



POCONO TOWNSHIP COMMISSIONERS
AGENDA

October 18, 2021 | 7:00 p.m.
112 Township Drive, Tannersville, PA

Meeting ID: 873 0401 8597

Passcode: 047356

Zoom Link:

<https://us06web.zoom.us/j/87304018597?pwd=QXJvWmc3SDdrZzU5VjdVeExCaS8xQT09>

Open Meeting

Pledge of Allegiance

Roll Call

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

- Pocono Township's Trick-or-Treat Hours for 2021 will be held on Sunday, October 31st from 5 p.m. to 8 p.m.

Hearings

- Local Agency Hearing – Albert & Jane Walck (103 Cobble Creek Drive)
 - Motion to open a public hearing for consideration of the application of Albert and Jane Walck for the waiver of Section 439-4 of the Pocono Township Code of Ordinances to allow installation of a well less than 15 feet from the adjoining property lines. **(Action Item)**
 - Motion to close public hearing. **(Action Item)**
 - Motion and decision on the application of Albert & Jane Walck for a waiver of Section 439-4 of the Pocono Township Code of Ordinances. **(Action Item)**
- Local Agency Hearing – Christopher & Kori Hogeboom (1327 Waterview Drive)
 - Motion to open a public hearing for consideration of the application of Christopher and Kori Hogeboom for the waiver of Section 439-4 of the Pocono Township Code of

Ordinances to allow installation of a well within 68 feet of an existing absorption field.

(Action Item)

- Motion to close public hearing. **(Action Item)**
- Motion and decision on the application of Christopher & Kori Hogeboom for a waiver of Section 439-4 of the Pocono Township Code of Ordinances. **(Action Item)**

Presentations

- Presentation regarding Pocono Township public water service area and future auxiliary waterline expansion plans – Dave Horton, BCRA Manager & Tom Wise, BCRA Board Member.
- Great Wolf Lodge LERTA Presentation – Chuck Leonard & Michelle Bisbing, Pocono Mountains Economic Development Corporation.
- The Ridge Land Development Plan – Trap Enterprises. Presentation regarding proposed townhouse development.

Resolutions

- Resolution 2021-26 – Motion to approve Resolution 2021-26 authorizing the submission of a Pennsylvania Department of Transportation Multimodal Transportation Fund grant application in an amount not to exceed \$1,500,000. **(Action Item)**
- Resolution 2021-27 – Motion to approve Resolution 2021-27 granting conditional approval to the Camp Lindenmere Facilities Expansion Land Development Plan. **(Action Item)**

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the October 4, 2021 regular meeting of the Board of Commissioners.
 - A budget adjustment request of \$38,662.00 to ensure specified line items have sufficient funding for the remainder of 2021.
 - Financial transactions including:
 - Ratification of vouchers payable received through October 14, 2021 in the amount of \$572.23 and sewer operating expenditures in the amount of \$475.45.
 - Ratification of gross payroll for the pay period ending October 3, 2021 in the amount of \$168,200.84.
 - Vouchers payable received through October 14, 2021 in the amount of \$207,997.05.
 - Sewer operating fund expenditures through October 14, 2021 in the amount of \$121,759.57.
 - Sewer construction fund expenditures through October 14, 2021 in the amount of \$54,284.31.
 - Capital reserve fund expenditures through October 14, 2021 in the amount of \$18,597.03.
 - Fire Tax disbursement to the Pocono Township Volunteer Fire Company in the amount of \$458.98. **(Action Items)**

NEW BUSINESS

1. **Personnel** – None
2. **Travel/Training Authorizations** – None

Report of the President

Richard Wielebinski

- Motion to approve Pocono Township's participation in a public hearing with Monroe County and Pocono Mountain School Board for the purpose of considering a LERTA for Great Wolf Lodge. **(Possible Action Item)**
- Discussion and possible action regarding the appointment of Civil Service Commission alternate member, Pete Nish, to fill a vacancy as a regular member of the Commission. **(Action Item)**

Commissioner Comments

Jerrod Belvin – Vice President

- Emergency Management Update
- Monroe County Hazard Mitigation Plan
- Discussion and possible action regarding the appointment of a resident to the Pocono Township Zoning Hearing Board to fill a vacancy as an alternate member. **(Possible Action Item)**

Ellen Gndt – Commissioner

Jerry Lastowski – Commissioner

Keith Meeker – Commissioner

Reports

Zoning

Emergency Services

- Police
- EMS
- Fire

Public Works Report

- Current Public Works projects
- TLC Park Project Update
- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant

Administration – Manager's Report

- Remaining Community Day sponsorship funds to be split between the Pocono Township Library and Fire Department - \$3,231.14 split evenly for a \$1,615.57 check apiece.
- Pumpstation 5 subdivision is now complete and the property documentation is being prepared for public bid.
- Discussion and possible authorizing the preparation of ordinance amendment language regulating the keeping of chickens in residential areas. **(Possible Action Item)**
- Regional HSPS Comprehensive Plan update – Waiting on consultant.

Township Engineer Report

- St. Paul's Lutheran drainage basin repairs update.
- Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonville Avenue.
- Preliminary plan and cost estimates to address drainage issues at Sunlite Lane & Tara Hill Drive.

Township Solicitor Report

- 150 Gravatts Way – Court Appearance on October 21 at 1:30 p.m.
- Zoning Hearing Board updates.
- Update – Johnson Appeal.
- HJP Park Agreement between Pocono and Jackson Townships.

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

RECEIVED

SEP 23 2021



POCONO TOWNSHIP

Pocono Township
112 Township Drive
Tannersville, PA 18372
P: 570-629-1922 F: 570-629-7325

Must submit original plus
16 Copies of Application,
Plans & Back up documentation

APPLICATION FOR PUBLIC HEARING

APPLICANT NAME: Jane Walck

Mailing Address: 196 Cobble Creek Dr. Tannersville, PA 18372

Phone Number: 570-242-3755

Email: jane.walck@gmail.com

PROPERTY OWNER NAME: Albert C. Walck III / Jane S. Walck

Mailing Address: 196 Cobble Creek Dr. Tannersville, PA 18372

Phone Number: 570-242-3755

ATTORNEY (if represented): _____

Mailing Address: _____

Phone Number: _____

Email: _____

If Applicant is not the Property Owner, state Applicant's authority to submit this application:

ADDRESS OF SUBJECT PROPERTY: 103 Cobble Creek Dr. Tannersville, PA 18372

TAX ACCOUNT NUMBER: 12.11B.1.109 ZONING CLASSIFICATION: C

PRESENT USE OF PROPERTY: Raw land

APPLICATION MUST INCLUDE:

- PROOF OF OWNERSHIP - Deed
- SITE PLAN OF PROPERTY - SITE PLAN MUST BE DRAWN TO SCALE, INDICATING LOCATION AND SIZE OF IMPROVEMENTS, BOTH PROPOSED AND EXISTING, RELATION TO EXISTING STREETS OR ROADS, BUILDINGS, ETC. - Enlarged plan & one drawn to scale - original state plan is in file with Township
- STATEMENT OF PURPOSE, INTENT AND EXTENT OF PROPOSED CONDITIONAL USE OR SPECIAL EXCEPTION. -
- APPROPRIATE FEE (See Pocono Township Fee Schedule)

Application is hereby made for consideration of the following request at a public hearing in conformance with the requirements of the Pocono Township Ordinance.

THE APPLICANT HEREBY:

- A. _____ Appeals from the action of the Zoning Officer **(complete section 1 only)**
B. _____ Requests a Special Exception **(complete section 2 only)**
C. X _____ Requests a Variance **(complete section 3 only)**
D. _____ Requests a Conditional Use **(complete section 4 only)**
E. _____ Challenges the validity of a land use ordinance **(complete section 5 only)**
F. _____ Appeal to UCC Board of Appeals **(complete section 6 only)**
G. _____ Other **(complete section 7 only)**

1. The applicant appeals from the action of the Zoning Officer:

- a. The action taken was: _____
b. The date the action was taken: _____
c. The foregoing action was in error because : _____

2. The applicant requests a Special Exception:

- a. Nature of Special Exception sought: _____
b. The special Exception is requested under Article: _____, Section _____,
Subsection _____ of the Pocono Township Zoning Ordinance.
c. The reason for the request is: _____

3. The applicant requests a Variance:

- a. Nature of Variance sought: Location of well placement
b. The Variance is requested from section: 439-4 Well Design Standards
_____ of the Pocono Township Zoning Ordinance.
c. The nature of the unique circumstances and the unnecessary hardship justifying the request for
a Variance is: The location of the proposed well is less than 15' from
the lot lines. The placement is 11' from the front line & 6'
from the side line. This is the only location the well can be
placed on this property to remain 100' from septic.
the topography to the rear of lot would be impossible to access
with a drilling rig.

4. The applicant requests a Conditional Use:

- a. Conditional Use sought: _____

5. The applicant challenges the validity of a land use ordinance:

- a. Ordinance(s) challenging: _____
b. Nature of Challenge: _____

6. The applicant Appeals to the UCC Board of Appeals on the following basis:

- a. The true intent of the Act or Code was incorrectly interpreted. _____
- b. The provisions of the Act do not apply. _____
- c. An equivalent form of construction is to be used. _____

7. If "other" please explain the relief sought below and the basis for same:

The applicant hereby agrees that all material and information submitted with this application shall become the property of Pocono Township and shall not be returned except as the Ordinance provides and does also hereby certify that all information, data, and statements submitted on or with this application are true and correct.

The applicant further agrees to reimburse Pocono Township for all costs incurred by the Township in the processing of this Application (includes, but is not limited to, filing fees, hearing costs) to the extent that the costs exceed the filing fee.

Jane S. Walck
SIGNATURE OF APPLICANT

9/22/21
DATE

THIS PAGE TO BE COMPLETED BY TOWNSHIP

Reviewed by: _____

Date completed application received: _____

* Complete application includes all required copies and fees

Required Fee: \$ _____ Received: _____

Planning Commission hearing date: _____

Board of Supervisors hearing date: _____

Zoning Hearing Board hearing date: _____

UCC Board of Appeals hearing date: _____

Publication: _____ Notices: _____

Hearing: _____ Referred to Planning Commission: _____

Order: _____ Planning Commission Action: _____

NOTES:

TAX CODE NO. 12/11B/1/108

This Deed,

MADE this 9th day of

April in the year nineteen hundred and ninety-seven (1997).

