



POCONO TOWNSHIP COMMISSIONERS
AGENDA

May 16, 2022 | 6:00 p.m.

112 Township Drive, Tannersville, PA

Dial-In Option: 646 558 8656

Meeting ID: 892 102 5946

Passcode: 18372

Zoom Link:

<https://us06web.zoom.us/j/8921025946?pwd=Q1VtaFVkVEpRWtUvdIFrSHJ1cE1TdZ09>

Open Meeting

Pledge of Allegiance

Roll Call

Public Comment

We ask that any resident making public comment, including those who may have dialed in by phone, please identify yourselves, provide your street address and state the spelling of your name when addressing the Commissioners.

Comments are for any issue. Please limit individual comments to five (5) minutes to allow time for others wishing to speak and direct all questions and comments to the President.

Announcements

- The first annual Pocono Township Touch-a-Truck event will be held on Saturday, June 4th from 10:00 a.m. to 2:00 p.m. This free, family-friendly event will feature dozens of trucks, vehicles and activities for children. Funds raised from food sales, donations and a raffle will benefit the Pocono Township Volunteer Fire Company.

Hearings – None

Presentations

- Retirement Plaque Presentation – Officer Rob Furino – Recognition of over 19 years of service to the Pocono Township Police Department.
- Q1 2022 Township Treasurer's Report – Frank Cefali, CPA & Township Treasurer.
- MS-4 Presentation – Melissa Prugar, LVL Engineering. Progress report for Pocono Township's MS-4 compliance.

- Nick Wilson, Township Resident – Request for Board of Commissioners consideration.

Resolutions – None

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the May 2, 2022 regular meeting of the Board of Commissioners.
 - Financial transactions through May 12, 2022 including:
 - Ratification of vouchers payable in the amount of \$1,730.28, sewer operating expenditures in the amount of \$1,027.45, and capital reserve expenditures in the amount of \$13,689.96.
 - Ratification of gross payroll for the pay period ending May 1, 2022 in the amount of \$112,352.67.
 - Vouchers payable in the amount of \$289,554.72.
 - Sewer operating fund expenditures in the amount of \$9,730.64.
 - Sewer construction fund expenditures in the amount of \$29,430.00.
 - Capital reserve fund expenditures in the amount of \$ 28,385.75.
 - A Fire Tax disbursement of \$70,940.37.
 - A transfer of \$30,000 from the Capital Reserve to the General Fund, returning a temporary transfer of funds offset from the receipt of state grant funds.
 - Transfer of \$24,414.00 from the ARPA funds to the Capital Reserve fund for the purchase of the Mighty Descent Slide for Mountain View Park.

(Action Items)

NEW BUSINESS

1. Personnel – None

2. Travel/Training Authorizations – None

Report of the President

Richard Wielebinski

- Motion to award 2022 paving bid. **(Action Item)**
- Motion to approve a COSTARS quote in the amount of \$165,674.00 provided by Recreation Resource USA for purchase and installation of two playground structures at TLC Park. These items will be purchased through grant funds, open space fees and ARPA funds. **(Action Item)**
- Motion to approve Payment No. 1 in the amount of \$27,000.00 to Blue World Construction, Inc. as part of the General/Building Contract for Pump Station 5 Part II improvements. **(Action Item)**
- Motion to approve Payment No. 1 in the amount of \$32,895.00 to Blue World Construction, Inc. under the Mechanical/Plumbing Contract for Pump Station 5 Part II improvements. **(Action Item)**
- Discussion and possible action regarding the re-naming of John's Way. **(Possible Action Item)**
- Discussion regarding possible youth softball and baseball training facility at TLC Park.
- Update regarding quote for four (4) foot chain link fence extension for the TLC Park Basketball Court.

Commissioner Comments

Jerrod Belvin – Vice President

- Emergency Management Update
- Discussion regarding cameras at TLC Park.

Ellen Gndt – Commissioner

Jerry Lastowski – Commissioner

Keith Meeker – Commissioner

Reports

Zoning

Emergency Services Reports

- Department updates and Police Department tattoo policy. **(Possible Action Item)**

Public Works Report

- Current Public Works projects.
- Mountain View Park updates.
- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant.

Administration – Manager’s Report

- Update – Active Township grant applications.
- Update – Zoning Ordinance Amendment process with the Planning Commission.
- 2022 Township Events
 - Pocono Township Touch-a-Truck – June 4, 2022
 - Community Day – Saturday, September 10, 2022
 - Trunk-or-Treat – TBD
 - Christmas Tree Lighting – TBD

Township Engineer Report

- Engineering study for identified stormwater projects – Laurel Lake Road and Oakwood Acres.
- Engineering for sidewalk project from Township Drive to Turkey Hill, per the recent PennDOT TASA grant award.
- Update – Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue.

Township Solicitor Report

- Zoning Hearing Board updates.
 - Parker Argot Hearing – May 31, 2022
 - Update – Johnson Appeal.
- Update – Kelly Trust Property
- Update – PJJWA transfer agreement.

Public Comment

Please limit individual comments to 5 minutes to allow time for others wishing to speak and direct all questions and comments to the President.

