



POCONO TOWNSHIP COMMISSIONERS
AGENDA

January 3, 2022 | 6:00 p.m.

112 Township Drive, Tannersville, PA

Dial-In Option: 646 558 8656

Meeting ID: 814 5068 0275

Passcode: 836537

Zoom Link:

<https://us06web.zoom.us/j/81450680275?pwd=OTZ6RWRhK3BXcG44QUVNU09udHBnUT09>

Open Meeting – Township Solicitor

Pledge of Allegiance

Roll Call

Election of a President – Township Solicitor

- Motion to nominate a President for the Board of Commissioners. **(Action Item)**

Election of a Vice President – Township Solicitor

- Motion to nominate a Vice President for the Board of Commissioners. **(Action Item)**

Public Comment

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

Required Motions for the Bi-Annual Reorganizational Meeting

- a. Motion to set the Board of Commissioner meetings for the 1st and 3rd Monday of each month at 7:00 p.m. If a regularly scheduled meeting falls on a holiday, the meeting will be held the next day on Tuesday. **(Action Item)**
- b. Motion to set the Board of Commissioners Sewer Committee meetings for the first Monday of each month at 6:00 p.m., beginning February 7, 2022. If a regularly scheduled meeting falls on a holiday, the meeting will be held the next day on Tuesday. **(Action Item)**

- c. Motion to appoint a Parliamentarian for the Board of Commissioners. **(Action Item)**
- d. Motion to appoint Leo DeVito as Township Solicitor for township and sewer business; labor issues; and planning at a rate of \$160/hour. **(Action Item)**
- e. Motion to appoint Boucher & James as Township Engineer at an hourly rate of \$128.00. **(Action Item)**
- f. Motion to appoint Frank Cefali, CPA as Township Treasurer at an hourly rate of \$145.00. **(Action Item)**
- g. Motion to appoint Jerrod Belvin as Pocono Township Emergency Management Coordinator. **(Action Item)**
- h. Motion to appoint an Assistant Pocono Township Emergency Management Coordinator. **(Action Item)**
- i. Motion to appoint Tom Felver to the Pocono Township Vacancy Board with a term to expire December 31, 2022. **(Action Item)**
- j. Motion to appoint Jerrod Belvin as Township representative to the Council of Governments (COG). **(Action Item)**
- k. Motion to appoint Kent Werkheiser as Pocono Township Chief of Police through December 31, 2022. **(Action Item)**
- l. Motion to appoint Taylor Muñoz as Pocono Township Manager, with a term to expire on the date of the next Board of Commissioners meeting following its reorganization meeting in January 2024. **(Action Item)**
- m. Motion to approve the following as the approved Pocono Township Depositories: ESSA, First Keystone Community Bank, People's Security and Citizen's Bank. **(Action Item)**
- n. Motion to approve the following as signatories on Pocono Township Bank Accounts: Richard Wielebinski; Jerrod Belvin; Gerald Lastowski; Keith Meeker; Ellen Gndant; the Township Manager; and the Township Treasurer. **(Action Item)**
- o. Motion to appoint Berkheimer as EIT Tax Collector for Pocono Township. **(Action Item)**
- p. Motion to set the mileage reimbursement rate at the 2022 IRS rate of 58.5 cents per mile. **(Action Item)**
- q. Motion to enter into agreement with SFM Consulting to provide Zoning Officer duties at a rate of \$65.00 per hour for up to 25 hours per week. **(Action Item)**
- r. Motion to enter into agreement with SFM Consulting to provide Commercial Building Code services at a rate of 70% of building permit fees. **(Action Item)**
- s. Motion to appoint SFM Consulting to provide Residential Building Codes Services at a rate of 70% of building permit fees. **(Action Item)**
- t. Motion to appoint Helen Beers as Pocono Township Sewage Enforcement Officer. **(Action Item)**
- u. Motion to appoint Taylor Muñoz as Township Secretary. **(Action Item)**
- v. Motion to appoint Krisann MacDougall as assistant Township Secretary. **(Action Item)**
- w. Motion to appoint Todd Weitzmann as solicitor for the Zoning Hearing Board. **(Action Item)**
- x. Motion to appoint Krisann MacDougall as Zoning Hearing Board Secretary. **(Action Item)**
- y. Motion to appoint Taylor Muñoz as Recording Secretary for Board of Commissioner and Planning Commission meetings. **(Action Item)**
- z. Motion to appoint Taylor Muñoz as Open Records Officer. **(Action Item)**
- aa. Motion to appoint Krisann MacDougall as Alternate Open Records Officer. **(Action Item)**

