



POCONO TOWNSHIP COMMISSIONERS
AGENDA

June 21, 2021 | 7:00 p.m.
112 Township Drive, Tannersville, PA

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

- Pocono Township will host our annual Community Day on Saturday, August 14 (with an August 15 rain date). We will have a variety of activities, exhibitors and food for the whole family, with fundraising opportunities to support our Fire Company and Library.

Hearings – None

Presentations – None

Resolutions

- Resolution 2021-14 – Motion to adopt Resolution 2021-14 approving the return of sewer tapping fees to the prior owner(s) of real property acquired by the Township of Pocono. **(Action Item)**
- Resolution 2021-15 – Motion to adopt Resolution 2021-15 denying preliminary plan approval of the Preliminary Land Development Plan, Lands of Sheldon Kopelson – Lot 3. **(Action Item)**

Consent Agenda

- Motion to approve a consent agenda including the following items:
 - Old Business comprised of the minutes of the June 7, 2021 regular meeting of the Board of Commissioners.
 - New business comprised of approval of the following financial transactions:
 - Ratification of vouchers payable received through June 17, 2021 in the amount of \$7,950.30.

- Ratification of gross payroll for pay periods ending June 13, 2021 in the amount of \$121,310.72.
- Vouchers payable received through June 17, 2021 in the amount of \$81,607.05.
- Sewer operating fund expenditures through June 17, 2021 in the amount of \$26,161.30.
- Sewer construction fund expenditures through June 17, 2021 in the amount of \$4,141.96.
- Capital reserve fund expenditures through June 17, 2021 in the amount of \$15,803.20.
- Approval of a Fire Tax disbursement of \$1,556.10 to the Pocono Township Volunteer Fire Company. **(Action Items)**

NEW BUSINESS

1. **Personnel** – None

2. **Travel/Training Authorizations** – None

Report of the President

Richard Wielebinski

- Motion to approve the application of Pocono Township Volunteer Fire Company for a fireworks display permit for July 23, 2021, with a rain date set for the next day. **(Action Item)**
- Motion to waive the fee for the YAPM youth football program pavilion reservation for July 12, 2021. **(Action Item)**
- Motion to waive the pavilion rental fee for the Pocono Township Library for their “Painting at Mountainview” family program on July 22, 2021 from 8:00 a.m. to noon. **(Action Item)**
- Motion to reduce the construction escrow for the Trap Enterprises Route 611 Project by \$265,606.90, per the review letter provided by the Township Engineer on June 17, 2021, leaving a balance of \$727,940.67. **(Action Item)**
- Report on visit to TLC Park with Miller Sports to discuss the installation of a basketball court and discussion of COSTARS pricing to meet municipal bidding requirements. **(Possible Action Item)**

Commissioner Comments

Jerrod Belvin – Vice President

- Emergency Management Update
- FEMA Flood Mitigation grant application
- Monroe County Hazard Mitigation Plan Update
- Discussion and possible action regarding sending notices to additional amusement producers in the Township, requiring that they register for and remit the Township’s 3% amusement tax. **(Possible Action Item)**

Ellen Gndt – Commissioner

Jerry Lastowski – Commissioner

- Response received from UGI to joint letter submitted on behalf of Pocono Township, Paradise Township and Pocono Mountain School District.
- Update regarding asphalt condition of SR 314 following UGI work

Keith Meeker – Commissioner

Reports

Zoning

Emergency Services

- Police
- EMS
- Fire

Public Works Report

- Current Public Works projects report
- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant

Administration – Manager’s Report

- General Township Updates
 - Penn Strategies will complete application for American Recovery Act funds on behalf of Pocono Township.
 - Completing registration of Township Manager as Entity Administrator for the Township’s account with the federal System for Award Management (SAM).
 - Cloudpermit e-permitting system adoption process has begun.
 - Tom McKeown has begun appraisal of Township-owned Bartonsville Avenue property.
 - Spa Castle provided reimbursement for all expenses associated with the Birchwood Fire, including the \$3,000 bill for Possinger & Sons.
 - Investigation ongoing regarding public access to Old Learn Farm property on Learn Road.
- Regional HSPS Comprehensive Plan – Next meeting on Wednesday, June 30 at 6:00 p.m.

