

**Pocono Township Board of Commissioners  
Regular Meeting Minutes  
December 16, 2024 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on December 16, 2024 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 Tressler, Engineer; James Wagner, Chief of Police; Jennifer Gambino, Events Coordinator; Jerrod Belvin, Township Manager.

**Public Comment**

Mary R. Frantz (Resident) – Expressed her gratitude regarding the Volunteer Special Tax Credit program and also updated the public on what the Auxiliary does to assist the fire company.

Cheryl Parks (Resident) – raised her concerns with the township not following deed restrictions along with the zoning change to commercial back in 1982.

**Announcements**

An executive session was held prior to this meeting to discuss personnel and litigation matters.

**Hearings**

**Resolutions**

R. Wielebinski made a motion, seconded by M. Velardi, to approve resolution 2024-35 for a lot consolidation on 1375 Waterview Drive. LDP 1435. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to approve Resolution 2024-36 for a lot consolidation on 1216 Mattioli Rd. LDP 1434. All

**Presentations**

**Consent Agenda**

- Old business consists of the minutes of the December 3, 2024 regular meeting.
  - General Fund budget adjustments in the amount of \$18,600.21 for the purpose of providing additional funding for the following line items. To cover future expenditures.
  - Sewer Operating budget adjustments in the amount of \$5,835.44 for the purpose of providing additional funding for the following line items. To cover future expenditures.
- Financial transactions through November 26, 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 \$729,738.39

R. Wielebinski 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 retain Zelenkofske, Axelrod LLC, Certified Public Accountants, to perform the 2024 Pocono Township Annual Financial Audit and provide the township with its findings. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by N. Leap, to authorize Troy Mechanical (COSTARS, GSA, Certified Women in Business Enterprise) to replace heater system in Public Works building (part of 2024 Capital Budget) in the amount of \$76,200.00. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to adopt 2025 MOU with Pocono Township & Teamsters Local 773 for reoccurring 80 hours Public Works comp time. E. Gnant had asked for clarity on a number of items. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to authorize purchase of Gym Flooring & Carpet Tiles for: Community Room (124), Gym (114), 105, 103, 100,101,125 from Giant Flooring & Carpet (COSTARS#0000120973) in the amount of \$26,960.68. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by N. Leap, to deny the Land Development Waiver for Mountain Villa Resort based on the recommendation of the township engineer and zoning. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to approve sewer easement extinguishment for right of way agreement between Pocono Township and Ertle Development LP. All in favor. Motion carried.

#### **Natasha Leap – Vice President**

#### **Ellen Gnant – Commissioner**

- SBA Cell Tower – Their escrow account is in arrears.
- Solar Field – Large meeting was held due to the cease-and-desist order that was violated. New plans have been submitted this morning. They are working on getting into compliance with the zoning code violations.
- Kennel – Hearings are scheduled with Judge Kresge's office.
- E. Gnant made a motion, seconded by N. Leap, to open the agenda. All in favor. Motion carried.
- Discussion was had regarding the advertising of the concise statement.
- E. Gnant made a motion, seconded by M. Velardi, to advertise the audit being available for public inspection at the township office. All in favor. Motion carried.

#### **Mike Velardi – Commissioner**

Thanked the taxpayers for having the faith in the board to guide the township and wished everyone a Merry Christmas.

#### **Brian Winot – Commissioner**

Black Friday traffic for the Crossings was a mess. They need to resolve their internal traffic control problems.

#### **Reports**

##### **Zoning Report**

A request was made for zoning to look into a property at 630 Cranberry Rd. for work being done without permits.

##### **Police Report**

R. Wielebinski made a motion, seconded by M. Velardi, to sign 4-year contract with Guardian software for a cost of \$5,593.00. N. Leap asked for clarification on a number of items. Discussion was had. All in favor. Motion carried.

November stats have been sent out. 1122 calls for service, 29 criminal arrests, 12 summary arrests, 426 traffic contacts, and 43 traffic accidents were made and/or investigated.

## Manager Report

- A new Welcome to Pocono Township Sign has been installed in replacement of the original one near the Bartonsville Ave. and 611 intersections. We are working on having the second sign installed near Pump station one.
- Planning Commission recommendation of zoning map update-hearing scheduled for January 6th 2025.
- Update Green Light Go, some of the issues have been fixed at the Cherry Lane and Route 611 light. The Mayo vision system has been fixed at the Bartonsville Ave. and Rimrock light.
- NCC Update
- Annual Report
- Sports Fields Use Policy
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## Public Works

- Sewer Business – Working on a grease program
- R. Wielebinski made a motion, seconded by B. Winot, to accept the Bartonsville Ave. sewer extension proposal not to exceed \$19,300.00. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to approve the survey, geotechnical and wetland services for proposed sewer extensions on Sullivan Trail. All in favor. Motion carried
- R. Wielebinski made a motion, seconded by B. Winot, to approve the survey, geotechnical and Wetlands services for proposed sewer extensions on Bartonsville Ave and Barton Court. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to advertise Public works position to bring crew to full complement of Ten.
- Current Public Works Projects – tree removal, prep for upcoming events, storm events. Working on the creek preforming stream stabilization at Lower Scott Run Ave. Dory place does not qualify for the dirt, gravel, low volume road grant.

## Events

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

## Township Engineer Report

- Sewer Business Update – Working on survey to get a lateral to the college.
- Learn Road safety enhancement project and roundabout survey work
- TASA Project - Working through the PennDOT comments.
- TLC walking bridge – no current updates
- Speed study on Post Hill Rd. is moving forward.

## Township Solicitor Report

- Sewer Business Update – Working to schedule a meeting with the attorney for Tobyhanna Township.
- Nuisance Ordinance Update – Meeting will be set up shortly.
- R. Wielebinski made a motion, seconded by N. Leap, to authorize advertisement for the Property Maintenance Ordinance Revision. All in favor. Motion carried.
- Update – Archer Lane – Waiting on scheduling order from the court.
- Pocono Places LLC has filed an appeal on their ZHB determination with the Court of Common Pleas and will move pretty quickly.

**Public Comment**

**Adjournment –R. Wielebinski** made a motion, seconded by N. Leap, to adjourn the meeting at 7:31 p.m.  
All in favor. Motion carried.