POCONO TOWNSHIP COMMISSIONERS
AGENDA
August 3, 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

- Township Residents are encouraged to please respond to the 2020 Census by going to www.2020census.gov. It is critical that Pocono Township receives an accurate census count, so the Township receives our fair share of state and federal funds 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, follow our Facebook page for frequent community updates and subscribe to our township-wide Savvy Citizen notification system at www.savvycitizenapp.com.

Hearings

Ordinance 2020-05 – Motion to adopt Ordinance 2020-05 amending the Code of Ordinances of Pocono Township, Chapter 235, Junkyards and Junk Vehicles; and repealing all ordinances inconsistent herewith. **(Action Item)**

Ordinance 2020-06 – Motion to adopt Ordinance 2020-06 amending the Code of Ordinances of Pocono Township, Chapter 398, Taxation, Article IV, Amusement Tax; and repealing all ordinances inconsistent herewith. **(Action Item)**

Presentations

- Presentation of the Pocono Township 2019 Audit – Jeff Weiss, Zelenkofske Axelrod LLC
- Presentation of Pocono Township Q2 Financial Report – Frank Cefali, CPA, Township Treasurer

Resolutions

- Resolution 2020-16 – Motion to approve the submission of a Local Share Account grant application to the Commonwealth Financing Authority in the amount of $1,100,000 to be used to complete the Pocono Township SR 611/Rimrock Drive Intersection Project.
- Resolution 2020-17 – Motion to approve the submission of a Local Share Account grant application to the Commonwealth Financing Authority in the amount of $265,196 to be used to purchase equipment for the Pocono Township Volunteer Fire Department.

OLD BUSINESS

- Motion to approve the minutes of the July 20, 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 30, 2020 in the amount of $115,926.66. **(Action Item)**
   b. Ratify gross payroll for pay period ending July 26, 2020 in the amount of $101,541.99. **(Action Item)**
   c. Motion to approve vouchers payable received through July 30, 2020 in the amount of $133,337.14. **(Action Item)**
   d. Motion to approve sewer construction fund expenditures through July 30, 2020 in the amount of $3,116.83.
   e. Motion to approve capital fund expenditures through July 30, 2020 in the amount of $4,015.47. **(Action Item)**

3. **Travel/Training Authorizations**

   - Canceled - G-364 Multi-Hazard Emergency Planning for Schools, September 8 & 9

Report of the President

Richard Wielebinski
- Update - LED Speed Signs

Commissioner Comments

Jerrod Belvin – Vice President
- COVID-19/Emergency Management Update
- COVID-19 County Relief Block Grant – Application Submitted

Ellen Gnandt – Commissioner
- Review of year-to-date Township financials

Jerry Lastowski – Commissioner
- SR 611 Construction Project – Swiftwater through Scotrun
- 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
- Discussion regarding Robin Lane drainage issues
- Discussion regarding purchase of a Marathon power sprayer/tack distributor
- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant
- Update – Well Work at MVP and Replacement Fixtures

Administration – Manager's Report

- New Cleaning Services Contract
- Update on pending grant applications
- Wine Press Inn – Interest in Township-owned property
- 2020 Census Response
- Electric contract discussion
- Pocono Jackson Joint Water Authority (PJJWA) – Public Works EDA Grant
- 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 amendment to the HJP Park cooperation agreement **(Possible Action Item)**
- Update – ZHB – Johnson Appeal for Transient Dwelling Unit

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
MONROE COUNTY, PENNSYLVANIA

ORDINANCE NO. 2020 - 05

AN ORDINANCE OF THE TOWNSHIP OF POCONO, COUNTY OF MONROE, COMMONWEALTH OF PENNSYLVANIA AMENDING THE CODE OF ORDINANCES OF POCONO TOWNSHIP, CHAPTER 235, JUNKYARDS AND JUNK VEHICLES; AND REPEALING ALL ORDINANCES INCONSISTENT HEREWITH

WHEREAS, the Board of Commissioners of the Township of Pocono has deemed it necessary to amend the Code of Ordinances of Pocono Township, Chapter 235, Junkyards and Junk Vehicles.

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

SECTION I. Chapter 235, Junkyards and Junk Vehicles, Section 235-1, Definitions, is hereby amended to delete the current definitions of "Junk Vehicle" and "Junkyard" and replace them with new definitions to read as follows:

"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."

SECTION II. Chapter 235, Junkyards and Junk Vehicles, Section 235-2, Requirements, Subsection C is hereby amended in its entirety to now read as follows:

"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."

SECTION III. Chapter 235, Junkyards and Junk Vehicles, Section 235-2, Requirements, Subsection F is hereby amended in its entirety to now read as follows:

"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."

SECTION IV. Chapter 235, Junkyards and Junk Vehicles, Section 235-3, Violations and Penalties, is hereby amended in its entirety to now read as follows:

"§235-3. Violations and penalties.

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."

SECTION V. Chapter 235, Junkyards and Junk Vehicles, Section 235-4, Enforcement, is hereby added and shall read as follows:

"§ 235-4. Enforcement.

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

SECTION VI. **REPEALER**

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

SECTION VII. **SEVERABILITY**

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

SECTION VIII. **ENACTMENT**

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

ENACTED AND ADOPTED by the Board of Commissioners this ____ day of ___________, 2020.

ATTEST:	**TOWNSHIP OF POCONO,** **MONROE COUNTY**
______________________________ **TAYLOR MUNOZ** **Township Manager**	____________________________________ **RICHARD WIELEBINSKI** **President, Board of Commissioners**

POCONO TOWNSHIP
MONROE COUNTY, PENNSYLVANIA

ORDINANCE NO. 2020 – 06

AN ORDINANCE OF THE TOWNSHIP OF POCONO, COUNTY OF MONROE, COMMONWEALTH OF PENNSYLVANIA AMENDING THE CODE OF ORDINANCES OF POCONO TOWNSHIP, CHAPTER 398, TAXATION, ARTICLE IV, AMUSEMENT TAX; AND REPEALING ALL ORDINANCES INCONSISTENT HEREWITH

WHEREAS, the Board of Commissioners of the Township of Pocono has deemed it necessary to amend the Code of Ordinances of Pocono Township, Chapter 398, Taxation, Article IV, Amusement Tax.

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

SECTION I. Chapter 398, Taxation, Article IV, Amusement Tax, Section 398-34, Purpose, is hereby amended in its entirety to now read as follows:

"§ 398-34 Purpose.

This Article is to provide for general revenue purposes by way of the levying, assessment and collection of taxes imposed upon the privilege of attending or engaging in amusements within Pocono Township."

SECTION II. Chapter 398, Taxation, Article IV, Amusement Tax, Section 398-36, Definitions, is hereby amended to delete the current definitions of "Amusement" and "Place of Amusement" and replace them with new definitions to read as follows:

"AMUSEMENT

All manner and forms of entertainment, subject to tax as set forth in the Local Tax Enabling Act,[1] including but not limited to theatrical performances, concerts, circuses, carnivals, side shows, all forms of entertainment at fairgrounds and amusement parks, waterparks, floor shows, dancing exhibitions, trade shows, craft shows, art shows and exhibitions, sporting events, any and all forms of live entertainment, and all other forms of diversion, sport, recreation or pastime for which admissions charges are obtained from the general public or a limited or selected number thereof, directly or indirectly. Except, however, the following shall not be subject to the tax: fees charged as rentals for real property to be used for camping purposes; admissions to motion picture theaters, admissions for downhill skiing, snowboarding or snow tubing, ski lift tickets or ski equipment rentals; and any other activities exempted from tax liability in the Local Tax Enabling Act.

PLACE OF AMUSEMENT

The physical site or grounds, whether indoors or outdoors, or building or structure upon or within which the amusement takes place and to which admission fees are charged for entry thereto. A separate place of amusement shall be deemed to exist for each physical site, grounds, building or structure for which a different amusement activity is conducted and a separate admission fee is charged, regardless of whether the amusement activities are conducted by the same producer."

SECTION III. Chapter 398, Taxation, Article IV, Amusement Tax, Section 398-37, Imposition of Tax, is hereby amended in its entirety to now read as follows:

"§ 398-37 Imposition of Tax.

A tax is hereby levied, assessed and imposed, for general Township purposes, upon the admission to each and every amusement within the Township, at the rate of 5% of the admission charged and collected, such tax to be paid by the person charged or paying the admission; provided, where no fixed admission is charged, the tax shall be paid upon the gross amount collected, and shall be paid by the producer, if not paid by the person charged or paying such admission."

SECTION IV. Chapter 398, Taxation, Article IV, Amusement Tax, Section 398-39, Registration of Producers, Subsection B, is hereby amended in its entirety to now read as follows:

"§398-39 Registration of producers.

B. The registration shall be for permanent amusements (those conducted at one location in excess of one month) or temporary amusements (those conducted at one location for a period of one month or less than one month), as the case may be, and each shall be made upon a form prescribed, prepared and furnished by the Township, and shall set forth the name under which the producer conducts or intends to conduct each amusement, whether each amusement is permanent or temporary, the location of each amusement, the type of each amusement, and such other information as the Township may require. If the producer has or intends to have more than one place of amusement within the Township, the producer shall register the places of amusement and shall state the location of each. In the case of a registration for a temporary amusement or for a temporary place of amusement, the producer shall also state the date or dates and length of time the amusement is to be conducted at each place, and the name and address of the owner, lessee or custodian of the premises upon which that amusement is to be conducted. If the producer is an association or a corporation, the names and addresses of the principal officers thereof, and any other information prescribed by the Township for purposes of identification must be given. The registration shall be signed and verified by oath or affirmation by the producer, if a natural person, and in the case of a corporation, by an executive officer, or some person specifically authorized to sign the registration, to which shall be attached the written evidence of the person's authority."

SECTION V. Chapter 398, Taxation, Article IV, Amusement Tax, Section 398-40, Collection by Producers, Subsection A, is hereby amended in its entirety to now read as follows:

"§398-40 Collection by producers.

A. Producers shall collect the tax imposed by this Article and shall be liable to the Township, as agents thereof, for the payment of the tax to the Township or its designated representative. Where a producer conducts more than one amusement activity, that fact that one or more amusement activities are exempted from tax liability under this Article or the Local Tax Enabling Act does not preclude the collection of tax on admissions for other amusements that are subject to tax under this Article."

SECTION VI. Chapter 398, Taxation, Article IV, Amusement Tax, Section 398-41, Reports and Payment of Taxes, Subsection E, is hereby amended in its entirety to now read as follows:

"§398-41 Reports and payment of taxes.

E. Every producer, at the time of making every report required by this Article, shall compute and pay to the Township or its representative, the taxes collected by the producer and due to the Township during the period for which the report is made; provided, however, that the producer may deduct from the amount collected a two-percent discount if the report is filed and the tax is paid on or before the date when payment is due. The amount of all taxes imposed under this Article, in the case of places of permanent amusement, shall be due and payable quarterly, on or before April 30, July 31, October 31 and January 31, the for preceding quarter of the calendar year, and in the case of every temporary amusement, shall be due and payable on the day the reports in those cases are required to be made under this section. All such taxes shall bear interest at the rate of 1/2% per month, or fractional part of a month, from the date they are due and payable, until paid."