Township Engineer Report

- St. Paul’s Lutheran Drainage Basin
- Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue
- Fish Hill easement plan
- Preliminary plan to address drainage issues at Sunlite Lane & Tara Hill Drive

Township Solicitor Report

- Liquor license transfer hearing for Orion Markets advertised for July 6, 2021
- HJP Park Agreement between Pocono and Jackson Townships
- Update – Sales agreement for 114 Alger Avenue
- Discussion regarding I-80 parcel easement request – Jonathan Weber
- Update – Kelly Family Trust
- Zoning Hearing Board Update
 - Appeal of Ryan Possinger
 - Butz Lane STR

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

RESOLUTION 2021-14

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF
POCONO, MONROE COUNTY, PENNSYLVANIA APPROVING THE RETURN OF
SEWER TAPPING FEES TO THE PRIOR OWNER(S) OF REAL PROPERTY
ACQUIRED BY THE TOWNSHIP OF POCONO**

WHEREAS, Township of Pocono ("Township") is a First-Class Township of the Commonwealth of Pennsylvania (the "Commonwealth") and is duly organized and existing under the laws of the Commonwealth; and

WHEREAS, pursuant to applicable law of the Commonwealth, the First-Class Township Code, authorizes the governing body ("Board of Commissioners") to acquire real property; and

WHEREAS, Township implemented their sewer system in 2014 and whereby established tapping (connection) fees based on equivalent-dwelling units (EDUs); and

WHEREAS, Township desires to return the paid tapping fee to the prior owner(s) of real property acquired by Township;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners as follows:

1. In the event Township acquires real property required to connect to the Township sewer system within ten (10) years since the tapping (connection) fee(s) were paid, Township will refund the tapping (connection) fee(s) to the prior owner(s) from which the real property was acquired from within thirty (30) days of the acquisition.

2. Effective Date. This Resolution shall become effective immediately.

3. Severability. In the event any provisions, section, sentence, clause or part of this Resolution shall be held to be invalid, such invalidity shall not affect or impair any remaining provision, section, sentence, clause or part of this Resolution, it being the intent of the Board of Commissioners that such remainder shall be and shall remain in force and effect.

4. Repealer. All resolutions or parts of resolutions inconsistent herewith are expressly repealed to the extent of such inconsistencies.

DULY ADOPTED, by the Board of Commissioners of Township of Pocono, this __ day of June, 2021.

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Print Name: Taylor Munoz
Title: Township Manager

By: _____
Print Name: Richard Wielebinski
Title: President

**TOWNSHIP OF POCONO, MONROE COUNTY,
PENNSYLVANIA**

RESOLUTION 2021-15

**A RESOLUTION DENYING PRELIMINARY PLAN APPROVAL OF
THE PRELIMINARY LAND DEVELOPMENT PLAN, LANDS OF SHELDON
KOPELSON – LOT 3**

WHEREAS, the applicant, Sheldon Kopelson, submitted a preliminary land development plan application titled “Preliminary Land Development Plan, Lands of Sheldon Kopelson – Lot 3” (the “Plan”). The Plan proposes the development of a 4,165 square foot, 118 seat restaurant on a proposed 3.07 acre property located at the corner of Route 611 and Route 715. The property is located in the C - Commercial Zoning District; and

WHEREAS, the Township Engineer has reviewed the Plan and offered comments in his letters dated September 21, 2013 and April 23, 2015; and

WHEREAS, the Pocono Township Planning Commission recommended the denial of the Plan at a meeting held on May 24, 2021 based on the applicant’s failure to meet the requirements of the Pocono Township governing ordinances identified in the Township Engineer’s September 21, 2013 and April 23, 2015 review letters; and

WHEREAS, the Pocono Township Board of Commissioners desires to take final action on this Plan.

NOW THEREFORE BE IT HEREBY RESOLVED by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania the “Preliminary Land Development Plan, Lands of Sheldon Kopelson – Lot 3” as shown on the preliminary land development plan prepared by Gilmore & Associates, Inc., dated August 26, 2011, revised October 13, 20, be hereby denied because the applicant failed to meet the requirements of the Pocono Township governing ordinances identified in the Township Engineer’s September 21, 2013 and April 23, 2015 review letters.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the _____ day of _____, 2021.

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Print Name: Taylor Munoz
Title: Township Manager

By: _____
Print Name: Richard Wielebinski
Title: President

**Pocono Township Board of Commissioners
Regular Meeting Minutes
June 7, 2021 7:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on June 7, 2021, and was opened by President Rich Wielebinski at 7:05 p.m. followed by the Pledge of Allegiance.

