



POCONO TOWNSHIP COMMISSIONERS
AGENDA

June 7, 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

- Nate Kurash, Cloudpermit – Presentation regarding e-permitting software available through Cloudpermit.
- BCRA Semiannual Update, Dave Horton, Authority Manager – Presentation regarding current and prospective projects, plans and initiatives undertaken by the Brodhead Creek Regional Authority.
- PJJWA Update, Marie Guidry, Pocono Twp PJJWA Representative – Update regarding status of and projects undertaken by the Pocono Jackson Joint Water Authority (PJJWA).

Resolutions

- Resolution 2021-11 – Motion 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. **(Action Item)**

- Resolution 2021-12 – Motion 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. **(Action Item)**
- Resolution 2021-13 – Motion 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. **(Action Item)**

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. **(Action Items)**

NEW BUSINESS

1. Personnel

- Motion to make conditional offers of employment to two applicants for open Patrol Officer positions within the Pocono Township Police Department. **(Action Item)**

2. Travel/Training Authorizations – None

Report of the President

Richard Wielebinski

- Motion 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. **(Action Item)**
- Motion to waive the pavilion reservation fee for the Monroe County Garden Club (a registered non-profit) Annual Picnic on August 11, 2021. **(Action Item)**
- Motion 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. **(Action Item)**

Commissioner Comments

Jerrold Belvin – Vice President

- Emergency Management Update
- FEMA Flood Mitigation grant application
- Monroe County Hazard Mitigation Plan Update

Ellen Gmandt – Commissioner

Jerry Lastowski – Commissioner

Keith Meeker – Commissioner

Reports

Zoning – May 2021 report provided.

Emergency Services

- Police – May 2021 report provided.
- EMS – May 2021 report provided.
- 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
 - DCNR park visits postponed to summer timeline.
 - Information submitted to Tom McKeown to request appraisal of portion of Pump Station 5 parcel on Bartonsville Avenue.
 - Investigation ongoing regarding public access to Old Learn Farm property on Learn Road.
 - All Township Police and Public Works wireless units have been transitioned to FirstNet through AT&T.
 - 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. **(Possible Action Item)**
- 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
- Archer Lane Drainage Issues
- Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue

Township Solicitor Report

- Discussion regarding I-80 parcel easement request – Jonathan Weber **(Possible Action Item)**
- 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 into Executive Session

Pricing Proposal for Pocono Township, PA

Description	List price	Discounted price
*Implementation	\$5,500	\$0
*Training and Support	\$1,500	\$0
*Annual Subscription	\$17,500	\$15,500
First year total	\$24,500	\$15,500

* The discounted Implementation, Training and Support, and Annual Subscription is only valid for contracts signed by 7/30/21 and must have a contract start date in 2021. Your Annual Subscription price is locked in for the life of the contract which is 5 years.

Township of Pocono, Monroe County, Pennsylvania
Resolution 2021-11

**A RESOLUTION AUTHORIZING THE SUBMISSION OF A PENNDOT
MULTIMODAL TRANSPORTATION FUND GRANT APPLICATION**

BE IT HEREBY RESOLVED, that the Board of Commissioners of the Township of Pocono, located in Monroe County, Pennsylvania, approves the submission of a Multimodal Transportation Fund grant in an amount not to exceed \$500,000 from the Pennsylvania Department of Transportation to complete the Pocono Township SR 611/Rimrock Drive Intersection Project.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate the President of the Board of Commissioners to execute all documents and agreements between the Township of Pocono and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

SO RESOLVED, this 7th 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 2021-12

**A RESOLUTION AUTHORIZING THE SUBMISSION OF A MULTIMODAL
TRANSPORTATION FUND GRANT APPLICATION TO THE COMMONWEALTH
FINANCING AUTHORITY**

BE IT HEREBY RESOLVED, that the Board of Commissioners of the Township of Pocono, located in Monroe County, Pennsylvania, approves the submission of a Multimodal Transportation Fund grant in the amount not to exceed \$500,000 from the Commonwealth Financing Authority to complete the Pocono Township SR 611/Rimrock Drive Intersection Project.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate the President of the Board of Commissioners to execute all documents and agreements between the Township of Pocono and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