SECTION VII. **REPEALER**

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

SECTION VIII. **SEVERABILITY**

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

SECTION IX. **ENACTMENT**

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

ENACTED AND ADOPTED by the Board of Commissioners this ____ day of ___________, 2020.

ATTEST:	**TOWNSHIP OF POCONO,** **MONROE COUNTY**
______________________________	______________________________
TAYLOR MUNOZ **Township Manager**	**RICHARD WIELEBINSKI** **President, Board of Commissioners**

TREASURER'S REPORT SUMMARY

Q2 2020 REVENUE

2020

	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION
Q1	$ 1,200,332	$ 214,311	$ 472,174	$ 960,832	$ 566
Q2	**$ 2,542,719**	**$ 174,974**	**$ 544**	**$ 982,810**	**$ 25,184**
Q3	$ -	$ -	$ -	$ -	$ -
Q4	$ -	$ -	$ -	$ -	$ -
Total	$ 3,743,051	$ 389,285	$ 472,718	$ 1,943,642	$ 25,750
2020 BUDGET	$ 6,880,828	$ 2,936,026	$ 463,487	$ 3,869,802	$ 504,000
% OF BUDGET	54.40%	13.26%	101.99%	50.23%	5.11%

2019 REVENUE

	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION
Q1	$ 1,176,848	$ 5,261	$ 484,583	$ 945,206	$ 190,546
Q2	**$ 3,287,496**	**$ 15,790**	**$ 609**	**$ 1,955,225**	**$ 49,145**
Q3	$ 1,612,553	$ 62,824	$ 255	$ 1,043,860	$ 674
Q4	$ 855,128	$ 122,302	$ -	$ 863,802	$ 613
Total	$ 6,932,025	$ 206,178	$ 485,447	$ 4,808,094	$ 240,978
2019 BUDGET	$ 6,792,759	$ 2,181,035	$ 473,119	$ 3,958,000	$ 200,000
% OF BUDGET	101.76%	3.89%	102.61%	123.75%	120.49%

2018 REVENUE

	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION
Q1	$ 1,078,653	$ 1,999	$ 474,168	$ 989,205	$ 1,098
Q2	**$ 3,626,971**	**$ 106,825**	**$ 595**	**$ 2,217,235**	**$ 823**
Q3	$ 1,265,392	$ 7,799	$ 524	$ 918,495	$ 581
Q4	$ 980,099	$ 332,455	$ 1	$ 5,670,474	$ 575
Total	$ 6,951,114	$ 449,077	$ 475,287	$ 9,795,409	$ 3,077
2018 BUDGET	$ 6,927,688	$ 4,104,764	$ 466,734	$ 4,929,694	$ 10,000
% OF BUDGET	100.34%	10.94%	101.83%	107.77%	30.77%

Q2 2020 EXPENSES

2020 EXPENSES

	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION
Q1	$ 1,539,253	$ 169,554	$ -	$ 449,083	$ 34,228
Q2	**$ 1,486,467**	**$ 479,483**	**$ -**	**$ 592,801**	**$ 21,427**
Q3	$ -	$ -	$ -	$ -	$ -
Q4	$ -	$ -	$ -	$ -	$ -
Total	$ 3,025,720	$ 649,038	$ -	$ 1,041,884	$ 55,655
2020 BUDGET	$ 6,880,828	$ 2,936,026	$ 462,987	$ 3,584,762	$ 504,000
% OF BUDGET	43.97%	22.11%	0.00%	29.06%	11.04%

2019 EXPENSES

	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION
Q1	$ 1,602,605	$ 50,139	$ -	$ 726,836	$ 40,881
Q2	**$ 1,288,593**	**$ 322,626**	**$ -**	**$ 1,691,186**	**$ 1,041,499**
Q3	$ 1,726,018	$ 822,323	$ 489,000	$ 550,407	$ 26,362
Q4	$ 1,643,569	$ 351,489	$ -	$ 1,368,290	$ 27,695
Total	$ 6,260,786	$ 1,546,578	$ 489,000	$ 4,336,718	$ 1,136,437
2019 BUDGET	$ 6,792,759	$ 2,181,035	$ 472,619	$ 3,430,254	$ 200,000
% OF BUDGET	92.17%	70.91%	103.47%	126.43%	568.22%

2018 EXPENSES

	GENERAL FUND	CAPITAL RESERVE	LIQUID FUELS	SEWER OPERATING	SEWER CONSTRUCTION
Q1	$ 1,396,588	$ 169,043	$ -	$ 479,642	$ 232,686
Q2	**$ 1,327,243**	**$ 345,987**	**$ -**	**$ 583,963**	**$ 172,639**
Q3	$ 1,835,286	$ 586,576	$ 474,000	$ 527,253	$ 22,205
Q4	$ 1,273,031	$ 319,859	$ -	$ 7,958,793	$ 67,605
Total	$ 5,832,148	$ 1,421,465	$ 474,000	$ 9,549,650	$ 495,135
2018 BUDGET	$ 6,033,443	$ 1,718,142	$ 465,611	$ 2,833,265	$ 620,000
% OF BUDGET	96.66%	82.73%	101.80%	337.05%	79.86%

General Fund
Treasurer's Report: Q2 2020

CASH ACCOUNTS BEGINNING BALANCES*	Q1 2020	Q2 2020	Q3 2020	Q4 2020
ESSA CD	1,046,193.79	1,046,193.79		
GENERAL CASH	2,884,574.76	2,688,519.86		
Payroll	1,000.00	1,000.00		
Petty Cash	174.26	250.00		
FEES IN LIEU	20,998.19	1,007.51		
Kollar Restricted	5,319.27	5,319.27		
*From balance sheet	3,958,260.27	3,742,290.43	0.00	0.00

	Q1 2020	Q2 2020	Q3 2020	Q4 2020	Q1 - Q4 2020	Annual Budget	$ Over/Under Budget	% of Budget
Income								
301.100 · Real Estate Taxes - Current	451,256.66	1,617,360.72			2,068,617.38	2,910,542.00	-841,924.62	71.07%
310.200 · Earned Income Taxes	404,693.54	464,813.85			869,507.39	1,500,000.00	-630,492.61	57.97%
Taxes Other								
301.200 · Real Estate Taxes - Delinquent					0.00	130,000.00	-130,000.00	0.00%
301.300 · Returned Taxes - Upset Sale					0.00	5,000.00		
310.100 · Real Estate Transfer Taxes	61,018.86	45,948.49			106,967.35	175,000.00	-68,032.65	61.12%
310.500 · Local Services Taxes	99,367.00	93,781.67			193,148.67	480,000.00	-286,851.33	40.24%
Total Taxes Other	160,385.86	139,730.16	0.00	0.00	300,116.02	790,000.00	-489,883.98	37.99%
Licenses, permits and fees								
321.800 · Cable TV Franchise Fees	48,568.05	47,101.75			95,669.80	200,000.00	-104,330.20	47.84%
322.100 · Application fees	175.00	0.00			175.00	100.00	75.00	175.00%
Total Licenses, permits and fees	48,743.05	47,101.75	0.00	0.00	95,844.80	200,100.00	-104,255.20	47.90%
Fines and Forfeits								
331.100 · Court Fines - District Magistra	17,472.82	4,442.40			21,915.22	40,000.00	-18,084.78	54.79%
331.110 · Motor Vehicle Code Violations	2,537.76	7,131.78			9,669.54	20,000.00	-10,330.46	48.35%
332.100 · Restitution	5.34	0.00			5.34		0.00	100.00%
Total Fines and Forfeits	20,015.92	11,574.18	0.00	0.00	31,590.10	60,000.00	-28,409.90	52.65%
341.010 · Interest on Investments	3,494.35	4,968.51			8,462.86	28,000.00	-19,537.14	30.23%
Other State Grants								
354.100 · Police Grants	0.00	0.00			0.00	5,000.00	-5,000.00	0.00%
355.010 · Public Utility Realty Tax	0.00	0.00			0.00	5,500.00	-5,500.00	0.00%
355.040 · Alcoholic Beverage Licenses	1,150.00	0.00			1,150.00	4,000.00	-2,850.00	28.75%
355.050 · Pension System State Aid	0.00	8,984.00			8,984.00	214,141.00	-205,157.00	4.20%
355.070 · Foreign Fire Insurance	0.00	0.00			0.00	73,000.00	-73,000.00	0.00%
356.100 · State Payments in Lieu of Taxes	0.00	0.00			0.00	400.00	-400.00	0.00%
Total Other State Grants	1,150.00	8,984.00	0.00	0.00	10,134.00	302,041.00	-291,907.00	3.36%
357.030 · County Grants								
362.100 · Police Services								
362.101 · Reimbursement Police overtime					0.00	30,000.00	-30,000.00	0.00%
362.100 · Police Services - Other	6,240.00	100.00			6,340.00	17,000.00	-10,660.00	37.29%
Total 362.100 · Police Services	6,240.00	100.00	0.00	0.00	6,340.00	47,000.00	-40,660.00	13.49%