Between JAMES G. GRAVATT, Married, of Box 706, Pocono Pines,
Pennsylvania 18350,

(hereinafter called the Grantor),

and ALBERT C. WALCK, III, and JANE G. WALCK, husband and wife, of
R.D. 1, Box 93, Tannersville, Pennsylvania 18372,

(hereinafter called the Grantee s),

Witnesseth, That in consideration of (\$38,000.00)-----

THIRTY EIGHT THOUSAND ----- Dollars,
in hand paid, the receipt whereof is hereby acknowledged, the said Grantor does hereby
grant and convey to the said Grantee s, their heirs and assigns,

ALL THAT CERTAIN lot, parcel or piece of land situate in
the Township of Pocono, County of Monroe and State of Pennsylvania, BEING known
and designated as Lot 103, as is shown on a plan prepared by Martin and Robbins -
Registered Surveyors, dated 7 July, 1983, and is titled "Extension of COBBLE
CREEK ESTATES," as is recorded in Monroe County Register and Recorder's Office
in Plot Book Volume 54, Page 45.

CONTAINING 1.360 acres, more or less.

BEING the same premises which James G. Gravatt and
Loretta R. Gravatt, his wife, by their Deed dated May 27, 1987 and recorded
May 28, 1987 in the Office for the Recording of Deeds, etc., in and for the
County of Monroe, at Stroudsburg, Pennsylvania, in Record Book Volume 1556,
Page 146, granted and conveyed unto James G. Gravatt, the Grantor herein, in fee.

THIS CONVEYANCE is UNDER AND SUBJECT to the covenants,
conditions and restrictions set forth in the above-recited Deed.

Rose Gravatt joins in this conveyance to extinguish whatever
right, title or interest she may have in this property as the wife of
James G. Gravatt, the Grantor herein.

RECORDER OF DEEDS
MONROE COUNTY
PENNSYLVANIA

INSTRUMENT NUMBER

199709524

RECORDED ON

Apr 15, 1997
2:57:54 PM

AFFIDAVIT \$13.00

RECORDING FEES \$13.00

STATE TRANSFER \$300.00

TAX \$0.50

STATE WIT TAX \$190.00

POCONO TOWNSHIP \$190.00

SCHOOL DISTRICT \$766.50

TOTAL

DK2035PG1035

And the said Grantor do hereby covenant and agree to and with the said Grantees that the Grantor, his heirs, executors and administrators, SHALL and WILL SPECIALLY WARRANT and forever DEFEND the herein above described premises, with the hereditaments and appurtenances, unto the said Grantees, their heirs and assigns, against the said Grantor and against every other person lawfully claiming or who shall hereafter claim the same or any part thereof.

In Witness Whereof, said Grantor has hereunto set his hand and seal the day and year first above written.

Sealed and Delivered
IN THE PRESENCE OF

JAMES G. GRAVATT

ROSE GRAVATT

State of PENNSYLVANIA
County of MONROE

ss.

On the 9th day of April, 19 97, before me

the undersigned officer, personally appeared JAMES G. GRAVATT and ROSE GRAVATT, husband and wife,

known to me (or satisfactorily proven) to be the persons whose names are subscribed to the within instrument, and acknowledged that he has executed the same for the purposes therein contained, and desired the same might be recorded as such.

In Witness Whereof, I hereunto set my hand and official seal.

The address of the within-named Grantee
R. D. 1, Box 93
is Tannersville, PA 18372

On behalf of the Grantee



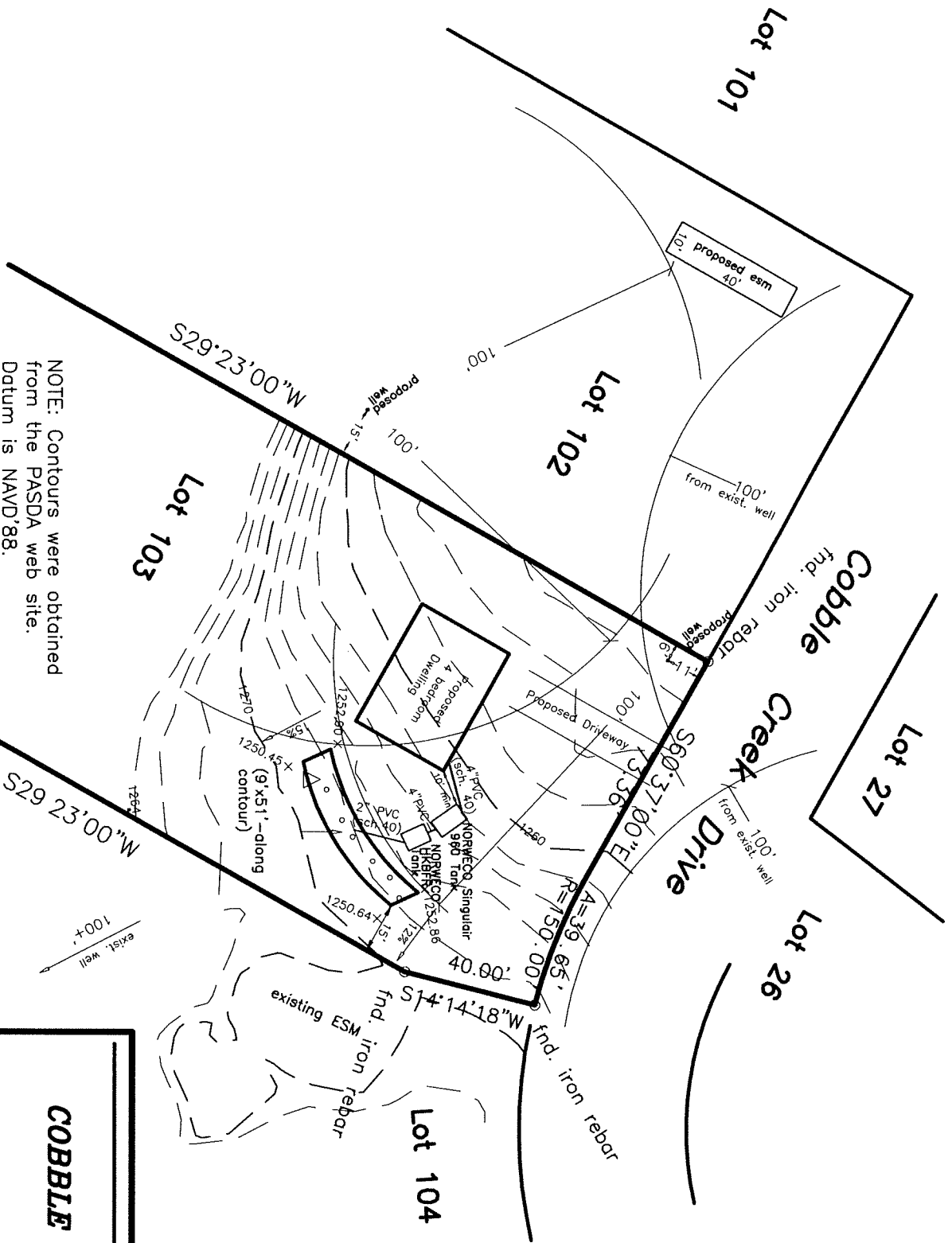
I hereby CERTIFY that this document is recorded in the Recorder's Office of Monroe County, Pennsylvania.

Dennis W. Decker

Title of Officer

Notarial Seal
Joan E. Rinehimer, Notary Public
Toboyhanna Twp., Monroe County
My Commission Expires Jan. 28, 2001
Member, Pennsylvania Association of Notaries

BK2035PG1036



NOTE: Contours were obtained from the PASDA web site. Datum is NAVD'88.

COBBLE CREEK ESTATES **Lot 103**

Pocono Township Monroe County, Pa.

MARTIN and ROBBINS-----Registered Surveyors

6882 Paradise Valley Road

Cresco, Penna. 18326

Phone: (570) 629-1400 Fax: (570) 620-9740

Revisions	Scale	Code
09/16/21-add proposed well location dimensions	as shown	File: CCE103.dwg
DATE: 06/04/19	Drw. By: tdm	Cape File: CCE102.crd
	Sheet: SD	Page 1 of 1

DESIGN DATA

SUITABILITY RESULTS
 25 inches
 18.23 min./inch
 12-15%
 500 gallons/day

SEWAGE FLOW DESIGN
 500 gallons/day

PROPOSED SYSTEM FEATURES
 500-gallon 500-gallon with alternate of-grade absorption
 500-gallon 500-gallon with alternate of-grade absorption
 500-gallon 500-gallon with alternate of-grade absorption

Effluent application method Pressure Dose
 (res. min. size=450 sq ft design provision=450 sq ft.)

