



POCONO TOWNSHIP COMMISSIONERS
AGENDA

September 21, 2026 | 6:00 p.m.
205 Old Mill Rd, Tannersville, PA

Zoom Participation

<https://us06web.zoom.us/j/85451189930?pwd=XFlbp9iRuXRuasDrssYNRqcPbgOnzR.1>

Meeting ID: 854 5118 9930

Passcode: 872736

Open Meeting

Pledge of Allegiance

Roll Call

Announcements – There was an executive session prior to this meeting with regard to personnel and litigation.

Public Comment-

Public Comment Policy has changed.

At the beginning of each meeting, any member of the public may speak for up to three (3) minutes on any Township business.

During consideration of action items on the agenda, Pocono Township residents, elected officials, and defined stakeholders, may provide additional comment, limited to one (1) minute per item."

Presentations –

- Swearing-in Ceremony for Officer Michael Sabastenelli

Hearings

Resolutions

- Motion to adopt Resolution 2026-28 for the Township to Apply to PennVest for financing the construction of various sewer projects within the Township. **(Possible Action Item)**

Consent Agenda

- Motion to approve a consent agenda of the following items: **(Possible Action Item)**

- Old business consisting of the minutes of the September 8, 2026 regular meeting of the Board of Commissioners.
- Financial transactions through September 21, 2026 as presented, including ratification of expenditures in the amount of \$630,154.23 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund. Discussion: **(Action Items)**

NEW BUSINESS

- Motion to waive the Pavillion Fee's for Clear Run Intermediate School (non-profit) **(Possible action item)**
- Motion to adopt and post Cherry Lane Church Road speed limit as 35 mph per the Township Engineer's study. **(Possible Action Item)**
- Motion to approve Release No.1 for Camp Lindenmere Sports Arts Center LLC Dining Hall Expansion and release/return the LOC to Dime Bank. **(Possible Action Item)**
- Motion to accept the Quote from Cooper HVAC to replace of two heat pumps for the township municipal offices at a price of \$20,700 that were budgeted. (Lowest quote out of three) **(Possible Action Item)**
- Motion to approve two (2) donated AED devices from the Aliver Foundation, with secured, climate-controlled enclosures at MVP & TLC parks, to be installed at the township's expense. **(Possible Action Item)**
- Motion to apply (via Letter of Responsibility) to PennVest for financing to complete various sewer projects within the Township currently estimated at \$6,232,893.38. **(Possible Action Item)**
- Motion to approve the budgeted purchase of a new Rogers 21-ton tag trailer from a Costars vendor in the amount of \$37,500. **(Possible Action Item)**
-

Personnel

Report of the President

Ellen Gnandt

Matt Long – Vice-Chairman

Commissioner Comments

Natasha Leap – Commissioner

Dan McCreary – Commissioner

Charles Keppler – Commissioner

Reports

Township Manager's Report –

Public Works/Sewer Report – Patrick Briegel

Police – Chief James Wagner

Zoning – SFM Consulting – Paul Morgan

Township Engineer Report – T&M Associates

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

Adjournment

OATH OF OFFICE

POCONO TOWNSHIP POLICE

I, *Michael Sabastenelli*, do solemnly swear that I will support, obey, and defend the Constitution and the laws of the United States, the Commonwealth of Pennsylvania, and the Municipality of the Township of Pocono; that I will faithfully discharge the duties of my office as Patrolman for Pocono Township Police Department with fidelity, and that I will uphold, obey and enforce the law without consideration to a person's race, color, sex, religious creed, sexual orientation, age, national origin, ancestry, handicap or disability. I will obey the rules and regulations, policies and procedures governing sworn members of the Pocono Township Police Department.

On my honor, I will never betray my badge, my integrity, my character, or the public trust. I will always have the courage to hold myself and others accountable for our actions. I will always uphold the laws and ordinances of the municipality I serve.

MICHAEL SABASTENELLI

Taken, sworn, signed & sealed before me this 21st day of September 2026

Honorable Daniel Kresge, Court 43-3-03

Resolution 2026- 28

RESOLUTION TO APPLY

The undersigned, an authorized representative of Pocono Township (the "Township") (Borrower), hereby certifies that at a meeting held on the 21st day of September, 2026, after due notice, at which a quorum was present, (the "Governing Body") unanimously adopted the following Resolution:

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

I hereby certify that the above Resolution is in full force and effect as of the 21st day of September, 2026.

Pocono Township Board of Commissioners

Acting Township Manager

President

**Pocono Township Board of Commissioners
Regular Meeting Minutes
September 8, 2026 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on September 8, 2026 and was opened by Chair Ellen Gndt at 6:30 p.m. followed by the Pledge of Allegiance.

Roll Call: Ellen Gndt, present; Natasha Leap, present; Dan McCreary, present; Matt Long, present, Charles Keppler, present.

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

Announcements – 6:03 - There was an executive session held prior to this meeting to discuss personnel and legal matters.

Public Comment

6:03:39 - Jason Cobb – Resident – commented on the shoulder work needing to be addressed along Sylvan Cascade Road in Pocono Township.

6:06 – Lisa Latham – Resident – commented on the Police training exercise at TLC Park.

6:010 – Cheryl Parks Resident - commented on the issue with four wheelers and dirt bikes at the Core5 construction site.

6:12:39 – Jim Pellegrini – Resident – asked when construction will resume on the Rt 715 project.

6:14:46 – Tim Harris – Mount Pocono – commented on the TLC park bridge project.

