized primarily for stormwater volume runoff and water quality. Due to the minimal amount of stormwater runoff and storage, and the locations of proposed Rain Gardens #2 and #3 we have no objection to this request for Rain Gardens #2 and #3. (Previous Comment 56) A waiver requested from Section 365-14.A was recommended for approval by the Planning Commission at its meeting held on*

Pocono Township Board of Commissioners  
Sanofi Pasteur, Inc. – Perimeter Protection Phase II  
Preliminary/Final Land Development Review No. 3  
July 1, 2020  
Page 8 of 8

***December 9, 2019.***

We have no further engineering related comments. We recommend the above remaining comments be addressed to the satisfaction of Pocono Township prior to approval of the proposed Preliminary/Final Land Development Plan.

If you should have any questions, please call me.

Sincerely,



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

JST/mep/cg

cc: Taylor Munoz – Township Manager  
Leo DeVito, Esquire – Township Solicitor  
Lisa Pereira, Broughal & DeVito, LLP  
Aaron M. Sisler, P.E., Borton-Lawson – Applicant's Engineer  
Sanofi Pasteur, Inc. – Owner/Applicant  
Melissa E. Prugar, P.E. – Boucher & James, Inc.

S:\2019\1930083R\Documents\Correspondence\Review Letters\Sanofi.Perimeter.Protection.Phase.II.LD.Plan\_Review.No.3.docx

# Sanofi Perimeter Protection Phase II

## Summary of Modification Requests

### **SALDO Modifications:**

- SALDO Section 390-29.G.(7): A viewshed analysis must be submitted. *The applicant shall not be required to provide a viewshed analysis as existing buildings and trees obstruct the views of the proposed construction.*
- SALDO Section 390-29.J (6): Title search must be provided. *The applicant shall not be required to provide a title search. The applicant has provided a deed evidencing ownership of the property.*
- SALDO Sections 390-32.B and 390-35: Performance Guarantee. *The applicant shall not be required to provide a performance guarantee as a condition of recording the plan as no public improvements are proposed.*
- SALDO Section 390-41: Development Agreement. *The applicant shall not be required to enter into a development agreement as a condition of recording the plan as no public improvements are proposed.*
- SALDO Section 390-48.W.(1): The maximum slope of any earth embankment shall not exceed one foot vertical to three feet horizontal. *The applicant shall be permitted a 2 to 1 slope along the access drive.*
- SALDO Section 390-50.D: Design Criteria for Detention and Retention Basins
  - Section 390-50.D.(5): Max slopes shall be 4:1. *The applicant shall be permitted to have slopes of 3:1 for raingardens.*
  - Section 390-50.D.(7): Top of berm shall be 10 feet. *The applicant shall be permitted to have berm width of 3 to 4 feet for raingardens.*
  - Section 390-50.D.(11)(j): Emergency Spillway with 1-foot of freeboard shall be required. *The applicant shall not be required to provide 1 foot of freeboard for raingardens.*
  - Section 390-50.D.(12)(a): Anti-seep collars shall be provided for basin discharge pipe. *The applicant shall not be required to provide anti-seep collars.*
  - Section 390-50.D.(13): Basin discharge pipe shall be reinforced concrete with watertight joints. *The applicant shall be permitted to provide plastic pipe for raingardens.*
- SALDO Section 390-55.F.(3): Buffering requirements along property lines and rights-of-way. *The applicant shall not be required to install additional plantings due to the existing woodlands.*

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### **Stormwater Management Ordinance Modifications:**

- SWMO Section 365.10.I.(6)(b)[1] – Wetland buffer disturbance. *Disturbance within the wetland buffer shall be permitted as shown on the plans.*

## Sanofi Perimeter Protection Phase II Summary of Modification Requests

- SWMO Section 365-10-l.(8)(b) – Stream buffer disturbance. *Disturbance within the stream buffer shall be permitted as shown on the plans*
- SWMO Section 365-14.A: Emergency spillway with 1-foot of freeboard shall be provided. *The applicant shall not be required to provide 1 foot of freeboard for raingardens.*

POCONO TOWNSHIP  
Monday, July 20, 2020

## SUMMARY

Ratify

General Fund	\$	133,327.50
Sewer Operating	\$	186.45
Sewer Construction	\$	-
Capital Reserve	\$	-

Bill List

TOTAL General Fund	\$	211,202.94
TOTAL Sewer <u>OPERATING</u> Fund	\$	94,880.28
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	-
TOTAL Capital Reserve Fund	\$	5,477.04
Liquid Fuels	\$	-