PRESSURIZED DISTRIBUTION DESIGN CALCULATIONS

FRICTION LOSS CALCULATIONS
 Min. req. design head at terminal end of laterals to be
 Flow Design: 41 holes 1.28 gpm/ft² hd=52.5 gpm
 Lateral (not calculated) (1/100=4.12)=1.07
 Denary (2.7) (1=407) (1/100=4.12)=1.07
 90' above (2) (2) (1=112) (1/100=5.12)=0.57
 45' above (2) (2) (1=516) (1/100=5.12)=0.26
 Feet (1) (1) (1=112) (1/100=5.12)=0.57
 0. Dispersed (1) (2) (1=135) (1/100=5.12)=0.07
 Total Friction loss within system=2.66

DOSING VOLUME CALCULATIONS

Design flow=1.28 gpm/ft² hd=52.5 gpm
 Lateral pipe volume=2 feet @ 0.16 gallons/foot=0.32 gallons
 Total pipe volume=17.93 gallons
 REQUIRED MINIMUM DOSING TANK CAPACITY=200 gallons

HEAD DESIGN

Head to be mentioned in laterals ends=3.0'
 Friction loss within system=2.66'
 Elevation change=2.0'
 Pump depth=6.5'
 Stone depth=0.8'
 Total head=11.0 feet

PUMP DESIGN

MINIMUM PUMP DELIVERY=52.5 gpm @ 11.0 feet

GENERAL NOTES

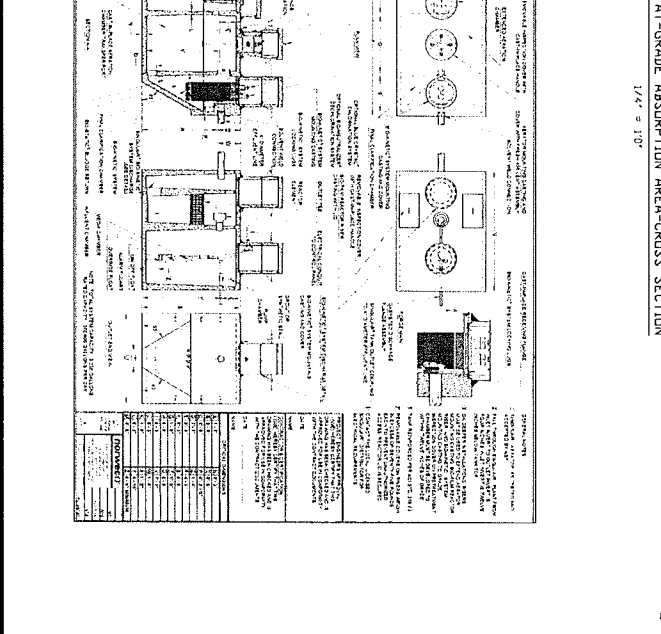
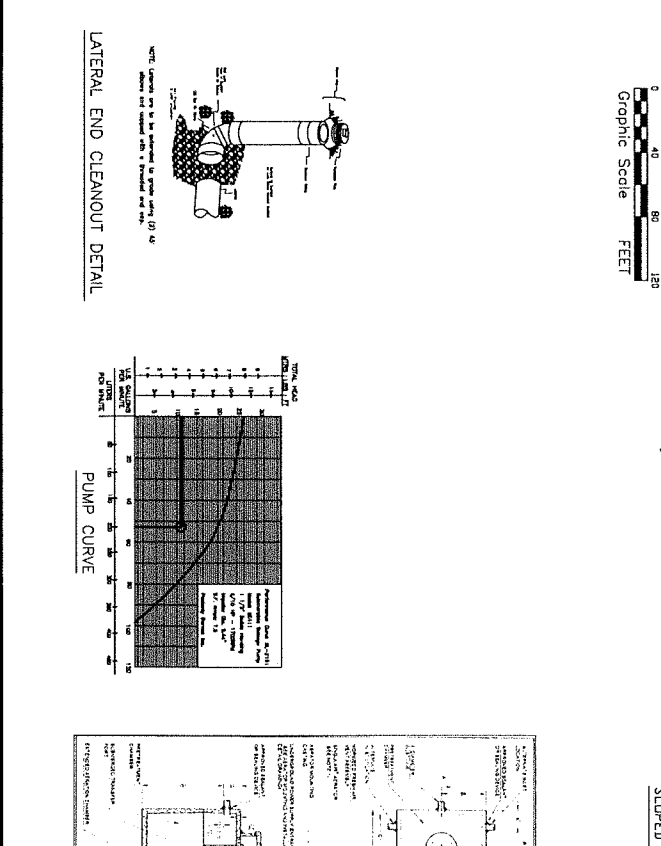
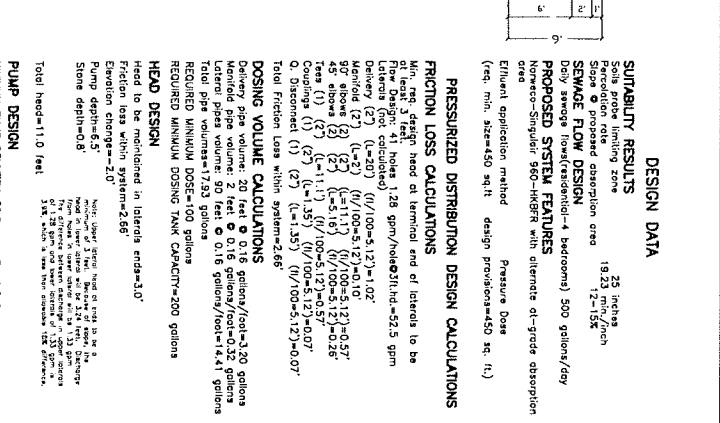
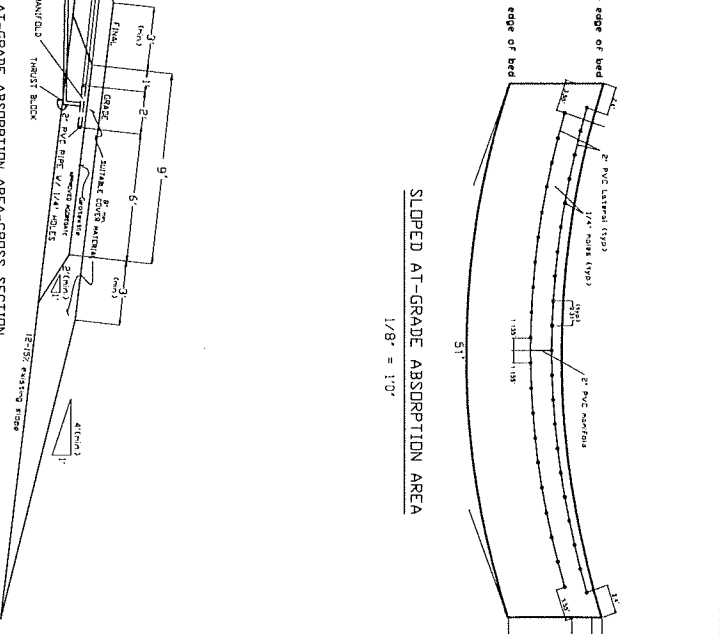
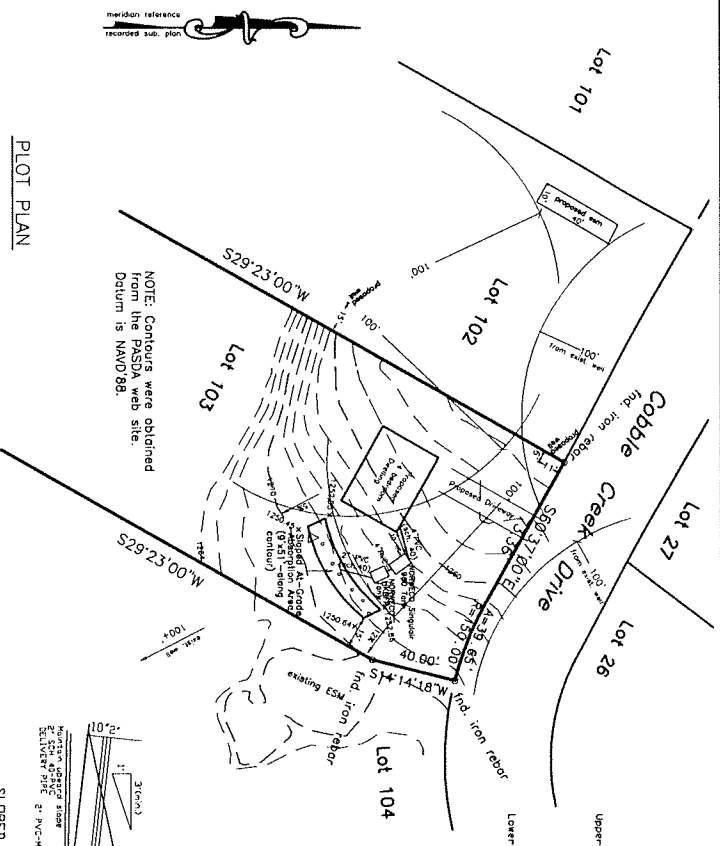
- 1) The suitability of this site to sustain an on-site sewage disposal system has been determined by the Municipal Sewage Enforcement Officer based upon tests and observations performed in accordance with the Pennsylvania Department of Environmental Protection Code, Chapter 73, Standards for Sewage Disposal Facilities, utilizing data obtained from tests performed as stated in note no. 1.
- 2) Construction methods and materials shall comply with standards set forth in Chapter 73, as mentioned in note no. 2.
- 3) The location of improvements shown on the plot plan may be subject to certain municipal, state and/or federal regulations. It is the responsibility of the owner to verify as to the suitability of these locations as so shown.
- 4) All laterals shall have and elements extended to the soil surface and be constructed using 45 degree bends. Laterals shall be filled with and capped.
- 5) This system must be installed per the Manufacturer's installation instructions as required in Po. DEP Alternate Technologies A2013-0028-0001 and A2014-0019-0003.

AT-GRADE ABSORPTION AREA

COBBLE CREEK ESTATES
 Lot 103

Poccano Township Monroe County, Pa.
MARTIN and ROBBINS--Registered Surveyors
 6682 Paradise Valley Road
 Croyce, Penna. 18858
 Phone: (670) 629-1400 Fax: (670) 620-9740

DATE: 06/04/19	SCALE: AS SHOWN	Sheet: 30	Page: 1 of 1
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Re: Lot 103 Cobble Creek Estates

PIN 12 11B 1 108

PARCEL ID # 12636303332704

We are seeking a Variance or distance waiver for the well placement for the above referenced property. The proposed well location is 11 feet from the front lot line and 6 feet from the side lot line. See attached sewage design for Lot 103. According to Martin and Robbins, this is the only place the well can go with it being 100 feet from the septic on this property and 100 feet from the proposed septic on lot 102. Martin and Robbins also stated that due to "the topography towards the rear of the lot, near the proposed well on lot 102, is in excess of 65% making it impractical if not impossible to access with a drilling rig to install a well." See attached email from Terry D. Martin from Martin and Robbins.

We are seeking this waiver as the best possible solution.

Thank you for your time and consideration.



Dana Perich <dana@danaperich.com>

FW: Lots 103 and 102 well locations

1 message

Jane Walck <jane.walck@gmail.com>
To: Dana Perich <dana@danaperich.com>

Thu, Sep 16, 2021 at 3:18 PM

I got this from Terry Martin today. This should help?

