

**Pocono Township Board of Commissioners
Regular Meeting Minutes
April 7, 2025 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on April 7, 2025 and was opened by Chair Richard Wielebinski at 6:17 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; Patrick Briegel, Public Works Director; Jerrod Belvin, Township Manager, Lindsay Scerbo, SFM Consulting, Erica Tomas, Administrative Assistant, Jennifer Gambino, Events Coordinator.

Public Comment

Chris Ortolan (Resident) – raised concerns about a solar farm at a bed & breakfast on the corner of Laural Lake Rd. & Cherry Lane Rd.

Cheryl Parks (Resident) – The kennel people are advertising 12 adult dogs on their website. She feels she cannot enjoy her property due to the dogs barking.

Joe Folsom (Resident) – Announced that Monroe County has a new Dog Warden. Ellen Hallworth, 570-350-2563.

Maria Bras Danges (Resident) – Questioned which solar farm is being discussed this evening. J. Belvin stated the Solar Farm on Back Mountain Rd. and that at the present time, no other official Land Development plans have been submitted for the other one.

Announcements

L. Devito announced that the Meeting held on the 25th has been deemed Null and Void due to the phone in option not functioning. Many items will appear on this evening's meeting agenda and the hearings have been rescheduled for April 21st.

An executive session was held April 4th to discuss personnel.

Prior to the meeting there was a LERTA workshop held.

Due to the PSATS Convention, the May 5th Board meeting will be rescheduled to Tuesday, May 13th in order to ensure a quorum.

Hearings

Resolutions

- R. Wielebinski made a motion, seconded by N. Leap, to approve Resolution 2025-06 Granting Conditional Approval for the Route 611 Dual Hotel Subdivision plan. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by N. Leap, to approve Resolution 2025-08 Granting Conditional Approval Amending the Swiftwater Solar LDP Phase A. Roll Call: R. Wielebinski, aye; N. Leap, aye; B. Winot, aye; M. Velardi, aye; E. Gndt, nay. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to approve Resolution 2025-09 Granting Conditional Approval of the Mendez Lot Consolidation Plan. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to approve Resolution 2025-10 Granting Conditional Approval Amending the Swiftwater Solar LDP Phase D. Roll call: R. Wielebinski, aye; N. Leap, aye; B. Winot, aye; M. Velardi, aye; E. Gndt, nay. Motion carried.

- R. Wielebinski made a motion, seconded by B. Winot, to approve Resolution 2025-11 Granting Conditional Approval of the DeFazio Lot Joinder Plan. All in favor. Motion carried.

Consent Agenda

- R. Wielebinski made a motion, seconded by B. Winot to approve the minutes of the March 12th and March 25, 2025 regular meetings of the Board of Commissioners with the March 25th minutes being marked Null & Void due to technical difficulties. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to approve Ratification of the financial transactions through March 26, 2025 as presented, including expenditures in the amount of \$821,824.42 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund, Transfers. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to approve the financial transactions through April 2, 2025 as presented, including ratification of expenditures in the amount of \$426,899.98 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund, Transfers. All in favor. Motion carried.

Commissioner Comments

Richard Wielebinski – President

- R. Wielebinski made a motion, seconded by M. Velardi, to authorize The Ammerman Group (COSTARS Vendor) to paint the Admin & County section of the NCC administrative building in the amount of \$25,000. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by N. Leap, to utilize O'Brien's moving and storage for the purpose of moving the township assets within the Administration building to the new complex in the amount of \$7,823.94. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by B. Winot, to award the Clean-up bid to Marki Rolloff Container, Inc. in the amount of \$27.70 per Cubic Yard for the 2025 Spring, April 25th and 26th and Fall, September 26th and 27th Township Clean-up. All in favor. Motion carried. E. Gmandt reiterated her request for this to be posted on all township websites.
- R. Wielebinski made a motion, seconded by N. Leap, to approve the reduction of the construction escrow for the Spirit of Swiftwater Phase 2 (LDP 1287) in the amount of \$245,051.37 based on T&M's letter dated March 11, 2025. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to utilize Breathe-EZ to clean 4 air exchangers in the Admin. wing of the new building, for a cost of \$22,500. All in favor. Motion carried. E. Gmandt asked if everything has been looked into that was of prior concern. J. Belvin clarified that it has..
- R. Wielebinski made a motion, seconded by N. Leap, to appoint Brian Winot as BOC MS4 designate to work with T&M for updated MS4 Permit Approval. All in favor. Motion carried. E. Gmandt asked for clarification on what it entailed. B. Winot would be representing the board on the permit update.
- R. Wielebinski made a motion, seconded by M. Velardi, to Ratify the following policies for Pocono Township Police Department as approved by the Civil Service Commission & Labor Council: Law Enforcement Authority, 101 Chief Executive Authority, Oath of Office, Police manual, Use of Force, Vehicle Pursuit, Search and Seizure, Body Worn Cameras, Unmanned Aerial System, Temporary custody of Adults, Performance Evaluations. All in favor. Motion carried. E. Gmandt confirmed with the Police chief that he approves of everything.
- R. Wielebinski made a motion, seconded by B. Winot, to approve the Traffic Signal Easement Agreement between the Pokorny Family PA. LLC, and Pocono Township at the SW corner of

Bartonsville Ave. and Route 611 Intersection. All in favor. Motion carried. E. Gmandt confirmed the location.