Presentations

- 6:15:48 - Interview of Mark Love for the open Alternate position with the Zoning Hearing Board.
- 6:19 – Charles Keppler made a motion, seconded by Dan McCreary, to appoint Mark Love to the open Alternate position with the Zoning Hearing Board. All in favor. Motion carried.
- 6:19:40 - Joseph Valentine VW Consultants LLC – Well Waiver 137 Sans Drive - explained that the Richards' failing cesspool can be replaced with a drip irrigation septic system that meets technical standards and, per an independent hydro study, will not impact any wells, so they are requesting a well-distance waiver from the board. Lengthy discussion took place among the board and solicitor. 6:34:30 – Ellen Gndt made a motion, seconded by Dan McCreary to schedule a hearing on 137 Sans Drive Well Waiver for September 24, 2026. 6:35 - Further discussion took place among the board and public. 6:41:32 Michelle Richards, property owner commented on the request before the board. 6:50:36 Roll Call: Ellen Gndt, aye; Natasha Leap, nay; Matt Long, aye; Dan McCreary, aye; Charles Keppler, nay. Motion passed 3-2.

Hearings – *Court Stenographer recorded all records from this hearing.*

- 6:54 – Ellen Gndt made a motion, seconded by Matt Long, to open the hearing on Public Trust and Government Transparency. All in favor. Motion carried.
- 7:14 – Ellen Gndt made a motion, seconded by Dan McCreary, to close the hearing on Public Trust and Government Transparency. All in favor. Motion carried.
- 7:15 – Matt Long made a motion, seconded by Dan McCreary, to adopt Ordinance 2026-10 amending the Pocono Township Code of Ordinances, Part 2 General Legislation; adding a new Chapter 290 Public Trust and Government Transparency; limiting the authority of Township Officials to enter into certain confidentiality agreements relating to Official Township Business. Roll Call: Ellen Gndt, nay; Natasha Leap, aye; Matt Long, aye; Dan McCreary, aye; Charles Keppler, aye. Motion carried 4-1

Resolutions

- 7:16 – Dan McCreary made a motion, seconded by Ellen Gndt, to approve Resolution 2026-27 Lockley Lot Consolidation as per T&M's letter dated July 13, 2026. All in favor. Motion carried.

Consent Agenda

- 7:16:28 – Ellen Gndt made a motion, seconded by Charles Keppler to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the August 17, 2026 regular meeting of the Board of Commissioners.
- Financial transactions through September 8, 2026 as presented, including ratification of expenditures in the amount of \$779,751.56 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund. All in favor. Motion carried.

NEW BUSINESS

- 7:17 – Ellen Gndt made a motion, seconded by Dan McCreary, to approve a \$5,000/yr stipend for the new Emergency Management Coordinator. Discussion took place among the board. All in favor. Motion carried.
- 7:20:57 – Natasha Leap made a motion, seconded by Matt Long, to Hire Officer Michael Sabastenelli with the recommendation of the Civil Service Commission. All in favor. Motion carried.
- 7:21:24 – Ellen Gndt made a motion, seconded by Dan McCreary, to Sign the HJP Park – Blue Ridge Easement Request. All in favor. Motion carried.
- 7:23:37 Charles Keppler made a motion, seconded by Ellen Gndt, to declare Pocono Manor Hotel a dangerous structure in order to repair to a point where a CO can be issued or demolish. Discussion took place among the board. Motion failed
- 8:06 – Natasha Leap made a motion, seconded by Ellen Gndt, to declare the building a dangerous structure under a dangerous structural ordinance that the township authorizes the township engineers' firm to schedule a visit for their structural engineer to inspect the building. That a meeting be requested with the owners of PMI in order to discuss the future plans and timeline, more importantly the plans, because the plans can be next century for all we know. But the timeline, so that we can wrap our head around that issue, and that as part of the dangerous structural repair notice, that the facade be addressed issues with the facade, issues with ingress egress to the building, and with and also the fencing. All in favor. Motion carried.
- 8:09 – Ellen Gndt made a motion, seconded by Dan McCreary, to approve the release of payment No.1 for the TLC Park Pedestrian Bridge Replacement Project as per T&M's letter dated 8/27/26. All in favor. Motion carried.
- 8:10 – Ellen Gndt made a motion, seconded by Charles Keppler, to waive the zoning permit fee of \$70 to relocate the Chapel for Grace United Church of Christ due to a PennDOT Easement. Natasha Leap abstained from the vote due to a conflict. All voting members in favor. Motion carried.
- 8:11:32 – Charles Keppler made a motion, Ellen Gndt seconded for discussion, to authorize the solicitor to schedule a hearing for a Disturbance of the Peace Ordinance. Motion failed 1-4
- 8:27 – Ellen Gndt made a motion, seconded by Matt Long, to approve the 2027 MMO (Minimum Municipal Obligation) from Foster & Foster Consultants for both Police and Non-Uniform Employees. Discussion took place among the board. All in favor. Motion carried.
- 8:29:45 – Ellen Gndt made a motion, seconded by Matt Long, to approve the purchase of a V plow for the Foreman's Truck from West End Equipment (Costars Vendor #506488) in the amount of \$8,200.00. All in favor. Motion carried.
- 8:31 – Ellen Gndt made a motion, seconded by Matt Long, to waive Pavillion Rental fees for the Pocono Herb Club 9/10/26. All in favor. Motion carried.
- 8:32 – Ellen Gndt made a motion, seconded by Natasha Leap, to approve the hire of James Orefice for the advertised position of IT/Digital Services Administrator. All in favor. Motion carried.
- 8:32:55 – Ellen Gndt made a motion, seconded by Natasha Leap, to approve the Pocono Hospitality LDP 1341 Extension Request with regard to the prior Board approval Resolution 2025-42. Discussion took place between the board and Attorney Durney. All in favor. Motion carried.
- 8:37:53 – Ellen Gndt made a motion, Seconded by Natasha Leap, to approve the Tannersville Point Apartments LDP 1358 Extension Request for nine months with regard the prior Board approval Resolution 2025-33. Discussion took place among the board and representatives for the Tannersville Point project. All in favor. Motion carried.

Commissioner Comments

8:43 - **Ellen Gnadtt – President** – Asked Zoning if anything can be done regarding motor bikes at Core5 site.

8:46 - **Matt Long** – Vice-Chairman – General funds study discussion. The majority of the board would like to wait and budget for it.