Adjournment



POCONO TOWNSHIP

FINANCIAL REPORTS Q1 2022

GENERAL FUND

Revenue Collected Q I

23% Real Estate taxes collected

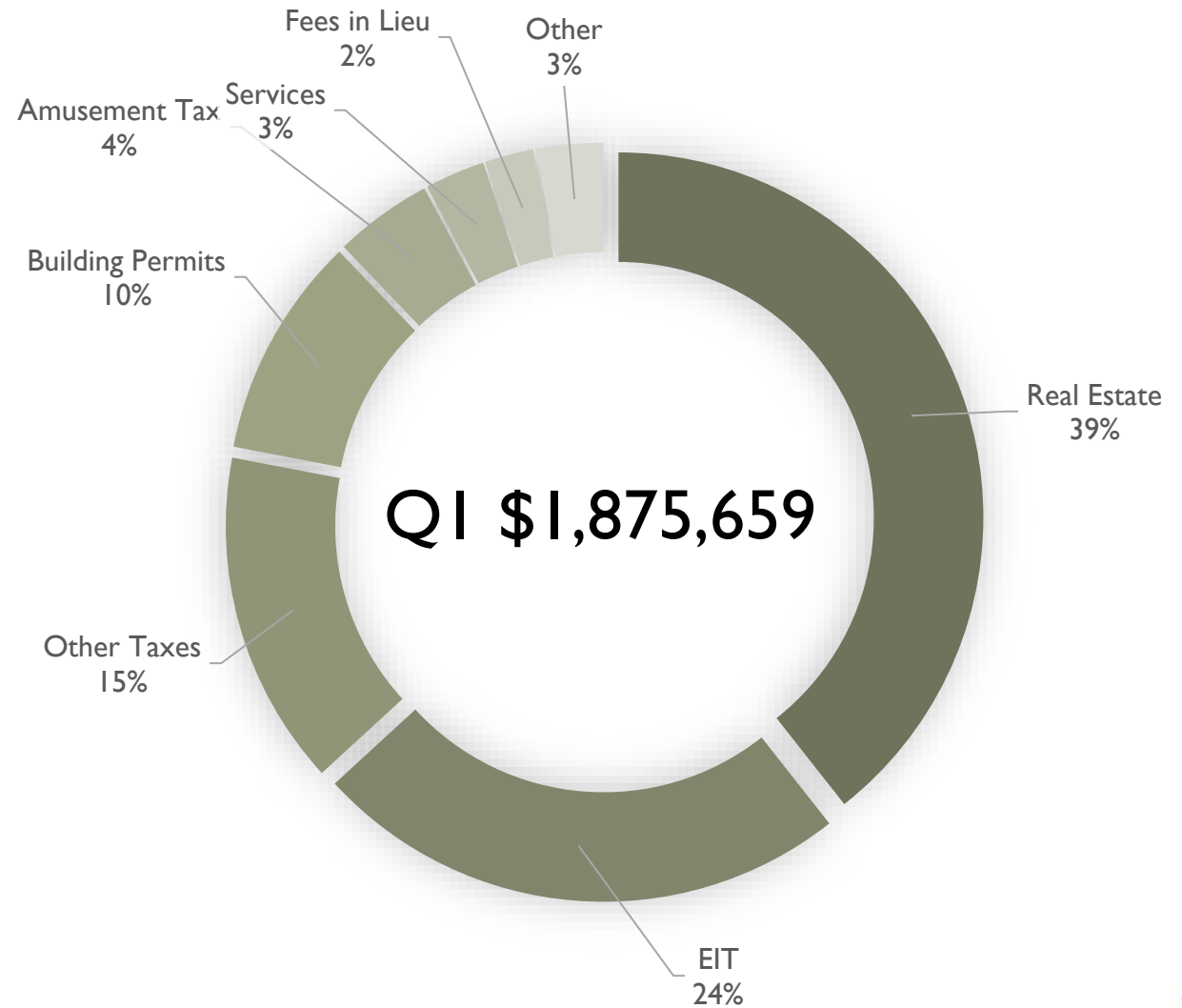
28% EIT

48% Transfer taxes

74% Building permit fees

\$1,875,659

SOURCES OF REVENUE GENERAL FUND

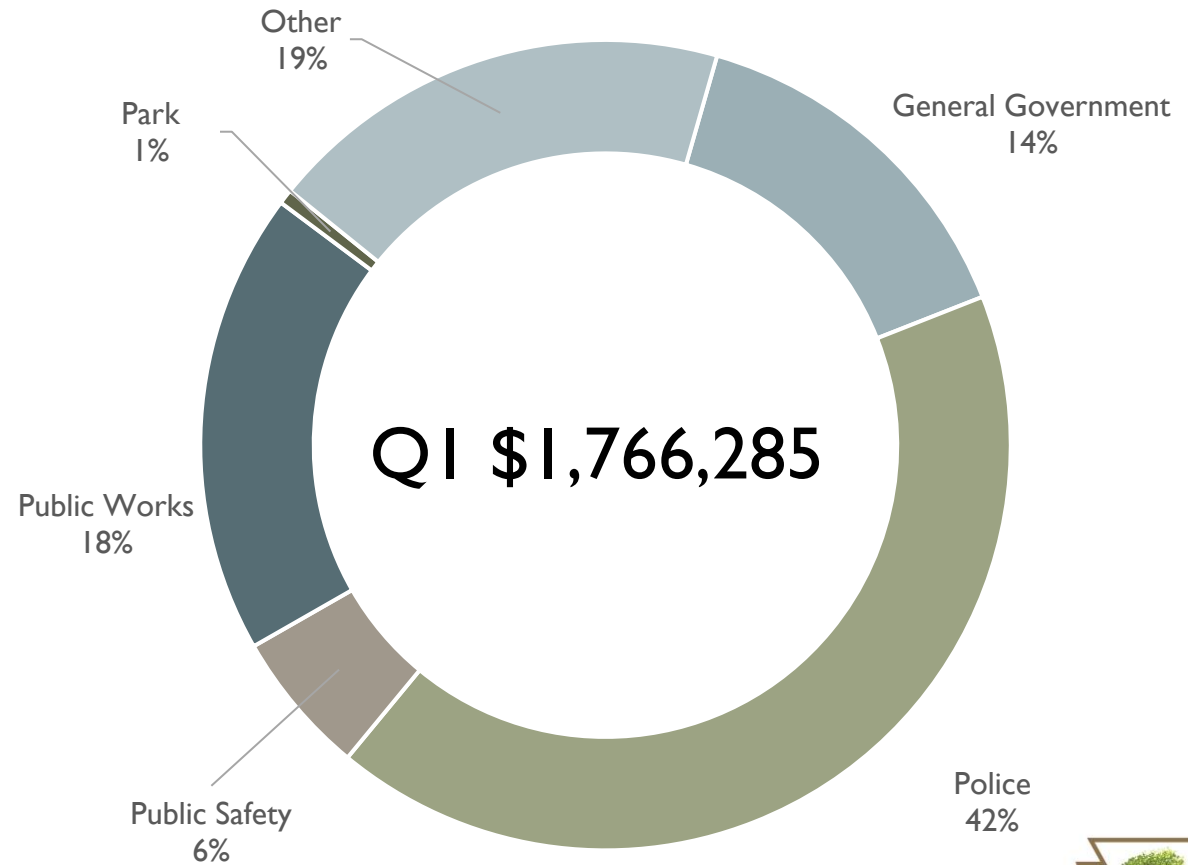


GENERAL FUND

Expenditures	Operations	\$1,766,285.46
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	Capital Transfer	\$1,931,746.49
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GENERAL FUND
EXPENDITURES BY
UNIT