- bb. Motion to appoint Taylor Muñoz as representative to the Monroe County Tax Committee with a term to expire December 31, 2022. **(Action Item)**
- cc. Motion to appoint Pete Nish to the Pocono Township Civil Service Commission with a term to expire on December 31, 2027. **(Action Item)**
- dd. Motion to appoint Keith Kunz to the Pocono Township Zoning Hearing Board with a term to expire on December 31, 2024. (Action Item)
- ee. Motion to re-appoint Randy Peechatka to the PJJWA Board with a term to expire December 31, 2022. **(Action Item)**
- ff. Motion to re-appoint Marie Guidry to the PJJWA Board with a term to expire December 31, 2022. **(Action Item)**
- gg. Motion to appoint the following Pocono Township Volunteer Fire Department members as 2022 Fire Police as requested by Chief Brad Harrison. **(Action Item)**

Name & Title (if applicable)		Radio Call Number
Kevin Kresge Sr.	Fire Police Captain	34-9-7
Chris Kinsley Sr.	Fire Police Lieutenant	34-9-8
Al Kresge		34-9-10
Donald Simpson		34-9-11
Gerald Lastowski		34-9-12
Steve Jacobs		34-9-13
Thomas Kresge		34-9-14
Chris Kinsley Jr.		34-9-15
Angela Tullo		34-9-16
Peter Gallagher		34-9-17
William Ward		34-9-18
Robert Gupko		34-9-19
Corey Sayre		34-9-20
Robert Kinsley		34-9-21

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

PUBLIC NOTICE

POCONO TOWNSHIP

2022 PUBLIC MEETINGS

SCHEDULE

BOARD OF COMMISSIONERS MEETINGS

The Pocono Township Board of Commissioners will meet the 1st and 3rd Monday of each month at 7:00 p.m., except holidays (when the meeting shall be moved to Tuesday), and unless otherwise advertised, at the Pocono Township Municipal Building, 112 Township Drive, Tannersville, PA.

Meeting dates: January 3 and 18; February 7 and 22; March 7 and 21; April 4 and 18; May 2 and 16; June 6 and 20; July 5 and 18; August 1 and 15; September 6 and 19; October 3 and 17; November 7 and 21; December 5 and 19

SEWER MEETINGS

The Pocono Township Board of Commissioners will meet the 1st Monday of each month at 6:00 p.m., except holidays (when the meeting shall be moved to Tuesday), and unless otherwise advertised, at the Pocono Township Municipal Building, 112 Township Drive, Tannersville, PA.

Meeting dates: January 3, February 7, March 7, April 4, May 2, June 6, July 5, August 1, September 6, October 3, November 7 and December 5

PLANNING COMMISSION MEETINGS

The Pocono Township Planning Commission will meet the 2nd and 4th Monday of each month at 7 p.m., except holidays (when meetings shall be moved to Tuesday).

Meeting dates: January 10 and 24; February 14 and 28; March 14 and 28; April 11 and 25; May 9 and 23; June 13 and 27; July 11 and 25; August 8 and 22; September 12 and 26; October 11 and 24; November 14 and 28; December 12 and 27

If you require a special accommodation to attend a public meeting, please contact the Township 570-629-1922 to discuss how Pocono Township may best accommodate your needs.