General Fund
Treasurer's Report: Q2 2020

	Q1 2020	Q2 2020	Q3 2020	Q4 2020	Q1 - Q4 2020	Annual Budget	$ Over/Under Budget	% of Budget
Building Permits								
362.410 · Building Permits - BIU	38,658.03	61,788.67			100,446.70	100,000.00	446.70	100.45%
Total Building Permits	38,658.03	61,788.67	0.00	0.00	100,446.70	100,000.00	446.70	100.45%
Charges for Services								
361.101 · Sewer Admin Services	2,079.64	7,034.48			9,114.12	25,000.00	-15,885.88	36.46%
361.310 · Subdivision, Land Develop Fees	2,800.00	1,500.00			4,300.00	5,000.00	-700.00	86.00%
361.330 · Zoning Hearing Board Fees	1,650.00	750.00			2,400.00	3,750.00	-1,350.00	64.00%
361.341 · UCC Appeal Board Fees		0.00						
361.340 · Cond Use, Curative PRD Fees	0.00	800.00			800.00	750.00	50.00	106.67%
361.700 · Reproduction of Records	26.95	253.30			280.25	250.00	30.25	112.10%
362.110 · Sale of Police Reports	1,854.25	824.75			2,679.00	4,000.00	-1,321.00	66.98%
362.130 · Security Alarm Fees	0.00	20.00			20.00	100.00	-80.00	20.00%
362.300 · Zoning Permits	12,344.00	3,206.65			15,550.65	25,000.00	-9,449.35	62.20%
362.440 · Sewer System Permits	7,350.00	4,200.00			11,550.00	15,000.00	-3,450.00	77.00%
362.450 · Use & Occupancy Permits	275.00	100.00			375.00	2,500.00	-2,125.00	15.00%
362.475 · Well Permits	300.00	100.00			400.00	1,500.00	-1,100.00	26.67%
362.480 · Pool Permits	0.00	0.00			0.00	100.00	-100.00	0.00%
362.485 · Sign Permits	904.50	100.00			1,004.50	5,000.00	-3,995.50	20.09%
362.491 · Fireworks Permits	0.00	0.00			0.00	200.00	-200.00	0.00%
362.493 · TRANSIENT DWELLING	1,000.00	2,190.00			3,190.00	3,000.00	190.00	106.33%
362.495 · UCC Fees	126.00	135.50			261.50	500.00	-238.50	52.30%
362.600 · Miscellaneous Permits	1,225.00	50.00			1,275.00	500.00	775.00	255.00%
363.500 · Public Works Services	0.00	7,942.00			7,942.00	7,500.00	442.00	105.89%
Total Charges for Services	31,935.34	29,206.68	0.00	0.00	61,142.02	99,650.00	-38,507.98	61.36%
367.140 · Pavilion Rental Fees	6,003.20	437.20			6,440.40	16,000.00	-9,559.60	40.25%
367.180 · Heritage Center Rental Fees					0.00	0.00	0.00	0.00%
Other Operating Revenue								
389.101 · Other Unclassified Revenue	484.57	0.00			484.57	0.00	484.57	100.00%
387.100 · Contributions and Donations		1.00			1.00	0.00	1.00	100.00%
387.200 · Fees in Lieu of Improvements		0.00			0.00	500.00	-500.00	0.00%
Total Other Operating Revenue	484.57	1.00	0.00	0.00	485.57	500.00	-14.43	97.11%
Other Financing Sources								
391.100 · Sale of Surplus Property	0.00	140.25			140.25	5,000.00	-4,859.75	2.81%
395.000 · Refunds of Prior Year Expenses	25,788.14	154,134.61			179,922.75	150,000.00	29,922.75	119.95%
395.001 ·EE portion Health Ins.	1,483.52	2,377.08			3,860.60	6,946.00	-3,085.40	55.58%
Total Other Financing Sources	27,271.66	156,651.94	0.00	0.00	183,923.60	161,946.00	21,977.60	113.57%
392.900 · Transfer from Fund Balance	0.00	0.00	0.00	0.00	0.00	665,049.08	-665,049.08	0.00%
Total Income	1,200,332.18	2,542,718.66	0.00	0.00	3,743,050.84	6,880,828.08	-3,137,777.24	54.40%

General Fund
Treasurer's Report: Q2 2020

	Q1 2020	Q2 2020	Q3 2020	Q4 2020	Q1 - Q4 2020	Annual Budget	$ Over/Under Budget	% of Budget
Expense								
General Government								
400.110 · Salary & Wages - Legislative	4,062.50	4,071.84			8,134.34	16,250.00	-8,115.66	50.06%
400.192 · Legislative SSI Tax	310.78	310.78			621.56	1,243.00	-621.44	50.00%
400.260 · Minor Equipment	0.00	0.00			0.00	2,000.00	-2,000.00	0.00%
400.420 · Dues, Subscriptions & Membershi	579.00	0.00			579.00	7,500.00	-6,921.00	7.72%
400.460 · Legislaive -Meetings & Training	965.00	0.00			965.00	3,000.00	-2,035.00	32.17%
400.540 · Legislative - Donations	0.00	300.00			300.00	1,000.00	-700.00	30.00%
401.110 · Admin Salaries & Wages	36,011.29	25,626.79			61,638.08	108,820.00	-47,181.92	56.64%
401.192 · Admin SSI Taxes	2,751.44	1,940.52			4,691.96	8,324.73	-3,632.77	56.36%
401.196 · Admin Health Insurance	3,902.76	7,098.35			11,001.11	12,184.00	-1,182.89	90.29%
401.197 · Admin HRA Fees	20.60	20.60			41.20	1,000.00	-958.80	4.12%
401.198 · Non-Uniformed Pension Plan	2,027.25	0.00			2,027.25	8,109.00	-6,081.75	25.00%
401.199 · Admin Life and Disability Ins	179.10	175.12			354.22	804.00	-449.78	44.06%
401.200 · Administration Allowances	65.72	262.92			328.64	1,000.00	-671.36	32.86%
401.220 · Admin Operating Supplies	554.70	0.00			554.70	2,500.00	-1,945.30	22.19%
401.260 · Admin Minor Equipment	0.00	0.00			0.00	1,500.00	-1,500.00	0.00%
401.420 · Admin Dues, Subscriptions & Mem	663.00	1,094.32			1,757.32	2,000.00	-242.68	87.87%
401.460 · Admin Meetings & Training	0.00	0.00			0.00	2,500.00	-2,500.00	0.00%
402.110 · Fin Admin Salaries & Wages	12,464.00	14,560.00			27,024.00	54,080.00	-27,056.00	49.97%
402.192 · Fin Admin SSI Taxes	939.55	1,094.67			2,034.22	4,137.12	-2,102.90	49.17%
402.196 · Fin Admin Health Insurance	9,089.36	6,817.02			15,906.38	28,436.16	-12,529.78	55.94%
402.197 · Fin Admin HRA Fees	15.45	15.45			30.90	2,000.00	-1,969.10	1.55%
402.198 · Fin Admin Non-Uni Pension Plan	1,301.76	1,123.20			2,424.96	4,867.20	-2,442.24	49.82%
402.199 · Fin Admin Life & Disability Ins	179.10	238.80			417.90	804.00	-386.10	51.98%
402.310 · Fin Admin Professional Srvs	12,388.75	1,015.00			13,403.75	25,500.00	-12,096.25	52.56%
403.110 · Tax Collection Salaries & Wages	2,307.72	2,692.34			5,000.06	10,000.00	-4,999.94	50.00%
403.192 · Tax Collection SSI Taxes	176.52	205.94			382.46	765.00	-382.54	49.99%
403.199 · Tax Collection Bond Ins	0.00	0.00			0.00	2,000.00	-2,000.00	0.00%
403.215 · Tax Collection Postage	0.00	0.00			0.00	2,000.00	-2,000.00	0.00%
403.220 · Tax Collection Operating Supply	0.00	0.00			0.00	1,500.00	-1,500.00	0.00%
403.310 · Tax Collection Professional Srv	8,185.26	8,783.87			16,969.13	35,000.00	-18,030.87	48.48%
404.310 · Township Solicitor	15,985.38	10,955.95			26,941.33	100,000.00	-73,058.67	26.94%
404.314 · Legal Services Special Counsel	1,689.50	4,011.00			5,700.50	15,000.00	-9,299.50	38.00%
405.110 · Secretary Salaries & Wages	23,514.88	27,431.46			50,946.34	101,067.20	-50,120.86	50.41%
405.120 · Secretary OT	975.33	884.25			1,859.58	5,000.00	-3,140.42	37.19%
405.192 · Secretary SSI Taxes	1,868.91	2,154.94			4,023.85	7,731.64	-3,707.79	52.04%
405.196 · Secretary Insurance	19,100.36	14,018.78			33,119.14	56,872.32	-23,753.18	58.23%
405.197 · Secretary HRA Fees	15.45	103.00			118.45	0.00	118.45	0.00%
405.198 · Secretary Non-Uni Pension Plan	2,561.67	2,188.92			4,750.59	9,096.05	-4,345.46	52.23%

General Fund
Treasurer's Report: Q2 2020

	Q1 2020	Q2 2020	Q3 2020	Q4 2020	Q1 - Q4 2020	Annual Budget	$ Over/Under Budget	% of Budget
405.199 · Secretary Life & Disability Ins	358.20	477.60			835.80	1,432.80	-597.00	58.33%
406.215 · Gen Govt Postage	177.91	1,682.50			1,860.41	7,200.00	-5,339.59	25.84%
406.220 · Gen Govt Operation Supplies	1,650.01	946.99			2,597.00	7,000.00	-4,403.00	37.10%
406.310 · Gen Govt Professional Srvs	4,348.00	250.00			4,598.00	12,000.00	-7,402.00	38.32%
406.320 · Gen Govt Communications	1,727.59	1,863.17			3,590.76	10,000.00	-6,409.24	35.91%
406.340 · Gen Govt Advertising & Printing	2,273.39	1,901.00			4,174.39	6,000.00	-1,825.61	69.57%
406.374 · Gen Govt Office Equipment Maint	0.00	0.00			0.00	1,000.00	-1,000.00	0.00%
406.384 · Gen Govt Equipment Leases	833.11	733.11			1,566.22	4,000.00	-2,433.78	39.16%
407.252 · Computer Parts & Supplies	0.00	0.00			0.00	1,000.00	-1,000.00	0.00%
407.260 · Technology Minor Equipment	0.00	0.00			0.00	2,000.00	-2,000.00	0.00%
407.450 · Contracted Services	19,144.75	19,936.00			39,080.75	48,000.00	-8,919.25	81.42%
408.310 · Township Engineer	13,443.37	6,338.73			19,782.10	45,000.00	-25,217.90	43.96%
409.220 · Building Operating Supplies	803.78	552.44			1,356.22	3,500.00	-2,143.78	38.75%
409.360 · Building Utilities	8,208.42	3,564.43			11,772.85	56,000.00	-44,227.15	21.02%
409.373 · Building Maint & Repairs	3,208.60	1,596.12			4,804.72	15,000.00	-10,195.28	32.03%
409.450 · Building Contracted Services	1,160.49	1,224.33			2,384.82	5,000.00	-2,615.18	47.70%
Total General Government	222,189.71	180,262.25	0.00	0.00	402,451.96	869,724.22	-467,272.26	46.27%
Public Safety								
POLICE								
410.120 · Police Salaries & Wages-Admin	22,186.62	25,884.39			48,071.01	99,395.00	-51,323.99	48.36%
410.130 · Police Salaries & Wages-Officer	299,488.00	341,892.43			641,380.43	1,535,743.04	-894,362.61	41.76%
410.140 · Police Salaries & Wages-Civilia	11,877.44	13,871.20			25,748.64	50,585.60	-24,836.96	50.90%
410.178 · Leave -- Other	0.00	2,926.40			2,926.40			
410.179 · Police Longevity Pay	6,321.31	20,427.93			26,749.24	51,363.87	-24,614.63	52.08%
410.180 · Police Overtime Wages	24,949.08	21,023.28			45,972.36	162,000.00	-116,027.64	28.38%
410.185 · Sick & Vacation Buy Back	6,317.87	4,895.98			11,213.85	70,000.00	-58,786.15	16.02%
410.187 · Police Overtime Civ Support	0.00	0.00			0.00	500.00	-500.00	0.00%
410.190 · Police HRA Fees	1,742.22	174.20			1,916.42	49,288.00	-47,371.58	3.89%
410.191 · Uniform Allowance	827.17	667.17			1,494.34	16,800.00	-15,305.66	8.89%
410.192 · Police SSI Taxes	28,631.13	29,882.64			58,513.77	151,958.64	-93,444.87	38.51%
410.196 · Police Health Insurance	160,943.86	116,849.49			277,793.35	593,090.88	-315,297.53	46.84%
410.197 · Police Pension Plan	0.00	97.85			97.85	221,241.42	-221,143.57	0.04%
410.198 · Police Life & Disability Ins	3,402.90	4,537.20			7,940.10	17,688.00	-9,747.90	44.89%
410.199 · Police Non-Uniform Pension	1,241.85	1,070.07			2,311.92	4,552.70	-2,240.78	50.78%
410.200 · Police 457 Contribution	1,942.55	2,144.45			4,087.00	12,600.00	-8,513.00	32.44%
410.216 · Police Community Outreach	0.00	0.00			0.00	2,000.00	-2,000.00	0.00%
410.220 · Police Operating Supplies	1,963.68	1,307.89			3,271.57	7,500.00	-4,228.43	43.62%
410.221 · Crime Scene Supplies	0.00	0.00			0.00	1,000.00	-1,000.00	0.00%
410.222 · Ammunition/Field Materials	2,495.00	0.00			2,495.00	6,000.00	-3,505.00	41.58%
410.231 · Vehicle Fuel	14,348.60	5,946.51			20,295.11	45,000.00	-24,704.89	45.10%
410.238 · Uniform Expense	0.00	114.99			114.99	2,000.00	-1,885.01	5.75%