From: tdmpls@uplink.net <tdmpls@uplink.net>
Sent: Thursday, September 16, 2021 11:45 AM
To: jane.walck@gmail.com
Subject: Lots 103 and 102 well locations

Jane:

Attached is a .pdf of the sewage design for Lot 103. I have added the dimensions of the proposed well to the property lines on Lot 103 and shifted the proposed well on Lot 102 slightly so that it complies with the required 15' setback from the property line as you stated. We located the proposed well on Lot 103 in the front of the lot because the topography towards the rear of the lot, near the proposed well on Lot 102 is in excess of 65% making it impractical if not impossible to access with a drilling rig to install a well. I trust this will provide you with the requested information.

Sincerely,

Terry D. Martin, P.L.S., S.E.O.

Martin and Robbins
5682 Paradise Valley Road
Cresco, Pa. 18326
phone: 570-629-1400
email: tdmpls@uplink.net

Virus-free. www.avast.com**CCE103-AGB-09-16-21.pdf**
396K

DATE 9/23/2021 No. 6149431

FROM Jane G. Walck \$ 1000- DOLLARS

FOR One Thousand

FOR RENT Variance Lot 103 Well

ACCOUNT	2357	☐ CASH
PAYMENT		☐ CHECK
BAL DUE		☐ MONEY ORDER
		☐ CREDIT CARD

FROM _____ TO _____

BY JG

FOR SECURITY PURPOSES, THE FACE OF THIS DOCUMENT CONTAINS A COLORED BACKGROUND AND MICROPRINTING IN THE BORDER

ALBERT C WALCK
JANE G WALCK
 186 COBBLE CREEK DRIVE
 TANNERSVILLE, PA 18372

CITIZENS BANK
 ROUTE 715 & 611
 TANNERSVILLE, PA 18372

2357

PAY TO THE ORDER OF Pocono Township

9/22/2021

One Thousand and 00/100 ***** \$ **1,000.00

Pocono Township DOLLARS

MEMO

Lot 103 Well Variance

⑈002357⑈ ⑆036076150⑆ 6101043197⑈

SECURITY FEATURES INCLUDED. DETAILS ON BACK

AUTHORIZED SIGNATURE

Jane Walck

**APPLICATION FOR A ZONING PERMIT OR APPEAL
REQUIRING ACTION BY THE ZONING BOARD OF ADJUSTMENT
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA**

ACTION REQUESTED: Special Use or
Exception _____ Variance _____ Water Well Variance
Appeal _____ Interpretation _____

Date 18 Aug 2021

FEE \$750.00

1. **Applicant's Name** Chris and Kori Hogeboom
Address 242 Country Club Drive, Moorestown NJ
Phone 917-326-1756

2. **Applicant's Attorney** Fisher and Fisher LLC
Address 3041 PA-940 #107 Mount Pocono, PA
570-839-8690

3. **Interest of Applicant** Owner

4. **If interest is other than owner, furnish name and address of owner :** _____

5. **Property Location** 1327 Waterview Drive, Scotrun

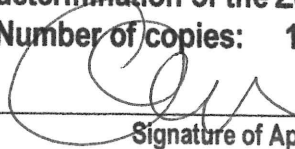
Zone Residential **Present Use** Demolished old home and planning new construction

6. **Interpretation, Special Use or Exception, or Variance sought:** Property size prohibits 100" setback from my own septic field and South East corner is too steep for a drilling truck

7. **Grounds for appeal or interpretation or reasons for special use or variance are:**
Requesting variance to install water well 57' from my septic area and to install UV lights for purification

8. **For an appeal for interpretation, attach a true copy of the order, requirement, decision or determination of the Zoning Official.**

9. **Number of copies:** 16


Signature of Applicant

RECEIVED

AUG 18 2021

POCONO TOWNSHIP

Received _____	Fees <u>750.00 / ck #</u>	Received <u>8/18/2021</u>
Publication _____	Notices <u>2879</u>	
Hearing _____	Referred to Planning Commission _____	
Order _____	Planning Commission Action _____	

NOTE: This application must be accompanied by a detailed site plan indicating property boundaries, relation to existing streets or roads, buildings, etc., proposed buildings, parking areas, landscaping or screening, lighting, signs, etc. This plan shall include all necessary dimensions, including yards and North shall be indicated by arrow. All information submitted supporting this application shall become a part of the record and cannot be returned.



July 21, 2021

Christopher & Kori Hogeboom
242 County Club Dr.
Moorestown, NJ 08057

Re: 1327 Waterview Dr., Pocono Township
PIN: 12635301195500, Account: 12.16A.1.105

Dear Property Owner,

The Zoning Office has performed a review of your application for a Well Drilling Permit for your property located at 1327 Waterview Dr., more specifically identified as Monroe County PIN 12635301195500 (the Property). Your application for a Well Drilling Permit cannot be approved at this time due to the following:

1. In accordance with Chapter 439, §439-4.A no well shall be located closer than 100 feet to the nearest part of any existing or proposed on-site sewage disposal drain field. The site plan provided with your application does not demonstrate compliance with this section of the ordinance. The proposed well location is shown 68 feet from the existing absorption field on the property.
2. In accordance with §439-4.C, all wells shall be constructed a minimum distance of 15 feet from all lot lines. The site plan provided does not indicate the distance of the proposed well to property lines.

You have the right to appeal this determination to the Pocono Township Board of Commissioners if you do so within thirty (30) days of receipt of this correspondence in accordance with §302-15 of the Township Transient Dwelling Use Ordinance.

You also have the right to request a waiver of any of the requirements of Chapter 439 by written request to the Zoning Hearing Board through the standards for zoning variances set forth in Chapter 470, Zoning.

If you have any questions, or require additional information, contact the Zoning Office at (570) 629-1922 ext. 1215, or visit our website at www.poconopa.gov.

Sincerely,

Shawn McGlynn
Township Zoning Officer
SFM Consulting, LLC

Cc: Taylor Munoz, Township Manager
Judith Acosta, Zoning Administrator

112 Township Drive – Tannersville, PA 18372
Tel. 570-629-1922 * Fax 570-629-7325

Chris and Kori Hogeboom
242 Country Club Drive
Moorestown, NJ 08057
C: 917-326-1756

Aug 18, 2021

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

Commissioners,

Before we purchased the property at 1327 Waterview Drive, Scotrun we met with Pocono Township SEO Mike Trippus on June 8, 2018 to advise us on the septic system as the existing house was dilapidated and needed to be taken down. Mike advised us to get the existing septic system inspected and load tested, and if successful he would issue us a demo permit. With that advice we successfully had the septic system inspected and load tested on July 30-31, 2018. We purchased the property Aug 6, 2018 and Mike issued us the Demo permit August 18, 2018.

Mike Trippus was tragically killed Nov 27, 2018 and unfortunately we did not have any of our conversations documented. The new SEO Helen Beers was not comfortable with us using the existing Septic and advised we would need to install a current standards septic field. After soil surveys and successful perc-testing we found the North-West corner of the lot the only place to install a septic field and unfortunately this area is where the existing water well is at a depth of 180'.

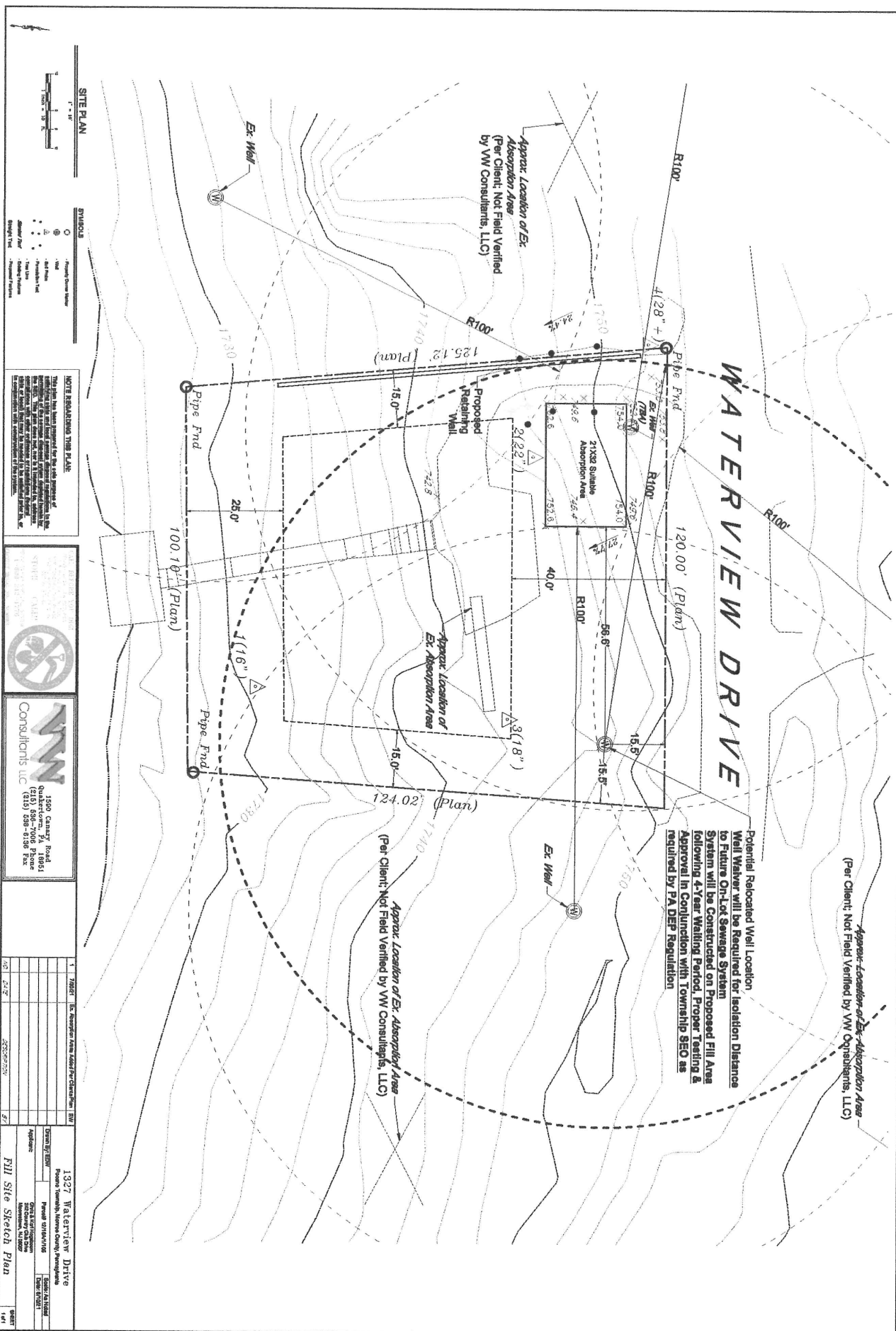
We are asking for a variance to relocate the water well as depicted on the survey with proper setbacks to our neighbors septic fields but within 56.6' of our own septic field. VW Consultants will be designing a UV light system for purification of the water system. The other area on the property in the South-East corner which is a little farther from our septic field is too steep and with trees making it inaccessible for a drilling truck.