Commissioner Comments

Natasha Leap – Commissioner – No comment

8:49 - **Charles Keppler** – Commissioner – expressed his disappointment in the board in his view regarding treatment differences between developers and residents.

8:50 - **Dan McCreary** – Commissioner – expressed his view regarding Mr. Keppler's comments.

Reports

8:52 - **Public Works – Patrick Briegel** – Splash pad closing this week. Public Works was contacted regarding a time capsule that was buried at TLC in 1976. Matt Long asked regarding public restrooms at TLC park.

8:56 - **Zoning Report-SFM Consulting** – Paul Morgan reviewed his report with the board and went over the upcoming ZHB hearings.

8:58 - **Township Engineer Report- Jon Tresslar** – gave his recommendation regarding the speed study results for Cherry Lane Church Rd and advised that it be put on the next agenda for approval.

Township Solicitor Report-Leo V. DeVito. – Requested an executive session after the meeting.

Adjournment –Ellen Gnadtt made a motion, seconded by Matt Long, to adjourn the meeting and go into executive session at 8:59 p.m. All in favor. Motion carried.

POCONO TOWNSHIP

Monday September 21, 2026

SUMMARY

Ratify

General Fund	\$	10,435.20
Payroll	\$	184,014.21
Sewer Operating	\$	235.90
Capital Reserve	\$	-

Bill List

TOTAL General Fund	\$	300,797.69
TOTAL Sewer OPERATING Fund	\$	41,163.67
TOTAL Capital Reserve Fund	\$	93,507.56
TOTAL EXPENDITURES	\$	630,154.23

Budget Appropriations

General Fund	\$	56,000.00
Total Budget Appropriations	\$	56,000.00

*FULL LIST UPON REQUEST AT TOWNSHIP OFFICE



POCONO TOWNSHIP PARKS & RECREATION Pavilion Rental Request

Mailing Address: 205 Old Mill Rd., Tannersville, PA 18372 • 104 Mountain View Park Lane, Tannersville, PA 18372
Pocono Township: (570)-629-1922 • poconopa.gov • bespenshade@poconopa.gov • etomas@poconopa.gov

REQUEST TO UTILIZE:

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

For Office Use Only

Facility Assigned: _____

Payment Received: Amount: _____

☐ Cash \$ _____ ☐ Check # _____

Heather Martin

9/23/1976

Name (person responsible)

Date of Birth

Event Name on Sign

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

Clear Run Intermediate School

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

800 Memorial Blvd. Tobyhanna, PA 18466

Coolbaugh

Physical Address (Street, City, State, Zip)

Municipality/Township

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

10/2/2026 and 10/8/2026 9:45 a.m. - 12:45 p.m. **90 on 10/2 and 140 on 10/8**
(Park Hours 10am-8pm)

Event Date

Event start & end time

Expected guests (#)

Heather Martin

570-881-0264

hmartin@pmsd.org

Contact Name

Contact Phone

Contact Email

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

Signature

Position with org/group

Today's Date

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

Pocono Township Resident Fees:

Private Party or Non-Profit (In Twsp)

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

Non-Resident Fees:

Private Party, Corporations, Business, Non-Profit

Monday - Sunday

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

Pocono Township Representative, Official Signature and Title

Date



YOUR GOALS. OUR MISSION.

September 9, 2026

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

**SUBJECT: CAMP LINDENMERE SPORTS ARTS CENTER, LLC – DINING HALL EXPANSION
CONSTRUCTION ESCROW RELEASE NO. 1
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
POCONO TOWNSHIP LDP NO. 1372A, T&M PROJECT NO. POCO-R0621**

Dear Commissioners:

Based upon construction observations to date, all work related to the Dining Hall Expansion has been completed. Therefore, we recommend that the Applicant be allowed to reduce their construction escrow by **ONE HUNDRED SEVENTY-THREE THOUSAND SEVEN HUNDRED FIFTY-THREE DOLLARS AND FIFTY CENTS (\$173,753.50)**, leaving a balance of \$0.00.

A line-item tabulation for this release is attached for your files.

If you have any questions regarding the attached and/or recommendation, please do not hesitate to call.

Sincerely,

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

JST/meh

Enclosures

cc: Patrick Briegel/James Wagner, Acting Managers – Pocono Township
Leo DeVito, Esquire – Township Solicitor
Lisa Pereira, Esquire – Broughal & DeVito, LLP
Matthew D. Evans, Keystone Consulting Engineers, LLC – Applicant's Engineer
Kyle Garfinkel, Lindenmere Sports Arts Center, LLC – Applicant
Amy R. Montgomery, P.E. – T&M Associates
Melissa E. Hutchison, P.E. – T&M Associates

G:\Projects\POCO\R0621\Correspondence\Escrow\Dining Hall Expansion\Camp Lindenmere Dining Hall Escrow Release #1 Cover Letter.docx