General Fund
Treasurer's Report: Q2 2020

	Q1 2020	Q2 2020	Q3 2020	Q4 2020	Q1 - Q4 2020	Annual Budget	$ Over/Under Budget	% of Budget
410.260 · Police Minor Equipment	1,978.54	1,939.63			3,918.17	15,000.00	-11,081.83	26.12%
410.270 · Police IT	9,002.07	8,191.97			17,194.04	28,000.00	-10,805.96	61.41%
410.310 · Police Professional Services	12,010.57	7,488.00			19,498.57	20,000.00	-501.43	97.49%
410.314 · Civil Service Comm Solicitor	0.00	0.00			0.00	3,000.00	-3,000.00	0.00%
410.317 · POLICE NEW HIRES EXP	0.00	0.00			0.00	44,800.00		
410.320 · Police Communications	3,974.96	3,026.84			7,001.80	17,306.40	-10,304.60	40.46%
410.331 · Travel/Lodging	79.46	0.00			79.46	3,000.00	-2,920.54	2.65%
410.341 · Police Advertising & Printing	847.07	398.45			1,245.52	2,500.00	-1,254.48	49.82%
410.373 · Police Maint & Repair Bldg	2,230.72	927.00			3,157.72	10,000.00	-6,842.28	31.58%
410.374 · Police Equipment Maint	1,098.29	150.00			1,248.29	5,000.00	-3,751.71	24.97%
410.420 · Police Dues, Subscriptions	0.00	322.40			322.40	1,000.00	-677.60	32.24%
410.450 · Police Contracted Services	12,720.25	13,707.75			26,428.00	55,000.00	-28,572.00	48.05%
410.451 · Police Vehicle Maintenance	11,213.13	4,800.79			16,013.92	25,000.00	-8,986.08	64.06%
410.460 · Police Meetings & Training	5,887.00	-1,137.00			4,750.00	10,000.00	-5,250.00	47.50%
Total Police	649,721.34	633,529.90	0.00	0.00	1,283,251.24	3,339,913.55	-2,014,788.71	38.42%
OTHER PUBLIC SAFETY								
411.540 · Foreign Fire Payments	0.00	0.00			0.00	73,000.00	-73,000.00	0.00%
411.541 · Disbursement to Fire Company	0.00	0.00			0.00	218,000.00	-218,000.00	0.00%
413.220 · Code Enforcement Supplies	0.00	0.00			0.00	100.00	-100.00	0.00%
413.310 · Prof Services - BIU Building	10,124.05	61,695.28			71,819.33	100,000.00	-28,180.67	71.82%
413.311 · Prof Services - SEO	6,900.00	3,020.00			9,920.00	20,000.00	-10,080.00	49.60%
413.319 · Code Enforcement UCC Fees	283.50	0.00			283.50	1,000.00	-716.50	28.35%
414.110 · Planning & Zoning Salaries	0.00	0.00			0.00	1,000.00	-1,000.00	0.00%
414.220 · Planning & Zoning Supplies	0.00	70.88			70.88	500.00	-429.12	14.18%
414.310 · Planning & Zoning Prof Srvs	9,732.00	20,957.50			30,689.50	72,500.00	-41,810.50	42.33%
414.313 · Planning & Zoning Engineering	60.40	0.00			60.40	2,500.00	-2,439.60	2.42%
414.314 · Planning & Zoning Legal	11,679.25	3,978.50			15,657.75	15,000.00	657.75	104.39%
414.319 · MS4 Fees	1,159.55	660.00			1,819.55	30,000.00	-28,180.45	6.07%
414.341 · Planning & Zoning Advertising	947.46	435.84			1,383.30	1,500.00	-116.70	92.22%
415.220 · Emer Mgmt Operating Supplies	2,489.91	17,289.06			19,778.97	500.00	19,278.97	3,955.79%
415.364 · Emergency Management Operations	0.00	0.00			0.00	1,500.00	-1,500.00	0.00%
415.460 · Emer Mgmt Meetings & Training	95.00	0.00			95.00	1,000.00	-905.00	9.50%
Total Public Safety Other	43,471.12	108,107.06	0.00	0.00	151,578.18	538,100.00	-386,521.82	28.17%
Total Public Safety	693,192.46	741,636.96	0.00	0.00	1,434,829.42	3,878,013.55	-2,401,310.53	37.00%
Public Works - Other								
427.220 · Solid Waste Coll Supplies	78.00	78.00			156.00	1,500.00	-1,422.00	10.40%
427.450 · Contracted Srvs - Clean-Up Days	0.00	24,733.50			24,733.50	50,000.00	-50,000.00	49.47%
Total Public Works - Other	78.00	24,811.50	0.00	0.00	24,889.50	51,500.00	-51,422.00	48.33%

General Fund
Treasurer's Report: Q2 2020

	Q1 2020	Q2 2020	Q3 2020	Q4 2020	Q1 - Q4 2020	Annual Budget	$ Over/Under Budget	% of Budget
PW-Hwys, Roads & Streets								
430.110 · Public Works Salaries	130,600.12	164,159.28			294,759.40	593,451.68	-298,692.28	49.67%
430.120 · Public Works OT Wages	8,936.45	3,844.96			12,781.41	30,000.00	-17,218.59	42.60%
430.192 · Public Works SSI Taxes	10,593.18	12,722.36			23,315.54	47,694.05	-24,378.51	48.89%
430.196 · Public Works Insurance	82,484.59	61,378.80			143,863.39	247,788.48	-103,925.09	58.06%
430.198 · Public Works N-U Pension	12,591.00	12,347.59			24,938.59	47,694.06	-22,755.47	52.29%
430.199 · Public Works Life & Disab Ins	1,970.10	2,626.80			4,596.90	8,844.00	-4,247.10	51.98%
430.220 · Public Works Oper Supplies	2,054.50	3,437.10			5,491.60	12,500.00	-7,008.40	43.93%
430.232 · Public Works Diesel	13,606.54	4,632.73			18,239.27	40,000.00	-21,760.73	45.60%
430.234 · Public Works Vehicle Supplies	433.40	2,122.20			2,555.60	10,000.00	-7,444.40	25.56%
430.238 · Public Works Uniforms	1,490.54	752.86			2,243.40	6,500.00	-4,256.60	34.51%
430.260 · Public Works Minor Equip Purch	0.00	0.00			0.00	7,500.00	-7,500.00	0.00%
430.341 · Public Works Advertising	0.00	0.00			0.00	2,500.00	-2,500.00	0.00%
430.373 · Public Works Maint & Rep Bldg	0.00	320.00			320.00	500.00	-180.00	64.00%
430.375 · Public Works Heavy Equip Maint	1,515.28	511.83			2,027.11	5,000.00	-2,972.89	40.54%
430.384 · Public Works Equip Rental	9,961.17	35,049.13			45,010.30	35,000.00	10,010.30	128.60%
430.420 · Public Works Dues, Subscription	550.00	0.00			550.00	3,000.00	-2,450.00	18.33%
430.450 · Public Works Contracted Srvs	100.00	0.00			100.00	100.00	0.00	100.00%
430.460 · Public Works Meetings & Trainin	3,054.50	1,529.75			4,584.25	20,000.00	-15,415.75	22.92%
430.650 · Public Works Hand Tool Purch	60.00	99.98			159.98	1,000.00	-840.02	16.00%
432.220 · Snow & Ice Rem Oper Supplies	729.86	356.25			1,086.11	500.00	586.11	217.22%
432.375 · Snow & Ice Rem Equipment Maint	18,634.98	0.00			18,634.98	125,000.00	-106,365.02	14.91%
433.220 · Traffic Signals & Signs Supply	1,148.97	0.00			1,148.97	7,500.00	-6,351.03	15.32%
433.360 · Traffic Signals & Signs Utiliti	1,456.26	3,639.24			5,095.50	2,000.00	3,095.50	254.78%
433.450 · Traffic Signals Contracted Srvs	1,215.33	969.44			2,184.77	4,000.00	-1,815.23	54.62%
438.220 · Road Maint Supplies	0.00	3,574.00			3,574.00	6,000.00	-2,426.00	59.57%
438.611 · Line Painting	6,640.89	24,580.28			31,221.17	80,000.00	-48,778.83	39.03%
438.612 · Crack Sealing	0.00	0.00			0.00	5,000.00	-5,000.00	0.00%
438.613 · Vegetation Control	0.00	0.00			0.00	2,000.00	-2,000.00	0.00%
Total PW-Hwys, Roads & Streets	309,827.66	338,654.58	0.00	0.00	648,482.24	1,351,072.27	-702,590.03	48.00%
Culture and Recreation								
452.390 · Recreation fees	146.50	67.15			213.65	500.00	-286.35	42.73%
454.110 · Park Salary & Wage	636.54	16,696.82			17,333.36	68,400.00	-51,066.64	25.34%
454.192 · Park SSI	48.70	1,277.33			1,326.03	5,232.60	-3,906.57	25.34%
454.220 · Park Operating Supplies	316.41	1,153.09			1,469.50	3,000.00	-1,530.50	48.98%
454.231 · Park Vehicle Fuel	0.00	0.00			0.00	1,500.00	-1,500.00	0.00%
454.260 · Park Minor Equipment	0.00	740.01			740.01	1,000.00	-259.99	74.00%
454.320 · Park Communications	105.11	104.69			209.80	2,000.00	-1,790.20	10.49%
454.340 · Park Advertising & Printing	0.00	0.00			0.00	1,500.00	-1,500.00	0.00%
454.360 · Park Utilities	1,602.54	1,208.67			2,811.21	5,000.00	-2,188.79	56.22%
454.373 · Park Repairs & Maintenance	3,640.88	0.00			3,640.88	10,000.00	-6,359.12	36.41%