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

In Attendance: Leo DeVito, Township Solicitor, Broughal & DeVito; Jon Tresslar, Township Engineer, Boucher & James, Inc.; Taylor Muñoz, Township Manager; and Krisann MacDougall, Administrative Assistant.

Public Comment – No public comment.

Announcements

- An Executive Session regarding personnel issues was held prior to the meeting.
- Pocono Township will host our annual Community Day on Saturday, August 14 (with an August 15 rain date). We will have a variety of activities, exhibitors, and food for the whole family, with fundraising opportunities to support our Fire Company and Library.

Hearings – No hearings.

Presentations

- Nate Kurash, Cloudpermit – Presentation regarding e-permitting software available through Cloudpermit. R. Wielebinski asked if the information is backed up remotely and if data is secure. N. Kurash stated it is backed up redundantly in three data centers. J. Belvin asked about Permit Manager integration. J. Lastowski asked questions about yearly pricing. E. Gndt asked about transferring information from Cloudpermit into Permit Manager.
- BCRA Semiannual Update, Dave Horton, Authority Manager – D. Horton provided an update regarding current and prospective projects, plans and initiatives undertaken by the Brodhead Creek Regional Authority. Tom Wise, the Township's appointee to the BCRA Board, was also present. Provided report of water and wastewater projects. Discussed update on Tannersville Tank & Pump Station and the PJJWA acquisition. Expressed BCRA's support for Township's sewer service area expansion. In response to questions, D. Horton confirmed that the Township's mandatory connection ordinance requires hook-in for properties within 200 feet. Expansion of service area would amount to about 100,000 additional gallons per day. Also discussed construction of a future auxiliary line, which would provide redundancy. E. Gndt asked for clarification regarding water rates paid by the Township versus rates paid for sewer.
- PJJWA Update, Marie Guidry, Pocono Township PJJWA Representative – M. Guidry provided an update regarding the status of and projects undertaken by the Pocono Jackson Joint Water Authority (PJJWA). Discussed reorganization that occurred following a contentious meeting in April where the solicitor and chairman resigned. Issues have been resolved currently, including leaks at the Days Inn. Working toward an amicable transfer of PJJWA to the BCRA.

Resolutions

- Resolution 2021-11 – PennDOT Multimodal Transportation Fund Grant Application

R. Wielebinski made a motion, seconded by J. Lastowski, to approve the submission of a PennDOT Multimodal Transportation Fund grant application for an amount not to exceed \$500,000 for completion of the S.R. 611/Rimrock Drive intersection project. All in favor. Motion carried.

- Resolution 2021-12 – DCED Multimodal Transportation Fund Grant Application

R. Wielebinski made a motion, seconded by K. Meeker, to approve the submission of a DCED Multimodal Transportation Fund grant application for an amount not to exceed \$500,000 for completion of the S.R. 611/Rimrock Drive intersection project. All in favor. Motion carried.

- Resolution 2021-13 – DCED Greenways, Trails and Recreation Program (GTRP) Grant Application

R. Wielebinski made a motion, seconded by J. Belvin, to approve the submission of a DCED Greenways, Trails and Recreation Program (GTRP) grant application to the Commonwealth Financing Authority for an amount not to exceed \$250,000 for the TLC Park Rehabilitation Project. All in favor. Motion carried.

Consent Agenda

- Motion to approve a consent agenda including the following items:
 - Old Business comprised of the minutes of the May 17, 2021 regular meeting of the Board of Commissioners.
 - New business comprised of approval of the following financial transactions:
 - Ratification of vouchers payable received through June 3, 2021 in the amount of \$271,226.18.
 - Ratification of gross payroll for pay periods ending May 16 and May 30, 2021 in the amount of \$221,868.46.
 - Vouchers payable received through June 3, 2021 in the amount of \$88,222.52.
 - Sewer operating fund expenditures through June 3, 2021 in the amount of \$136,722.40.
 - Sewer construction fund expenditures through June 3, 2021 in the amount of \$2,749.10.
 - Capital reserve fund expenditures through June 3, 2021 in the amount of \$19,252.30.
 - Approval of a Fire Tax disbursement of \$24,893.23 to the Pocono Township Volunteer Fire Company.