CAMP LINDENMERE - DINING HALL EXPANSION
POCONO TOWNSHIP, MONROE COUNTY, PA
APPLICATION NO. 1

T&M ASSOCIATES PROJECT NO.: POCO-R0621

DONE BY: MEH DATE: 08/27/26

CHECKED BY: JST DATE: 09/01/26

No.	ITEM DESCRIPTION	UNIT	QUANTITY	ORIGINAL ESCROW AMOUNT		CURRENT RELEASE		RELEASED TO DATE		REMAINING ESCROW		
				UNIT COST	TOTAL COST	QUANTITY	COST	QUANTITY	COST	QUANTITY	COST	
I	GENERAL CONDITIONS											
	A	Mobilization/Demobilization	LS	\$ 7,500.00	\$ 7,500.00	1	\$ 7,500.00	1	\$ 7,500.00	0	\$ -	
	B	Removal & Disposal of Ex. Bit. Pave & Subbase	SY	\$ 13.75	\$ 25,437.50	1,850	\$ 25,437.50	1,850	\$ 25,437.50	0	\$ -	
	C	Removal of Ex. HDPE Piping	LF	\$ 3.50	\$ 766.50	219	\$ 766.50	219	\$ 766.50	0	\$ -	
	D	Bulk Earthwork	LS	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00	1	\$ 3,000.00	0	\$ -	
	E	Selective Tree Removal	EA	\$ 450.00	\$ 900.00	2	\$ 900.00	2	\$ 900.00	0	\$ -	
	SUBTOTAL ITEM I				\$ 37,604.00		\$ 37,604.00		\$ 37,604.00		\$ -	
II	E&S CONTROLS											
	***	A	12" Compost Filter Sock	\$ 7.00	\$ 1,750.00	250	\$ 1,750.00	250	\$ 1,750.00	0	\$ -	
	B	18" Compost Filter Sock	LF	\$ 9.00	\$ 810.00	90	\$ 810.00	90	\$ 810.00	0	\$ -	
	C	Compost Sock Washout	EA	\$ 1,750.00	\$ 1,750.00	1	\$ 1,750.00	1	\$ 1,750.00	0	\$ -	
	D	Temporary Seed	LS	\$ 250.00	\$ 250.00	1	\$ 250.00	1	\$ 250.00	0	\$ -	
	E	Rock Construction Access with Wash Rack	EA	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00	1	\$ 3,000.00	0	\$ -	
	F	Orange Safety Fence	LF	\$ 4.00	\$ 3,800.00	950	\$ 3,800.00	950	\$ 3,800.00	0	\$ -	
	G	Permanent Seed	SY	\$ 3.25	\$ 975.00	300	\$ 975.00	300	\$ 975.00	0	\$ -	
	H	Maintenance of E&S Controls	LS	\$ 750.00	\$ 750.00	1	\$ 750.00	1	\$ 750.00	0	\$ -	
	I	Removal of Erosion Controls	LS	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00	1	\$ 1,500.00	0	\$ -	
	SUBTOTAL ITEM II				\$ 14,585.00		\$ 14,585.00		\$ 14,585.00		\$ -	
III	DRAINAGE											
	A	Precast Trench Drain	EA	\$ 7,500.00	\$ 7,500.00	1	\$ 7,500.00	1	\$ 7,500.00	0	\$ -	
	B	Roof Drains	LF	\$ 10.00	\$ 1,670.00	167	\$ 1,670.00	167	\$ 1,670.00	0	\$ -	
	C	15" HDPE	LF	\$ 70.00	\$ 12,460.00	178	\$ 12,460.00	178	\$ 12,460.00	0	\$ -	
	D	Precast Storm Manhole	EA	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00	1	\$ 5,000.00	0	\$ -	
	SUBTOTAL ITEM III				\$ 26,630.00		\$ 26,630.00		\$ 26,630.00		\$ -	
IV	STONE AND PAVEMENT											
	A	2A Stone Subbase, 6" Depth	SY	\$ 12.00	\$ 6,300.00	525	\$ 6,300.00	525	\$ 6,300.00	0	\$ -	
	B	25MM Asphalt Base, 3.5" Depth	SY	\$ 26.00	\$ 39,650.00	1,525	\$ 39,650.00	1,525	\$ 39,650.00	0	\$ -	
	C	9.5MM Asphalt Top, 1.5" Depth	SY	\$ 15.00	\$ 22,875.00	1,525	\$ 22,875.00	1,525	\$ 22,875.00	0	\$ -	
	D	Pavement Markings - W/4"	LF	\$ 1.50	\$ 321.00	214	\$ 321.00	214	\$ 321.00	0	\$ -	
	SUBTOTAL ITEM IV				\$ 69,146.00		\$ 69,146.00		\$ 69,146.00		\$ -	

**CAMP LINDENMERE - DINING HALL EXPANSION
POCONO TOWNSHIP, MONROE COUNTY, PA**

T&M ASSOCIATES PROJECT NO.: POCO-R0621

DONE BY: MEH DATE: 08/27/26

CHECKED BY: JST DATE: 09/01/26

APPLICATION NO. 1

[illegible]

TOTAL ORIGINAL FINANCIAL SECURITY	\$ 173,753.50
TOTAL VALUE OF WORK CONSTRUCTED TO DATE	\$ 173,753.50
RETAINAGE (10%) ¹	
AMOUNT PREVIOUSLY RELEASED	\$ -
AMOUNT RECOMMENDED FOR RELEASE	\$ 173,753.50
REMAINING FINANCIAL SECURITY (INCLUDING RETAINAGE)¹	\$ -

¹ Per the Municipalities Planning Code, retainage held is 10% of the remaining improvements

ESTIMATE



Prepared For

Pocono Township Municipal Building
205 Old Mill Rd
Tannersville, Pa 18372

John Cooper Heating & Air Conditioning LLC

PO Box 127
Swiftwater, PA 18370
Phone: (570) 269-8796
Email: johncooperhvac@gmail.com

Estimate # 1402
Date 08/19/2026
Business / Tax # PA119146

Description

Total

Install 2 New Heat Pump Systems	\$20,700.00
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HVAC System Replacement Estimate

Project Overview

Provide and install two complete 5-ton Heil heat pump systems to replace the existing HVAC equipment. Existing refrigerant line sets will be reused and thoroughly flushed/prepared for use with the new R-454B equipment.

Both systems will include new indoor air handlers equipped with 10 kW electric auxiliary heat kits and new Honeywell digital thermostats.

Equipment Included – Two Complete Systems

Outdoor Heat Pumps

- * (2) Heil 5-Ton R-454B Heat Pumps
- * Model: R5H5S60AKAAA
- * Up to 15.2 SEER2 / 8.2 HSPF2

Indoor Air Handlers

- * (2) Heil 5-Ton R-454B Multi-Position Air Handlers
- * Model: FHMA5B60L0DA
- * ECM blower motors
- * Factory TXV

Electric Heat Kits

- * (2) Heil 10 kW Electric Heat Kits

* Model: EHC10BKB

Controls

* (2) New Honeywell digital thermostats

Scope of Work

- * Remove and dispose of the existing indoor and outdoor HVAC equipment
- * Install two new Heil 5-ton heat pump condensers
- * Install two new Heil 5-ton air handlers
- * Install one 10 kW electric heat kit in each air handler
- * Reconnect new equipment to the existing duct systems
- * Reuse the existing refrigerant line sets
- * Thoroughly flush and prepare existing line sets for the new R-454B systems
- * Make all required low-voltage control wiring connections
- * Install two new Honeywell digital thermostats
- * Install condensate drainage connections as required
- * Evacuate, pressure test, start up, and properly charge both systems
- * Test and commission both systems for proper heating and cooling operation

Electrical Requirements / Exclusions

High-voltage electrical service to the new air handlers is not included in this estimate.