Budget Adjustments

	\$	-
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Budget Appropriations

	\$	-
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Interfund Transfer

Notes:

**POCONO TOWNSHIP CHECK LISTING**  
**RATIFY**

<u>General Fund</u>	<u>Date</u>	<u>Check</u>	<u>Monday, July 20, 2020</u>	<u>Memo</u>	<u>Amount</u>
Payroll	07/17/2020			PAYROLL ENDING 7/12/2020	\$ 131,691.96
				TOTAL PAYROLL	<u><u>\$ 131,691.96</u></u>
<b>General Expenditures</b>					
	07/16/2020	59857	Blue Ridge Communications		\$ 291.19
	07/16/2020	59867	District Court 43-3-03		\$ 104.25
	07/16/2020	59868	District Court 43-3-03		\$ 104.25
	07/16/2020	59869	District Court 43-3-03		\$ 104.25
	07/16/2020	59870	District Court 43-3-03		\$ 104.25
	07/16/2020	59871	District Court 43-3-03		\$ 104.25
	07/16/2020	59872	District Court 43-3-03		\$ 104.25
	07/16/2020	59883	Kyocera Document Solutions America, Inc.		
	07/16/2020	59887	PA Turnpike Toll By Plate		
	07/16/2020	59897	Staples Business Credit		
			Phone Services		\$ 291.19
			Zoning legal		\$ 104.25
			Zoning legal		\$ 104.25
			Zoning legal		\$ 104.25
			Zoning legal		\$ 104.25
			Zoning legal		\$ 104.25
			Zoning legal		\$ 104.25
			Copier leases		\$ 366.56
			Tolls		\$ 9.30
			Office supplies		\$ 342.99
			TOTAL General Fund Bills	<u><u>\$ 1,635.54</u></u>	
<b>Sewer Operating Fund</b>					
	07/05/1904	7/16/2020	BLUE RIDGE COMMUNICATIONS		\$ 186.45
			PUMP STATION PHONE SERVICE		<u><u>\$ 186.45</u></u>
<b>Sewer Construction Fund</b>					
				\$ -	
<b>Capital Reserve Fund</b>					
				TOTAL Capital Reserve Fund	<u><u>\$ -</u></u>
<b>TOTAL General Fund</b>					133,327.50
<b>TOTAL Sewer Operating</b>					186.45
<b>TOTAL Sewer Construction</b>					Authorized by:
<b>Total Capital Reserve</b>					
					Transferred by:
					<u><u>\$ 133,513.95</u></u>

**POCONO TOWNSHIP CHECK LISTING**  
**Monday, July 20, 2020**

<u>General Fund</u>	<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
	07/16/2020	59854	Access Office Technologies	3Q 2020 TWP Copiers	\$ 408.08
	07/16/2020	59855	ADP, LLC	Payroll services	\$ 572.06
	07/16/2020	59856	ARGS Technology, LLC	June 2020 Police & TWP IT Services	\$ 3,125.00
	07/16/2020	59858	Brodhead Creek Regional Authority	TWP Monthly Sewer	\$ 177.08
	07/16/2020	59859	Broughal & DeVito, L.L.P.	Legal services	\$ 7,518.45
	07/16/2020	59860	Cardmember Service	Licenses and township operation supplies	\$ 316.01
	07/16/2020	59861	Cardmember Service	Licenses and township operation supplies	\$ 739.93
	07/16/2020	59862	Cardmember Service	Police license and operation supplies	\$ 4,689.92
	07/16/2020	59863	Cefali and Associates PC	May TWP Treasury Services	\$ 362.50
	07/16/2020	59864	Cyphers Truck Parts	PW truck supplies	\$ 126.21
	07/16/2020	59865	D.G. Nicholas Co.	PW operation supplies	\$ 42.87
	07/16/2020	59866	DES	Recycling pickup	\$ 30.00
	07/16/2020	59873	E.M.Kutz, Inc.	PW truck maintenance	\$ 3,505.10
	07/16/2020	59874	Eureka Stone Quarry, Inc.	Road materials	\$ 11,531.08
	07/16/2020	59875	Francis Smith & Sons Inc	A&B operator	\$ 250.00
	07/16/2020	59876	GFOA	Membership renewal	\$ 190.00
	07/16/2020	59877	H. M. Beers, Inc.	June 2020 SEO Services	\$ 2,100.00
	07/16/2020	59878	HUNTER KEYSTONE PETERBILT	PW truck maintenance	\$ 105.77
	07/16/2020	59879	J & Z Professional Services LLC	July 2020 Cleaning Services & COVID Cleaning	\$ 1,895.12
	07/16/2020	59880	Jack Williams Tire Company, Inc.	Police vehicle maintenance	\$ 738.60
	07/16/2020	59881	JDM Consultants, LLC	July 2020 Grant Consulting & Advocacy	\$ 2,500.00
	07/16/2020	59882	Kimball Midwest	PW equipment maintenance	\$ 227.77
	07/16/2020	59884	Medico Industries, Inc.	MPO102	\$ 39.00
	07/16/2020	59885	Mid-Atlantic Fire & Air	Emergency services supplies	\$ 1,360.00
	07/16/2020	59886	Network Fleet	Police GPS services	\$ 325.45
	07/16/2020	59888	PAPCO, Inc.	Vehicle fuel	\$ 3,012.33
	07/16/2020	59889	PMHIC	Insurance premium	\$ 136,366.02
	07/16/2020	59890	Pocono 4 Wheel Drive Center	PW supplies	\$ 108.00
	07/16/2020	59891	Pocono Record	Advertisement	\$ 839.08