SEWER

Revenue Earned Q1

\$1,907,560

74% Tapping fees

25% User fees

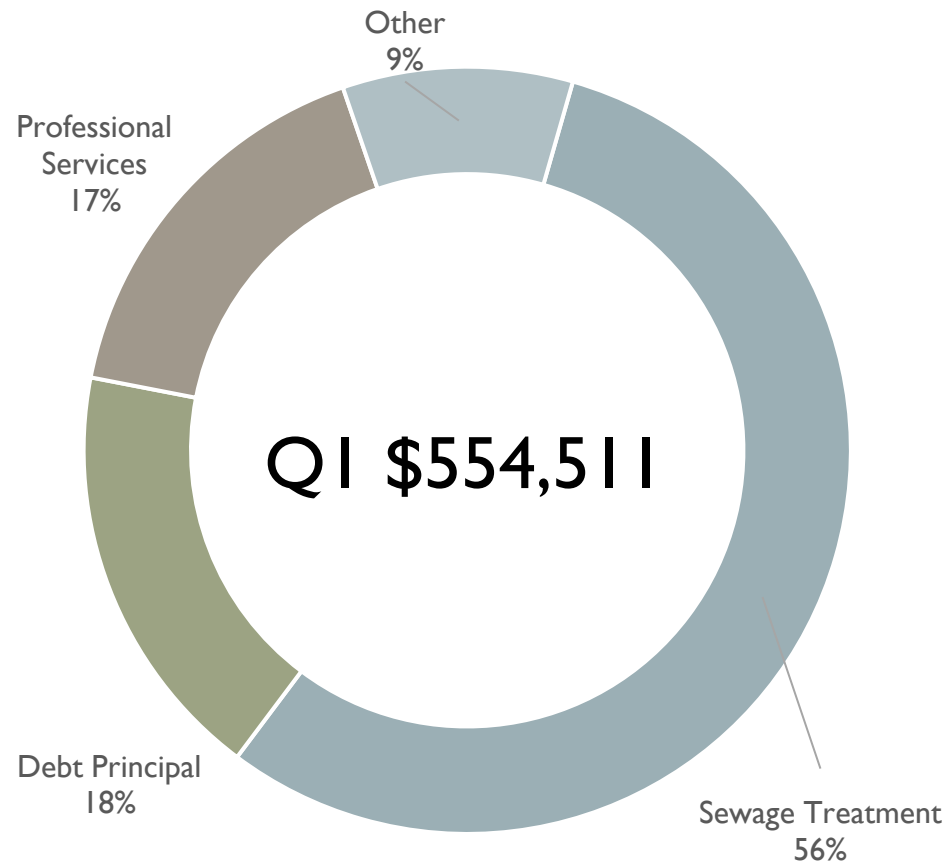
SEWER

Expenses

Operations

\$554,511

Sewer Const.Transfer \$817,000



SEWER EXPENSES BY CATEGORY

USES OF ARPA FUNDS

- **General Government**

TRAISR implementation for online permitting software

- **Capital Reserve**

Public works excavator

**Pocono Township Board of Commissioners
Regular Meeting Minutes
May 2, 2022 | 6:33 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on May 2, 2022 and was opened by President Rich Wielebinski at 6:33 p.m. followed by the Pledge of Allegiance.

Roll Call: Jerrod Belvin, present; Ellen Gndt, present; Jerry Lastowski, present; Keith Meeker, present; and Rich Wielebinski, present.

In Attendance: Lisa Pereira, Esq., Broughal & DeVito; Jon Tresslar, Township Engineer; Taylor Muñoz, Township Manager; Shawn Goucher, Acting Chief of Police; Robert Sargent, Roadmaster; Judy Acosta, Zoning Officer; and Krisann MacDougall, Administrative Assistant.

Public Comment - None

Announcements

- The first annual Pocono Township Touch-a-Truck event will be held on Saturday, June 4th from 10:00 a.m. to 2:00 p.m. This free, family-friendly event will feature dozens of trucks, vehicles, and activities for children. Funds raised from food sales, donations and a raffle will benefit the Pocono Township Volunteer Fire Company.

Hearings - None

Presentations - None

Resolutions

- Resolution 2022-19 – Motion to pass Resolution 2022-19 granting condition approval of the Minor Subdivision & Lot Consolidation Plan of the Estate of Charles L. Vassallo – Applicant representative indicated this is a subdivision of a large parcel to settle an estate.

R. Wielebinski made a motion, seconded by K. Meeker, to pass Resolution 2022-19 Granting Conditional Approval of the Minor Subdivision & Lot Consolidation Plan of the Estate of Charles L. Vassallo. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to pass Resolution 2022-20 Authorizing the Submission of a Greenways, Trails & Recreation Program (GTRP) Grant Application to the Commonwealth Financing Authority for the TLC Park Splash Pad project. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to pass Resolution 2022-21 Approving the Expenditure of \$109,721.90 for two (2) 2022 Ford Explorer Police Interceptors and Authorizing the Execution of a Certain Lease Purchase Agreement with Bank Capital Services LLC, D/B/A F.N.B. Equipment Finance. E. Gndt asked for interest rate. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to approve Resolution 2022-22 to allow the Township Manager to sign the Applicant's Authorization for Agent to Apply for Highway Occupancy Permit (Form M-950AA) to bore under Route 611 as part of the deferred lateral connections project. All in favor. Motion carried.

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the April 18, 2022 regular meeting of the Board of Commissioners.
 - Financial transactions through April 28, 2022 including:

- Ratification of vouchers payable for \$570.07 and sewer operating expenditures of \$825.27.
- Ratification of gross payroll for the pay period ending April 17, 2022 in the amount of \$115,465.48.
- Vouchers payable in the amount of \$178,729.10, sewer operating fund expenditures in the amount of \$16,089.00, capital reserve fund expenditures in the amount of \$104,964.13 and a Fire Tax disbursement of \$64,925.84.
- A transfer of Park Lane Low Volume Road grant funds to the Capital Reserve Fund in the amount of \$42,000.00.
- ARPA fund transfer to the General Fund in the amount of \$1,363.33 for Traisr permitting system implementation costs.

R. Wielebinski made a motion, seconded by K. Meeker, to approve the consent agenda. E. Gmandt asked for clarification of payroll number. All in favor. Motion carried.

NEW BUSINESS - None

Report of the President

Richard Wielebinski

- Discussion regarding possible youth softball and baseball training facility at TLC Park - Will keep the Board informed as potential project moves forward. Discussion regarding possible location of facility and impacts of SR 715 project.

R. Wielebinski made a motion, seconded by J. Lastowski, to get a quote for a four-foot chain link fence extension for the TLC Park Basketball Court. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to execute grant agreement with Monroe County for the receipt of \$40,000 in open space funds for the replacement of park equipment at TLC Park. All in favor. Motion carried.

Commissioner Comments

Jerrold Belvin – Vice President

- Emergency Management Update – J. Belvin asked last time treehouse was inspected at MVP. Stated one of the 4x4s is completely rotted through. Damage to rails at Crossing Abilities Playground needs to be repaired. Asked about quote for the baseball backstop at MVP. Asked when dog park will be staked out. Asked about sidewalks for Wendy's, Turkey Hill, and St. Luke's. E. Gmandt asked about responsibility for maintenance of sidewalks and liability.

Ellen Gmandt – Commissioner

Indicated desire for work sessions to review Township ordinances, including solar development. Thanked Road Crew for work at Cleanup Day.

Jerry Lastowski – Commissioner – None

Keith Meeker – Commissioner - None

Reports

Zoning

Discussion regarding lighting complaints on Brookdale Road. Stated a civil complaint of \$12,000 has been filed against the Taveras short term rental and the White Oak Drive matter. Eight citations were issued on the SR 715 short term rental property with the yurts, with a May 18, 2022 court date.