Thank you for your consideration

Chris and Kori Hogeboom



Cell: 917-326-1756
CHogeboom@icloud.com



CHRISTOPHER J HOGEBOOM
KORI L HOGEBOOM
242 COUNTRY CLUB DR
MOORESTOWN, NJ 08057-3976

2879

55-136/312
122

18 AUG 2021

Date

Pay to the
Order of

POCONO TOWNSHIP
SEVEN HUNDRED FIFTY

\$ 750

Dollars



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NP

⑆031201360⑆ 7856173443⑈

2879

TD Bank, N.A.

Harland Clarke

Local Economic Revitalization Tax Abatement (LERTA)

Pocono Township

October 18, 2021



What is LERTA?

A property tax abatement on an improvement made to a property with approved LERTA designation

Participants are any city, county, borough, incorporated town, township, institutional district or school district having the authority to levy property taxes

Applicants are eligible persons or entities who own the approved property using the Monroe County tax exemption request form

Eligible improvements for exemption are repairs, construction, rehabilitating a deteriorated property, improvements to alleviate health concerns, improvements to comply with laws or regulations

The Terms

The school district, county and township will establish an exemption schedule not to exceed 10 years

The portion of improvements to be included will be specified

Tax savings will be on a sliding scale beginning with 100% in year one and decreasing by 10% until year eleven

The full amount of taxes on the land will be paid, the exemption only applies to any improvements to the property

Existing LERTA Zones in the County & Associated Successful Projects

Pocono Mountains Corporate Center East

- Mountain Healthcare Center
- The Courtyard
- Waste Not Technologies
- Messer LLC (Currently under construction)

Pocono Mountains Corporate Center West

- J&J Sales and Logistics LLC (FedEx Logistics)
- NFI Logistics

Pocono Mountains Corporate Center South

- Monadnock Non-Wovens
- United Envelope Corporation
- Solstice Sleep Products
- Logistics Properties Corporation (Currently under construction)

Proposed Properties for LERTA Designation

- Great Wolf Lodge
 - Route 611, Pocono Township
 - 96 acres
 - Zoned Commercial



Proposed Properties for LERTA Designation

- Trapasso & Abraham Enterprises
 - Sullivan Trail, Pocono Township
 - 56 acres
 - Zoned Commercial

Monroe County, Pennsylvania GIS

Created on: Thu Aug 12 2021



The County of Monroe makes no express or implied warranties concerning the release of this information. The County of Monroe is unaware of the use or uses to be made of this data. Consequently, the County of Monroe does not warrant this data as fit for any particular purpose.

notes:

LERTA Process

PMEDC will host a public hearing and all taxing bodies are invited to attend

If all agree, each body will pass a resolution to participate

What are we asking the Pocono Township Commissioners to do this evening?

- **Pass a motion agreeing to participate in the public hearing that will be held in a convenient location for the school board, the township and the county**

TRAP ENTERPRISES, LLC

The Ridge at Pocono Multifamily Residential Development

Trap Enterprises LLC owns an 84-acre track of land located on Route 611 in Pocono Township, Monroe County. We are well into the engineering, planning, entitlements, and permitting process to create a vision we are calling "The Ridge at Pocono". The Ridge at Pocono will consist of approximately 400 multi-family dwellings within the Recreational District (RD) zoned District. A subsequent land development is anticipated for the adjacent parcels fronting on Route 611 which may include a restaurant and office building in the Commercial (C) zoned portion of the property. PennDOT permitting will be inclusive of the driveways for these commercial land developments, but township and environmental permitting will be completed under separate applications.

The site is located on the west side of Route 611 to the south of Discovery Drive and to the north of the private Brookdale Road, the proposed location of access for the project. The limits of the roadway improvement project will be approximately five hundred feet to the north and south of the Route 611 intersection with Brookdale Road, where a traffic signal is proposed. The project will include a driveway connection through the adjoining property owned by Trapasso & Winot Enterprises LLC, a related company, to the existing signalized intersection at the north end of the site at Discovery Drive and Route 611. The commercial properties will feature a right in only from Route 611 south, the driveway will connect through to Brookdale Road to get traffic out at the signalized intersection. Birch Street will be constructed under a current HOP for the remaining units. A PennDot scoping application has been filled and the first round of comments addressed. We are anticipating a meeting in October.

Our tract is outlined in red on the included Pocono Township zoning map. Much of the land is zoned as a Recreational District (RD), as depicted with light blue shading on the included Pocono Township zoning map, with the Route 611 frontage zoned Commercial (C) as shaded in light pink. Also included is the Use Schedule, as last amended 16 July, 2018, of the Township of Pocono. Highlighted on pages 2 and 3 you will note that both multi-family and single-family dwellings are a *permitted* uses in the RD zoning district and our planned restaurant and office building are *permitted* uses in the commercial district.

Design Features

We are intending to design with a conservation minded approach. Our proposed roadway cross section would feature 10' travel lanes, a 6' striped pedestrian/bike lane and 2' stone shoulders. Trying to preserve as much open space with a rural feel, while respecting the natural features and topography is the goal. Wide roads with concrete curbs and sidewalks simply take away from rural feel of the area and detracts from our environment.

TRAP ENTERPRISES, LLC

Sewer Service

The site is located in the Pocono Township Sewage Service area. Gravity sewer lines exist at the intersection of Wiscasset Drive/Route 611 and the Township line runs the length of the high-volume driveway on the Trapasso & Winot property. The site is elevated above both connection points preliminarily allowing for a gravity collection design. It is anticipated the project will require approximately 419 EDU's upon completion. We have been advised that adequate sewage capacity exists within the Pocono sewer system. A will serve letter will be requested and a phasing schedule of the improvements will have to be negotiated as the project will be phased over the next 3-4 years.

Water Service

The site is located in the BCRA water service area. An existing water main is located near the intersection of Route 611 and Brookdale Drive as well as an 8" main extended into the Sheetz project to the north, allowing for a loop connection through the project. Capacity in the BCRA system to serve the project, in phases over the next 3-4 years, must be confirmed. A will serve letter will be requested.

Electric Service

Electric service is anticipated to be provided from Route 611 with underground service within the project.

Gas Service

Gas service is available in the area and anticipated to be desirable to serve the project. Preliminary conversation with UGI indicates they have capacity and would be eager to serve the site. Their infrastructure is already both on Route 611 in front of the site and extended into the Sheetz driveway.

Communications

Communications service exists in Route 611. The communications companies have not been contacted regarding service to the site.

NPDES Permitting

NPDES permit will be required for the discharge of stormwater from the site. The Conceptual design of the stormwater management BMP's for the site to meet NPDES permit requirements and the Pocono Township requirements must be developed for the site. We will request that the Township waive its stormwater ordinance and accept the provisions of the NPDES review by Monroe County Conservation District.

Economic Impact

As the Covid pandemic begins to release its grip, the Pocono Region has experienced and continues to experience a significant housing shortage. As people continue to leave the bigger cities in our region, it is anticipated that rural communities, such as ours, will continue to see growth as we did in the 1990's. The Ridge adding up to 400 homes for both sale and rent, will attract these people to settle in our community and continue the post-covid economic windfall

TRAP ENTERPRISES, LLC

we are currently experiencing. Without housing, this segment of the population will pass through and settle outside of our area. The local tax and real estate tax revenue of 350 middle class working families is estimated to be approximately \$4.5 million per year. The construction of the project will utilize up to 175 local construction workers at various stages of the project. These living wage jobs are a very important economic driver in our area. Total construction cost of the entire development is currently budgeted at \$107.5 million. A large number to spread through our local community. The current labor shortage in our area will also benefit from the influx new families. The bureau of Labor and Statistics reports that the average family earning between \$50,000 and \$69,999, will spend approximately \$12,000 in their local market per year. That would be a potential increase of \$4 million spread through the Pocono region each year once the project is built out. Lastly, the local utility companies stand to increase their customer base and revenue, including the Pocono Township Sewer Authority which would expect \$1.3 million in tapping fees with yearly revenue of another \$1.3 million. BCRA would stand to expect \$765,000 in tapping fees and another \$100,000 per year in fees.

Construction would be anticipated to start in the summer of 2022 and continue for approximately 3 years.

Attachments:

1. Project sketch plan
2. Pocono Township Zoning Use Schedule
3. Pocono Township Zoning Map

**POCONO TOWNSHIP, MONROE COUNTY,
PENNSYLVANIA**

RESOLUTION 2021-26

**A RESOLUTION AUTHORIZING THE SUBMISSION OF A PENNSYLVANIA
DEPARTMENT OF TRANSPORTATION MULTIMODAL TRANSPORTATION FUND
GRANT APPLICATION**

BE IT HEREBY RESOLVED, that the Board of Commissioners of the Township of Pocono, Monroe County, Pennsylvania herby requests a Multimodal Transportation Fund grant in an amount not to exceed \$1,500,000 from the Pennsylvania Department of Transportation to complete infrastructure upgrades at the intersection of SR 611, Learn Road and Old Mill Road, and the intersection of Learn Road and Fish Hill Road in Pocono Township.