General Fund
Treasurer's Report: Q2 2020

	Q1 2020	Q2 2020	Q3 2020	Q4 2020	Q1 - Q4 2020	Annual Budget	$ Over/Under Budget	% of Budget
454.374 · Park Equipment Maintenance	700.38	210.20			910.58	2,000.00	-1,089.42	45.53%
454.450 · Park Contracted Services	2,983.92	1,030.92			4,014.84	10,000.00	-5,985.16	40.15%
454.700 · Park Recreation Board	0.00	0.00			0.00	10,000.00	-10,000.00	0.00%
457.540 · Community Day Celebration	0.00	0.00			0.00	5,000.00	-5,000.00	0.00%
Total Culture and Recreation	10,180.98	22,488.88	0.00	0.00	32,669.86	125,132.60	-114,951.62	26.11%
Benefits and Withholding								
483.194 · Employer Pd Unemployment Comp	12,694.51	939.56			13,634.07	30,000.00	-16,365.93	45.45%
483.195 · Employer Pd Worker's Comp	57,594.28	41,190.96			98,785.24	167,431.00	-68,645.76	59.00%
483.200 · Federal Healthcare Tax	0.00	182.88			182.88	200.00	-17.12	91.44%
Total Benefits and Withholding	70,288.79	42,313.40	0.00	0.00	112,602.19	197,631.00	-85,028.81	57%
Insurance								
486.350 · Property & Liability Insurance	113,570.00	0.00			113,570.00	113,930.00	-360.00	99.68%
486.355 · Professional Bonds	0.00	1,786.00			1,786.00	10,000.00	-8,214.00	17.86%
Total Insurance	113,570.00	1,786.00	0.00	0.00	115,356.00	123,930.00	-8,574.00	93.08%
Misc Expenses								
489.100 · Miscellaneous Expenses	136.10	193.08			329.18	0.00	329.18	100.00%
Total Misc Expenses	0.00	0.00	0.00	0.00	329.18	0.00	329.18	0.00%
Interfund Transfers Out								
492.310 · Transfer to Capital Fund Reserv	118,724.44	0.00			118,724.44	118,724.44	0.00	100.00%
Total Interfund Transfers Out	118,724.44	0.00	0.00	0.00	118,724.44	118,724.44	0.00	0.00%
Other Expenses								
463.540 · TIF	0.00	132,791.56			132,791.56	165,000.00	-32,208.44	80.48%
999.999 · uncategorized expenses	0.00				0.00		0.00	
66900 · Reconciliation Discrepancies	0.00				0.00		0.00	0.00%
491.000 · Refund of Prior Year Revenues	1,065.10	1,528.36			2,593.46	100.00	2,493.46	2,593.46%
Total Other Expenses	1,065.10	134,319.92	0.00	0.00	135,385.02	165,100.00	-29,714.98	82.00%
Total Expense	1,539,253.24	1,486,466.57	0.00	0.00	3,025,719.81	6,880,828.08	-3,855,108.27	43.97%
Net Income	-338,921.06	1,056,252.09	0.00	0.00	717,331.03	0.00	717,331.03	100.00%

CASH ACCOUNTS ENDING BALANCES*	Q1 2020	Q2 2020	Q3 2020	Q4 2020
ESSA CD 9 Months	1,046,193.79	1,046,193.79		
GENERAL CASH	2,688,519.86	3,750,733.90		
Payroll	1,000.00	1,000.00		
Petty Cash	250.00	203.46		
FEES IN LIEU	1,007.51	1,009.39		
KOLLAR RESTRICTED	5,319.27	5,319.27		
*From balance sheet	3,742,290.43	4,804,459.81	0.00	0.00

Capital Reserve
Treasurer's Report: Q2 2020

CASH ACCOUNTS BEGINNING BALANCES	Q1 2020	Q2 2020	Q3 2020	Q4 2020
Keystone CD	0.00	0.00		
Wayne 6-month CD	768,132.65	782,151.25		
Wayne 9-month CD	768,132.65	0.00		
Capital Reserve Cash	30,999.77	917,697.59		
Total	1,567,265.07	1,699,848.84	0.00	0.00
*From balance sheet				

		Q1 2020	Q2 2020	Q3 2020	Q4 2020	Q1 - Q4 2020	Annual Budget	$ Over Budget	% Budget
Income									
341.010 · Interest on Investments		6,245.53	2,062.27			8,307.80		8,307.80	0.00%
355.007 · FLOOD MIT. GRANT WHITE OAK CUL.		0.00				0.00	175,000.00		0.00%
355.008 · LSA GRANT		0.00				0.00	100,000.00	-100,000.00	0.00%
355.009 · Federal Grant		0.00	4,600.00			4,600.00	5,500.00	-900.00	83.64%
355.010 · LSA GRANT RH TURN LANES		0.00				0.00	450,000.00		0.00%
355.011 · MULTIMODAL GRANT RH TURN LANES		0.00				0.00	500,000.00		0.00%
392.010 · Transfer from General Fund		118,724.40				118,724.40	118,724.44	-0.04	100.00%
392.900 · Use of Fund Balance		0.00				0.00	1,586,801.56	-1,586,801.56	0.00%
393.000 · Capital Lease Proceeds		89,341.00	168,312.00			257,653.00			
Total Income		214,310.93	174,974.27	0.00	0.00	389,285.20	2,936,026.00	-2,546,740.80	13.26%
Expense									
401.000 · Municipal Capital Comprehensive									
Computers		0.00				0.00	5,600.00	-5,600.00	0.00%
Dam at TLC		117.59	5,207.92			5,325.51	45,000.00	-39,674.49	11.83%
Emergency Management Equipment		0.00	6,381.00			6,381.00	7,500.00	-1,119.00	85.08%
Green Light Go (611)		0.00	800.00			800.00	90,000.00	-89,200.00	0.89%
Green Light Go (Interceptors)		0.00				0.00	68,513.00	-68,513.00	0.00%
Green Light Go (Stroud)		0.00				0.00	20,000.00	-20,000.00	0.00%
Major Repairs (TWP Complex)		3,468.00	5,750.27			9,218.27		9,218.27	0.00%
Right Hand Turn Lanes (Rimrock)		0.00				0.00	950,000.00	-950,000.00	0.00%
TLC Bridge		1,559.74				1,559.74	160,000.00	-158,440.26	0.97%
White Oak Culvert		185.50	201,499.52			201,685.02	239,000.00	-37,314.98	84.39%
401.000 · Municipal Capital Comprehensive - Other		26.86				26.86		26.86	100.00%
Total 401.000 · Municipal Capital Comprehensive		5,357.69	219,638.71	0.00	0.00	224,996.40	1,585,613.00	-1,360,616.60	14.19%
401.001 · ADMINISTRATION COMPREHENSIVE		9,411.60	1,565.76			10,977.36	100,000.00	-89,022.64	10.98%
Broughal & Devito	112.5								
Access Office	9411.60								
410.000 · POLICE CAPITAL COMPREHENSIVE									
BP VESTS 2020		0.00				0.00	3,450.00	-3,450.00	0.00%
COMPUTERS 2020		0.00				0.00	6,400.00	-6,400.00	0.00%
PATROL VEHICLES 2020		33,148.30	12,872.95			46,021.25	44,831.00	1,190.25	102.65%
Total 410.000 · POLICE CAPITAL COMPREHENSIVE		33,148.30	12,872.95	0.00	0.00	46,021.25	54,681.00	-8,659.75	84.16%
430.000 · PW CAPITAL COMPREHENSIVE		89,691.00	168,912.00	0.00	0.00	258,603.00	2,500.00	256,103.00	10344.12%
Total 430.000 · PW CAPITAL COMPREHENSIVE		89,691.00	168,912.00	0.00	0.00	258,603.00	2,500.00	256,103.00	10344.12%

Capital Reserve
Treasurer's Report: Q2 2020

438.610 · Maintenance & Repairs of Roads								
Paving Overlay	0.00				0.00	637,013.00	-637,013.00	
Road Marking	0.00				0.00	23,439.00		
Tar and Chip	0.00				0.00	200,000.00	-200,000.00	
Total 438.610 · Maintenance & Repairs of Roads	0.00	0.00	0.00	0.00	0.00	860,452.00	-860,452.00	0.00%
454.000 · PARK CAPITAL COMPREHENSIVE	818.10	39,741.92	0.00	0.00	40,560.02	80,000.00	-39,439.98	
471.000 · PRINCIPAL LEASES	30,000.00	36,252.15	0.00	0.00	66,252.15	215,000.00	-148,747.85	
472.000 · INTEREST ON LEASES	1,127.50	500.00	0.00	0.00	1,627.50	37,780.00	-36,152.50	
Total Expense	169,554.19	479,483.49	0.00	0.00	649,037.68	2,936,026.00	-2,286,988.32	22.11%
	44,756.74	**-304,509.22**	**0.00**	**0.00**	**-259,752.48**	**0.00**	**-259,752.48**	100.00%

CASH ACCOUNTS ENDING BALANCES	Q1 2020	Q2 2020	Q3 2020	Q4 2020
Keystone CD	0.00	0.00		
Wayne 6-month CD	782,151.25	0.00		
Wayne 9-month CD	0.00	0.00		
Capital Reserve Cash	917,697.59	1,394,381.52		
Total	1,699,848.84	1,394,381.52	0.00	0.00

*From balance sheet

Liquid Fuels
Treasurer's Report: Q2 2020

CASH ACCOUNTS BEGINNING BALANCE	Q1 2020	Q2 2020	Q3 2020	Q4 2020
Liquid Fuels Cash	0.00	472,604.46		
Total	430.60	472,604.46	0.00	
*From balance sheet				

	Q1 2020	Q2 2020	Q3 2020	Q4 2020	Q1 - Q4 2020	Annual Budget	$ Over/Under Budget	% of Budget
Income								
341.010 · Interest on Investments	135.92	544.03	0.00	0.00	679.95	500.00	179.95	27.2%
355.020 · State Liquid Fuels Funds	472,037.94	0.00	0.00	0.00	472,037.94	462,987.39	9,050.55	102.0%
Total Income	472,173.86	544.03	0.00	0.00	472,717.89	463,487.39	9,230.50	101.9%
Expense								
439.600 · Capital Construction	0.00	0.00	0.00	0.00	0.00	462,987.39	-462,987.39	0.0%
Total Expense	0.00	0.00	0.00	0.00	0.00	462,987.39	-462,987.39	0.0%
Net Income	**472,173.86**	**544.03**	**0.00**	**0.00**	**472,717.89**	**500.00**	**472,217.89**	**94,543.6%**

CASH ACCOUNTS ENDING BALANCE	Q1 2020	Q2 2020	Q3 2020	Q4 2020
Liquid Fuels Cash	472,604.46	473,148.49		
Total	472,604.46	473,148.49	0.00	0.00
*From balance sheet				

Sewer Operating Fund
Treasurer's Report:Q2 2020

CASH ACCOUNTS BEGINNING BALANCES	Q1 2020	Q2 2020	Q3 2020	Q4 2020
Sewer money market	2,039,926.79	2,528,258.86		
ESSA Bank Checking*	9,755.74	115,687.67		
People's Security CD	50,659.73	50,659.73		
Wayne Bank Funding & Checking Accounts	2,100,342.26	2,694,606.26	0.00	0.00
* From balance sheet				