R. Wielebinski asked for Zoning to check property across from Desaki for property maintenance violations and an additional structure. E. Gnadts asked if Township could put some T1-11 on side of the Alger Avenue garage until the structure is torn down. M. Velardi (Township Resident) stated shades may be an option to address lighting complaints on Brookdale Road.

Emergency Services Reports

- Developing a tattoo policy for recommendation to the Board. Provided update regarding hiring process. Developing structure for performance evaluations for the Department.

Public Works Report

- Current Public Works projects - Completed cleanup days this past weekend. Will begin paving at TLC Park on Tuesday, May 3, 2022.
- Update – 2022 Paving Projects Public Bid – Projects are out for bid, with a bid opening on Monday, May 16, 2022.
- Mountain View Park updates – Park crew working diligently to maintain ballfields. The park lead is completing an online field maintenance course. Working to secure quote for new park lighting for basketball court and lower baseball field.
- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant. Drafting extension letter to Conservation District to allow Township to proceed with the project later in the season.

J. Lastowski asked if Township had any issues with the hauler for this year's Spring Cleanup. R. Sargent stated we have not had any issues.

Discussion regarding road paving schedule in Pocono Township. J. Belvin stated Coolbaugh Township has comparable number of roads and pave 2-3 miles of roads a year and use LF funds to purchase dump trucks. Tobyhanna paves 4-5 miles a year. J. Belvin asked how thick the pavement will be at TLC Park. R. Sargent said five inches with a 1.5 inch wearing course on top.

Administration – Manager's Report

- Grant Awards received
 - \$900,000 from the PennDOT TASA program for sidewalks, ADA access and street lighting – No match requirement for this grant and Township is responsible for engineering and permitting. Will get cost estimates on engineering.
 - \$40,000 in grant funds received and additional grants are in progress for replacement of TLC Park playground equipment.
- Update – Active Township grant applications – Applying for the Greenways Trails Recreation grant for a splash pad.
- Camelback confirmed donation of new ESSA Field scoreboard.
- Update – Zoning Ordinance Amendment process with the Planning Commission – L. Pereira preparing language for discussion at next BOC meeting on May 9th.
- 2022 Township Events
 - Pocono Township Touch-a-Truck – June 4, 2022
 - Community Day – Saturday, September 10, 2022
 - Trunk-or-Treat – TBD
 - Christmas Tree Lighting – TBD

Township Engineer Report

- Engineering study for identified stormwater projects – Laurel Lake Road and Oakwood Acres. Engineering design has begun on both these projects.
- Engineering to begin for sidewalk project from Township Drive to Turkey Hill, per the recent PennDOT TASA grant award. Planning a meeting with PennDOT to evaluate.
- Permits were issued for Wilke Road.

Township Solicitor Report

- Update – Kelly Trust Property. Contempt petition being prepared.
- Zoning Hearing Board updates.
 - Update – Johnson Appeal. Still waiting on argument date.
- Update – PJJWA transfer agreement in progress.

Nontraffic citations for the S.R. 715 short term rental – Asked whether the Board would like the solicitor to appear with zoning officer.

R. Wielebinski made a motion, seconded by J. Belvin, to open the agenda for discussion of sending the solicitor to the district magistrate hearing for the S.R. 715 short term rental violations. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Bevin, to have solicitor attend district magistrate hearing with the zoning officer regarding enforcement action against the short term rental with yurts on S.R. 715. All in favor. Motion carried.

Discussion regarding Parker Argot ZHB Application and whether the Board wants the solicitor to attend the hearing regarding relief for a garage construction in the front-yard setback. Will determine at next meeting.

Public Comment

Please limit individual comments to 5 minutes to allow time for others wishing to speak and direct all questions and comments to the President.

Adjournment

R. Wielebinski made a motion, seconded by K. Meeker, to adjourn the meeting at 8:18 p.m. All in favor. Motion carried.

POCONO TOWNSHIP

Monday, May 16, 2022

SUMMARY

Ratify

General Fund	\$	1,730.28
Payroll	\$	112,352.67
Sewer Operating	\$	1,027.45
Sewer Construction	\$	-
Capital Reserve	\$	13,689.96

Bill List

TOTAL General Fund	\$	289,554.72
TOTAL Sewer <u>OPERATING</u> Fund	\$	9,730.64
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	29,430.00
TOTAL Capital Reserve Fund	\$	28,385.75
Liquid Fuels	\$	-

TOTAL EXPENDITURES	\$	485,901.47
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Fire Tax Disbursement	\$	70,940.37
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Budget Adjustments

<u>Budget Appropriations</u>	\$	-
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Budgetary Interfund Transfer

CAPITAL RESERVE TO GENERAL FUND		
Payment of 2021 temporary transfer	\$	30,000.00

Use of Grant Funds

ARPA FUNDS TO CAPITAL RESERVE		
Mighty Descent Slide (ARPA Funds)	\$	24,414.00
ARPA FUNDS TO GENERAL FUND		

Total Transfers	\$	54,414.00
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Notes:

RATIFY

5-16-22 Page 2 of 5

Payroll

Date	Check	Vendor	Memo	Amount
05/06/2022			PAYROLL ENDING 05/01/2022	\$ 112,352.67

TOTAL PAYROLL	\$ 112,352.67
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Date	Check	Vendor	Memo	Amount
4/28/2022	62084	DISTRICT COURT MAGISTRATE	STR ENFORCEMENT	\$ 198.25
5/2/2022	62085	BCRA	WATER SERVICE	\$ 262.52
5/4/2022	62086	POCONO LAKE SUPPLY	PW SUPPLIES	\$ 414.50
5/5/2022	62087	PENTELEDATA	INTERNET SERVICE	\$ 317.08
5/5/2022	62088	PENTELEDATA	INTERNET SERVICE	\$ 150.90
5/9/2022	62089	BLUE RIDGE	PHONE SERVICE	\$ 387.03
TOTAL General Fund Bills				\$1,730.28

Date	Check	Vendor	Memo	Amount
5/2/2022	2184	BCRA	WATER SERVICE	\$ 428.76
5/5/2022	2185	PENTELEDATA	INTERNET SERVICE	\$ 475.45
5/9/2022	2186	BLUE RIDGE	PHONE SERVICE	\$ 123.24
				<u>\$ 1,027.45</u>

Date	Check	Vendor	Memo	Amount
			TOTAL Sewer Construction Fund	\$ -

Date	Check	Vendor	Memo	Amount
5/9/2022	1291	CLARK EQUIPMENT CO. DBA BOBACAT CO.	Bobcat Breaker w/Nail Point	\$ 13,689.96
			TOTAL Capital Reserve Fund	\$ 13,689.96

TOTAL General Fund	\$	114,082.95	Authorized by:
TOTAL Sewer Operating	\$	1,027.45	
TOTAL Sewer Construction	\$	-	
Total Capital Reserve	\$	13,689.96	Transferred by:
	\$	128,800.36	