BE IT FURTHER RESOLVED, that the Applicant does herby designate the President of the Board of Commissioners as the official to execute all documents and agreements between the Township of Pocono, Monroe County, Pennsylvania and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

SO RESOLVED, this 18th day of October, 2021.

ATTEST:

Pocono Township, Monroe County, Pennsylvania
Board of Commissioners

By: _____
Print Name: Taylor W. Munoz
Title: Township Manager

By: _____
Print Name: Richard Wielebinski
Title: President

TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. 2021-27

**RESOLUTION GRANTING CONDITIONAL
APPROVAL OF THE LINDENMERE SPORTS ARTS CENTER, LLC
PRELIMINARY/FINAL LAND DEVELOPMENT PLAN**

WHEREAS, the applicant, Lindenmere Sports Arts Center, LLC, submitted a plan application titled “Lindenmere Sports Arts Center, LLC Preliminary/Final Land Development Plans” (the “Plan”). The applicant is proposing to expand its existing facilities at Camp Lindenmere. Camp Lindenmere is located in the R-1, Low Density Residential Zoning District and is split between the northern and southern sides of State Route 715, approximately one (1) mile east of its intersection with State Route 0611. The existing property has an area of approximately 159 acres and consists of an existing overnight camp with sleeping, activity, and food facilities. The remainder of the site is woodland areas. The existing campground is located outside of the Township’s designated central sewage service area and is defined by the Township’s official Act 537 Plan for on-lot sewage disposal. The parcel also utilizes onsite water supply wells. The project proposes to update all non-compliant sewage disposal facilities with what appears to be new traditional sewage disposal beds; and

WHEREAS, the Township Engineer has reviewed the Plan and offered comments in his letters dated January 13, 2021, July 19, 2021 and September 28, 2021; and

WHEREAS, the Pocono Township Planning Commission recommended the conditional approval of the Plan at a meeting held on July 26, 2021; and

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

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

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

1. SALDO Section 390-50.D.(5) – “The maximum slope of the earthen detention basin embankments shall be four horizontals to one vertical.” *Applicant is proposing a slope of 2:1 and 3:1 for the interior slopes of the basins to achieve the necessary infiltration basins.*
2. SALDO Section 390-50.D.(7) – “The minimum top width of the detention basin berm shall be 10 feet.” *Applicant is proposing a berm width of two (2) to five (5) feet for the infiltration berms.*

3. SALDO Section 390-50.D.(11)(a) – “Emergency overflow facilities shall be provided for detention facilities to handle runoff in excess of design flows.” *Applicant is proposing no emergency spillway. Applicant shall be required to provide positive surface drainage away from all of the buildings.*
4. SALDO Section 390-50.D.(11)(c) – “Emergency spillways shall be constructed of reinforced concrete or other material approved by the Township Engineer.” *Applicant is proposing to use spillway liners.*
5. SALDO Section 390-55.C.(2)(a) – “One planting island shall be provided for every 10 parking stalls. There shall be no more than 15 contiguous parking stalls in a row without a planting island.” *Applicant is proposing no landscaped islands for the northerly parking area, which shall be a stabilized grass/vegetated surface.*
6. SALDO Section 390-57.A – “Identification. If a proposed subdivision or land development includes any area that is suspected of being a wetland, then a professional wetland delineation may be required. The Township may require that the applicant obtain a jurisdictional determination from the United States Army Corps of Engineers. Until such time as the Board of Commissioners has approved application, the wetland limits shall be visibly identified in the field.” *Applicant does not show a wetland delineation on the northerly parcel since no development is proposed in that area.*
7. SALDO Section 390-57.C – “Buffers. The wetland buffers required by Chapter 470, Zoning, and Chapter 365, Stormwater Management, shall be provided and shall be shown on the plan.” *Applicant shows a wetland buffer on the parcel proposed for development; however, does not show a wetland buffer on the northerly parcel since no development is proposed in that area.*
8. SALDO Section 390-59.A.(3) – “Every parking area shall be arranged for orderly, safe movement. Parking areas containing 30 or more parking spaces shall have a curbed internal road system with a landscaped island or strip of a minimum width equal to one parking space separating the road system from the parking area to provide safe and orderly movement of traffic and discouragement of cross-aisle driving.”
9. SALDO Section 390-59.A.(6) – “All parking area for four or more vehicles shall include clearly defined and marked traffic patterns, with the utmost care taken to provide for safe internal traffic movement and to avoid conflicts between vehicles and pedestrians.”
10. SALDO Section 390-59.C.(1). – “Except for areas that are landscaped and so maintained, all portions of required parking and loading facilities shall be graded, surfaced with asphalt, and drained to the extent necessary to prevent dust, erosion, or excessive water flow across streets or adjoining properties” *Applicant shall be required to, at a minimum, pave the handicapped spaces and loading/unloading access aisles with asphalt.*
11. SALDO Section 390-59.D.(5). – “Off-street parking areas and perimeter travel lanes shall be designed with pavement sections as specified below, as a function of anticipated traffic loads defined in Subsection (1) through (5).” *Applicant shall be required to, at a*

minimum, pave the handicapped spaces and loading/unloading access aisles with asphalt, in accordance with the required paving specifications.

12. SALDO Section 390-60.A – “The traffic impact study shall be submitted to the Township, as part of the preliminary plan and final plan for any subdivision or land development application expected to generate more than 250 new trips per day; for residential subdivision or land developments containing 15 or more dwelling units or residential lots in the aggregate; or all nonresidential developments (with the exception of agricultural development) with buildings containing in excess of 20,000 square feet of floor space in the aggregate; development of any kind impacting 30 acres of land or more in the aggregate.” *Applicant shall not be required to provide a traffic impact study.*

That the following requests for modification of the Stormwater Management Ordinance are hereby granted:

1. SMO Section 365-14.A – “Any stormwater management facility (i.e., BMP, detention basin) designed to store runoff and requiring a berm or earthen embankment required or regulated by this chapter shall be designed to provide an emergency spillway to handle flow up to and including the on-hundred-year proposed conditions. The height of embankment must provide a minimum 1.0 foot of freeboard above the maximum pool elevation computed when the facility functions for the one-hundred-year proposed conditions inflow.” *Applicant proposes no emergency spillway.*

That the “Lindenmere Sports Arts Center, LLC Preliminary/Final Land Development Plans” as shown on the plan prepared by Barry Isett & Associates, Inc., dated October 30, 2020, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicants shall comply with all of the conditions and requirements identified in the Township Engineer’s letter dated September 28, 2021, with the following conditions:
2. The applicants shall pay all necessary fees associated with the Plan, including but not limited to any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.
3. The applicants shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
4. The applicant shall enter into an Improvements Agreement with the Township and provide appropriate security, if deemed necessary by the Township.
5. The applicant shall enter into a Maintenance Agreement with the Township and provide appropriate security, if deemed necessary by the Township.
6. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the

Township, if deemed necessary by the Township.

7. The applicants shall provide requisite number of plans for recording which are signed and notarized by the owner and sealed by the engineer.
8. The applicants shall meet all conditions of the plan approval, and Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the Conditional Plan approval will be considered void.
9. The applicants shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the Plan is denied.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 18th day of October, 2021.

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
October 4, 2021 7:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on October 4, 2021 and was opened by President Rich Wielebinski at 7:00 p.m. followed by the Pledge of Allegiance.

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

In Attendance: Leo DeVito, Township Solicitor, Broughal & DeVito; Mike Gable sitting in for Jon Tresslar, Boucher & James, Inc.; Robert Sargent, Roadmaster; and Krisann MacDougall, Administrative Assistant.

Public Comment – None.

Announcements – None.

Hearings – None.

Presentations – None.

Resolutions

R. Wielebinski made a motion, seconded by K. Meeker, to approve Resolution 2021-24 granting conditional approval of the Classic Quality Homes White Oak Drive Lot Line Adjustment Plan. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gndt, to approve Resolution 2021-25 authorizing Jerrod Belvin, Township Commissioner & Emergency Management Coordinator, to serve as the Pocono Township assigned agent to sign hazard mitigation grant applications including, but not limited to, the Building Resilient Infrastructure Communities (BRIC) and Flood Mitigation Assistance grant programs. E. Gndt asked for clarification. All in favor. Motion carried.

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the September 20, 2021 regular meeting of the Board of Commissioners.
 - Financial transactions including:
 - Ratification of vouchers payable received through September 30, 2021 in the amount of \$585,546.66 and sewer operating expenditures in the amount of \$542.81.
 - Ratification of gross payroll for the pay period ending September 19, 2021 in the amount of \$130,439.82.
 - Vouchers payable received through September 30, 2021 in the amount of \$372,050.77.
 - Sewer operating fund expenditures through September 30, 2021 in the amount of \$40,849.54.
 - Sewer construction fund expenditures through September 30, 2021 in the amount of \$7,007.93.
 - Capital reserve fund expenditures through September 30, 2021 in the amount of \$5,519.87.

R. Wielebinski made a motion, seconded by K. Meeker, to approve the consent agenda. E. Gndt requested the minutes be amended.

R. Wielebinski made a motion, seconded by J. Belvin, to remove the minutes of September 20, 2021 and vote on the financial transactions. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to approve the consent agenda financial transactions. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by E. Gndt, to approve the minutes of September 20, 2021 as amended. All in favor. Motion carried.

NEW BUSINESS

1. Personnel – No new business.

2. Travel/Training Authorizations – No Travel/Training authorizations.

Report of the President

Richard Wielebinski

R. Wielebinski made a motion, seconded by K. Meeker, to authorize the Northridge at Camelback Phase I Holly Court land development to proceed with applications for building permits conditioned on the applicant addressing all Township engineering comments as outlined in the letter dated October 1, 2021, and an unconditional will-serve letter from the Northridge at Camelback HOA for both sewer and water service. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to set 2021 Pocono Township Trick-or-Treat hours for 5:00 p.m. to 8:00 p.m. on Sunday, October 31, 2021. All in favor. Motion carried.

- Update regarding the installation of the basketball court at TLC Park and other projects at the site – The fence, painting of lines, court sealing and erecting of lights are complete. Waiting on base caps for uprights.