SO RESOLVED, this 7th 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 2021-13

**A RESOLUTION AUTHORIZING THE SUBMISSION OF A GREENWAYS, TRAILS
AND RECREATION PROGRAM (GTRP) GRANT APPLICATION TO THE
COMMONWEALTH FINANCING AUTHORITY**

BE IT HEREBY RESOLVED, that the Board of Commissioners of the Township of Pocono, located in Monroe County, Pennsylvania, approves the submission of a Greenways, Trails, and Recreation Program (GTRP) grant not to exceed \$250,000 to the Commonwealth Financing Authority to be used for the TLC Park Rehabilitation Project.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate the President of the Board of Commissioners to execute all documents and agreements between the Township of Pocono and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

SO RESOLVED, this 7th 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

**Pocono Township Board of Commissioners
Regular Meeting Minutes
May 17, 2021 7:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held in-person on May 17, 2021 and was opened by President Rich Wielebinski at 7:00 p.m. followed by the Pledge of Allegiance.

Roll Call: Jerrod Belvin, present; E. Gnadtt, absent; 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; Bob Sargent, Roadmaster; Frank Cefali, Township Treasurer; Paola Razzaq, Finance Administrator; and Krisann Wean, Administrative Assistant.

Public Comment – No public comment.

Announcements

- Mark your calendars for Pocono Township's 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.

J. Lastowski made a motion, seconded by R. Wielebinski, to rescind Pocono Township's policy to require masks at all public meetings. No comment. All in favor. Motion carried.

J. Lastowski made a motion, seconded by R. Wielebinski, for Pocono Township to follow CDC guidelines allowing fully vaccinated individuals to not wear a mask, with mask requirements remaining in place for unvaccinated individuals. No comment. All in favor. Motion carried.

Hearings – No hearings.

Presentations

- Q1 2021 Treasurer's Report – Frank Cefali, CPA & Township Treasurer. F. Cefali provided an overview of the Township's financial health for first quarter of 2021. Revenue for the first quarter was low, prior to real estate tax collections beginning in earnest. The Township's financial health is stable for this point year-to-date. Township budget is at 26% of total projected expenditures, which is right on track for the quarter. Provided overview of status on each fund in the budget.
- R. Wielebinski inquired about the Amusement Tax from various amusement producers in the Township.

Resolutions

- R. Wielebinski made a motion, seconded by J. Belvin, to pass Resolution 2021-10, approving the expenditure of \$155,963.85 for three (3) 2021 Ford Explorer Interceptors and authorize the execution of a certain lease purchase agreement with Bank Capital Services LLC, D/B/A F.N.B. Equipment Finance. All in favor. Motion carried.

Consent Agenda

- Motion to approve a consent agenda that includes the following items:
 - Old Business comprised of the minutes of the May 3, 2021 regular meeting of the Board of Commissioners.
 - New business comprised of approval of the following financial transactions:

- Ratification of vouchers payable received through May 13, 2021 in the amount of \$1,131,801.52.
- Ratification of gross payroll for pay period ending May 2, 2021 in the amount of \$130,086.83.
- Vouchers payable received through May 13, 2021 in the amount of \$175,193.02.
- Sewer operating fund expenditures through May 13, 2021 in the amount of \$117,778.20.
- Capital reserve fund expenditures through May 13, 2021 in the amount of \$61,145.94.
- Approval of a Fire Tax disbursement of \$96,877.17 to the Pocono Township Volunteer Fire Company.

R. Wielebinski made a motion, seconded by K. Meeker, to approve the consent agenda. J. Lastowski asked that the motion be amended to withhold the check for County Waste until the Spring Cleanup contractual terms are fulfilled. All in favor. Motion carried as amended.

NEW BUSINESS

1. **Personnel** – No new business.