POCONO TOWNSHIP CHECK LISTING

Monday, May 16, 2022

General Fund

Date	Check	Vendor	Memo	Amount
5/11/2022	62090	ADP, LLC	3/31, 4/17 & 5/1 TWP Payroll Services	\$617.74
5/11/2022	62091	AMERICAN UNITED LIFE INSURANCE CO.	GTL Insurance	\$2,804.44
5/11/2022	62092	ARGS Technology, LLC	April TWP & POLICE IT Services	\$3,804.00
5/11/2022	62093	Belvin, Jerrod	4/24-4/26/2022 PSATS	\$587.81
5/11/2022	62094	Best Auto Service Center	Police vehicle repairs	\$1,564.66
5/11/2022	62095	Brodhead Creek Regional Authority	TWP Sewer 2 EDUs	\$171.08
5/11/2022	62096	Broughal & DeVito, L.L.P.	legal services	\$2,400.00
5/11/2022	62097	Cefali and Associates PC	3/8-4/28/22 Treasury Services	\$525.00
5/11/2022	62098	Coslar Sanitation	2022 TWP Spring Clean-up	\$21,760.00
5/11/2022	62099	Cyphers Truck Parts	PW TRUCK PARKS	\$92.65
5/11/2022	62100	Double M Productions	PW T-Shirts & Sweatshirts	\$843.00
5/11/2022	62101	Egnyte Inc.	Platform Power User - 4/7/2022 thru 3/4/2023	\$656.00
5/11/2022	62102	Fastenal Company	PW Supplies	\$82.84
5/11/2022	62103	Fry's Plastic	PW Supplies	\$180.66
5/11/2022	62104	Gotta Go Potties, Inc	TLC Park Rental 3/31-4/28/22	\$85.00
5/11/2022	62105	H. M. Beers, Inc.	SEO Serv Apr 2022	\$1,750.00
5/11/2022	62106	Hanson Aggregates Pennsylvania LLC	Road materials	\$143.07
5/11/2022	62107	Highway Equipment & Supply Co.	PW heavy equipment maintenance	\$772.81
5/11/2022	62108	Jan-Pro of NEPA	May 2022 TWP Cleaning	\$1,450.00
5/11/2022	62109	Kelleman, Loretta	6/11/2022 Pavilion Reimbursement	\$100.00
5/11/2022	62110	Kimball Midwest	PW Supplies	\$198.99
5/11/2022	62111	Lawrence B. Fox P.C.	3/10, 3/11, 4/1 & 4/4/22 Services	\$337.50
5/11/2022	62112	Linde Gas & Equipment, Inc.	Cylinder Rental	\$34.32
5/11/2022	62113	MetLife - Non Uni. Pen. Plan	Non-Uniform Pension	\$6,077.63
5/11/2022	62114	Moser, Thomas	4/28/22 Uniform	\$490.75
5/11/2022	62115	MRM Worker's Compensation Pooled Trust	Worker's Comp	\$14,274.82
5/11/2022	62116	Nationwide - 457	Supplemental pension	\$11,465.23
5/11/2022	62117	PICPA	PICPA Membership	\$50.00
5/11/2022	62118	PMHIC	Insurance premium June	\$70,144.27

5/11/2022	62119	Pocono Township Volunteer Fire Company	Fire Truck Claim PHMI22031495725	\$20,172.63
5/11/2022	62120	Portland Contractors, Inc.	April 2022 Services	\$320.00
5/11/2022	62121	PPL Electric Utilities	Electric service	\$98.09
5/11/2022	62122	RECORDER OF DEES OF MONROE COUNTY	12.110141 Drainage Easement	\$78.75
5/11/2022	62123	RECORDER OF DEES OF MONROE COUNTY	12.8.1.87 Drainage Easement	\$78.75
5/11/2022	62124	SFM Consulting LLC	Apr 2022 Building & Zoning Services	\$103,720.55
5/11/2022	62125	State Workers Insurance Fund	Worker's Comp	\$1,732.00
5/11/2022	62126	Steele's Hardware	PW Supplies	\$411.50
5/11/2022	62127	Steele's Hardware	PW Supplies	\$365.17
5/11/2022	62128	Strand Pool Supply LLP	Hypochlorite Solutions	\$32.00
5/11/2022	62129	Stroudsburg Electric Motor Service	PW Supplies	\$329.00
5/11/2022	62130	Suburban Propane	Vehicle supplies	\$7,469.20
5/11/2022	62131	Tulpehocken Mountain Spring Water Inc	TWP Drinking Water	\$60.94
5/12/2022	62132	Tyrex Resources LLC	Apr 2022 Tire Recycling	\$420.00
5/12/2022	62133	UNIFIRST Corporation	PW Uniforms & TW carpets	\$187.76
5/12/2022	62134	US BANK - Lockbox CM9703	Police Pension	\$6,554.88
5/12/2022	62135	Vector Security, Inc	5/6/22 to 8/5/22 Service	\$150.00
5/12/2022	62136	Wilson Products Compressed Gas Co.	Industrial Oxygen	\$16.00
5/12/2022	62140	DES	TWP Recycling	\$48.00
5/12/2022	62141	Foster & Foster, Inc.	Benefit Calculations - Police	\$600.00
5/12/2022	62142	Kyocera Document Solutions America, Inc.	Copiers	\$366.56
5/12/2022	62143	RECORDER OF DEES OF MONROE COUNTY	Indemnification Agreement 12.16A.1.105	\$36.50
5/12/2022	62144	Suburban Propane	Vehicle fuels	\$2,842.17

TOTAL GENERAL FUND **\$289,554.72**

Sewer Operating

Date	Check	Vendor	Memo	Amount
5/12/2022	2188	BROUGHAL & DEVITO, L.L.P.	LEGAL SERVICES	\$ 1,040.00
5/12/2022	2189	EEMA O&M Services Group, Inc.	May 2022 O&M / Apr Add'l Serv	\$ 7,587.52
5/12/2022	2190	KEYSTONE ENGINEERING GROUP	ENGINEERING SERVICES	\$ 638.75
5/12/2022	2191	METROPOLITAN TELECOMMUNICATIONS	Pump Station 5 Phone	\$ 78.46
5/12/2022	2192	Steele's Hardware	OPERATION SUPPLIES	\$ 385.91

TOTAL Sewer Operating **\$9,730.64**

Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
5/12/2022	709	Blue World Construction, Inc.	Pay App 1 Pump Station 5 Part II Improvements	\$ 27,000.00
5/12/2022	710	MULTI-DIMENSIONAL INTEGRATION INC.	Pump Station 5 Control Sys Integration Consult	\$ 2,430.00
TOTAL Sewer Construction Fund				\$29,430.00