R. Wielebinski made a motion, seconded by K. Meeker, to approve the consent agenda. J. Lastowski asked about County Waste fulfilling contractual terms. E. Gndt asked how to record her vote on items discussed at a meeting where she was not in attendance. Roll call vote: J. Belvin, yes; E. Gndt, abstained from approval of the minutes, voted yes on the bills; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

NEW BUSINESS

1. Personnel

R. Wielebinski made a motion, seconded by J. Belvin, to make conditional offers of employment to two applicants, Mr. Thomas Mosier and Ms. Lyssa Patella, for open Patrol Officer positions within the Pocono Township Police Department. J. Lastowski asked question regarding the Department's complement of officers. All in favor. Motion carried.

2. Travel/Training Authorizations – No travel/training authorizations.

Report of the President

R. Wielebinski made a motion, seconded by J. Belvin, to appoint Sargent Shawn Goucher as Acting Police Chief, pending Chief Werkheiser's leave of absence. No public comment. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to approve a five-year contract with Cloudpermit for the provision of e-permitting services to Pocono Township, subject to the solicitor's review, and to authorize the Township Manager to execute all contract documents. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to waive the pavilion reservation fee for the Monroe County Garden Club (a registered non-profit) Annual Picnic on August 11, 2021. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to refund the \$70.00 event permit fee for the American Legion Post 903 and their Memorial Day Ceremony that was conducted on May 31, 2021. All in favor. Motion carried.

Commissioner Comments

Jerrold Belvin – Vice President – No comment.

Ellen Gndt – Commissioner – No comment.

Jerry Lastowski – Commissioner

- Inquired as to whether UGI responded to the joint letter regarding gas line concerns in Swiftwater. No response has been received to date.
- State Route 314 was closed for road repair. Patchwork was completed by UGI, but the road condition remains rough. Asked for confirmation as to whether UGI has complied with PennDOT permit requirements and whether the road needs additional work. T. Muñoz will report back to the Board.

Keith Meeker – Commissioner – No comment.

Reports

Zoning – May 2021 report was provided.

Emergency Services – May 2021 reports were provided.

Public Works Report

- Current Public Works projects report – Completing base repairs on roads. Installation of a French Drain was completed on Wild Cherry Lane to address drainage issues. Roadmaster joined H&K to drive the Township roads scheduled for paving. Residents will be notified prior to the start of paving.
- Update – Park Lane Culvert Replacement – Dirt and Gravel Grant – Waiting for DEP permit.

Administration – Manager's Report

- General Township Updates
 - DCNR park visits postponed to summer timeline – Working on new date.
 - Information was submitted to Tom McKeown to request an appraisal of a portion of the Pump Station 5 parcel on Bartonsville Avenue. T. McKeown will do the commercial property appraisal at a cost of \$700.

- Investigation is ongoing regarding public access to the Old Learn Farm property on Learn Road. Received a response from PPL. L. DeVito will be consulted regarding legality of crossing PPL's utility easement.
- Transition of Police and Public Works to FirstNet through ATT is complete, and complementary protective covers for the wireless units were provided to the Township.
- The TLC Park Master Plan has been updated and basketball court bid specs are being developed.
- Discussion regarding implementation of a ban on bus groups in Mountain View Park – T. Muñoz discussed large tour bus groups visiting MVP and causing trash issues.

J. Lastowski made a motion, seconded by R. Wielebinski, to prohibit bus traffic inside MVP, TLC Park, and any other Pocono Township Park, unless an exception is granted by the Board of Commissioners, subject to the Township ensuring there are no negative implications for open space monies received if buss traffic is restricted. E. Bridle, Township resident, suggested installing physical barriers to prevent busses from entering parks. No further comment. All in favor. Motion carried.

- Regional HSPS Comprehensive Plan – Next meeting on Wednesday, June 30 at 6:00 p.m.
- Discussion regarding the Wine Press Inn owner's interest in the purchase of the adjoining Township parcel on Bartonsville Avenue – Pending appraisal.

Township Engineer Report

- St. Paul's Lutheran Drainage Basin – Papillon & Moyer Excavating will undertake improvements. Meeting with R. Sargent tomorrow to look at drainage issues and will check if Papillon & Moyer has made any progress.
- Archer Lane Drainage Issues – Issue has been resolved and discussion regarding potential debris on the roadway will be discussed with R. Sargent.
- Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue – Finalizing changes to revised plan submission for PennDOT.
- Discussion regarding Sunlite Lane and Tara Hill Drive – Will present preliminary design for a fix to address drainage issues.
- An easement plan should be complete for Fish Hill Road by end of this week and will submit to L. DeVito's office to start paperwork to finalize the easement.