Natasha Leap – Vice President

Ellen Gmandt – Commissioner

- SBA Cell Tower – No update
- Solar Field – Still inspecting biweekly.
- Kennel – Resident C. Parks updated everyone at the beginning of the meeting.
- E. Gmandt made a motion, seconded by B. Winot, to approve the purchase of a 2025 Ford Police Interceptor from Koch 33 & Upfitting by P&D (Costars Vendor) in the amount of \$102,595.15. All in favor. Motion carried.

Brian Winot – Commissioner

- Clarification was made that the township has never owned drones before but have had mutual aid from other agencies during critical incidents.
- B. Winot enquired about the status of the wind a solar ordinance status. Discussion was had on how to move forward.

Mike Velardi – Commissioner

Reports

Zoning Report –Lindsay Scerbo went over her report with the board.

- R. Wielebinski made a motion, seconded by M. Velardi, to authorize SFM Consulting to conduct inspections at 2914 Bartonsville Ave. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to authorize SFM Consulting to conduct inspections at 268 Laurel Lake Road for potentially dangerous structures within the township. All in favor. Motion carried.
- **Police Report – Chief James Wagner**

Manager Report – Jerrod Belvin

- Update Green Light Go – Set to become active in one week. Mile Vision went active last Friday.
- R. Wielebinski made a motion, seconded by N. Leap, to approve Kistler O'Brian Fire protection for Annual Fire Inspection for the new 205 Old Mill Rd Campus (Simplex Fire System, Exit Lights, Emergency Lighting, Fire Extinguishers) in the amount of \$3,840.02 All in favor. Motion carried.
- E. Gmandt made a motion, seconded by R. Wielebinski, to table the service agreement from Johnson Controls, for Lighting & HVAC at 205 Old Mill Road Administrative Building after a lengthy discussion by the board. All in favor. Motion carried.

Public Works – Patrick Briegel

- Sewer Business Update - None
- MCTI & Sullivan Trail Expansions
- Current Public Works Projects – Sign for 715 detour is ready for pickup. LTAP training last week and Public Works safety training next month.
- R. Wielebinski made a motion, seconded by M. Velardi, to authorize advertisement for 2025 Materials Bids. E. Gmandt asked regarding a backup award. All in favor. Motion carried.
- Parks Update – bathrooms have been fixed up.

Events Report – Jennifer Gambino

- Egg Hunt – Hosted by the Monroe County Children and Youth will be partnering with Pocono Township for next years event. There were approximately 800 people that turned out for the event.
- Fishing Derby – Putting the final touches on the third annual fishing derby for this coming weekend.
- Clean-up Day – April 25th and 26th we will host our Spring Cleanup along with the pickup the Pocono's event also taking place on the 26th.
- Sponsorships for the year to date are \$51,850.00.
- R. Wielebinski made a motion, seconded by M. Velardi, to waive Mountain View Park Pavillion fees for Old Forge Elementary PTO for May 20th. Rollcall: R. Wielebinski, nay, B. Winot, aye, M. Velardi, aye, N. Leap, aye, E. Gmandt, aye. Motion carried.
- R. Wielebinski made a motion, seconded by B. Winot, to waive Mountain View Park Pavillion fees for Clear Run Elementary School for May 30th. All in favor. Motion carried.

Township Engineer Report

- The Planning Commission must act on the Cell Tower by 5/12/25 and the Board will have until June 2nd.
- Sewer Business Update – getting the surveys completed.
- Learn Road safety enhancement project and roundabout survey work. – bids were due today at 1 p.m. We received 4 bids. Northeast Site \$335,411.50; Cobalt Construction Inc \$434,241.50; Pioneer Construction Company Inc. \$467,194.85; and Multi-Scape Inc. \$592,384.00.
- TASA Project – Moving along.
- TLC Walking Bridge – Moving along.
- R. Wielebinski made a motion, seconded by M. Velardi, to approve the address request Parcel 12.12.1.22-5 – Center line, from Moss Drive and new road name to Gearhart Lane. All in favor. Motion carried. E. Gmandt asked for clarification on this matter.

Township Solicitor Report

- Sewer Business Update – a staff meeting regarding the Tobyhanna situation. We are moving closer to a resolution on the equalization tank & related concepts.
- General legal update – Summit Hill Shooting Range hearing is scheduled for tomorrow.
- Update – Archer Lane – No new updates.
- Learn Road Easement Process – Bank almost ready to close. One property owner has retained council and revise the agreement based on prior management promises. The two remaining properties may need to be considered by the board for condemnation to erase the easement.
- R. Wielebinski made a motion, seconded by M. Velardi, to open the agenda. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to authorize the solicitor to condemn the properties easement now registered by Verizon for the Learn Road easement process. All in favor. Motion carried.
- TASA Sidewalk Update – Easements –
- R. Wielebinski made a motion, seconded by N. Leap, to Table the existing LERTA Ordinance issue. B. Winot & E. Gmandt abstained. R. Wielebinski, aye; N. Leap, aye; M. Velardi, aye. Motion carried.
- **Public Comment**

Chris Ortolan (Resident) – Asked if all the township building/zoning permits and approvals were accessible via the RTK law. L. DeVito clarified.

Charles Keppler (Resident) – suggested the sewer system be extended further past the MCTI expansion area to the Pocono Laurel Lake subdivision. He also mentioned the LERTA and asked that any votes be postponed until after the election.

Adjournment – R. Wielebinski made a motion, seconded by N. Leap, to adjourn the meeting 7:23p.m. All in favor. Motion carried.