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
5/12/2022	1292	Eureka Stone Quarry, Inc.	Materials for TLC Paving Project #2-2022	\$ 741.75
5/12/2022	1293	George Ely Associates, Inc.	Mighty Descent Slide (ARPA Funds)	\$ 24,414.00
5/12/2022	1294	Phillips & Donovan Architects LLC	Poc TWP Municipal Complex Feasibility Study	\$ 3,230.00
TOTAL Capital Reserve Fund				\$28,385.75

Fire Tax Disbursement

Date	Check	Payee	Memo	Amount
5/12/2022	1023	ALPHONSE C MILLER CCTS	2022 CAMELBACK TIFF / FIRE TAX	\$ 10,612.64
5/12/2022	1024	PTWP VOLUNTEER FIRE DEP	RE TAX DISTRIBUTION PMT 5	\$ 60,327.73
TOTAL Fire Tax				\$ 70,940.37

ESSA

General Fund	\$	289,554.72	Authorized by: _____
Sewer Operating	\$	9,730.64	
Sewer Construction Fund	\$	29,430.00	
Capital Reserve	\$	28,385.75	
Fire Tax Disbursement	\$	70,940.37	
Liquid Fuels	\$	-	Transferred by: _____
TOTAL ESSA TRANSFER	\$	428,041.48	



Boucher & James, Inc.
CONSULTING ENGINEERS

AN EMPLOYEE OWNED COMPANY
INNOVATIVE ENGINEERING

Fountainville Professional Building
1456 Ferry Road, Building 500
Doylestown, PA 18901
215-345-9400
Fax 215-345-9401

2756 Rimrock Drive
Stroudsburg, PA 18360
570-629-0300
Fax 570-629-0306

Mailing:
P.O. Box 699
Bartonsville, PA 18321

559 Main Street, Suite 230
Bethlehem, PA 18018
610-419-9407
Fax 610-419-9408

www.bjengineers.com

May 3, 2022

Mr. Taylor Muñoz
Pocono Township
112 Township Drive
Tannersville, PA 18372

**SUBJECT: APPLICATION AND CERTIFICATION OF PAYMENT NO. 1
MECHANICAL/PLUMBING CONTRACT
PUMP STATION 5 PART II IMPROVEMENTS
POCONO TOWNSHIP, MONROE COUNTY, PA
PROJECT NO. 1931031B**

Dear Mr. Muñoz:

We have reviewed Application Payment No. 1 for the period ending April 15, 2022, submitted by Blue World Construction, Inc., for work performed in conjunction with the above referenced contract. All paperwork was found to be in order.

Based on our review of this request, we recommend payment of **THIRTY-TWO THOUSAND EIGHT HUNDRED NINETY-FIVE DOLLARS AND ZERO CENTS (\$32,895.00)**. A 10% Retainage in the amount of \$3,655.00 has been deducted and calculated into this request. This brings the amount paid to date to \$32,895.00, and the amount retained to date to \$3,655.00.

If you have any questions concerning this information, please contact me.

Sincerely,

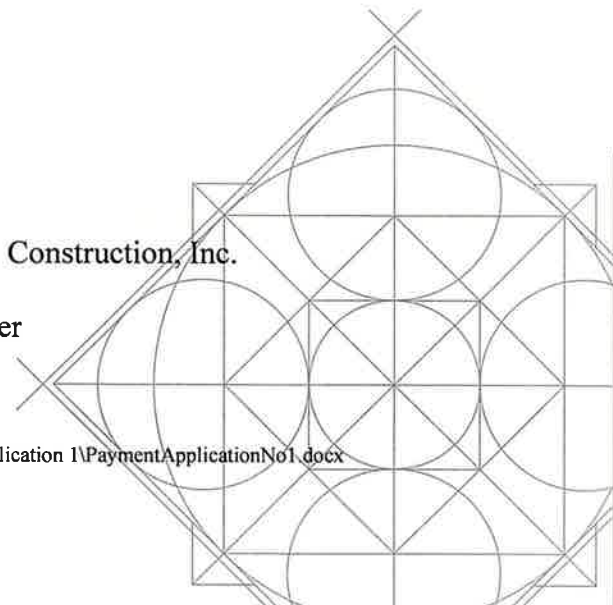
Jon S. Tresslar, P.E., P.L.S.
Township Engineer

JST/arm/tms

Enclosure: Application for Payment No. 1 from Blue World Construction, Inc.

cc: Pat Briegel – Pocono Township Sewer System Manager
Phil Laubenstein – Blue World Construction, Inc.
Michael E. Gable, P.E. – Boucher & James, Inc.

S:\2019\1931031B\Documents\Construction\Mechanical_Plumbing\Payments\Payment Application 1\PaymentApplicationNo1.docx





26 Columbia Turnpike Suite 104
Florham Park, NJ 07932 Accounts Receivable

Pocono Township
112 Township Drive
Tannersville, PA 18372

INVOICE

Invoice Number: 2022056
Date: April 28, 2022
Project Number: 0186.02

Pocono Pump Station #5 - Mechanical/Plumbing

For Professional Services Rendered Through: April 15, 2022

PW

Fee Services

	Contract Amount	Percent Complete	Fee Earned	Prior Billings	Current Billings
Mechanical/Plumbing	\$182,750.00	20.00	\$36,550.00	\$0.00	\$36,550.00
	\$332,750.00		\$36,550.00	\$0.00	\$36,550.00
					\$36,550.00
Total Professional Services Plus Other Charges					\$36,550.00
Less Retainage					(\$3,655.00)
Invoice Amount					\$32,895.00

Notes:

1. Payment terms: as per contract
2. Any questions about this invoice must be sent within fourteen (14) days of receipt.
3. Remit to Blue World Construction, Inc. and mail to Accounts Receivable | 26 Columbia Tpk | Suite 104 | Florham Park, NJ 07932

Application and Certificate for Payment

TO OWNER: Pocono Township 112 Township Drive Tannersville, PA 18372	PROJECT: Pocono Pump Station #5 Part II Permit Improvements	APPLICATION NO: 0186.02	Distribution to: OWNER ☒ ARCHITECT ☒ CONTRACTOR ☐ FIELD ☐ OTHER ☐
FROM CONTRACTOR: Blue World Construction Inc 26 Columbia Turnpike, Suite 104 Florham Park, NJ 07932	VIA ARCHITECT: Boucher & James, Inc. PO Box 699 Bartonsville, PA 18321	PERIOD TO: 4/15/22	
		CONTRACT FOR: Mechanical	
		CONTRACT DATE: 10/12/21	
		PROJECT NOS: /	

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
AIA Document G703®, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$ 182,750.00
2. NET CHANGE BY CHANGE ORDERS	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 182,750.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 36,550.00

5. RETAINAGE:

a. 10 % of Completed Work (Columns D + E on G703)	\$ 3,655.00
b. % of Stored Material (Column F on G703)	\$

