

**Pocono Township Board of Commissioners
Regular Meeting Minutes
December 3, 2024 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on December 3, 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; Jennifer Gambino, Events Coordinator; Jerrod Belvin, Township Manager, Lindsay Scerbo, SFM Admin.

Public Comment

Karen Doleiden (Resident) – Stated that there were loose dogs this week. Police gave them a citation.

Announcements

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

Hearings

R. Wielebinski made a motion, seconded by N. Leap, to open the hearing for VSTC Ordinance. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by N. Leap, to close the hearing for VSTC Ordinance. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by N. Leap, to approve Ordinance 2024-07 for the Volunteer Special Tax credit program in Pocono Township. M. Velardi abstained as a member of the fire department. R. Wielebinski, aye; N. Leap, aye; B. Winot, aye; E. Gndt, aye. Motion carried.

Resolutions

R. Wielebinski made a motion, seconded by N. Leap, to adopt resolution 2024-33 for act 172 in accordance with Ordinance 2024-07 for the purposes of establishing the criteria for the Volunteer Special Tax Credit program All in favor. Motion carried.

Presentations

Tighe Meckes – Keystone Consulting Engineers Inc. - Lot 109 Alpine Lake Road - Grading Permit Review No. 2 Waiver Request on a nonconforming lot.

B Winot made a motion, seconded by R. Wielebinski, to grant the waiver of the stormwater grading requirement and relief from the separation distance from the bottom of the infiltration bed to the limiting zone. All in favor. Motion carried.

Consent Agenda

- Old business consists of the minutes of the November 18, 2024 regular meeting.
 - General Fund budget adjustments in the amount of \$4,904.50 for the purpose of providing additional funding for the following line items. To cover future expenditures.
 - Sewer Operating budget adjustments in the amount of \$5,000.00 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 \$945,840.76

R. Wielebinski made a motion, seconded by N. Leap, 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 award Architectural service to Kimmel Bourgette for the purposes of the PTPD wing at NCC (to include Architectural service, Project Management, Bidding, Permitting, Construction Administration, Building Assessment) for a total of \$ 166,100.00. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to approve the Wawa Construction Escrow release No.1 in the amount of \$675,927.45. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to purchase replacement flooring for NCC from Sherwin Williams Flooring (costars vendor), 6605 Sq. Ft. of LVP & 1695 Sq. Ft. LVT for a total of \$28,456.54 to be installed by Public Works in the following areas: Hallways, 113, 112, 111, 106, 102, 107. All in favor. Motion carried.

Natasha Leap – Vice President

Ellen Gndt – Commissioner

- SBA Cell Tower –
- Solar Field – Injunction is being prepared regarding the violations and the non-response to the stop work order. Hearing is scheduled for 12/23/24 on the zoning violations.
- Kennel – Intent to defend has been received by the property owners atty.

Mike Velardi – Commissioner

Publicly commended the fire and police departments for their response to issues over the Thanksgiving weekend.

Brian Winot – Commissioner

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

Reports

Zoning Report

Police Report

Manager Report

- Newsletter will be mailed out next week.
- Update Green Light Go- issues with nine out of the ten traffic signals. Working with other effected townships to get issues resolved.
- NCC Update - Public Works continues to move forward. Drywall is completed. Doors are being moved. Looking to moving in by May 2025.
- R. Wielebinski made a motion, seconded by M. Velardi, to advertise the 2025 Public Meeting Schedule and the Reorganization meeting for 2025. All in favor. Motion carried.
- Thanks to the Fire Department, Police, County partners and neighboring jurisdictions for their assistance in an emergency over the holiday.

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 performing 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 6th
- 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 7:15 p.m. All in favor. Motion carried.