

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
November 3, 2025 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on November 3, 2025 and was opened by Chair Richard Wielebinski 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.

**In Attendance:** Leo DeVito-Township Solicitor; Jon Tresslar- Engineer; Patrick Briegel-Public Works Director; Jerrod Belvin-Township Manager; James Wagner, Chief of Police; Erica Tomas-Administrative Assistant, Paul Morgan, SFM Consulting; Jennifer Gambino, Asst. Mgr. Public Work s

**Announcements**

**Public Comment**

**Presentations -**

Ralph Matergia-PJWA Dissolution presentation – E. Gndt requested the opinion of the solicitor. L. DeVito stated that he is comfortable with the dissolution. R. Wielebinski made a motion, seconded by M. Velardi, to dissolve the PJWA. All in favor. Motion carried.

Sal Caiazzo – Hanover Engineering – Cranberry Creek Apartments LDP 1369 Waiver Requests & open space fee's discussion.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the waiver of section 390-29.K. E. Gndt asked if the Engineer reviewed each waiver request. The engineer confirmed. Discussion followed by the board. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by N. Leap, to approve the waiver of section 390-55.C(2)(a). Discussion followed by the board. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the waiver of section 390-55.F(3)(a) & 390-55.F(3)(c). E. Gndt enquired about the reason behind the waiver request. R. Wielebinski & B. Winot stated they don't recommend trees along sidewalks as they have a tendency to break the sidewalk over time. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the waiver of section 390-55.G. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by N. Leap, to approve the waiver of section 390-59.B. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the waiver of section 365-8.L. Discussion was had by the board. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to approve the waiver of section 365-13.B. E. Gndt stated that this issue will be addressed in the rewrite. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the open space fees in the amount of \$75,000.00. Roll Call: E. Gndt, nay; N. Leap, aye; B. Winot, aye; M. Velardi, aye; R. Wielebinski, aye. (4-1) Motion carried.

**Hearings -**

R. Wielebinski made a motion, seconded by N. Leap, to Open the Debt Ordinance Hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to Close the Debt Ordinance Hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve Ordinance 2025-22 Debt Ordinance All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to Open Food Truck Ordinance Hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by N. Leap, to Close the Food Truck Ordinance Hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve Ordinance 2025-24 Food Truck Ordinance. Representative Madden Commented. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to Open the Recycling Ordinance Hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to Close the Recycling Ordinance Hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve Ordinance 2025-26 Recycling Ordinance. All in favor. Motion carried.

## **Resolutions**

- R. Wielebinski made a motion, seconded by N. Leap, to approve Resolution 2025-34 for submission of Local Share Account (LSA) Statewide Grant Application to be used for the Mountain View Park Improvements Project. Representative Madden voiced her support of the resolution. All in favor. Motion carried.
- E. Gndt made a motion, seconded by B. Winot, to table Resolution 2025-37 regarding Accepting the revised Sewer Rules and Regulations. Discussion took place among the Board and Solicitor. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by N. Leap, to approve Resolution 2025- 38 accepting the final plan approval of Cranberry Creek Apartments LDP # 1369. Discussion took place. Roll call: E. Gndt, nay; N. Leap, aye; B. Winot, aye; M. Velardi, aye; R. Wielebinski, aye. (4-1) Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to approve Resolution 2025- 39 extending the time period to meet the requirements of Resolution 2024-28. Discussion took place. Roll call: E. Gndt, nay; N. Leap, nay; B. Winot, aye; M. Velardi, aye; R. Wielebinski, aye. (3-2) Motion carried.

## **Consent Agenda**

- R. Wielebinski made a motion, seconded by M. Velardi, to approve a consent agenda of the following items:
  - Old business consisting of the minutes of the October 20, 2025 regular meeting of the Board of Commissioners.  
Financial transactions through November 3, 2025 as presented, including ratification of expenditures in the amount of \$ 629,893.60 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund, Transfers. All in favor. Motion carried.

## **NEW BUSINESS**

### **Personnel**

### **Commissioner Comments**

**Richard Wielebinski – President**

**Natasha Leap – Vice President**

**Ellen Gndt – Commissioner**

- Update – Solar Field – T&M did a site inspection during the rain and all is good.