*Balance sheet balance

	Q1 2020	Q2 2020	Q3 2020	Q4 2020	Q1- Q4 2020	Annual Budget	$ Over/Under Budget	% of Budget
Income								
341.010 · Interest on Investments	7,669.85	4,762.11			12,431.96	7,500.00	4,931.96	165.76%
362.400 · Connect & Tank Abandonment Fee	250.00	125.00			375.00	500.00	-125.00	75.00%
364.110 · Connection/Tapping Fees	5,000.00	21,250.00			26,250.00	100,000.00	-73,750.00	26.25%
364.120 · Sewer Use Fees	946,689.83	953,007.59			1,899,697.42	3,761,802.00	-2,807,572.55	50.50%
364.130 · Reserve Capacity Fee	1,221.86	3,665.58			4,887.44			
392.100 · Transfer from Construction Fund					0.00			
Total Income	960,831.54	982,810.28			1,943,641.82	3,869,802.00	-2,876,515.59	50.23%
Total Income	960,831.54	982,810.28			1,943,641.82	3,869,802.00	-1,926,160.18	50.23%
Expense								
429.100 · Utilities								
429.101 · PPL	7,445.54	4,064.99			11,510.53	25,000.00	-13,489.47	46.04%
429.102 · MetTel	221.70	82.80			304.50	725.00	-420.50	42.00%
429.105 · MetEd	794.52	538.22			1,332.74	3,600.00	-2,267.26	37.02%
429.106 · Blue Ridge Communications	916.05	914.85			1,830.90	4,500.00	-2,669.10	40.69%
429.107 · BCRA Water	176.54	444.92			621.46	1,800.00	-1,178.54	34.53%
429.108 · PenTeleData	899.25	1,199.00			2,098.25	4,000.00	-1,901.75	52.46%
429.109 · Verizon	555.54	527.72			1,083.26	1,922.88	-839.62	56.34%
429.111 · JP Mascaro	298.21	776.00			1,074.21	1,200.00	-125.79	89.52%
429.112 · PAPCO	0.00	0.00			0.00	4,000.00	-4,000.00	
429.100 · Utilities - Other	0.00	0.00			0.00		0.00	0.00%
Total 429.100 · Utilities	11,307.35	8,548.50	0.00	0.00	19,855.85	46,747.88	-26,892.03	42.47%
429.200 · BCRA Sewage Treatment	230,345.39	230,338.80			460,684.19	1,308,664.00	-847,979.81	35.20%
429.244 · Operating Supplies	2,873.85	12,977.32			15,851.17	40,000.00	-24,148.83	39.63%
429.300 · Professional Services								
429.400 · Engineering	7,687.10	15,942.75			23,629.85	50,000.00	-26,370.15	47.26%
429.401 · Sewer Legal	3,369.00	3,436.50			6,805.50	20,000.00	-13,194.50	34.03%
429.402 · PMA	16,218.78	29,014.18			45,232.96	110,000.00	-64,767.04	41.12%
429.405 · O & M	18,533.64	22,616.57			41,150.21	78,000.00	-36,849.79	52.76%
429.406 · KEYSTONE ENGINEERING	3,734.06	11,689.74			15,423.80	25,000.00	-9,576.20	61.70%

Sewer Operating Fund
Treasurer's Report:Q2 2020

429.300 · Professional Services - Other	5,407.00	4,653.82			10,060.82	30,000.00	-19,939.18	33.54%
Total 429.300 · Professional Services	54,949.58	87,353.56	0.00	0.00	142,303.14	313,000.00	-170,696.86	45.46%
429.374 · Equipment Repair & Maintenance	8,198.59	12,192.12			20,390.71	50,000.00	-29,609.29	40.78%
429.376 · CONTRACTED SERVICES	8,335.00	9,357.50			17,692.50	50,000.00	-32,307.50	35.39%
471.000 · Debt Principal - Long and Short								
471.100 · ESSA 4.5M					0.00			
471.400 · Wayne Bank 4.5M					0.00			
471.500 · PennVest Loan	95,844.26	96,206.53			192,050.79			
471.800 · Peoples Note 4.5M					0.00			
471.000 · Debt Principal - Long and Short - Other	0.00				0.00	1,107,034.00	-1,107,034.00	0.00%
Total 471.000 · Debt Principal - Long and Short	95,844.26	96,206.53	0.00	0.00	192,050.79	1,107,034.00	-914,983.21	17.35%
472.000 · Debt Interest - Long and Short								
472.500 · PennVest Loan Interest	22,994.05	22,631.78			45,625.83			
472.100 · ESSA 4.5M interest		21,131.60			21,131.60			
472.400 · Wayne Bank Loan Interest		35,452.48			35,452.48			
472.800 · Peoples Note 4.5M		56,610.71			56,610.71			
472.000 · Debt Interest - Long and Short - Other	0.00	0.00			0.00	399,516.00	-399,516.00	0.00%
Total 472.000 · Debt Interest - Long and Short	22,994.05	135,826.57	0.00	0.00	158,820.62	399,516.00	-240,695.38	39.75%
486.352 · Insurance Expense (Liability)	14,235.00	0.00	0.00	0.00	14,235.00	19,800.00	-5,565.00	72%
491.000 · Refund of Prior Year Revenues		0.00	0.00	0.00	0.00	0.00	0.00	0%
492.100 · Transfer to Sewer Construction		0.00	0.00	0.00	0.00	250,000.00	-250,000.00	0%
Total Expense	449,083.07	592,800.90	0.00	0.00	1,041,883.97	3,584,761.88	-2,542,877.91	13%
Net Income	511,748.47	390,009.38	0.00	0.00	901,757.85	285,040.12	-2,542,877.91	180%

CASH ACCOUNTS ENDING BALANCES	Q1 2020	Q2 2020	Q3 2020	Q4 2020
Sewer money market	2,528,258.86	2,951,575.70		
ESSA Bank Checking*	115,687.67	72,538.62		
People's Security CD	50,659.73	50,659.73		
Wayne Bank Funding & Checking Accounts	2,694,606.26	3,074,774.05	0.00	0.00

* From balance sheet

Sewer Construction
Treasurer's Report: Q2 2020

CASH ACCOUNTS BEGINNING BALANCES	Q1 2020	Q2 2020	Q3 2020	Q4 2020
Wayne CD's	1,024,153.67	1,024,153.67		
ESSA Funding & Checking*	475,245.58	435,388.65		
ESSA Funding	1,290.52	1,290.52		
ESSA Checking	473,955.06	434,098.13		
Total Cash	1,499,399.25	1,459,542.32	0.00	0.00

* From balance sheet

	Q1 2020	Q2 2020	Q3 2020	Q4 2020	Q1 - Q4 2020	Annual Budget	$ Over Budget	% of Budget
Income								
341.010 · Interest on Investments	566.32	25,183.94			25,750.26	10,000.00	15,750.26	257.50%
392.000 · Transfer from Operations	0.00				0.00	250,000.00	-250,000.00	0.00%
392.900 · Use of Fund Balance	0.00				0.00	244,000.00	-244,000.00	0.00%
Total Income	566.32	25,183.94	0.00	0.00	25,750.26	504,000.00	-478,249.74	5.11%
Expense								
404.310 · Professional Services	0.00	500.00			500.00	10,000.00	-9,500.00	5.00%
429.200 · General Project					0.00			
Bypass Sensor	0.00				0.00	18,000.00	-18,000.00	0.00%
Forcemain Bypass	0.00				0.00	30,000.00	-30,000.00	0.00%
Jib Crane	0.00				0.00	36,000.00	-36,000.00	0.00%
Rain & Temperature Gauge	4,754.77				4,754.77	0.00	4,754.77	0.00%
429.200 · General Project - Other	855.21				855.21	255,000.00	-254,144.79	0.34%
Total 429.200 · General Project	5,609.98	0.00	0.00	0.00	5,609.98	339,000.00	-333,390.02	1.65%
429.313 · Engineering - Collection System	15,867.84	5,506.80			21,374.64	105,000.00	-83,625.36	20.36%
429.602 · Collection System Construction	12,750.00	15,420.00			28,170.00	50,000.00	-21,830.00	56.34%
492.000 . Transfer to Operations	0.00				0.00	0.00	0.00	0.00%
Total Expense	34,227.82	21,426.80	0.00	0.00	55,654.62	504,000.00	-448,345.38	11.04%
Net Income	**-33,661.50**	**3,757.14**	**0.00**	**0.00**	**-29,904.36**	**0.00**	**-29,904.36**	**100.00%**

CASH ACCOUNTS ENDING BALANCES	Q1 2020	Q2 2020	Q3 2020	Q4 2020
Wayne CD's	1,024,153.67	0.00		
PEOPLE'S BANK CD		1,048,849.83		
ESSA Funding & Checking*	435,388.65	414,449.63		
	1,459,542.32	1,463,299.46	0.00	0.00

* From balance sheet

Township of Pocono, Monroe County, Pennsylvania

Resolution 2020-17

A RESOLUTION TO APPROVE THE SUBMISSION OF A LOCAL SHARE ACCOUNT GRANT APPLICATION TO THE COMMONWEALTH FINANCING AUTHORITY

Be it RESOLVED, that the Township of Pocono, Monroe County, Pennsylvania herby requests a Local Share Account grant in the amount of $265,196 from the Commonwealth Financing Authority of the Commonwealth of Pennsylvania to be used to purchase equipment for the Pocono Township Volunteer Fire Department.

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

Adopted this ___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 2020-16

A RESOLUTION TO APPROVE THE SUBMISSION OF A LOCAL SHARE ACCOUNT GRANT APPLICATION TO THE COMMONWEALTH FINANCING AUTHORITY

Be it RESOLVED, that the Township of Pocono, Monroe County, Pennsylvania herby requests a Local Share Account grant in the amount of $1,100,000 from the Commonwealth Financing Authority of the Commonwealth of Pennsylvania to be used to complete the Pocono Township SR 611/Rimrock Drive Intersection Project.

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

Adopted this ___day of________,2020.

ATTEST:

Township of Pocono
Board of Commissioners

By:______________________________
Print Name: Taylor Munoz
Title: Township Manager

By:______________________________
Print Name: Richard Wielebinski
Title: President

Pocono Township Board of Commissioners
Regular Meeting Minutes
July 20, 2020 7:00 p.m.

The regular meeting of the Pocono Township Commissioners was held on July 20, 2020 at the Pocono Township Municipal Building, Tannersville, PA, and opened by President Rich Wielebinski at 7:00 p.m. followed by the Pledge of Allegiance.

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

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

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.

James Hagner (2156 Deerfield Way) – Feels there is corruption in Monroe County and Pocono Township with the police, the Chief of Police, the DA, and the Game Commission. Stated no authority should be above the law. Mr. Hagner feels there is a personal vendetta with the Chief of Police against the Hagners regarding getting kicked out of a hunting club and the Chief refuses to help his family. He also discussed building issues with his home.