Customer's electrician is responsible for providing:

- * (1) 60-amp, 230-volt electrical circuit to each new air handler
- * Proper breakers, wiring, disconnects, and all associated high-voltage electrical work required to serve the new equipment

Warranty

- * 10-year manufacturer parts warranty with required equipment registration
- * 1-year labor warranty
- * 1-year warranty on contractor-supplied materials

	Subtotal	\$20,700.00
	Total	\$20,700.00

Notes:

Kitchen unit
Managers office unit

I have authority to order work outlined above which has been satisfactory completed. I agree that seller retains title to equipment/materials furnished until final payment is made. If payment is not made as agreed, seller can remove said equipment/materials at sellers expense and/or impose a 2% liquidation fee on the entire amount contained in the seller/buyer transaction. Any damage resulting from said removal shall not be the responsibility of the seller

John Cooper

Pocono Township Municipal Building

THE ALIVER FOUNDATION

HELPING HEARTS SINCE 2024



Community AED Enclosure and Device Donation Memorandum of Understanding Between Pocono Township, PA and The Aliver Foundation, A NJ Nonprofit Corporation

Congratulations, **Pocono Township, PA** has been selected to receive a lifesaving equipment donation from The Aliver Foundation and ordered from AED TEAM (equipment vendor) consisting of:

- (1) LPCR2 -Semi-automatic, USB, English, Handle (SKU 99512-001435, FMV \$1,411)

Includes pre-connected 4 year electrodes, battery, handle, operating instructions, USB cable, Basic LIFELINKcentral AED program manager

- (1) AED TEAM Response Kit

- (1) AED Sign - Three Dimensional

- (1) CE-TEK 4000 ALL WEATHER OUTDOOR AED ENCLOSURE (\$1,195 FMV)

The CE-TEK All Weather Outdoor AED Enclosure protects AEDs from direct sunlight, cold temperatures, moisture, dust, tamper, and theft while ensuring 24/7 Public Access to Defibrillation. Manufactured in the UK from a durable polycarbonate, the CE-TEK All Weather AED Enclosure boasts an IP-66 rating against dust and water intrusion. A thermostat controlled heater inside the enclosure ensures that AED pads and emergency medication remain at safe operating temperatures regardless of the environment outside. To access lifesaving equipment, bystanders call 911 to receive the access code to open the enclosure.

As the recipient of this donation, **Pocono Township, PA** agrees to the following:

- 1) Fill out Municipality Information form.
- 2) Install the CE-TEK 4000 Outdoor AED enclosure outside in **Mountain View Park** so that it is fully functional with the AED inside no later than 10 business days after receiving the donated equipment following all instructions from the equipment vendor AED TEAM explicitly (including but not limited to hardwiring to an electrical source, following protocols to make 911 dispatch centers and local first responders aware of the device location and access code, identifying who from your community will be responsible for testing the device on a monthly basis, budget for replacement pads/battery approximately every four years, registering with PulsePoint, etc.). Upon installation, the AED and enclosure shall become the property of **Pocono Township, PA** which shall be responsible for ongoing maintenance, inspections, and replacement components. The Aliver Foundation will provide a donation plate to be affixed on the lower left corner of the enclosure.
- 3) A one-hour family friendly community education event to take place on a mutually agreed upon date where the enclosure is installed to celebrate the equipment donation. The event will be led by The Aliver Foundation and follow a standard agenda to include welcome remarks by an official from **Pocono Township, PA**, remarks by The Aliver Foundation, AED unveiling and photo op, and a CPR and AED demonstration by local first responders who are certified CPR instructors. A meet the first responders/touch a truck component featuring local first responders is highly suggested. The Aliver Foundation will need a 6-foot table to be provided to display organization information on at the event. **Pocono Township, PA** will help promote the event for maximum community attendance. A joint press release will be circulated to be distributed by all entities and social media posts should be shared, as well.
- 4) Send The Aliver Foundation a letter of receipt for IRS compliance purposes no later than one month after the donated equipment is received by **Pocono Township, PA**.

Notes: Per the equipment vendor AED TEAM: "The AED unit should be checked as per manufacturers specifications at least monthly to ensure the pads/battery are in date and the device has a green light. The pads and battery have a (4) year lifespan. The replacement pads and battery cost is currently approximately \$493. If the AED device is used in a rescue, you can provide the data to the manufacturer, and they will give a set of replacement pads for free. Minimal maintenance is needed on the enclosures. Oiling the keypad once a year (more frequently in coastal areas) and cleaning off any dirt/debris from the enclosures. You can apply a coat of spray wax when cleaning them."

By signing this agreement and accepting this equipment donation, **Pocono Township, PA** agrees to follow all protocols and instructions set by the equipment vendor AED Team, and hereby release and forever discharge and hold harmless The Aliver Foundation and its successors and assigns from any and all liability, claims, and demands of whatever kind or nature, either in law or in equity, that arise or may hereafter arise from accepting this lifesaving equipment donation paid for by The Aliver Foundation. IT IS UNDERSTOOD THAT THIS DISCHARGES THE ALIVER FOUNDATION FROM ANY LIABILITY OR CLAIM AGAINST THE ALIVER FOUNDATION WITH RESPECT TO ANY BODILY INJURY, PERSONAL INJURY, ILLNESS, DEATH, OR PROPERTY DAMAGE THAT MAY RESULT FROM THIS EQUIPMENT. YOU ALSO UNDERSTAND THAT THE ALIVER FOUNDATION DOES NOT ASSUME ANY RESPONSIBILITY FOR OR OBLIGATION TO PROVIDE FINANCIAL ASSISTANCE OR OTHER ASSISTANCE, INCLUDING BUT NOT LIMITED TO MEDICAL, HEALTH, OR DISABILITY INSURANCE IN THE EVENT OF INJURY, ILLNESS OR DEATH.