<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
07/16/2020	59892	Pocono RV Sales & Service	PW supplies	\$ 118.00
07/16/2020	59893	PPL Electric Utilities	Electric Service	\$ 1,246.35
07/16/2020	59894	Praxair Dist Mid-Atlantic	PW supplies	\$ 29.22
07/16/2020	59895	Reliable Sign and Striping	Signs	\$ 375.50
07/16/2020	59896	Site2	Backup services police and twp	\$ 804.00
07/16/2020	59898	State Workers Insurance Fund	Fire department workers comp.	\$ 2,006.00
07/16/2020	59899	Steele's Hardware	Operation supplies	\$ 840.92
07/16/2020	59900	Steele's Hardware	Operation supplies	\$ 285.83
07/16/2020	59901	Tulpehocken Mountain Spring Water Inc	TWP water	\$ 90.19
07/16/2020	59902	U.S. Municipal	Sweeper repair	\$ 21,681.82
07/16/2020	59903	UNIFIRST Corporation	PW uniforms & mats	\$ 256.18
07/16/2020	59904	Welch, Christopher	8/30/20 Pavilion 3 Rental Refund	\$ 100.00
07/16/2020	59905	Wilson Products Compressed Gas Co.	PW supplies	\$ 7.50
07/16/2020	59906	Wittel, Jason	Truck Lettering	\$ 160.00

**TOTAL General Fund \$ 211,202.94**

### **Sewer Operating Fund**

7/16/2020	1649	BROADHEAD CREEK REGIONAL AUTHORITY	SEWER TREATMENT AUG 2020
7/16/2020	1650	BROUGHAL & DEVITO, L.L.P.	LEGAL SERVICE GENERAL SEWER
7/16/2020	1651	EEMA O&M Services Group, Inc.	O&M SERVICES JULY 2020
7/16/2020	1652	KEYSTONE ENGINEERING GROUP	ENGINEERING SERVICES
7/16/2020	1653	METROPOLITAN TELECOMMUNICATIONS	PHONE SERVICE PUMP STATION
7/16/2020	1654	Multi-Dimensional Integration Inc.	PROFESSIONAL SERVICES
7/16/2020	1655	Pennsylvania One Call System, Inc	SEWER MAPPING SERVICES
7/16/2020	1656	Pocono Township	PTW ADMIN SERVICES
7/16/2020	1657	PPL Electric Utilities	49815-62005
7/16/2020	1658	Utility Locator LLC	UTILITY LOCATORS SERVICES
7/16/2020	1659	Verizon	SCADA LINE

**Sewer Construction Fund**

**TOTAL Sewer Construction Fund \$ -**

<u>Capital Reserve Fund</u>	<u>Date</u>	<u>Check</u>	<u>Vendor</u>	<u>Memo</u>	<u>Amount</u>
	7/16/2020	1138	BROUGHAL & DEVITO	WHITE OAK CULVERT LEGAL SERVICES	\$ 116.25
	7/16/2020	1139	CARDMEMBER SERVICES	RJ WALKER/MT View Well Project	\$ 296.00
	7/16/2020	1140	COOPER ELECTRIC	MT VIEW LIGHTING	\$ 60.99
	7/16/2020	1141	D'HUEY ENGINEERING	PW Roof replacement project	\$ 2,887.50
	7/16/2020	1142	FRY PLASTIC LLC	MT VIEW WELL PROJECT	\$ 1,436.94
	7/16/2020	1143	STEELES HARDWARE	MT VIEW WELL & LIGHTING PROJECTS	\$ 222.31
	7/16/2020	1144	CARDMEMBER SERVICES	RJ WALKER	\$ 457.05
				<b>TOTAL Capital Reserve Fund</b>	<b>\$ 5,477.04</b>