Township Solicitor Report

- Update – Kelly Family Trust – Scheduled for trial in August.
- Zoning Hearing Board Update
 - Appeal of Ryan Possinger - Briefs and submissions due June 21, 2021. The ZHB will make decision on billboard issue the following week.
 - Butz Lane STR – Successful in upholding the enforcement notice. Waiting for ZHB opinion.
- A request from Senator Boscola's office was submitted on behalf of Orion Markets (Acorn Gas Station), located at the corner of SR 314 and SR 611, for an inter-municipal liquor license transfer. This requires a public hearing and the Board's permission to advertise for a July 6, 2021 hearing.

R. Wielebinski made a motion, seconded by J. Lastowski, to advertise for a liquor license transfer to Orion markets (Acorn Gas Station). No comment. All in favor. Motion carried.

- Discussion regarding I-80 parcel easement request – Jonathan Weber. Township professionals believe that provision of access is not required and that the chain of title is clear. Indicated that prior experience with similar situations like this resulted in the courts requiring a municipality to provide access. Requested that the Board adjourn into executive session, with the Board to return following to act on the issue.

Public Comment – None.

Executive Session – The Board adjourned into executive session at 8:38 P.M. to discuss the request for easement access across Township-owned property adjacent to I-80. Board returned from executive session at 8:50 P.M.

J. Belvin made a motion, seconded by R. Wielebinski, to advertise the Township owned parcel along I-80 for public bid. All in favor. Motion carried.

Adjournment

R. Wielebinski made a motion, seconded by K. Meeker, to adjourn the meeting at 8:54 P.M. All in favor. Motion carried.

DRAFT

POCONO TOWNSHIP

Monday, June 21, 2021

SUMMARY

Ratify

General Fund	\$	2,822.72
Payroll	\$	121,310.36
Sewer Operating	\$	127.58
Sewer Construction	\$	-
Capital Reserve	\$	5,000.00

Bill List

TOTAL General Fund	\$	81,607.05
TOTAL Sewer <u>OPERATING</u> Fund	\$	26,161.30
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	4,141.96
TOTAL Capital Reserve Fund	\$	15,803.20
Liquid Fuels	\$	-

Fire Tax Disbursement	\$	1,556.10
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<u>Budget Adjustments</u>	\$	-
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<u>Budget Appropriations</u>	\$	-
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Interfund Transfer

From:		
Fees in Lieu	\$	6,125.50
To:		
Capital Reserve Park Comprehensive	\$	6,125.50

Notes:

Interfund transfer created to use Fees in Lieu to cover the purchase of benches for

RATIFY

\$	124,133.08	
\$	127.58	Authorized by:
\$	-	
\$	5,000.00	
\$		Transferred by:
\$	129,260.66	