Sara Hagner (2156 Deerfield Way) – Discussed structural issues with her home when her husband purchased it with his 9/11 funds. Ms. Hagner wanted a pool permit but ran into problems with lot lines on their property and is still waiting for a pool permit. She also feels there are systemic issues within the Township and claimed threats were received from the police outside a township meeting. States police did not help them with family issues. She also made accusations that a prior police officer inappropriately touched her while she was walking into a court room.

Patricia Niles (1135 Stone Ridge Drive) – Stated the Township should consider providing a Zoom meeting because it is difficult to follow the meeting. She would like to review Sanofi's plans once they become public and questioned the amusement tax rate being reduced from 5% to 3%. E. Gnandt explained the amusement tax was enacted but never enforced.

Announcements

- An executive session was held on Thursday, July 16, 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. 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, follow our Facebook page for frequent community updates and subscribe to our township-wide Savvy Citizen notification system at 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.

R. Wielebinski made a motion, seconded by J. Belvin, to open a public hearing to discuss the adoption of Ordinance 2020-04. All in favor. Motion carried.

- L. DeVito explained the current police pension established by ordinance in the Township. Ordinance 2020-04 is to amend the Police retirement age from 55 to 53.

R. Wielebinski made a motion, seconded by J. Belvin, to close the public hearing to discuss the adoption of Ordinance 2020-04. Roll call vote: J. Belvin, yes; E. Gnandt, no; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, 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. Roll call vote: J. Belvin, yes; E. Gnandt, no; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

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.

  Mr. Desai owns the Wine Press Inn and Holiday Inn Express in Stroudsburg. He is interested in purchasing Township property that adjoins the Wine Press Inn and acquiring a permit to demolish the existing Wine Press Inn so he can move forward with land development. His intention is to build a hotel, senior living, or something similar. J. Lastowski would like to ensure that the selling of this parcel would not impact future sewer capacity needs of the adjoining pump station. R. Wielebinski was told Mr. Desai's current property is 11 acres. T. Munoz and L. DeVito will discuss specifics and engage Patrick Briegel, Sewer Consultant, to ensure there are no future needs with sewer upgrades should the parcel be sold.

- Opening of Sealed Bids – Public Works Building Partial Roof Replacement Project.

  One bid was received from Detwiler Roofing for $55,200 to remove a portion of the existing roof. The current roof is filled with foam insulation. To put fiberglass R30 insulation in its place brings the total to $85,000. J. Tresslar thinks the cost is high and the contractor said price could be negotiated. Replacing the roof would be $55,200 and to remove and replace the fiberglass insulation with R30 insulation is another $30,000. Discussion followed on finding other bidders.

R. Wielebinski made a motion to award the bid to Detwiler Roofing, no second, motion failed.

R. Wielebinski made a motion, seconded by J. Belvin, to reject the bid from Detwiler Roofing for $55,200 and to advertise for another bid. All in favor. Motion carried.

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.

R. Wielebinski made a motion, seconded by K. Meeker, to grant conditional approval of the Sanofi Pasteur, Inc. B-85 Solid Waste and Recycling Building preliminary/final land development plan. Aaron Sisler, P.E. represented Sanofi and indicated the current facility is outgrown and a new 12,000 sq. ft. solid waste building is proposed. All in favor. Motion carried.

- Resolution 2020-15 – Motion to grant conditional approval of the Sanofi Pasteur, Inc. Perimeter Protection Phase II preliminary/final land development plan -

R. Wielebinski made a motion, seconded by J. Belvin, to grant conditional approval of the Sanofi Pasteur, Inc. Perimeter Protection Phase II preliminary/final land development plan. E. Gnandt pointed out a discrepancy in the vertical/horizontal slops. A. Sisler said in order for Sanofi to construct road and minimize damage to steep slopes, Sanofi is asking for 3 to 1 to be moved to a 2 to 1 ratio. All in favor. Motion carried.

OLD BUSINESS

R. Wielebinski made a motion, seconded by K. Meeker, to approve the minutes of the July 6, 2020 regular meeting of the Board of Commissioners. All in favor. Motion carried.

NEW BUSINESS

1. **Personnel** - None

2. **Financial Transactions**

R. Wielebinski made a motion, seconded by J. Lastowski, to ratify vouchers payable received through July 16, 2020 in the amount of $133,513.95. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to ratify gross payroll for pay period ending July 12, 2020 in the amount of $131,691.96. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to approve vouchers payable received through July 16, 2020 in the amount of $306,083.22. E. Gnandt requested the markup on D'Huy's invoice for engineering services be investigated. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to approve capital fund expenditures through July 16, 2020 in the amount of $5,477.04. All in favor. Motion carried.

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

Report of the President

R. Wielebinski made a motion, seconded by K. Meeker, 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. Discussion followed. E. Gnandt feels that 3% is not sufficient and will compromise for 5% not including hotel rooms. R. Wielebinski stated the goal is to try and avoid litigation and does not want to go overboard on implementing the tax at 5%. J. Lastowski stated the resorts have used Township police and fire services for a long time and this 5% tax rate is important. Roll call vote: J. Belvin, yes; E. Gnandt, no; J. Lastowski, no; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to authorize the Township Solicitor to prepare amendment and advertise for August meeting. Roll call vote: J. Belvin, yes; E. Gnandt, no; J. Lastowski, no; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

- Proposed FY 2021 budget work session date – Wednesday, August 19, 2020 at 6:00 PM. All in agreement for the workshop and the Township will advertise as public meeting.

- Update - LED Speed Signs – No update.

Commissioner Comments

Jerrod Belvin, Vice President

- R. Sargent was thanked for his work on the Park Lane Dirt and Gravel Road Grant. The Township has been awarded an $85,000.00 grant.

- COVID-19/Emergency Management Update. The Governor has placed new restrictions on inside gatherings with no more than 25 individuals in a room.

Ellen Gnandt – Commissioner

- Stated the Township should not be paying installment fees for making insurance payments in installments, so the Township should investigate potential savings of paying balance(s) in full.

Jerry Lastowski – Commissioner

- Update – Special allocation to fire company for costs incurred at Pocono Manor fire. No update. T. Muñoz will speak to the Chief to see whether additional Township support or letter is necessary.

- Stites tunnel is projected to be complete by this Friday, July 24, 2020 weather-permitting.

- Short Term Rentals – Gravatts Way. J. Lastowski asked how long the filing would take on this illegal STR. A status of this filing will be given.

Keith Meeker – Commissioner – No comment.

Reports

Zoning – No report.

Emergency Services

- Police – No report.
- EMS – No report.
- Fire – Mr. Sayre gave a fire report.

Public Works Report

- Update – Road Crew Projects. Working on all shoulders of roads that were paved and are roughly halfway complete.

- Update – 2020 Road Paving Projects. Completed as of July 20, 2020.

- Discussion regarding Robin Lane drainage issues – The site was looked at with J. Tresslar. The conclusion was to upsize from 15" pipe to 18" pipe further down the line. Plan is to pipe completely past wells adjacent to where project would end. Additional cost would bring the project to over $24,000. Discussion took place regarding bidding the price of material. The BOC will make formal approval/motion at August 3, 2020 meeting.

- Discussion regarding purchase of a Marathon power sprayer/tack distributor. Marathon offers a one-year warranty on a new tack distributor. Discussion followed regarding new vs old unit and getting a one-year warranty.

R. Wielebinski made a motion, seconded by K. Meeker, to purchase a new tack distributor for $15,500. Discussion followed. L. DeVito said we need to prove that we bid out cost of equipment. R. Sargent will need to confirm Costars pricing. R. Wielebinski and J. Belvin withdrew motion.

- Update – Lighting at MVP and Heritage Center – Lighting is complete.
- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant. The Township received a grant for the project. Waiting on DEP permitting for work to be complete.
- Update – Well Work at MVP and Replacement Fixtures. The well and plumbing is installed. Waiting for DEP response that bath house is clear to open. R. Wielebinski will try to contact DEP supervisor to get everything opened.

Administration – Manager's Report

- Greater Lehigh Valley Chamber of Commerce – Main Street Grant Program. Grant award of $1,200 was received for covering cost of benches being installed in TLC park.
- Update on pending grant applications. An Automated Red-Light Enforcement (RLE) grant has been submitted for upgrades at the Rim Rock Road/SR 611 intersection. A DCED Multimodal Transportation Fund grant will be submitted this month to wrap up project items. The Local Share Account (LSA) grant completes the trifecta of grants for that intersection. For the public's awareness, there is a $2 million improvement plan for the Rimrock Road Intersection and $900,000 has already been obtained through grant funds. Two grants were submitted for PJJWA. Small Water & Sewer through the state, and a federal Economic Development Administration (EDA) grant. We received notification from ESSA Bank that they formally agreed to provide a loan as match funds for the grant should it be received. A Greenways Trails and Recreation grant will accompany another grant that we submitted through DCNR for upgrades to TLC park. We have two grants submitted. The DCNR grant was already submitted and, if we are successful in receiving funds from this other grant program different department, we can use this grant as a match for the first grant so we would not have to outlay Township funds. It has been asked in the past if there is a way for the Township to receive grant funds and not have to foot the bill on the front end and wait to be reimbursed until the end of the project. It was confirmed that when we are notified of a grant award, that is the time to work with the state agency that awarded the grant to work it out so as a project progresses, we submit invoices to the state and they pay directly on those invoices. We will not be laying out large amounts of cash and waiting for reimbursement. As part of our current contract and retainer with our Grants Consultant, that is something they will work on administering. We can leverage them to help with the administering of those grants as well and help cut through the red tape of dealing with these state agencies.
- Underground Storage Tank Class A/B Operator Training Completed by Commissioner Belvin and T. Muñoz was certified as a Class C operator. T. Munoz will inquire whether special insurance is needed for J. Belvin as an A/B operator. Both classes of operators are necessary to ensure any incidents are prevented or responded to accordingly.
- Fireworks signs were placed along SR/611 going north and south notifying residents that fireworks are regulated in Pocono Township. A summary is posted on the Township website and through Savvy Citizen. Information is readily available, and residents are advised to review specifics of what the ordinance entails. The Township relegates fireworks to four main holidays, July 4, Labor Day, Memorial Day, and New Year's to protect the rights of those living here.
- Enterprise Fleet Management Meeting – Investigating potential savings of leasing all Township vehicles including Police and Public Works. Monroe County uses Enterprise Fleet Management for all Sheriff fleet vehicles. Investigation for savings is ongoing and will be revisited further during budget preparation.

- Township residents are encouraged to please complete the 2020 Census via mail or by going to 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.

- There was a multi-municipal comprehensive plan meeting this month, the first since COVID. Meetings will take place over the next year with other regional partners, including Hamilton Township, Stroup Township, Stroudsburg Borough, and Pocono Township to discuss the future of our region. The next meeting is Thursday, August 20, 2020 at 6:00 p.m. Board members are welcome to attend.

- Update – MS4 requirements – No update.

Township Engineer Report

- St. Paul's Lutheran Drainage Basin. The Church retained Deanna Schmoyer to evaluate basin and come up with a design to remediate drainage issues.