Signature

Date

Jill A. Pall
Founder & President
The Aliver Foundation

Date

Print Name

Title

THE ALIVER FOUNDATION

HELPING HEARTS SINCE 2024



Community AED Enclosure and Device Donation Memorandum of Understanding Between Pocono Township, PA and The Aliver Foundation, A NJ Nonprofit Corporation

Congratulations, **Pocono Township, PA** has been selected to receive a lifesaving equipment donation from The Aliver Foundation and ordered from AED TEAM (equipment vendor) consisting of:

- (1) LPCR2 -Semi-automatic, USB, English, Handle (SKU 99512-001435, FMV \$1,411)

Includes pre-connected 4 year electrodes, battery, handle, operating instructions, USB cable, Basic LIFELINKcentral AED program manager

- (1) AED TEAM Response Kit

- (1) AED Sign - Three Dimensional

- (1) CE-TEK 4000 ALL WEATHER OUTDOOR AED ENCLOSURE (\$1,195 FMV)

The CE-TEK All Weather Outdoor AED Enclosure protects AEDs from direct sunlight, cold temperatures, moisture, dust, tamper, and theft while ensuring 24/7 Public Access to Defibrillation. Manufactured in the UK from a durable polycarbonate, the CE-TEK All Weather AED Enclosure boasts an IP-66 rating against dust and water intrusion. A thermostat controlled heater inside the enclosure ensures that AED pads and emergency medication remain at safe operating temperatures regardless of the environment outside. To access lifesaving equipment, bystanders call 911 to receive the access code to open the enclosure.

As the recipient of this donation, **Pocono Township, PA** agrees to the following:

- 1) Fill out Municipality Information form.
- 2) Install the CE-TEK 4000 Outdoor AED enclosure outside in **TLC Park** so that it is fully functional with the AED inside no later than 10 business days after receiving the donated equipment following all instructions from the equipment vendor AED TEAM explicitly (including but not limited to hardwiring to an electrical source, following protocols to make 911 dispatch centers and local first responders aware of the device location and access code, identifying who from your community will be responsible for testing the device on a monthly basis, budget for replacement pads/battery approximately every four years, registering with PulsePoint, etc.). Upon installation, the AED and enclosure shall become the property of **Pocono Township, PA** which shall be responsible for ongoing maintenance, inspections, and replacement components. The Aliver Foundation will provide a donation plate to be affixed on the lower left corner of the enclosure.
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Signature

Date

Jill A. Pall
Founder & President
The Aliver Foundation

Date

Print Name

Title

WILKES-BARRE
600 Sathers Drive
Pittston, PA 18640
Ph: (570) 654-4612
Fax: (570) 654-7417

Ship To: IN STORE PICKUP

Branch 15 - WILKES BARRE		
Date 09/17/2025	Time 9:37:39 (O)	Page 1
Account No POCON003	Phone No 570629192	Est No 04 Q00194
Ship Via		Purchase Order
Tax ID No		
CHRISTOPHER CHAMBERLAIN		Salesperson 295

Invoice To: POCONO TOWNSHIP
112 TOWNSHIP DRIVE
TANNERSVILLE PA 18372

EQUIPMENT ESTIMATE - NOT AN INVOICE

Description ** Q U O T E ** EXPIRY DATE: 10/14/2025 Amount

Stock #: 17914 Serial #: 27639 42000.00
New 2025 RG TAG21XL
New 2025 ROGERS TRAILERS TAG21XL ROGERS TAG21XL
MSRP 39522.10
PA Contract # 4400028122 -\$522.10
Freight, PDI, Delivery, Inspection, \$3000
Total 42000

Sale # 01 Subtotal: 42000.00
Total: 42000.00

Trade Ins
=====

Serial #: 1RBT352028AR24986 4500.00-
Rogers 20ton Tag trailer, wood filled spring ramps

Trade In Total: 4500.00-

Authorization: _____ Subtotal: 37500.00
Quote Total: 37500.00

THERE ARE NO EXPRESS WARRANTIES UNLESS THEY APPEAR IN WRITING SIGNED BY THE SECURED PARTY. THERE ARE NO EXPRESS OR IMPLIED WARRANTIES OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE IN CONNECTION WITH THIS SALE. WARRANTIES ON NEW MACHINES ARE LIMITED TO THAT EXTENDED BY THE MANUFACTURER. COPIES OF WARRANTIES APPLYING TO EACH MANUFACTURER ARE ON FILE AT THE OFFICES OF SELLER - SECURED PARTY AND ARE AVAILABLE UPON REQUEST. ALL USED EQUIPMENT IS SOLD "AS IS, WHERE IS".
Seller-Secured Party shall not be responsible for delays in delivery for causes beyond the reasonable control of Seller-Secured Party such as, but without limitation to, transportation delay or interruptions; strikes, act of God, insurrections, war, etc. Under no circumstances shall Seller-Secured Party be liable for loss of use, down-time or any other consequential damages. Seller-Secured Party makes no representations or certifications express or implied concerning compliance of this equipment with OSHA standards. Compliance with OSHA standards applicable to operation, use, and maintenance is the sole responsibility of Purchaser-Debtor.
ACCEPTED: STEPHENSON EQUIPMENT, INC.
SELLER-SECURED PARTY

AGREEMENT SUBJECT TO TERMS AND CONDITIONS ON REVERSE SIDE
I/We certify that I/we have read this agreement in its entirety and have no understanding nor agreement nor relied upon any representation other than those contained herein.