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

Report of the President

Richard Wielebinski

R. Wielebinski made a motion, seconded by J. Lastowski, to make conditional offers of employment to Christopher Chiusano, Liam Rebetje, and Kundan Dave for open Patrol Officer positions with the Pocono Township Police Department. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to authorize the reduction of the construction escrow for the Trap Enterprises Route 611 Project by \$170,022.86 based on the recommendation letter of Jon Tresslar, Township Engineer, dated May 13, 2021. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to approve a lot line adjustment for Trap Enterprises, LLC for properties located on the western side of State Route 611 at its intersection with the existing private driveway of the former Brookdale Resort consisting of the following: 1) Subdivision of existing Lot 4 (Tax ID 12-6364-00-64-8660), a 84.90 acre parcel, into two parcels of 0.81 acres and 84.09 acres respectively; and 2) Consolidating the new 0.81-acre parcel with existing Lot 6 (Tax ID 12-6364-04-73-3287), a 0.66-acre property, for a new proposed Lot A of 1.47 acres. J. Tresslar provided clarification on the consolidation. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to authorize the disposition of the following records pursuant to the Commonwealth's Records Retention and Disposition Schedule: Bank Statements prior to 1/2015, Deposit Slips prior to 1/2015, Invoices prior to 1/2015, Payroll Records prior to 1/2015, and Escrow Account information prior to 1/2015. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to approve the opening of a money market account with First Keystone Community Bank, per the refinancing of the Township public sewer debts, and authorize Commissioners Richard Wielebinski, Jerrod Belvin, Ellen Gndt, Jerry Lastowski, and Keith Meeker; Township Treasurer Frank Cefali; and Township Manager/Secretary Taylor Muñoz as signatories for the account. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to grant conditional approval for Convertito Lot Combination consolidating two parcels, existing lots 0.85 acres and 0.39 acres respectively, located along Stony Creek Lane in Pocono Township to form a one-lot of 1.24 acres conditioned on ability to meet the conditions of the engineer's review letter. J. Tresslar discussed two existing lots on a private drive with same ownership. Chris Ortolan asked for clarification of sizes of nonconforming lots. All in favor. Motion carried.

Commissioner Comments

Jerrold Belvin – Vice President

J. Belvin made a motion, seconded by R. Wielebinski, to have the Township Engineer prepare and advertise bid specifications for a basketball court with a recessed surface at TLC Park. All in favor. Motion carried.

J. Belvin made a motion, seconded by K. Meeker, to purchase a matching fountain for the lower pond at TLC Park and light insets for both pond fountains. All in favor. Motion carried.

J. Belvin made a motion, seconded by R. Wielebinski, to purchase WAVE C91T streetlights for TLC Park following the engineering specs created by Boucher & James. J. Tresslar suggested the Township get the specs from the lighting company. J. Belvin amended the motion contingent on final specs from the engineer. R. Wielebinski approved the amendment. L. DeVito stated Township should verify it is either COSTARS or comes in under bid threshold. All in favor. Motion carried.

- FEMA Flood Mitigation grant application – No update.
- Monroe County Hazard Mitigation Plan Update – Next meeting is in June.
- J. Belvin discussed FirstNet phones for providing priority coverage for first responders. Township testing showed better coverage, better upgrade terms and MiFi units would be used in each car instead of routers.

J. Belvin made a motion, seconded by K. Meeker, to terminate service with Verizon and go with FirstNet for all Police and Public Works wireless units. All in favor. Motion carried.

Jerry Lastowski – Commissioner

- J. Lastowski complimented T. Muñoz on joint letter written to UGI outlining gas line infrastructure concerns. Asked for follow-up regarding fencing around the TLC Park ponds.

Keith Meeker – Commissioner – No comment.

Reports

Zoning – No report.

Public Works Report

- Current Public Works projects report – Mill and fill and base repair projects are scheduled.
- Update – Park Lane Culvert Replacement – Waiting for DEP permit. Provided letter to MCCD asking for Dirt and Gravel Grant extension.