Total Retainage (Lines 5a + 5b, or Total in Column I of G703) \$ 3,655.00

6. TOTAL EARNED LESS RETAINAGE	\$ 32,895.00
(Line 4 minus Line 5 Total)	

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$
(Line 6 from prior Certificate)	

8. CURRENT PAYMENT DUE	\$ 32,895.00
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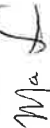
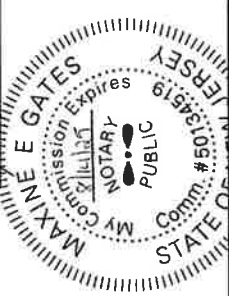
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$ 149,855.00
(Line 3 minus Line 6)	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$	\$
Total approved this month	\$	\$
TOTAL	\$	\$
NET CHANGES by Change Order	\$	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: 
By: _____
State of: New Jersey
County of: Morris
Subscribed and sworn to before me this 2nd day of MAY 2022

Date: 5/2/22

Notary Public: Maxine Gates 
My commission expires: 08/14/25


ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 32,895.00
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: 
By: _____
Date: 5/4/22

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Continuation Sheet

AIA Document G702®, Application and Certificate for Payment, or G732™, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached. Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 01

APPLICATION DATE:

PERIOD TO: 4/15/22

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (Not in D or E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	20% Contract completion, labor and efforts up to mobilization, mobilization, initial pipe fitup, trenching, and existing pipe investigation. Includes mechanical pipe, fittings, pumps, and related materials procured and stored to date	\$182,750.00		\$36,550.00			\$36,550.00	\$146,200.00	\$3,655.00
	GRAND TOTAL	\$182,750.00		\$36,550.00			\$36,550.00	\$146,200.00	



Boucher & James, Inc.
CONSULTING ENGINEERS

AN EMPLOYEE OWNED COMPANY
INNOVATIVE ENGINEERING

Fountainville Professional Building
1456 Ferry Road, Building 500
Doylestown, PA 18901
215-345-9400
Fax 215-345-9401

2756 Rimrock Drive
Stroudsburg, PA 18360
570-629-0300
Fax 570-629-0306
Mailing:
P.O. Box 699
Bartonsville, PA 18321

559 Main Street, Suite 230
Bethlehem, PA 18018
610-419-9407
Fax 610-419-9408

www.bjengineers.com

May 3, 2022

Mr. Taylor Muñoz
Pocono Township
112 Township Drive
Tannersville, PA 18372

**SUBJECT: APPLICATION AND CERTIFICATION OF PAYMENT NO. 1
GENERAL/BUILDING CONTRACT
PUMP STATION 5 PART II IMPROVEMENTS
POCONO TOWNSHIP, MONROE COUNTY, PA
PROJECT NO. 1931031B**

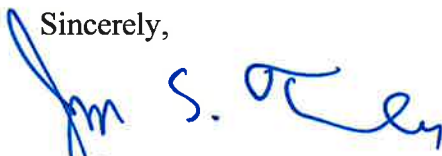
Dear Mr. Muñoz:

We have reviewed Application Payment No. 1 for the period ending April 15, 2022, submitted by Blue World Construction, Inc., for work performed in conjunction with the above referenced contract. All paperwork was found to be in order.

Based on our review of this request, we recommend payment of **TWENTY-SEVEN THOUSAND DOLLARS AND ZERO CENTS (\$27,000.00)**. A 10% Retainage in the amount of \$3,000.00 has been deducted and calculated into this request. This brings the amount paid to date to \$27,000.00, and the amount retained to date to \$3,000.00.

If you have any questions concerning this information, please contact me.

Sincerely,



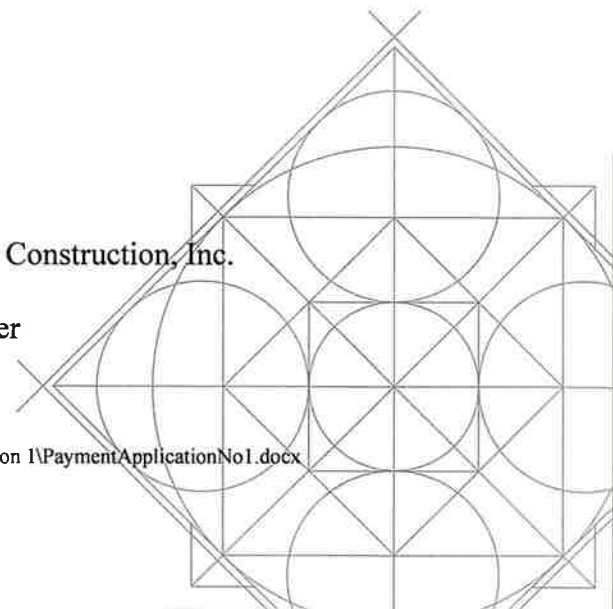
Jon S. Tresslar, P.E., P.L.S.
Township Engineer

JST/arm/tms

Enclosure: Application for Payment No. 1 from Blue World Construction, Inc.

cc: Pat Briegel – Pocono Township Sewer System Manager
Phil Laubenstein – Blue World Construction, Inc.
Michael E. Gable, P.E. – Boucher & James, Inc.

S:\2019\1931031B\Documents\Construction\General_Building\Payments\Payment Application 1\PaymentApplicationNo1.docx





26 Columbia Turnpike Suite 104
Florham Park, NJ 07932 Accounts Receivable

Pocono Township
112 Township Drive
Tannersville, PA 18372

INVOICE

Invoice Number: 2022057
Date: April 28, 2022
Project Number: 0186.01

Pocono Pump Station #5 - General/Building

For Professional Services Rendered Through: April 15, 2022

PW

Fee Services

	Contract Amount	Percent Complete	Fee Earned	Prior Billings	Current Billings
General/Construction	\$150,000.00	20.00	\$30,000.00	\$0.00	\$30,000.00
	\$150,000.00		\$30,000.00	\$ 0.00	\$30,000.00
					\$30,000.00
Total Professional Services Plus Other Charges					\$30,000.00
Less Retainage					(\$3,000.00)
Invoice Amount					\$27,000.00

Notes:

1. Payment terms: as per contract
2. Any questions about this invoice must be sent within fourteen (14) days of receipt.
3. Remit to Blue World Construction, Inc. and mail to Accounts Receivable | 26 Columbia Tpk | Suite 104 | Florham Park, NJ 07932

AIA® Document G702® – 1992

Application and Certificate for Payment

TO OWNER: Pocono Township
112 Township Drive
Tannersville, PA 18372

PROJECT: Pocono Pump Station #5
Part II Permit Improvements

APPLICATION NO: 0186.01
PERIOD TO: 4/15/22

CONTRACT FOR: Building

CONTRACT DATE: 10/12/21

PROJECT NOS: /

Distribution to:
OWNER ☒
ARCHITECT ☒
CONTRACTOR ☐
FIELD ☐
OTHER ☐

FROM CONTRACTOR:
Blue World Construction Inc
26 Columbia Turnpike, Suite 104
Florham Park, NJ 07932