- E. Gndt made a motion, seconded by N. Leap, to install split system 18k btu & perform electrical work from Furino/Zindle Electric not to exceed 6000 in the MVP Park Office. Discussion was had amount the board and public. Roll Call: E. Gndt, aye; N. Leap, aye; B. Winot, aye; M. Velardi, aye; R. Wielebinski, nay. (4-1) Motion carried.
- Budget advertising needs to be readvertised due to errors. The hearing date will now be December 15, 2025.

#### **Brian Winot – Commissioner**

- Pocono Manor representative requested two lots to be excluded from the ordinance and new language to be added. B. Winot made a motion, seconded by R. Wielebinski, to authorize Solicitor to advertise the Historic Overlay for public hearing. All in favor. Motion carried.

#### **Mike Velardi – Commissioner**

- Tomorrow is Election Day, make sure to cast your votes.
- Next Week is Veteran's Day, IF YOU'RE A VET - THANK YOU, IF YOU'RE NOT - THANK ONE
- M. Velardi made a motion, seconded by R. Wielebinski, to authorize Township Solicitor to obtain an administrative warrant to demolish Dangerous Structure 229 Hemlock Dr. E. Gndt questioned what direction would be best in order to get the township reimbursed on this matter. L. DeVito explained. N. Leap asked for further clarification. Further discussion was had by the public. Roll call: G. Gndt, nay; N. Leap, nay; B. Winot, nay; M. Velardi, aye; R. Wielebinski, nay. (4-1) Motion failed.

#### **Reports**

##### **Township Manager's Report – Jerrod Belvin**

- Kenny's Way Update-Carriage Stone unveiling near the barn. The Plaques will be installed over the next couple of weeks.
- PennDOT Update- They will be jackhammering through the mountain with no road closures. NEPA Alliance Open House for public review will be held at the Pocono Township building on January 21<sup>st</sup> at 5 to 8 p.m.
- MC250 PA Update – a small Civil War reenactment encampment took place this past weekend with gun salutes at the in the ball field behind the fire company honoring Sullivan's March and the 250<sup>th</sup> anniversary fast approaching.
- E. Gndt asked if the lighting can be put on a timer at Glenwood Hall and the township buildings. J. Belvin explained that they are already set up.

##### **Police – Chief James Wagner (2'nd Meeting of Month)**

##### **Public Works/Sewer Report – Patrick Briegel**

- Sewer Business Update – Carbon replacement at Pump Station 5 in process. Air release valve maintenance and replacement is ongoing. The water and sewer lateral connections are in process for this building.
- Current Public Works Projects – Leaf cleanup in the township has begun. The drop off program will begin this year. Tree removal has begun along Munch and McKay and Stadden. The park water supplies have been winterized.
- E. Gndt asked P. Briegel to update the public on the work being done along Stadden Road for Core5. P. Briegel explained that it is utility connections to the car wash. It should be a couple days. Core5 is doing survey work also along Stadden. M. Gable stated that the work wouldn't start until spring.

##### **Township Events Report – Jennifer Gambino (First Meeting of Month) –**

- The first Oktoberfest event was fun, along with the spooky walk that took place over two days with approximately 400 people attending. Trunk or Treat was a huge success again this year. Stargazing

in the park will be Saturday at 7pm at MVP. The tree lighting at TLC will be held December 5<sup>th</sup> and the Magic mistletoe market will be December 6<sup>th</sup>.

- Park Parking Program – after a poll for feedback on the paid parking it seems the public respected the park more after they paid to enter.

**Zoning – SFM Consulting –**

- P. Morgan updated everyone on the TDU licensing renewal process.
- L. Ginsburg asked about the “tent city” site and the land owner filling in the ditch. Zoning updated everyone regarding the process to date.

**Township Engineer Report – T&M Associates**

- Sewer Business Update
- Learn Road safety enhancement project and roundabout survey work.
- TASA Project – curb has been staked out at Learn road and Old Mill along 611. PennDOT review has been received and questions being addressed.
- TLC walking bridge. – Demo plans and replacement are being worked on.
- Back Mountain Rd. site survey has been done and we have a case to limit truck traffic on that road.

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

- Varela Appeal Decision by Judge Zulick – The township ZHB decision was upheld.

**Adjournment** – R. Wielebinski made a motion, seconded by N. Leap, to adjourn the meeting 8:46 p.m. All in favor. Motion carried.