POCONO TOWNSHIP CHECK LISTING

Monday, June 21, 2021

General Fund

Date	Check	Vendor	Memo	Amount
6/17/2021	61013	Nationwide - 457	JUNE CONTRIBUTION	\$ 7,497.58
6/17/2021	61014	Access Office Technologies	June 2021 Telephone Support	\$ 98.00
6/17/2021	61015	ADP, LLC	4/30, 5/16 & 5/30/2021 Payroll Services	\$ 590.73
6/17/2021	61016	Advanced Collision	POLICE VEHICLE MAINTENANCE	\$ 3,581.07
6/17/2021	61017	Boucher & James, Inc.	ENGINEERING SERVICES	\$ 7,844.10
6/17/2021	61018	Broughal & DeVito, L.L.P.	LEGAL SERVICES	\$ 5,101.21
6/17/2021	61019	Cardmember Service	SUBSCRIPTIONS AND SUPPLIES	\$ 882.69
6/17/2021	61020	Cardmember Service	OPERAITON SUPPLIES POLICE	\$ 400.06
6/17/2021	61021	Cefali and Associates PC	April 2021 Treasury Services	\$ 253.75
6/17/2021	61022	Cramer's Home Building Center	PW EQUIPMENT PARTS	\$ 275.33
6/17/2021	61023	Cramer, Thomas	Pavilion #2 7/11/21 Refund	\$ 100.00
6/17/2021	61024	DES	May 2021 TWP Recycling	\$ 24.00
6/17/2021	61025	Donna Kenderdine Reporting	PROFESSIONAL SERVICES	\$ 214.30
6/17/2021	61026	Eureka Stone Quarry, Inc.	ROAD MATERIALS	\$ 9,591.34
6/17/2021	61027	Francis Smith & Sons Inc	PW SUPPLIES	\$ 325.50
6/17/2021	61028	Gotta Go Potties, Inc	MVP & TLC 5/4 - 6/1/21 Rentals	\$ 300.00
6/17/2021	61029	H. M. Beers, Inc.	May 2021 SEO Services	\$ 1,275.00
6/17/2021	61030	Hanson Aggregates Pennsylvania LLC	ROAD MATERIALS	\$ 1,040.16
6/17/2021	61031	Hulsizer, Kathy	Pavilion #4 6/20/21 Refund	\$ 200.00
6/17/2021	61032	Intercounty Investigations & Solutions	Police Pre-Employment Background Investigation Christopher J. Chiusano	\$ 3,800.00
6/17/2021	61033	Jack Williams Tire Company, Inc.	POLICE VEHICLE MAINTENANCE	\$ 606.32
6/17/2021	61034	JDM Consultants, LLC	June 2021 Grant Consulting & Advocacy	\$ 2,000.00
6/17/2021	61035	Koch 33 Auto	POLICE VEHICLE MAINTENANCE	\$ 527.57
6/17/2021	61036	Kyocera Document Solutions America, Inc.	COPIERS LEASE	\$ 366.56
6/17/2021	61037	Medico Construction Equipment Inc.	PW Equip Maint Hydraulic	\$ 1,440.00
6/17/2021	61038	MetLife - Non Uni. Pen. Plan	NON POLICE PENSION	\$ 6,810.26
6/17/2021	61039	Mountain Road Feed Store	PW SUPPLIES	\$ 164.00
6/17/2021	61040	MRM Worker's Compensation Pooled Trust	WORKERS COMPENSATION	\$ 11,382.30

6/17/2021	61041	Nauman Companies	HVAC Service	\$	266.50
6/17/2021	61042	PPL Electric Utilities	ELECTRIC SERVICE	\$	38.81
6/17/2021	61043	PPL Electric Utilities	55703-36001 Alger Ave Area Light	\$	13.31
6/17/2021	61044	PPL Electric Utilities	ELECTRIC SERVICE	\$	51.08
6/17/2021	61045	PPL Electric Utilities	ELECTRIC SERVICE	\$	1,312.68
6/17/2021	61046	Shinetime Auto Wash & Lube	CAR WASHES	\$	106.00
6/17/2021	61047	State Workers Insurance Fund	FIRE DEP. WORKERS COMPENSATION PREM.	\$	1,693.00
6/17/2021	61048	Stroudsburg Electric Motor Service	PW EQUIPMENT PARTS	\$	260.98
6/17/2021	61049	Suburban Propane	Vehicle Fuel	\$	3,887.82
6/17/2021	61050	Suburban Testing Labs	SDWA Monthly	\$	100.00
6/17/2021	61051	Tulpehocken Mountain Spring Water Inc	TWP Drinking Water	\$	58.69
6/17/2021	61052	UNIFIRST Corporation	UNIFORMS AND CARPETS CLEANING	\$	177.46
6/17/2021	61053	US BANK - Lockbox CM9722	Police EE Contribution	\$	6,349.83
6/17/2021	61054	Wilson Products Compressed Gas Co.	PW SUPPLIES	\$	15.50
6/17/2021	61055	INTEGRA	MONITORS	\$	583.56
TOTAL General Fund				\$	81,607.05

Sewer Operating Fund

Date	Check	Vendor	Memo	Amount
6/17/2021	1918	Aspen Pest Control	Pest Service Pump Station	\$ 80.00
6/17/2021	1919	BLUE RIDGE COMMUNICATIONS	Pump Station #5 Phone Service	\$ 63.79
6/17/2021	1920	Boucher & James, Inc.	Engineering services	\$ 16,248.57
6/17/2021	1921	BROUGHAL & DEVITO, L.L.P.	Sewer legal services	\$ 325.50
6/17/2021	1922	EEMA O&M Services Group, Inc.	June 2021 O&M	\$ 5,971.45
6/17/2021	1923	PA One Call System, Inc	Mapping Services	\$ 27.95
6/17/2021	1924	PPL Electric Utilities	Electric service	\$ 1,684.36
6/17/2021	1925	Utility Locator LLC	June 2021 Base Fee/May 2021 ER Tickets	\$ 1,725.00
6/17/2021	1926	Verizon	Sewer SCADA System	\$ 34.68
TOTAL Sewer Operating				\$ 26,161.30

Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
6/17/2021	677	BOUCHER & JAMES	ENGINEERING SERVICES SEWER CAPITAL PROJECTS	\$ 4,141.96
TOTAL Sewer Construction Fund				\$ 4,141.96

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
6/17/2021	1217	KIRBYBUILT SALES	TLC PARK BENCHES	\$ 6,125.50
6/17/2021	1218	MOTOROAL SOLUTIONS	RADIOS NEW POLICE VEHICLES	\$ 9,677.70
TOTAL Capital Reserve Fund				\$ 15,803.20

Fire Tax Disbursement

Date	Check	Payee	Memo	Amount
6/17/2021	1006	POCONO TOWNSHIP VOL. FIRE CO	JUNE DISTRIBUTION	\$ 1,556.10
TOTAL Fire Tax				\$ 1,556.10

ESSA

General Fund	\$	81,607.05	Authorized by: _____
Sewer Operating	\$	26,161.30	
Sewer Construction Fund	\$	4,141.96	
Capital Reserve	\$	15,803.20	
Fire Tax Disbursement	\$	1,556.10	
Liquid Fuels	\$	-	Transferred by: _____
TOTAL ESSA TRANSFER	\$	129,269.61	

POCONO TOWNSHIP
MONROE COUNTY, PENNSYLVANIA

APPLICATION FOR FIREWORKS DISPLAY PERMIT

(Application must be made at least 30 days in advance of the date of the display)

Applicant Name Pocono Twp Vol Fire Company Permit # _____

Applicant Address: 114 Municipal Lane Tax Parcel # _____

Tannersville, Pa 18372 PIN # _____

Applicant Telephone # 570-629-0930 570-656-2649 cell

Property Owner Name and Telephone # Pocono Twp Vol Fire Company 570-629-0930

Location of Display St. Paul

Type of Display Fireworks

Date of Display 7-23-2021 Time Display Begins: Dusk Ends: 1/2 hour
7-24-2021 - RAIN DATE

Operator Name and Address _____

_____ Telephone # _____

Applicant Signature [Signature] Date: 6-11-2021

Property Owner Signature [Signature] Date: 6-11-2021

Applicant must provide the following with this application:

- _____ Application Fee (Fee is non-refundable)
- _____ Bond in the amount of \$1,000,000.00
- _____ Liability Insurance in the amount of not less than \$1,000,000.00, naming the Township as an additional insured
- _____ Map showing fireworks site diagram
- _____ Valid certificate of registration with the Pennsylvania Attorney General's Office
- _____ Valid Bureau of Alcohol, Tobacco and Firearms License

Office Use Only

Fee \$ _____ Date Paid _____ Expiration Date _____

Date of Approval _____ Approved by _____

Date of Denial _____ Denied by _____

POCONO TOWNSHIP PARKS & RECREATION

Pavilion Rental Request

Mailing Address: 112 Township Dr., Tannersville, PA 18372 • 104 Mountain View Park Lane, Tannersville
Pocono Township: (570)-629-1922 • Park: (570) 629-7324 • poconopa.gov • parksandrec@poconopa.gov

REQUEST TO UTILIZE:

- ☐ Pavilion #1 (max. 150 ppl)
☐ Pavilion #2 (max. 75 ppl)
☒ Pavilion #3 (max. 200 ppl, includes stage)
☐ Pavilion #4 (max. 100 ppl)

For Office Use Only

Facility Assigned: #3
Payment Received: Amount: \$50.00
☒ Cash \$50.00 ☐ Check # Returned 6/17
fill BOC
decision

Math Hempstead

Name (person responsible)

8/23/1982

Date of Birth

YAPM

Event Name on Sign

Person Responsible is required to be on-site during the entire event, please bring Pavilion Approval (Permit) and I.D.

YAPM, Youth Football

Name and Description of group/organization (league, private party, bus/corp., non-profit, etc.)

3273 Birch Hill Dr Tannersville PA 18372 Monroe

Physical Address (Street, City, State, Zip)

Municipality/Township

Mailing Address (if different from above) (PO Box, City, State, Zip)

8/12/2021

Event Date

6-8

Event start & end time

(Park Hours 10am-8pm)

100

Expected guests (#)

Math Hempstead

Contact Name

917 282 7461

Contact Phone

Mathew.hempstead@yapm.com

Contact Email

I AGREE TO ADHERE TO THE RULES AND REGULATIONS AS POSTED ON POCONOPA.GOV AND ON THE BACK OF THIS FORM.