- Roof Replacement on Maintenance Building. Discussed under Presentations.

- Archer Lane Drainage Issues. Attorney requested Code Appeals Board hearing. Will need to make sure members are notified.

- Update – Right hand turn lanes from Rt. 611 onto Rimrock and Bartonsville Avenue. No update.

- Update – TLC Bridge & TLC Dam. No update.

Township Solicitor Report

- Discussion regarding Planning Commission's recommended amendments to the Township's Junk Yard and Junk Vehicle Ordinance.

J. Belvin made a motion, seconded by R. Wielebinski, to authorize Township Solicitor to advertise for hearing for making amendments to the Township's Junk Yard and Junk Vehicle Ordinance. Discussion followed. Roll call vote: J. Belvin, yes; E. Gnandt, no; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

- Discussion regarding amendment to the HJP Park cooperation agreement. T. Weitzmann and L. DeVito have been working on a required amendment to acquire Hamilton Township's portion of HJP Park.

- Update – Pocono Jackson Joint Water Authority (PJJWA). Discussed under Manager's report.

- Update – ZHB – Johnson Appeal for Transient Dwelling Unit postponed from March 24, 2020. ZHB hearing has been scheduled for July 30, 2020 at 5 p.m.

- Update – Electric contract discussion. Further research needed regarding limitation of liability.

- J. Lastowski inquired about the PMSD Right-to-Know hearing which is scheduled for July 22, 2020 at 2:30 p.m. in the Court of Common Pleas.

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.

Allison Braccini (123 Robin Lane) – Requested clarification on the impact and scope of the Robin Lane drainage project.

Victoria Kresge (Reeders, PA) – Extended gratitude on behalf of the wives of PTPD for working out the details of a new police contract. Thank you to Mr. Lastowski and to all Commissioners for the work that was done.

Deborah Johnson (184 Cherry Ln Rd) – Asked, considering the recent Camelback incident, why the Township has not released a statement in support of the Police Officers. Would like something like that to occur to let people know officers are supported.

James Hagner (2156 Deerfield Way) – Asked why there were no ethnic or female officers on the police force. Discussion followed.

E. Gnandt made a formal statement in support of the Pocono Township Police Department.

R. Wielebinski made a motion, seconded by J. Belvin, to adjourn the meeting at 8:44 p.m. All in favor. Motion carried.

POCONO TOWNSHIP

Monday, August 3, 2020

SUMMARY

Ratify		
General Fund	$	115,527.66
Sewer Operating	$	399.00
Sewer Construction	$	-
Capital Reserve	$	-
Bill List		
TOTAL General Fund	$	122,603.55
TOTAL Sewer OPERATING Fund	$	10,733.59
TOTAL Sewer CONSTRUCTION Fund	$	3,116.83
TOTAL Capital Reserve Fund	$	4,015.47
Liquid Fuels	$	-
Budget Adjustments	$	-
Budget Appropriations	$	-
Interfund Transfer		

Notes:

POCONO TOWNSHIP CHECK LISTING

RATIFY

Monday, July 20, 2020

	Date	Check	Vendor	Memo	Amount
General Fund					
Payroll	07/31/2020			PAYROLL ENDING 7/26/2020	$ 101,541.99
				TOTAL PAYROLL	**$ 101,541.99**
General Expenditures					
	07/20/2020	59908	VERIZON WIRELESS	POLICE IPADS & CELL PHONES	$ 685.37
	07/20/2020	59909	VERIZON WIRELESS	TOWNSHIP CELL PHONES	$ 434.12
	07/24/2020	59910	Monroe County Control Service	Q3 Dispatch services	$ 12,116.18
	07/29/2020	59911	SSL INTEGRITY INVETSIGATIONS	PROFESSIONAL SERVICE	$ 750.00
				TOTAL General Fund Bills	**$ 13,985.67**
Sewer Operating Fund					
	07/20/2020	1660	VERIZON	SEWER MODEMS	$ 120.16
	07/20/2020	1661	BLUE RIDGE	PUMP STATION PHONE SERVICE	$ 124.30
	07/22/2020	1662	Met-Ed	ELECTRIC SERVICE PUMPSTATION	$ 154.54
					$ 399.00
Sewer Construction Fund					
					$ -
Capital Reserve Fund					
				TOTAL Capital Reserve Fund	**$ -**

TOTAL General Fund	$	115,527.66
TOTAL Sewer Operating	$	399.00
TOTAL Sewer Construction	$	-
Total Capital Reserve	$	-
	$	**115,926.66**

Authorized by: ______________________

Transferred by: ______________________

POCONO TOWNSHIP CHECK LISTING
Monday, August 3, 2020

General Fund

Date	Check	Vendor	Memo		Amount
07/30/2020	59912	Nationwide - 457	EE & ER Contribution	$	12,925.32
07/30/2020	59913	AFLAC	Supplemental insurance	$	488.42
07/30/2020	59914	AMERICAN UNITED LIFE INSURANCE CO.	STD & GTL Insurance premium	$	3,258.38
07/30/2020	59915	B. Newhart & Sons, Inc.	TLC Park 2 Septic Tanks/1 Pump	$	787.50
07/30/2020	59916	Best Auto Service Center	Police vehicle maintenance	$	2,540.59
07/30/2020	59917	Boucher & James, Inc.	Engineering services	$	4,522.65
07/30/2020	59918	Brodhead Creek Regional Authority	Quaterly water billing	$	321.08
07/30/2020	59919	D.G. Nicholas Co.	PW supplies	$	460.69
07/30/2020	59920	Davidheiser's Inc.	Equipment maintenance	$	136.00
07/30/2020	59921	EPSCO	Park equipment repair	$	212.98
07/30/2020	59922	Eureka Stone Quarry, Inc.	Road materials	$	11,139.64
07/30/2020	59923	Francis Smith & Sons Inc	AB Operator	$	97.96
07/30/2020	59924	Gotta Go Potties, Inc	Portable bathrooms & handsanitizing station	$	505.00
07/30/2020	59925	Highmark Inc.	HRA Fees	$	108.15
07/30/2020	59926	J. P. Mascaro & Sons	Waste removal	$	198.64
07/30/2020	59927	J. P. Mascaro & Sons	Waste removal	$	283.97
07/30/2020	59928	Kramer's Sheds	Park signs - COVID-19	$	310.00
07/30/2020	59929	MetLife - Non Uni. Pen. Plan	Employer contribution	$	8,334.42
07/30/2020	59930	Mid-Atlantic Fire & Air	Hydro Test - Air Cylinder	$	65.90
07/30/2020	59931	MRM Worker's Compensation Pooled Trust	Workers compensation	$	11,724.32
07/30/2020	59932	P & D Emergency Services	Truck #16 Equip Fitout	$	530.85
07/30/2020	59933	PAPCO, Inc.	Vehicle fuel	$	3,107.44
07/30/2020	59934	Pocono 4 Wheel Drive Center	PW supplies	$	215.00
07/30/2020	59935	PSATS UC GROUP TRUST FUND	Q2 2020 UC Contribution	$	939.56
07/30/2020	59936	SFM Consulting LLC	ZONNING & BUILDING PROFESSIONAL SERVICES JULY 2020	$	39,352.79
07/30/2020	59937	Shinetime Auto Wash & Lube	June 2020 Police Car Washes	$	58.00
07/30/2020	59938	Staples Credit Plan	Police supplies	$	92.03
07/30/2020	59939	Stephenson Equipment, Inc.	PW Supplies	$	525.30
07/30/2020	59940	Suburban Testing Labs	SDWA Monthly	$	100.00

Approve

Date	Check	Vendor	Memo		Amount
07/30/2020	59941	Tulpehocken Mountain Spring Water Inc	Water	$	96.49
07/30/2020	59942	UNIFIRST Corporation	Uniforms & mats	$	169.12
07/30/2020	59943	US BANK - Lockbox CM9722	Employee contribution	$	10,245.36
07/30/2020	59944	Zelenkofske Axelrod LLC	2019 Audit	$	5,000.00
07/30/2020	59946	HM Beer Inc	July 2020 SEO services	$	3,750.00
			TOTAL General Fund	**$**	**122,603.55**

Sewer Operating Fund

7/20/1904	7/30/2020	Aspen Pest Control	Pump Station #1 Pest Control	$	80.00
7/21/1904	7/30/2020	Boucher & James, Inc.	Poc TWP Sewer Issues Gen Engin	$	4,475.56
7/22/1904	7/30/2020	BRODHEAD CREEK REGIONAL AUTHORITY	Quaterly Water	$	219.75
7/23/1904	7/30/2020	J P Mascaro & Sons	Sewer Station #5	$	194.00
7/24/1904	7/30/2020	Pocono Management Associates LLC	5/18 - 7/19/2020 Services	$	5,764.28
			TOTAL Sewer Operating	**$**	**10,733.59**

Sewer Construction Fund

7/30/2020	668	BOUCHER & JAMES	ENGINEERING SERVICES SEWER PROJECTS	$	3,116.83
			TOTAL Sewer Construction Fund	**$**	**3,116.83**

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
7/30/2020	1147	BOUCHER & JAMES	ENGINEERING SERVICES CAPITAL PROJECTS	$ 4,015.47
			TOTAL Capital Reserve Fund	**$ 4,015.47**

LIQUID FUELS

ESSA

TOTAL General Fund	$	122,603.55
Sewer Operating	$	10,733.59
TOTAL Sewer Construction Fund	$	3,116.83
Capital Reserve	$	4,015.47
Liquid Fuels	$	-
TOTAL ESSA TRANSFER	$	140,469.44

Authorized by:____________________

Transferred by:____________________

Approve

PENNSTRATEGIES

Pocono Township, Monroe County
Status Report
July 27, 2020

A. **Awarded Grants:**

- A $183,806.15 Commonwealth Financing Authority Flood Mitigation Program Grant to replace a deteriorated metal pipe arch which moves water from Bulgers Run under White Oak Drive and Cherry Lane in the Township.
- A $500,000 Commonwealth Financing Authority Multimodal Transportation Fund Grant for the SR 611/Rimrock Drive Intersection Project.

B. **Submitted Grants:**

- A DCNR Park Rehabilitation and Development grant in the amount of $79,575 for the TLC Park Rehabilitation Project.
- A DCED Greenways, Trails, and Recreation grant in the amount of $135,277.50 for the TLC Park Rehabilitation Project.
- A PennDOT ARLE grant in the amount of $275,625 for the Pocono Township Traffic Management System Project.

We are advocating on behalf of the following application, which was submitted by PJJWA:

- A DCED Small Water and Sewer grant application for PJJWA in the amount of $495,950.00.

C. **Future Grants:**

- A United States Department of Commerce EDA grant in the amount of $421,557 for PJJWA.
- A PennDOT MTF grant for the SR 611/Rimrock Drive Intersection Project in the amount of $1,100,000.
- A DCED MTF grant for the SR 611/Rimrock Drive Intersection Project in the amount of $1,100,000.
- A DCED LSA grant for the SR 611/Rimrock Drive Intersection Project in the amount of $1,100,000.