**LIQUID FUELS**

<b>ESSA</b>			
<b>TOTAL General Fund</b>	\$	211,202.94	
<b>Sewer Operating</b>	\$	94,880.28	Authorized by: _____
<b>TOTAL Sewer Construction Fund</b>	\$	-	
<b>Capital Reserve</b>	\$	5,477.04	
<b>Liquid Fuels</b>	\$		
<b>TOTAL ESSA TRANSFER</b>	\$	311,560.26	Transferred by: _____

## Robert Sargent

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**From:** ac\_sales@asphaltcare.com  
**Sent:** Thursday, July 16, 2020 5:09 PM  
**To:** Robert Sargent  
**Subject:** Quote for 2020 Marathon TPS250T tack buggy - From Asphalt Care Equipment  
**Attachments:** Pocono Township - Quote for 2020 Marathon TPS250T - Asphalt Care Equipment.pdf, 2020 TPS250T (1).jpg; 2020 TPS250T (2).jpg; 2020 TPS250T (3).jpg; 2020 TPS250T (4).jpg

Hello Bob,

It was good talking to you today and thank you for your interest in purchasing and tack trailer from Asphalt Care Equipment. I have attached a quote for the purchase of a new 2020 Marathon TPS250T tack trailer. I have also attached pictures of the actual unit that I have quoted you on.

Please let me know if you have any questions either before or after presenting to your board.

This tack trailer comes with a full one year warranty. We will service the warranty here at Asphalt Care. If there is a problem with the tack unit and you bring it to us for service everything is covered. If we have to come to you to make the repairs you will be responsible for travel costs for our tech.