I TAKE FULL RESPONSIBILITY FOR THE ACTIONS OF THE ABOVE GROUP/ ORGANIZATION - INITIAL: _____

[Signature]

Signature

Vice President

Position with org/group

Today's Date

Applications will be accepted after January 1st of the rental year

Pocono Township Resident Fees:

Private Party or Non-Profit (In Twsp)

- ☒ Mon, Tues, Wed, Thurs -\$50/day (any pavilion)
☐ Fri, Sat, Sun - \$100/day (any pavilion)

Non-Resident Fees:

Private Party, Corporations, Business, Non-Profit

Monday - Sunday

- ☐ Pavilion 2/4 - \$200/day
☐ Pavilion 1/3 - \$300/day

[Signature]
Pocono Township Representative, Official Signature and Title

6/17/2021
Date

6/17/2021

Hi, My name is Matthew Hempstead

I am the vice president of the Youth
~~association~~ football program in East Pocono YAPM.

~~Also~~ I was hoping you could donate (Waive
~~fee~~ Fee) a spot at Mountain View Park.

Any questions please contact me 917 282 7401

Thanks
Matt Hempstead

Reunion for July 12th

Covers
Pocono Mt
School Dist

Request for Pavilion Fee Reimbursement/ Waiver

The Pocono Township Library is requesting a reimbursement for the reservation of Pavilion #2 on July 22, 2021. We will be having a "Painting at Mountainview" family program from 8AM – 12NOON.

Attached please find the receipt for the reservation payment of \$50.00.

Thank you,

Suzanne Campbell

Pocono Township Library

Checkout Complete

Payment successfully processed!

Success! Your Program Registration request(s) have been successfully processed. If you have an email address on file, a confirmation receipt will be sent to that address.

Share now on Facebook!

Share Tell your friends and family what you're up to.

Payment Details

Payment Method	RecDesk Credit Card
Payment ID	1188
Credit Card Number	*****7780
Amount	\$50.00
Processing Fee	\$0.00

Registration Items

1. Pavilion #2 – 75 Guests (Library Program - Painting at Mountainview)	\$50.00
Reservation	

Sub-Total	\$50.00
Sales Tax	\$0.00
Processing Fee	\$0.00
Total	\$50.00



Boucher & James, Inc.
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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
Barlonsville, PA 18321

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

www.bjengineers.com

June 17, 2021

Pocono Township Board of Commissioners
112 Township Drive
Tannersville, PA 18372

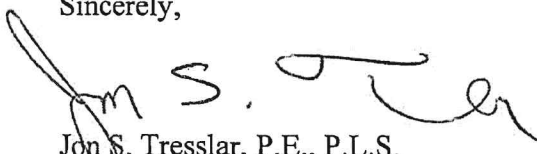
**SUBJECT: TRAP ENTERPRISES ROUTE 0611 PROJECT
CONSTRUCTION ESCROW RELEASE NO. 5
POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA
PROJECT NO. 1330275R**

Dear Commissioners:

Based upon our review of this request and construction inspections to date, we recommend that the Applicant be allowed to reduce its construction escrow by **TWO HUNDRED SIXTY-FIVE THOUSAND SIX HUNDRED SIX DOLLARS AND NINETY CENTS (\$265,606.90)**, which represents the amount of this release (\$769,715.76 work constructed and retainage in the amount of \$76,971.58 less previous payments of \$427,137.29) leaving a balance of \$727,940.67. A line-item tabulation for this release is attached for your files. Please note, authorization of this release should not be construed as Final Approval or Acceptance of the improvements installed to date.

If you have any questions regarding the attached and/or recommendation, please do not hesitate to call.

Sincerely,



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

JST/mep/cg

Enclosure

cc: Taylor Munoz – Township Manager
Leo DeVito, Esquire – Township Solicitor
Lisa Pereira, Broughal & DeVito, LLP
Brian K. Winot, Trapasso & Winot Enterprises, LLC
Trapasso Enterprises, LLC – Property Owner
Chad Lello, P.E. – Pennoni Associates, Inc.
Melissa E. Prugar, P.E., Boucher & James, Inc.