Commissioner Comments

Jerrold Belvin – Vice President

- Emergency Management Update – Toured Township with PEMA and FEMA regarding Joint Preliminary Damage Assessment. Will find out if Monroe County qualifies by Wednesday.
- Monroe County Hazard Mitigation Plan Update – Plan accepted by PEMA and FEMA. At next BOC meeting, will formally adopt and update the Township's emergency operations plan.
- Motion to authorize the Township solicitor to prepare an ordinance for the adoption of the 2021 International Fire Code (IFC) – IFC is updated every three years. It has not been updated.

J. Belvin made a motion, seconded by E. Gndt, to authorize Township Solicitor to prepare an ordinance for the adoption of the 2021 International Fire Code (IFC). E. Gndt asked for clarification. All in favor. Motion carried.

- Motion to authorize solicitor to prepare an ordinance to establish Knox Box entry and SOS sensor requirements for restricted access following the 2021 International Fire Code for new construction in the Township – J. Belvin gave explanation of Knox Boxes and SOS sensors. L DeVito will confirm whether it can be done for new and existing structures and report back to the Board.

J. Belvin made a motion, seconded by J. Lastowski, to authorize solicitor to prepare an ordinance to establish Knox Box entry and SOS sensor requirements for restricted access following the 2021 International Fire Code for new construction in the Township, conditioned upon whether there is any benefit that we can tell the owner, but making it optional for existing units. All in favor. Motion carried.

Ellen Gndt – Commissioner – Asked for update regarding HJP Park. Requested the agendas not be changed after being submitted to the Board. If changes are required, they should be made during the BOC meeting.

Jerry Lastowski – Commissioner – Noted that State Route 314 has been repaved.

Keith Meeker – Commissioner – No comment.

Public Works Report

- Current Public Works projects and storm damage report – Completing storm damage repairs.
- TLC Park Project Update – Basketball court is complete. Working on fill and grass areas.

Administration – Manager's Report

- Updates on current Township action items
 - Phillips & Donovan feasibility study is underway – Had meeting with Joe last week and discussed various options. Waiting to hear back from Joe.
 - Rollout of new Traisr platform continues to progress.
 - Investigating possibility of park usage fees for non-Monroe County residents – Discussed what other Townships charge for non-resident park usage and residents' ability to access parks if gates were erected.
 - Beginning to mobilize and draft the Township-wide fall newsletter – If Commissioners want anything specific in the newsletter, T. Muñoz should be notified.
 - Township manager has requested instituting monthly informational meetings with Fire Department representatives.
- BCRA representatives to attend second Commissioners meeting in October to discuss water line capacity in Pocono Township. Information has been requested in advance from BCRA. Once information is received, the Commissioners will be informed. J. Lastowski stated this item should be under presentations on the agenda to have sufficient time to discuss.
- Regional HSPS Comprehensive Plan update – Waiting on consultant.

Township Engineer Report

- St. Paul's Lutheran drainage basin repairs – Work to begin Monday, 10/4. Work should be complete by tomorrow, 10/5.
- Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue – Resubmitted last comments to PennDOT and are in the final stages. Hoping to put bid out in winter for springtime construction.
- Preliminary plan and cost estimates to address drainage issues at Sunlite Lane & Tara Hill Drive – Putting together the preliminary concept plan and together with the construction costs and hoping to wrap things up in the next few weeks for Board's review. R. Sargent indicated he would contact Amy to discuss matters further. R. Wielebinski suggested R. Sargent speak to Amy about Oakwood Acres drainage and M. Gable will provide an update to the Board.

Township Solicitor Report

- Upcoming local agency hearings in front of the Board of Commissioners.
 - Both applications have been submitted to the Township SEO and engineer for review in advance of the hearings – Both applicants wish to have their well situated closer than the 100' separation distance required. Recommendation is to have both applicants enter into a hold-harmless indemnification agreement between owners of the property and the Township. E. Gndt requested seeing the individual applications. R. Wielebinski requested the Township SEO attend the hearings. E. Gndt wanted clarification.
- Zoning Hearing Board updates – Any requests for zoning hearings will be sent to the Commissioners, keeping them abreast of when matters are advertised for those wishing to attend.
- Update – Johnson Appeal – Township won the case in Court of Common Pleas. It has been appealed to the Commonwealth Court. No date is scheduled.
- 150 Gravatts Way – Court Appearance on October 21st at 1:30 p.m. at the Court of Common Pleas with Judge Zulick. All are welcome to attend this public hearing.
- HJP Park Agreement between Pocono and Jackson Townships – Agreement was sent out today for review.
- Closing on the I-80 parcel – Deed is prepared and title search is complete. Will reach out to Attorney McDonald to discuss closing date.

J. Lastowski made a motion, seconded by E. Gndt, to open the agenda for a motion. All in favor. Motion carried.

J. Lastowski made a motion, seconded by R. Wielebinski, for the Township to send the Tresslar family catered food pending information from M. Gable. All in favor. Motion carried.

Public Comment

Damien Coleman (181 Faber Circle) – Inquired about drainage and remediating of his pool issues following Hurricane Henri. Looking to submit an invoice to PEMA or FEMA. J. Belvin informed him Monroe County did not meet the threshold for assistance for private property owners. E. Gndt asked if the Township's insurance would cover damage to adjoining properties caused by the breaking of a Township-owned pipe. The Township's insurance policy will be reviewed and the resident will be contacted with a decision.

Adjournment

R. Wielebinski made a motion, seconded by E. Gndt, to adjourn the meeting at 7:58 p.m. All in favor. Motion carried.

DRAFT

POCONO TOWNSHIP

Monday, October 18, 2021

SUMMARY

Ratify

General Fund	\$	572.23
Payroll	\$	168,200.84
Sewer Operating	\$	475.45
Sewer Construction	\$	-
Capital Reserve	\$	-

Bill List

TOTAL General Fund	\$	207,997.05
TOTAL Sewer <u>OPERATING</u> Fund	\$	121,759.57
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	54,284.31
TOTAL Capital Reserve Fund	\$	18,597.03
Liquid Fuels	\$	-
TOTAL EXPENDITURES	\$	571,886.48

Fire Tax Disbursement	\$	458.98
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<u>Budget Adjustments</u>	\$	38,662.00
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<u>Budget Appropriations</u>	\$	-
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Interfund Transfer

ARPA FUNDS TO CAPITAL RESERVE

ARPA FUNDS TO GENERAL FUND

DONATION Fire Department	\$	20,000.00
HAZARD PAY	\$	43,000.00
<u>Total</u>	<u>\$</u>	<u>63,000.00</u>

Notes:

POCONO TOWNSHIP CHECK LISTING

RATIFY

Monday, October 18, 2021

General Fund

	Date	Check	Vendor	Memo	Amount
Payroll	10/08/2021			PAYROLL ENDING 9/31/2021	\$ 168,200.84
				TOTAL PAYROLL	\$ 168,200.84

General Expenditures

	Date	Check	Vendor	Memo	Amount
	10/4/2021	61400	PENTELEDATA	INTERNET SERVICE	\$ 317.08
	10/4/2021	61401	PENTELEDATA	INTERNET SERVICE	\$ 150.90
	10/8/2021	61403	DISTRICS COURT 43-3-03	ZONING CIVIL COMPLAINT	\$ 104.25
				TOTAL General Fund Bills	\$ 572.23

Sewer Operating Fund

	Date	Check	Vendor	Memo	Amount
	10/4/2021	2018	PENTELEDATA	INTERNET SERVICE	\$ 475.45
					\$ 475.45

Sewer Construction Fund

	Date	Check	Vendor	Memo	Amount
				TOTAL Sewer Construction Fund	\$ -

Capital Reserve Fund

	Date	Check	Vendor	Memo	Amount
				TOTAL Capital Reserve Fund	\$ -

TOTAL General Fund	\$	168,773.07	
TOTAL Sewer Operating	\$	475.45	Authorized by:
TOTAL Sewer Construction	\$	-	
Total Capital Reserve	\$	-	Transferred by:
	\$	169,248.52	

POCONO TOWNSHIP CHECK LISTING

Monday, October 18, 2021

General Fund

Date	Check	Vendor	Memo	Amount
10/14/2021	61404	Nationwide - 457	EE & ER Cont	\$ 7,973.98
10/14/2021	61405	Access Office Technologies	Q3 Copier leases & Oct 2021 phone support	\$ 879.08
10/14/2021	61406	ADP, LLC	1679287	\$ 776.44
10/14/2021	61407	ARGS Technology, LLC	Sept 2021 TWP & Police IT Services	\$ 2,179.00
10/14/2021	61408	Bartonsville Printing	TWP Cleanup Banner	\$ 120.00
10/14/2021	61409	Best Auto Service Center	Police vehicle maintenance	\$ 873.18
10/14/2021	61410	Blue Ridge Communications	TWP & Police Phones	\$ 394.83
10/14/2021	61411	Brodhead Creek Regional Authority	TWP Sewer Oct 2021	\$ 177.08
10/14/2021	61412	Broughal & DeVito, L.L.P.	File 3043-21 Sept 2021	\$ 6,315.53
10/14/2021	61413	Cardmember Service	Twp supplies & subscriptions	\$ 2,969.18
10/14/2021	61414	Cardmember Service	PW supplies	\$ 134.66
10/14/2021	61415	Cardmember Service	Police supplies	\$ 240.94
10/14/2021	61416	Cyphers Truck Parts	PW supplies	\$ 159.90
10/14/2021	61417	Double M Productions	PW Shirts	\$ 1,989.00
10/14/2021	61418	Eureka Stone Quarry, Inc.	Road materials	\$ 2,042.44
10/14/2021	61419	FIRSTNET	Police Phones	\$ 221.76
10/14/2021	61420	Fry's Plastic	PW supplies	\$ 3,267.20
10/14/2021	61421	GFL/County Waste	TWP Cleanup 2021	\$ 5,225.00
10/14/2021	61422	H. M. Beers, Inc.	Sept 2021 SEO Services	\$ 2,200.00
10/14/2021	61423	Highway Equipment & Supply Co.	Bobcat Excavator Rental 10/4 - 11/3/21	\$ 2,400.00
10/14/2021	61424	J & B Auto	Police vehicle service	\$ 617.97
10/14/2021	61425	JDM Consultants, LLC	October 2021 Grant Consulting & Advocacy	\$ 2,200.00
10/14/2021	61426	Kimball Midwest	PW operation supplies	\$ 236.06
10/14/2021	61427	Koch 33 Auto	State Inspection	\$ 89.91
10/14/2021	61428	Kuehner, Raymond	Uniform allowance	\$ 249.00
10/14/2021	61429	Locust Ridge Quarry	Road materials	\$ 1,611.33
10/14/2021	61430	MacDougall, Krisann	Mileage Reimbursement	\$ 31.90
10/14/2021	61431	Medico Construction Equipment Inc.	PW operation supplies	\$ 130.00
10/14/2021	61432	Miller, Larry	Uniform allowance	\$ 150.00