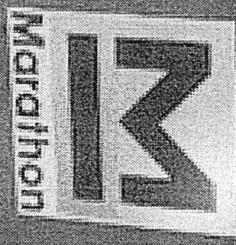
Thanks,

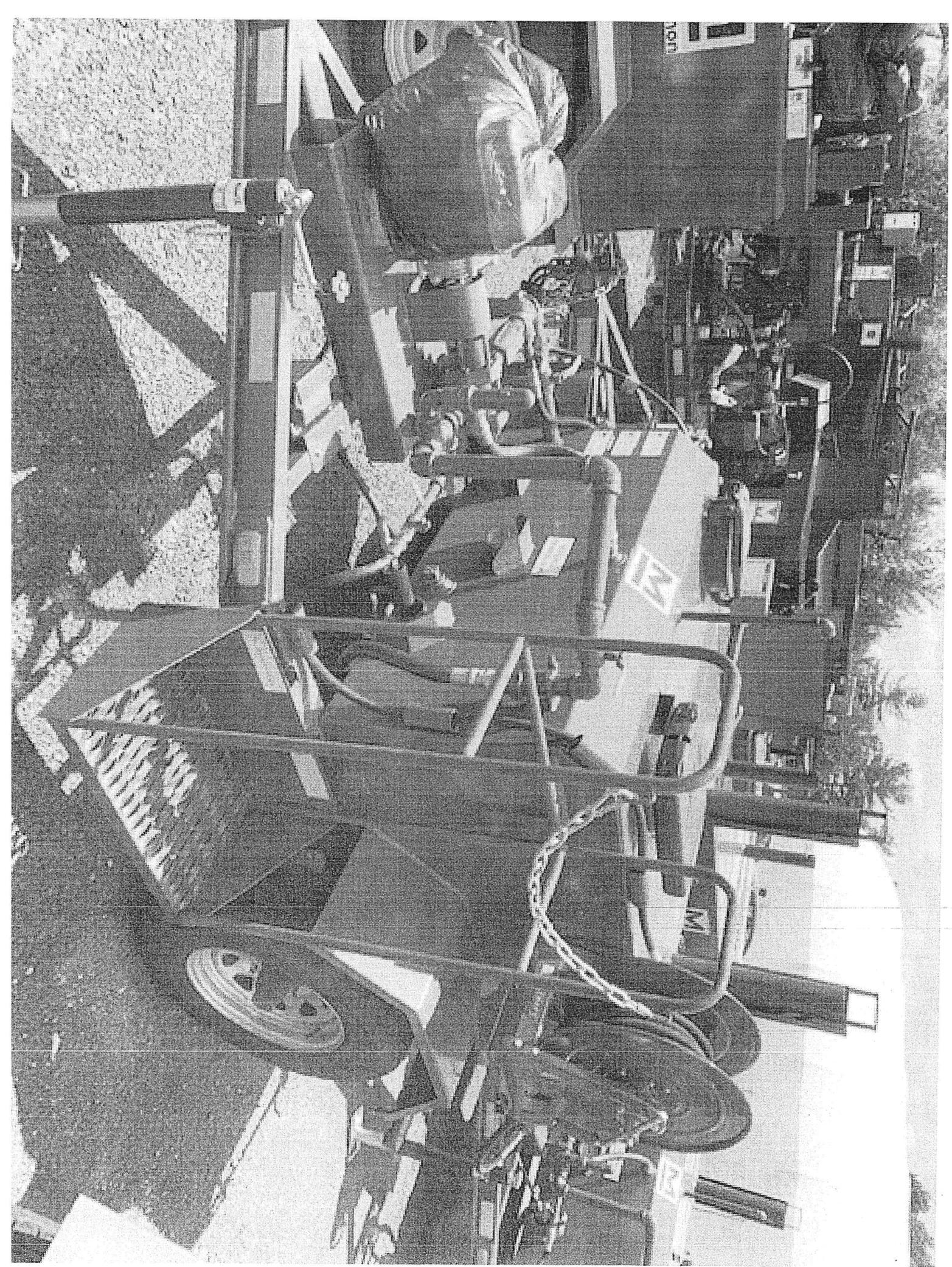
Chris McCloskey  
Sales Manager



215.639.9800 (Office)  
267.432.2617 (Cell)  
215.639.9802 (Fax)  
[www.AsphaltCare.com](http://www.AsphaltCare.com)







7/16/2020  
Store: HQ

Invoice Layaway #19653

Ordered: 7/16/2020  
Associate: ChrisMcClosky  
Page 1

# INVOICE



**Asphalt Care®**  
EQUIPMENT & SUPPLIES

Asphalt Care Equipment, Inc

2765 Galloway Road

Bensalem, PA 19020

800-223-1202 Phone

215-639-9802 Fax

[www.AsphaltCare.com](http://www.AsphaltCare.com)

**Bill To:** Pocono Township  
Pocono Township  
112 Township Drive  
Tannersville, PA 18372  
570-242-7137

INSTRUCTIONS: 2020 Marathon TPS250T

250 gal. Tube-Fired Power Sprayer w/ 6' Spray Bar c/w 11hp Honda and 18 GPM pumping system & Operators Platform  
5.5 hp Honda Engine | 10 GPM Pumping System with Flushing Tank | 5' Spray Wand with 40' Hose  
Two 80,000 BTU Vapor Burners (no flame-out protection) | 10" diameter Non-Vented, Flip Top, Filler Lid  
Single Propane Bottle Holder | 10 lb. Fire Extinguisher c/w Bracket | (1) 5200 lb Axle with 225/75 R15 Tires with Electric Brakes  
Electric Breakaway Switch c/w Battery | Adjustable Pintle Style Hitch DOT/Transport approved LED trailer lighting  
Heavy Duty, Top Wind, Trailer Jack | Hose Reel installed | 7 Pin Trailer Plug | Painted Marathon Gray

Thank you for your interest in this tack trailer. Please contact me with any questions.

Chris McCloskey  
(c)267-432-2617

**Order Status: Quote**

Description 1	Description 2	S/N	Size/Hrs	Sold	Price	Ext Price
Tack Distributors	Marathon TPS-250T, 6' SprBar, Platform, Breakaway Serial # 90829	90829	250 gal	1	\$15,500.00	\$15,500.00

Subtotal: \$15,500.00  
TAXES 0 % Tax: + \$0.00  
TOTAL: \$15,500.00  
Deposit Balance: \$0.00  
Balance Due: \$15,500.00

Local & state sales tax will apply if not included in quoted price. Items are held only when a deposit is given.  
This quote is valid for up to 10 days, thereafter the deposit may be refunded and this quote is null and void.  
Items are released with payment in full or credit is established.

## CHAPTER 235. JUNKYARDS AND JUNK VEHICLES

### § 235.1. Definitions.

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As used in this chapter, the following terms shall have the meanings indicated:

**ABANDONED VEHICLE** - An "abandoned vehicle" is defined in the Pennsylvania Vehicle Code, 75 Pa. C.S.A. § 102, effective July 1, 1977, and may from time to time be amended.

