

**Pocono Township Board of Commissioners
Regular Meeting Minutes
November 18, 2024 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on November 18, 2024 and was opened by Vice Chair Natasha Leap at 6:00 p.m. followed by the Pledge of Allegiance.

Roll Call: Ellen Gndt, present; Natasha Leap, present; Mike Velardi, present; Brian Winot, present. Rich Wielebinski, present via zoom.

In Attendance: Leo DeVito, Township Solicitor; Jon Tressler, Engineer; Jennifer Gambino, Events Coordinator; Jerrod Belvin, Township Manager, Shawn McGlynn, SFM Consulting Mgr., Lindsay Scerbo, SFM Admin.

Public Comment

Cheryl Parks (Resident) – Stated that there were no loose dogs this week. Both residents leave the property with the dogs still on the front deck. Discussed deed restrictions.

Announcements

An executive session was held immediately following the November 4th meeting and Tuesday November 12th to discuss personnel matters.

Hearings

Knox Box Ordinance 2024-05 Hearing – N. Leap made a motion, seconded by R. Wielebinski, to open the hearing. All in favor. Motion carried. M. Velardi, Commissioner, recommended the Ordinance to assist with a more effective way to handle emergency situations on commercial properties. N. Leap made a motion, seconded by M. Velardi, to close the hearing. All in favor. Motion carried. N. Leap made a motion, seconded by B. Winot, to adopt the Knox Box Ordinance 2024-05. All in favor. Motion carried.

Wawa Parking Ordinance 2024-06 Hearing – N. Leap made a motion, seconded by M. Velardi, to open the hearing. All in favor. Motion carried. E. Gndt, Commissioner, commented on the amount of the fine and how it would be a deterrent. L. DeVito explained the process. Further discussion was had. N. Leap made a motion, seconded by M. Velardi to close the hearing. All in favor. Motion carried. N. Leap made a motion, seconded by B. Winot, to adopt the Wawa Parking Ordinance 2024-06. All in favor. Motion carried.

Pocono Places Grading Permit Issue Hearing: N. Leap made a motion, seconded by B. Winot, to amend the agenda. All in favor. Motion carried. N. Leap made a motion, seconded by B. Winot, to open the hearing. All in favor. Motion carried. Inspection was conducted by zoning and found the property back in compliance. N. Leap made a motion, seconded by M. Velardi, to withdraw the grading violation due to the property owner coming into compliance. All in favor. Motion carried. N. Leap made a motion, seconded by E. Gndt, to close the hearing. All in favor. Motion carried.

Presentations

Jeff Weis from Z/A presenting the 2023 Pocono Township Audit. Mr. Weis reviewed the audit with everyone.

N. Leap made a motion, seconded by B. Winot, to receive the 2023 Pocono Township Audit. E. Gndt questioned the audit regarding restricted cash. All in favor. Motion carried.

Frank Cefali, Treasurer – Quarterly Report for Pocono Township – (3rd Qtr.)

Nate Oiler – RKR Hess – Brookdale Spa Waiver Request of section 390-48.H(1) with respect to the widening of the travel way and the car bay.

N. Leap made a motion, seconded by M. Velardi to approve the waiver of section 390-48.H(1). All in favor. Motion carried. E. Gnandt abstained.

Resolutions

N. Leap made a motion, seconded by B. Winot, to accept Resolution 2024-35 for purposes of statewide LSA Grant in the amount of \$398,000.00. Discussion. All in favor. Motion carried.

Consent Agenda

- Old business consists of the minutes of the November 4, 2024 regular meeting.
- General Fund budget adjustments in the amount of \$24,100.00 for the purpose of providing additional funding for the following line items. To cover future expenditures. Financial transactions through November 15, 2024 as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll, vouchers payable, sewer operating expenditures, construction fund expenditures, and capital reserve expenditures totaling \$626,851.85

N. Leap made a motion, seconded by B. Winot, to approve the consent agenda. All in favor. Motion carried.

NEW BUSINESS –

Commissioner Comments

Richard Wielebinski – President

- R. Wielebinski made a motion, seconded by N. Leap, to donate \$1,105.90 for 10 cases of flares for Pocono Township Volunteer Fire Department, to be taken from the Emergency Management Operations account. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi to award painting & drywall to Ammerman Inc., a Costars vendor, for the drywall repair and painting of the administrative wing at NCC in the amount of \$67,500.00. Discussion was had. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by N. Leap, to approve the Waiver of Land Development for Trap Enterprises LLC plunge pool equipment bay. Discussion was had. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to advertise the 2025 Budget; have the solicitor advertise fire tax (General, ARPA, Capital, Liquid Fuels), keeping milage the same with a .10 rise in fire tax. Discussion was had. Roll call vote: R. Wielebinski, aye, N. Leap, aye, M. Velardi, aye, B. Winot, aye, E. Gnandt, nay. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to approve (2) men's & Women's ADA Gym bathrooms in NCC Admin., wing to Troy Mechanical, Inc., in the amount of \$97,960.00 – a Costars, GSA & Certified Women in Business Enterprise. Discussion was had. All in favor. Motion carried.