X _____
Accepted By
NOTICE: The Salesman has no authority to grant acceptance. All and any acceptance must be by a designated office of Seller-Secured Party and only at its office shown above. No other acceptance is valid.

X _____
Received By
Thank You For Your Business!

CREATION OF SECURITY INTEREST. Debtor hereby grants to Secured Party a security interest in the Collateral described on the face hereof to secure the performance or payment of the Obligations of Debtor to Secured Party as stated on the face hereof. Upon default, Debtor shall pay immediately to Secured Party, if Secured Party so elects, the entire amount remaining unpaid under this Security Agreement.

PROTECTION OF COLLATERAL. The Collateral

(a) will not be misused or abused, wasted or allowed to deteriorate, except for the ordinary wear and tear of its intended primary use, and

(b) will be insured until this Security Agreement is terminated against all expected risks to which it is exposed, including fire, theft and collision, and those which Secured Party may designate, with the policies acceptable to Secured Party, payable to both Secured Party and Debtor, as their interests appear, and with duplicate policies deposited with Secured Party.

PROTECTION OF SECURITY INTEREST.

(a) the Collateral will not be sold, transferred or disposed of or be subject to any unpaid charge unless the Secured Party consents in advance in writing and

(b) Debtor will sign and execute alone or with Secured Party any Financing Statement or other document or procure any document, and pay all connected costs, necessary to protect the security interest under this Security Agreement against the rights or interests of third persons, and

(c) Debtor will reimburse Secured Party for any action to remedy a default which Secured Party elects pursuant to the terms of Paragraph SECURED PARTY'S RIGHTS AND REMEDIES.

DEFAULT. Misrepresentation or misstatement in connection with, non-compliance with or non-performance of any of Debtor's Obligations or Agreements under paragraph ADDITIONAL AGREEMENTS AND AFFIRMATIONS shall constitute default under this Security Agreement. In addition, Debtor shall be in default if bankruptcy or insolvency proceedings are instituted by or against the Debtor or if Debtor makes any assignment for the benefit of creditors.

SECURED PARTY'S RIGHTS AND REMEDIES

A. SECURED PARTY MAY ASSIGN this Security Agreement, and

(1) if Secured Party does assign this Security Agreement, the Assignee shall be entitled, upon notifying the Debtor, to performance of all of Debtor's Obligations and Agreements under paragraph ADDITIONAL AGREEMENTS AND AFFIRMATIONS and Assignee shall be entitled to all of the rights and remedies of Secured Party under this paragraph, and

(2) Debtor will assert no claims or defenses he may have against Secured Party against the Assignee except those granted in this Security Agreement, and

B. UPON DEBTOR'S DEFAULT, Secured Party may exercise his rights of enforcement under the Uniform Commercial Code in force at the date of this Security Agreement and, in conjunction with, addition to or substitution for those rights, at Secured Party's discretion, may

(1) enter upon Debtor's premises to take possession of, assemble and collect the Collateral and remove it or to render it unusable, and

(2) require Debtor to assemble the Collateral and make it available at a place Secured Party designates which is mutually convenient to allow Secured Party to take possession or dispose of the Collateral, and

(3) waive any default or remedy any default in any reasonable manner without waiving the default remedied and without waiving any other prior or subsequent default, and

(4) incur reasonable attorney's fees and legal expenses in exercising any of his rights and remedies upon Debtor's default which shall become part of his reasonable expenses of retaking, holding, preparing for sale and the like.

WARRANT OF ATTORNEY TO CONFESS JUDGMENT. Debtor, in the event of this nonpayment of this Security Agreement in full when the same shall be due, whether by acceleration or otherwise, does hereby empower any prothonotary or any attorney of any court of record within the United States or elsewhere to appear for Debtor and with or without declaration filed confess judgment against Debtor and in favor of Secured Party or any holder of this Security Agreement for the sum due and payable hereon, with costs of suit and attorney's commission of 15% for collection with release of all errors and without stay of execution or right of appeal, waive all laws exempting real or personal property, and inquisition and extension upon any levy on real estate are hereby waived and condemnation agreed to, and no benefit of exemption will be claimed under and by virtue...of any exemption law now in force or which may be hereafter passed.

ADDITIONAL AGREEMENTS AND AFFIRMATIONS

A. DEBTOR AGREES AND AFFIRMS

(1) that information supplied, and statements made by Debtor in any financial or credit statement or application for credit prior to this Security Agreement are true and correct, and

(2) that no Financing Statement covering the trade-in equipment, if any or its proceeds is on file in any public office, and

(3) that the addresses of Debtor's residence and place or places of business, if any, are those appearing below his signature.

B. MUTUAL AGREEMENTS

(1) "Debtor" and "Secured Party" as used in this Security Agreement, include the heirs, executors or administrators, successors or assigns of those parties.

(2) if more than one Debtor executes this Security Agreement, their Obligations under this Security Agreement shall be joint and several.

(3) the law governing this Secured Transaction shall be that of the State of Pennsylvania in force at the date of this Security Agreement.

C. APPLICABLE SALES TAXES

(1) Applicable state(s)' sales tax will be applied where required unless purchaser provides a valid exemption certificate supporting that the property is exempt from applicable sales taxes. If timely taken in proper form and in good faith the certificate relieves the seller from liability for the sales. If the seller is not registered or legally required to collect sales taxes in a particular jurisdiction then the purchaser understands that the responsibility for the payment of applicable sales/use taxes to the jurisdiction(s) is the responsibility of the purchaser.

Customer Initials

SEI WIRE TRANSFER POLICY (SEI RECEIVING A WIRE)

It is the primary duty of the customer (or the sender or payer) to independently authenticate and verify wiring information with SEI before they initiate a wire transfer using a trusted channel to contact the appropriate party at the dealership.

We suggest that customers verbally verify with SEI that information is authentic and where possible use multi-factor authentications.



since 1905

TAG-ALONG SERIES

REAR LOAD AIR RAMPS

ROGERS "E-Z AIR" RAMPS LET YOU GO...