10/14/2021	61433	Mountain Road Feed Store	PW supplies	\$	158.00
10/14/2021	61434	MRM Worker's Compensation Pooled Trust	Premium workers compensation	\$	14,274.82
10/14/2021	61435	Nauman Companies	HVAC Maint	\$	129.00
10/14/2021	61436	P & D Emergency Services	AT&T GPS Devices in Vehicles	\$	656.35
10/14/2021	61437	Patriot Workwear	New hire uniforms	\$	5,672.00
10/14/2021	61438	Play and Park Structures	Park equipment	\$	1,296.00
10/14/2021	61439	PMHIC	November 2021 premium	\$	73,329.64
10/14/2021	61440	Pocono Township	Petty Cash Replenishment	\$	192.49
10/14/2021	61441	Pocono Township Library	2021 Community Day Donations	\$	1,615.57
10/14/2021	61443	Pocono Township Volunteer Fire Company	2021 Community Day Donation	\$	1,615.57
10/14/2021	61444	Pocono Township Volunteer Fire Company	PTWP VOLUNTIRE FIRE CO. ARP GRANT	\$	20,000.00
10/14/2021	61445	Portland Contractors, Inc.	Sep 2021 Monthly Fee	\$	300.00
10/14/2021	61446	PPL Electric Utilities	Area Light & traffic lights	\$	107.82
10/14/2021	61447	PPL Electric Utilities	TWP Electric	\$	1,308.90
10/14/2021	61448	Praxair Dist Mid-Atlantic	Cylinder Rental 8/20-9/20/21	\$	31.21
10/14/2021	61449	PSATS UC GROUP TRUST FUND	UC Contribution 2021	\$	1,826.94
10/14/2021	61450	SFM Consulting LLC	Sept 2021 Building & Zoning	\$	31,378.12
10/14/2021	61451	Shinetime Auto Wash & Lube	Sept 2021 Police Car Washes	\$	26.00
10/14/2021	61452	Spring Hill Laser Service's Corp.	County/Muni Reminder Bill Package	\$	76.00
10/14/2021	61453	Suburban Propane	Vehicle fuel	\$	3,121.82
10/14/2021	61454	Suburban Testing Labs	SDWA Monthly	\$	100.00
10/14/2021	61455	Teamster Local 773 - Non-Uniform	PW union dues	\$	838.00
10/14/2021	61456	Teamster Local 773 - Police	Police union dues	\$	1,469.00
10/14/2021	61457	Tulpehocken Mountain Spring Water Inc	TWP Drinking Water	\$	90.19
10/14/2021	61458	U.S. Municipal	15960-2 Filter Water Pump Suction 2ea	\$	171.00
10/14/2021	61459	UNIFIRST Corporation	PW Uniforms & TWP Carpets	\$	177.46
10/14/2021	61460	Waste Management of Pennsylvania, Inc.	TWP Waste Disposal	\$	894.50
10/14/2021	61462	Wilson Products Compressed Gas Co.	Argon Mixes & Industrial Oxygen	\$	15.50
10/14/2021	61463	Witmer Public Safety Group	Police ammunition	\$	1,269.78
				TOTAL General Fund	\$ 207,997.05

Sewer Operating Fund

Date	Check	Vendor	Memo	Amount
10/14/2021	2019	BLUE RIDGE COMMUNICATIONS	PS 2 Phones	\$ 125.76

10/14/2021	2020	BRODHEAD CREEK REGIONAL AUTHORITY	October 2021 O&M	\$ 101,129.50
10/14/2021	2021	BROUGHAL & DEVITO, L.L.P.	Legal services	\$ 379.75
10/14/2021	2022	BROUGHAL & DEVITO, L.L.P.	Legal services	\$ 930.00
10/14/2021	2023	Emergency Systems Service Co.	PS 3 Radiator Repair	\$ 6,611.53
10/14/2021	2024	KEYSTONE ENGINEERING GROUP	Proj 2018.00199 Engineering Services	\$ 4,246.35
10/14/2021	2025	Keystone Printing Group, inc.	ESSA Bank Checks	\$ 133.90
10/14/2021	2026	METROPOLITAN TELECOMMUNICATIONS	PS 5 Phones	\$ 74.11
10/14/2021	2027	PA One Call System, Inc	Sewer Mapping	\$ 63.70
10/14/2021	2028	Pocono Township	PW Reimb 4/19-9/19/21 - Admin Reimb 4/19-5/14/2021	\$ 6,084.24
10/14/2021	2029	PPL Electric Utilities	Sewer stations electric service	\$ 1,980.73
TOTAL Sewer Operating				\$ 121,759.57

Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
10/15/2021	691	POCONO TOWNSHIP SEWER	REIMBURSE CONST. PROJ. ENGINEERING INV	\$ 53,784.31
10/15/2021	692	DESIGN MANAGEMENT GROUP	PS 5 JOKEY PUMP PROJECT	\$ 500.00
TOTAL Sewer Construction Fund				\$ 54,284.31

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
10/15/2021	1245	BOUCHER & JAMES	RIMROCK RIGHT HAND TURN LANE	\$ 17,079.00
10/15/2021	1246	CARDMEMBER SERVICES	TLC PARK PROJECT 5 SUPPLIES	\$ 150.77
10/15/2021	1247	CRAMERS HOME BUILDING	TLC PARK PROJECT 5 SUPPLIES	\$ 55.55
10/15/2021	1248	FRY PLASTICS	TLC PARK PROJECT 5 SUPPLIES	\$ 1,233.63
12/15/2021	1249	LOCUST RIDGE	TLC PARK PROJECT 5 SUPPLIES	\$ 78.08
TOTAL Capital Reserve Fund				\$ 18,597.03

LIQUID FUELS

Date	Check	Payee	Memo	Amount
				\$ -

Fire Tax Disbursement

Date	Check	Payee	Memo	Amount
10/15/2021	1013	POCONO TOWNSHIP FIRE DEPARTMENT	FIRE TAX DISBURSEMENT	\$ 458.98
TOTAL Fire Tax				<u>\$ 458.98</u>

ESSA

General Fund	\$	207,997.05	Authorized by:_____
Sewer Operating	\$	121,759.57	
Sewer Construction Fund	\$	54,284.31	
Capital Reserve	\$	18,597.03	
Fire Tax Disbursement	\$	458.98	Transferred by:_____
Liquid Fuels	\$	-	
TOTAL ESSA TRANSFER	\$	<u>403,096.94</u>	

BUDGET ADJUSTMENT REQUEST

The following line items in the General Fund require additional funding to cover expenditures for the remainder of the year. Department heads request Board of Commissioners approval to move surplus funding to the lines indicated below.

FROM	Amount	TO	Amount	over/(under) budget	Explanation
Public Works					
404.310 · Township Solicitor	\$ 8,612.00	402.110 · Fin Admin Salaries & Wages	\$ 8,000.00	\$ (7,338.69)	Additional funds are needed to cover educational assistance and corresponding taxes
		402.192 · Fin Admin SSI Taxes	\$ 612.00	\$ (431.73)	
414.110 · Planning & Zoning Salaries	\$ 800.00	405.120 · Secretary OT	\$ 800.00	\$ (30.56)	Additional funds are needed to ensure sufficient funding for the remainder of the year.
404.310 · Township Solicitor	\$ 9,200.00	407.450 · Contracted Services	\$ 9,200.00	\$ 768.32	Additional funds are needed to ensure sufficient funding for the remainder of the year.
409.360 · Building Utilities	\$ 1,500.00	409.450 · Building Contracted Services	\$ 1,500.00	\$ (437.43)	Additional funds are needed to ensure sufficient funding for the remainder of the year.
410.196 · Police Health Insurance	\$ 7,300.00	410.451 · Police Vehicle Maintenance	\$ 7,300.00	\$ (8,603.63)	Additional funds to purchase reserve tires for police vehicles.
410.320 · Police Communications	\$ 1,350.00	410.373 · Police Maint & Repair Bldg	\$ 650.00	\$ (582.56)	Additional funds are needed to ensure sufficient funding for the remainder of the year. There were unexpected repairs to the HVAC system that used the funds in this line.
		410.450 · Police Contracted Services	\$ 700.00	\$ 317.05	Additional funds are needed to ensure sufficient funding for the remainder of the year and cover deficit.
414.319 · MS4 Fees	\$ 1,000.00	414.341 · Planning & Zoning Advertising	\$ 1,000.00	\$ 721.00	Additional funds are needed to ensure sufficient funding for the remainder of the year and cover deficit.
430.450 · Public Works Contracted Srvs	\$ 5,000.00	438.220 · Road Maint Supplies	\$ 5,000.00	\$ (4,886.06)	Current projects require additional materials that will cost more than the line currently has available.
454.320 · Park Communications	\$ 500.00	454.220 · Park Operating Supplies	\$ 500.00	\$ (85.65)	Additional funds are needed to ensure sufficient funding to purchase park supplies until the end of the season.
454.700 · Park Recreation Board	\$ 3,400.00	454.450 · Park Contracted Services	\$ 3,400.00	\$ 220.00	The water system at MVP requires a monthly inspection as a public water supply which was an unexpected expenditure for 2021 and therefore was not included in the budget. The monthly cost is \$300.
\$ 38,662.00			\$ 38,662.00		