Natasha Leap – Vice President

- Discussion to allow livestock & chickens within the R1 & R2 districts. The Planning Commission will be visiting this item during their work session when they re-convene after the Holidays.
- Mattioli and Laurel Lake Road Bus Stop. Cars are speeding past the stopped school bus picking up elementary school children. The police are asked to monitor that area going forward.
- Rimrock Road Light issues with traffic backing up on 611 throughout the day. Looking into what has changed.

Ellen Gnandt – Commissioner

- SBA Cell Tower – No current updates

- Solar Field – The township solicitor is preparing an injunction package to be submitted to the court to get a hearing scheduled to stop them from continuing the work for anything outside of the approved phase. We have also filed a Civil complaint.
- Kennel – The township solicitor explained the municipality and how they enforce their ordinances. In-depth discussion was had.
- Drone Program Update – they are ordered and waiting to arrive.
- Nuisance ordinance- language is still being addressed.

Mike Velardi – Commissioner

Brian Winot – Commissioner

- Update on the Ertle extinguishments – paperwork has been received from Attorney Chris Brown and we just received word from engineering that were good to go. Just looking for confirmation regarding the sewer issues in order to move forward with the extinguishment agreements and get them recorded. No current updates regarding the traffic signal, which requires the condemnation.

Reports

Zoning Report

- PennDOT expansion project moving forward.
- Issued a UCC notice for violation for alterations to the plumbing system without building permits as a property was utilizing a neighbors drainage field.
- Laurel Springs dangerous structure being issued and looking for the boards approval to demolish the property. N. Leap made a motion, seconded by E. Gnandt, to open the agenda. All in favor. Motion carried. N. Leap made a motion, seconded by M. Velardi, to authorize the zoning code enforcement officer to send out notice to the landowner declaring the structure located on the property with Tax ID No. 12.11A.1.93 as an unsafe structure pursuant to the Pocono Township Ordinances, to either be repaired or destroyed or the township will act. All in favor. Motion carried.
- The zoning office obtained a search warrant to access the building located at 229 Hemlock to evaluate the structure. They confirmed that it is unsalvageable. Zoning will get their report to the township solicitors office in order to move forward with getting a court order to have the building raised.
- 175 Laurel Lake Rd. – appeal – violation is closed. They must apply for a new permit.
- 239 Warner Rd. notice sent out for junk vehicles and items.

Police Report

- Octobers report – 1130 Volunteer Service hours, 35 traffic accidents investigated, 386 traffic contacts, 30 criminal arrests and eight summary risks.
- B. Winot made a motion, seconded by E. Gnandt, to approve drone training (7) pilots for an amount of \$12,654.92, to be funded by donations for drone program. All in favor. Motion carried.

Manager Report –

- Update Emergency Management – Hazmat rewrite was November 12th.
- NCC Update- construction is moving along.
- Kenny's Way- Has been winterized and will be decorated for the holidays.

Public Works

- Sewer business update – Met with Mountain View Village for potential interest in connecting to the central sewer system.
- MCTI sewer connect, met with the Strand Family regarding easements
- Public works continues with township cleanup for the upcoming season. Work on the NCC building is continuing

- Dori place pipe replacement is on going.
- Parks update – MVP park courts have been completed prior to closing. The gate is up and functional. All comfort stations have been winterized.
- Wilke Road final paperwork has been submitted to MCCD for review.
- An in-depth discussion was had regarding the Kalahari and Tobyhanna sewer issues.

Events

- Tree Lighting at TLC Park December 6th
- Magic Mistletoe Market is in the works.

Township Engineer Report

- Learn Road Roundabout – finalizing drawings and looking to bid after the holidays and award around March with a start date of April. We will need to shut down the road going north during construction. Possible 8-week project.
- Sewer update – working on proposals regarding sewer extension projects for P. Briegel to review.
- TASA project – Comments came back from PennDOT and will be addressed.
- TLC walking bridge – gathering design information.
- MS4 update – place holder
- Fish hill Rd. should have a traffic study to reassess the speed limit.

Township Solicitor Report

- Sewer Business update - Special Counsel, David Roman received various agreements, resolutions, etc, and we are working on setting up a zoom conference.
- Nuisance ordinance update – discussed under E. Gmandt's report.
- General Legal update – no current updates.
- B. Winot made a motion, seconded by R. Wielebinski, to advertise for the LERTA Ordinance for the 30-day review period with hearing scheduled for January 6, 2025. All in favor. Motion carried.
- N. Leap made a motion, seconded by M. Velardi to advertise Commercial zoning change and special meeting to be held January 6, 2025, at 6:00 p.m. Roll call: N. Leap, aye; R. Wielebinski, aye; B. Winot, aye; M. Velardi, aye; E. Gmandt, nay. Motion carried.
- Zoning Hearing Board updates.
- Archer Lane filed an appeal
- Learn Rd easements almost ready.

Public Comment

Charles Keppler (Resident) expressed his concerns regarding the drone program and use.

Adjournment – N. Leap made a motion, seconded by M. Velardi, to adjourn the meeting at 10:05 p.m. All in favor. Motion carried.