FROM THIS...



**Fast!
Easy!
Safe
Operation!**

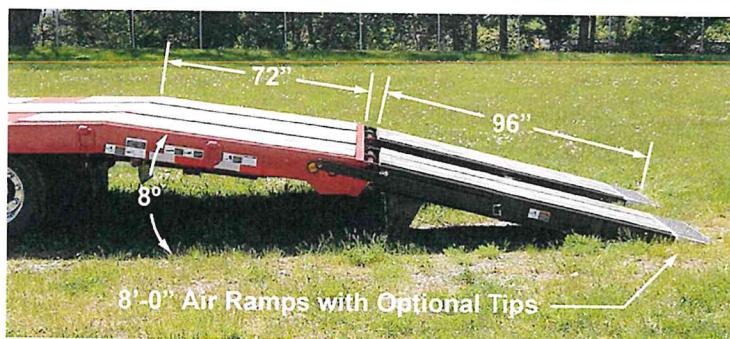
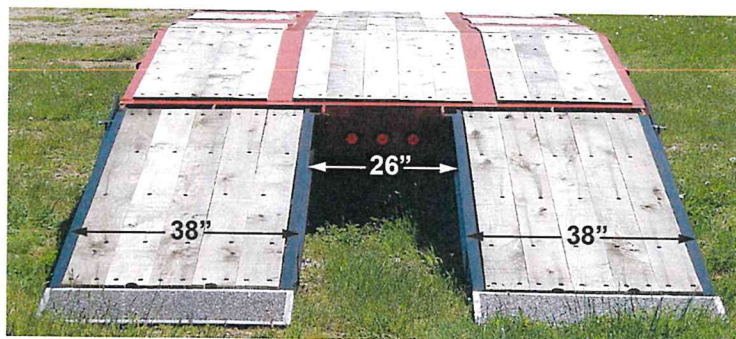
TO THIS...



...IN SECONDS!!

ONE TOUCH OPERATION!!

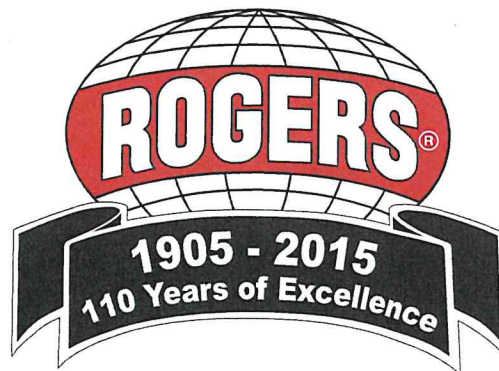
**Uses the Trailer's
Air System!
Self
Contained!**



Available on the ROGERS TAG21XXL and TAG25XXL trailers, these newly designed air-operated ramps take the hard work out of loading and unloading your ROGERS trailer. At 38" wide by 96" long (with optional extensions), they are ideal for loading a wide variety of machines, from excavators and dozers to pavers and rollers.

For more information, contact ROGERS at (800) 441-9880 or by email at info@rogerstrailers.com.

www.rogerstrailers.com



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ROGERS BROTHERS CORPORATION

The name you know, experience you can trust and the performance to back it up.

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Stephenson Equipment, Inc.

PROPOSAL Q19154

Date
6/3/2024

Government

TAG21XL - 21 TON DRAWBAR TAGALONG

MODEL	TAG21-28/102/2XSP	Code 408-014A
RATINGS	FRAME 42,000 lbs. maximum capacity concentrated in 14' 0" of deck	
DIMENSIONS	34' 10" overall length; 102" maximum width; 96" out-to-out of tires	
DRAWBAR	80" with 6-position adjustable pintle eye Steel covered, lockable toolbox (1) Two-speed landing gear, 50,000 lb. lift capacity and 70,000 lb. static capacity (2) mounting brackets for future dual landing gear package (see options) (1) each side of drawbar	
DECK	28' 0" x 102" platform (22' 0" deck + 6' 0" beavertail with 8° loading angle) 34" loaded deck height with a full capacity load 1 3/4" air dried oak flooring 3/8" tread plate wheel covers over tires (12) lashing D's, (6) each side of deck Air operated rear loading ramps in lieu of manual, wood covered, 84" L x 38" W 12" tapered ramp extensions, aluminum, removable RBC logo mud flaps (31332) in lieu of standard	
REAR ASSY	44,800 lb. multi-leaf 4-spring suspension (2) 22,500 lb. axles; 8-stud hubs with oil-bathed bearings (4) 17.5 x 6.75 8-hole hub piloted steel disc wheels (4) 17.5 x 6.75 8-hole hub piloted aluminum disc wheels on outer wheels (8) 235/75R17.5 H16 tubeless radial tires 49" axle spacings	
LIGHTS	LED USDOT approved 12-volt with 7-wire socket (2) LED amber side marker/turn lights, (1) each side of deck behind 3rd D (2) LED amber clearance lights, (1) each side of deck ahead of last D (2) LED amber clearance lights, (1) each side of deck behind 2nd D (4) LED mini strobe lights, (1) each side forward on deck and (1) each side forward on beavertail with toggle switch (2) LED mini strobe lights on rear channel above 3-light cluster w/switch (2) LED white license plate lights in toolbox, wired to running lights	
BRAKES	Air; 12 1/4" x 7 1/2" shoes; Automatic slack adjusters; ABS (4S/2M system) Spring brakes on (2) axles Cable pull remote air tank drains	
FINISH	Rogers Black acrylic polyurethane enamel	

TOTAL PRICE EXW ALBION, PA

Costars Contract # 41400028122 eff. 10/1/23	\$39,522.10
FOB the factory Costars Net	- 522.10
Proposal Q19154	\$39,000.00
Freight in, unload, service set up DOT Insp.	3,000.00
Delivered in Costars Total in production	@ \$42,000.00

www.stephensonequipment.com

August Delivery +/-

6/3/24

SC