**JUNK VEHICLE** - An automobile, truck, trailer, motorcycle, bus, motorhome, motorized camper, motor scooter, snowmobile, watercraft, aircraft, or other motor vehicle that does not display a current license plate or valid inspection sticker, or is otherwise partially dismantled, wrecked, or has major parts missing such as wheels, windshields, doors, motors, or is in an inoperable condition.

**JUNKYARD** - An area visible from public streets, roads or adjoining properties that are not totally enclosed and contains two or more junk vehicles or is being used for the storage or discarding of garbage or other organic waste material, paper, rubbish, rags, refuse, scrap metal, machinery, furniture, stoves, containers, refrigerators, hot water heaters, plastic or metal pails and drums, construction equipment which is no longer serviceable, container boxes, or other waste materials of an offensive nature or unsightly nature.

### § 235-2. Requirements.

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A. It shall be deemed unlawful for any person, owner, lessee, tenant, occupant or person otherwise in charge of or in control of premises within Pocono Township to have or keep junk vehicles or create a junkyard on property within Pocono Township if such condition constitutes a nuisance in fact.

B. The leaving, discarding or storing of abandoned vehicles, junk or waste material of a type described in § 235-1, definition of "junkyard", of this chapter, on or along any public road or public land is prohibited.

C. A vehicular junkyard or graveyard that existed in Pocono Township prior to January 1, 1972, the date of enactment of the Pocono Township Zoning Ordinance, may continue to exist and operate with a "certificate of nonconformance" issued by the Zoning Officer of Pocono Township, if such facility continues to operate in conformance of the laws of the Commonwealth of Pennsylvania, and does not constitute a health hazard or otherwise affect the safety and general welfare of the public. This exception shall not apply to a nonconforming use which has been abandoned as provided in the Zoning Ordinance.

Deleted: § 12.101(a).

D. The provisions of this chapter do not apply to new and used car dealers who park new or used motor vehicles for sales display on private land zoned for this purpose. Excluded also are those vehicles classified as an "antique motor vehicle" by the Vehicle Code of Pennsylvania, said classification consisting of any self-propelled vehicle, but not a reproduction thereof,

manufactured more than 25 years prior to the current year, which has been maintained in or restored to a condition which is substantially in conformance with manufacturer specifications.

E. It shall be a defense to prosecution under this chapter that a wrecked vehicle stored on private property is waiting for insurance adjustment and repair.

F. Upon notification issued by the Township Code Enforcement Officer to any individual, partnership, association or corporation, or any other entity who is in violation of the requirements of this Chapter, the person or entity shall have thirty (30) days to repair, sell, or otherwise remove the specified waste materials or junk vehicles.

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G. With respect to abandoned vehicles, the Police Department shall proceed in accordance with the provisions of the Vehicle Code, 75 Pa. C.S.A. § 7301, by giving written request to a salvor to remove the vehicle.

#### § 235-3. Enforcement.

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This Chapter shall be enforced by the Township Code Enforcement Officer or such other officials as may be designated by the Board of Commissioners from time to time.

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#### § 235-4. Violations and penalties.

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Any violation of this Chapter which has not been corrected within the time frame set forth in the notice of violation shall be enforced by action brought before a Magisterial District Judge in the same manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure. Any person, partnership, corporation or other entity who or which violates or permits a violation of the provisions of this Chapter shall, upon conviction in a summary proceeding, pay a fine of not less than one hundred dollars (\$100.00) nor more than five hundred dollars (\$500.00) per violation, plus all court costs and reasonable attorney's fees incurred by the Township in the enforcement proceedings, and/or be imprisoned to the extent allowed by law for the punishment of summary offenses. Each day or portion thereof that a violation exists or continues shall constitute a separate violation. Further, the appropriate officers or agents of the Township are hereby authorized to seek equitable relief, including injunction, to enforce compliance with this Chapter. All fines, penalties, costs and reasonable attorneys' fees collected for the violation of this Chapter shall be paid to the Township for its general use.

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**Deleted:** Any individual, copartnership, association or corporation who violates any provision of this chapter shall upon conviction in a summary proceeding brought in the name of Pocono Township be sentenced to pay a fine of not less than \$50 nor more than \$500 and costs of prosecution, and in default of such payments shall be sentenced to imprisonment in the Monroe County Jail for not more than 10 days; each day's violation of any of the provisions of this chapter shall constitute a separate offense