VIA ARCHITECT:
Boucher & James, Inc.
PO Box 699
Bartonsville, PA 18321

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
AIA Document G703®, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$ 150,000.00
2. NET CHANGE BY CHANGE ORDERS	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 150,000.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 30,000.00
5. RETAINAGE:	
a. 10 % of Completed Work (Columns D + E on G703)	\$ 3,000
b. % of Stored Material (Column F on G703)	\$
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$ 3,000.00

6. TOTAL EARNED LESS RETAINAGE	\$ 27,000.00
(Line 4 minus Line 5 Total)	

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$
(Line 6 from prior Certificate)	

8. CURRENT PAYMENT DUE	\$ 27,000.00
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9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$ 123,000.00
(Line 3 minus Line 6)	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$	\$
Total approved this month	\$	\$
TOTAL	\$	\$
NET CHANGES by Change Order	\$	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Maxine E. Gates
By: Maxine E. Gates
State of: New Jersey
County of: Morris
Subscribed and sworn to before me this 2nd day of MAY 2022
Date: 5/2/22

Notary Public: Maxine Gates M-L
My commission expires: 08/14/25

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 27,000.00
(Attach explanation if amount certified differs from the amount applied. Initial di figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

By: Maxine E. Gates
Date: 5/4/22

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Continuation Sheet

AIA Document G702®, Application and Certificate for Payment, or G732™, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached. Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 01

APPLICATION DATE:

PERIOD TO: 4/15/22

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (Not in D or E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)				TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G ÷ C)		
	20% Contract completion, labor and efforts up to mobilization, mobilization, SESC measures, fence modifications Includes building materials procured and stored to date	\$150,000.00			\$30,000.00		\$30,000.00	20%	\$120,000.00	\$3,000.00
	GRAND TOTAL	\$150,000.00			\$30,000.00		\$30,000.00		\$120,000.00	

DATE	Quote No.
2/17/2022	Q22-058

CONDITIONS: The prices and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by the Home Office of the Seller. All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Prices are based on costs and conditions existing on date of quotation and are subject to change by the Seller before final acceptance.

Typographical and stenographic errors subject to corrections. Purchaser agrees to accept either overage or shortage not in excess of ten percent to be charged for pro-rata. Purchaser assumes liability for patent and copyright infringement when goods are made to Purchaser's specifications. When quotation specifies material to be furnished by the Purchaser, ample allowance must be made for reasonable spoilage and material must be of suitable quality to facilitate efficient production.

Conditions not specifically stated herein shall be governed by established trade customs. Terms inconsistent with those stated herein which may appear on Purchaser's formal order will not be binding on the Seller.

TO:

Pocono Township

Taylor Munoz

tmunoz@pocopsonpa.gov

Appropriate State Sales Tax Will Be Added Upon Ordering If Applicable

Quote valid for 30 days. If past 30 days, contact us to verify pricing.

REP
Kevin

ITEM	DESCRIPTION	QTY	UOM	UNIT	TOTAL
	RE: TLC Park				
BCI	Burke NUNP-2986 Play Structure, Ages 5-12			98,500.00	98,500.00
BCI	Burke NUNP-3109 Play Structure, Ages 2-5			35,764.00	35,764.00
BCI	Burke NUNP-3109 Sale Structure Discount *MUST order by March 31, 2022 and ship by June 30, 2022			-10,515.00	-10,515.00
BCI	Courtesy Discount on NUNP-2986 Structure when Purchased at Same Time as NUNP-3109			-5,000.00	-5,000.00
Ship-PA	Estimated Freight for Equipment to Tannersville, PA (1 Full 53' Contract Carrier plus 1 LTL Trailer Load)			9,625.00	9,625.00
Install	Installation of Playground Structures as Shown by Certified Playground Install Crew ** Prevailing Wages **			37,300.00	37,300.00
Features	ALL Burke playground equipment comes with: - Industry-Leading "Generations Warranty™" (non-prorated) - FREE Maintenance Kit and NPPS Safety Kit - UV-20 Protectant Molded into Fade-Free Slides and Roofs - KoreKonnnect™ Direct-Bolt Connections utilizing Stainless Steel Tamper-Resistant Hardware with Factory-Applied Threadlocker			0.00	0.00

To Accept Order, Sign:

Date:

Quote is based upon shipment of all items to a single destination, unless noted.

Changes subject to price adjustment. Your signature here accepts all of our terms & conditions.

A deposit or payment in full may be required to place your order.

There is a 3% service charge for orders that are paid by credit card.

TOTAL

503 N. Walnut Road Bldg 200
Kennett Square, PA 19348

610-444-4402 1-800-220-4402

FAX: 610-444-3359

E-mail: info@recreation-resource.com

Website: www.recreation-resource.com

Quote

DATE	Quote No.
2/17/2022	Q22-058

CONDITIONS: The prices and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by the Home Office of the Seller. All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Prices are based on costs and conditions existing on date of quotation and are subject to change by the Seller before final acceptance.

Typographical and stenographic errors subject to corrections. Purchaser agrees to accept either overage or shortage not in excess of ten percent to be charged for pro-rata. Purchaser assumes liability for patent and copyright infringement when goods are made to Purchaser's specifications. When quotation specifies material to be furnished by the Purchaser, ample allowance must be made for reasonable spoilage and material must be of suitable quality to facilitate efficient production.

Conditions not specifically stated herein shall be governed by established trade customs. Terms inconsistent with those stated herein which may appear on Purchaser's formal order will not be binding on the Seller.

TO:

Pocono Township

Taylor Munoz

tmunoz@pocopsonpa.gov

Appropriate State Sales Tax Will Be Added Upon Ordering If Applicable

REP
Kevin

Quote valid for 30 days. If past 30 days, contact us to verify pricing.

ITEM	DESCRIPTION	QTY	UOM	UNIT	TOTAL
LeadTime	Current lead time approx. 6 to 7 weeks upon receipt of order with completed order processing form and color selection. This may vary, check with us prior to ordering. Installation (if requested) will be scheduled upon receipt of playground structure.			0.00	0.00

Does not include removal of old equipment or supply/installation of new playground surfacing.

COSTARS 14-74

To Accept Order, Sign: _____

Date: _____

Quote is based upon shipment of all items to a single destination, unless noted.

Changes subject to price adjustment. Your signature here accepts all of our terms & conditions.

A deposit or payment in full may be required to place your order.

There is a 3% service charge for orders that are paid by credit card.

PLEASE NOTE-OUR ADDRESS HAS CHANGED TO 503 N. WALNUT ROAD, SUITE 200, KENNETT SQUARE, PA 19348. PLEASE CHANGE YOUR DATABASE.

Page 2

TOTAL \$165,674.00