J. Belvin asked about the status of the grading permit for TLC Park.

Administration – Manager's Report

- Conducted walkthrough of Old Learn Farm with Pocono Heritage Land Trust on 5/13 and a park visit is planned with DCNR on 5/21. R. Wielebinski, J. Belvin, and T. Muñoz did a walkthrough of the Old Learn Farm property on 5/13 and observed existing trails due to ATV activity. Speaking with PPL regarding possible access across their easement, connecting the neighboring two-acre parcel. Will also contact the church who owns the two-acre parcel to confirm their interest in selling the property and for an appraisal process to begin.

J. Lastowski made a motion, seconded by R. Wielebinski, to send Tom McKeown a token of appreciation and have a tree planted in his father's honor. All in favor. Motion carried.

- Research ongoing regarding electronic payments for and submissions of Township permits – Research is ongoing regarding different companies. Speaking with other Townships to evaluate what is best for the Township moving forward.
- Discussion regarding the Wine Press Inn owner's interest in the purchase of the adjoining Township parcel on Bartonville Avenue – Ongoing and J. Tresslar will put together a sketch showing sub-division line.
- Continued efforts to “freshen up” the Township. New banners are up along Route 611 and dark mulch was spread in flower beds for admin building. Meeting with local contractor meeting at Mountain View Park this week to discuss addressing drainage issues.
- Paving bidder was quick to respond with signed bid documents and plans to undertake paving early this season.

R. Wielebinski indicated the property at the corner of Learn Road and Cherry Lane Road has been up for sale for a long time and may be a consideration for access to the Old Learn Farm property.

Township Engineer Report

- St. Paul's Lutheran Drainage Basin - Confirmed that Papillon and Moyer will do the work for the basin.
- Archer Lane Drainage Issues – No update.
- Righthand turn lanes from Route 611 onto Rimrock Road and Bartonville Avenue – Completing a resubmission to PennDOT.

Township Solicitor Report

- Discussion regarding I-80 parcel easement request – Jonathan Weber - Would like an executive session to discuss disposition of Township real estate, and recent correspondence from Mr. Weber's attorney. L. DeVito would like Board's permission to have J. Tresslar remain behind to discuss that portion in executive session.
- Update – Kelly Family Trust – R. Wielebinski indicated he thinks vehicles are disappearing.
- Zoning Hearing Board Update
 - Appeal of Ryan Possinger – Briefs are due to ZHB by third week of June. ZHB will meet at end of June to deliberate and issue a decision.
 - Butz Lane STR – Submissions to ZHB due at end of week.

Johnson case is scheduled for oral argument in June before County Court.

Public Comment – No public comment.

Adjournment

R. Wielebinski made a motion, seconded by J. Lastowski, to adjourn the meeting at 8:07 p.m. into executive session for discussion of a requested easement access across Township property and not return. All in favor. Motion carried.

POCONO TOWNSHIP

Monday, June 7, 2021

SUMMARY

Ratify

General Fund	\$	233,633.66
Sewer Operating	\$	840.37
Sewer Construction	\$	-
Capital Reserve	\$	36,752.15

Bill List

TOTAL General Fund	\$	88,222.52
TOTAL Sewer <u>OPERATING</u> Fund	\$	136,722.40
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	2,749.10
TOTAL Capital Reserve Fund	\$	19,252.30
Liquid Fuels	\$	-

Fire Tax Disbursement	\$	24,893.23
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<u>Budget Adjustments</u>	\$	-
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<u>Budget Appropriations</u>	\$	-
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Interfund TransferNotes:

POCONO TOWNSHIP CHECK LISTING

Monday, June 7, 2021

General Fund	Date	Check	Vendor	Memo	Amount
	6/3/2021	60947	Anglemyer, Austin	Uniform allowance	\$ 247.94
	6/3/2021	60948	ARGS Technology, LLC	May 2021 TWP & POLICE IT Services	\$ 5,473.50
	6/3/2021	60949	AT&T	BIRCHWOOD FIRE/TRACKING SERVICE	\$ 140.00
	6/3/2021	60950	Axon Enterprise, Inc.	Police minor equipment	\$ 841.32
	6/3/2021	60951	Best Auto Service Center	Police vehicle repair	\$ 4,311.61
	6/3/2021	60952	Boucher & James, Inc.	Engineering services	\$ 5,517.50
	6/3/2021	60953	Canfield's Pet & Farm	PW supplies	\$ 289.95
	6/3/2021	60954	Cefali and Associates PC	March 2021 Treasury Services	\$ 217.50
	6/3/2021	60955	CLEAN TEAM, INC.	June 2021 Cleaning Services	\$ 815.00
	6/3/2021	60956	Nationwide - 457	EE Cont & ER Contributions	\$ 3,638.99
	6/3/2021	60957	County Waste	Township Cleanup Apr/May 2021	\$ 9,625.00
	6/3/2021	60958	Cramer's Home Building Center	PW supplies	\$ 115.98
	6/3/2021	60959	Cyphers Truck Parts	PW supplies	\$ 74.46
	6/3/2021	60960	D.G. Nicholas Co.	PW supplies	\$ 1,501.87
	6/3/2021	60961	Dailey Resources, LTD	Electrode	\$ 13.40
	6/3/2021	60962	Davidheiser's Inc.	Tracker Testing	\$ 136.00
	6/3/2021	60963	DES	Township Shredding 2021	\$ 154.00
	6/3/2021	60964	District Court 43-3-03	Court fees	\$ 104.25
	6/3/2021	60965	Donna Kenderdine Reporting	4/27/21 Appeal	\$ 757.40
	6/3/2021	60966	E.F. Possinger & Sons, Inc.	Feb 27/28, 2021 Birchwood Fire Equipment Rental	\$ 3,000.00
	6/3/2021	60967	Eureka Stone Quarry, Inc.	Road materials	\$ 9,570.46
	6/3/2021	60968	Fastenal Company	PW supplies	\$ 20.57
	6/3/2021	60969	Furino, Robert	Uniform allowance	\$ 164.80
	6/3/2021	60970	Gotta Go Potties, Inc	MVP 4/6-5/4/21; TLC 4/6 - 5/4/21 Handicap Rentals	\$ 300.00
	6/3/2021	60971	Integra Business Center	Computer parts	\$ 189.77
	6/3/2021	60972	J. P. Mascaro & Sons	Poc TWP Waste Removal May 2021	\$ 298.15
	6/3/2021	60973	J. P. Mascaro & Sons	MVP Waste Removal May 2021	\$ 198.64
	6/3/2021	60974	Kimball Midwest	PW supplies	\$ 103.13

6/3/2021	60975	Lawrence B. Fox P.C.	Civil service solicitor	\$	262.50
6/3/2021	60976	Marshall Machinery	PW supplies	\$	180.69
6/3/2021	60977	Medico Construction Equipment Inc.	PW supplies	\$	278.88
6/3/2021	60978	MetLife - Non Uni. Pen. Plan	Non police pension contribution	\$	6,792.09
6/3/2021	60979	Pitney Bowes	Postage Machine Lease	\$	142.35
6/3/2021	60980	Pocono Farmstand & Nursery	TWP supplies	\$	54.99
6/3/2021	60981	Pocono Record	Advertising	\$	699.48
6/3/2021	60982	Portland Contractors, Inc.	Professional services	\$	300.00
6/3/2021	60983	Praxair Dist Mid-Atlantic	PW supplies	\$	30.64
6/3/2021	60984	Scotrun Diner Restaurant	Peddling Permit Refund	\$	100.00
6/3/2021	60985	SFM Consulting LLC	Building & zoning Services May 2021	\$	13,640.48
6/3/2021	60986	Shinetime Auto Wash & Lube	April 2021 Police Car Washes	\$	28.00
6/3/2021	60987	SiteOne Landscape Supply	Vegetation control	\$	720.54
6/3/2021	60988	Steele's Hardware	PW supplies	\$	132.37
6/3/2021	60989	Stephenson Equipment, Inc.	PW supplies	\$	484.80
6/3/2021	60990	STTC Service Tire Truck Centers, INC.	PW supplies	\$	663.90
6/3/2021	60991	Suburban Propane	Vehicle fuel	\$	1,280.24
6/3/2021	60992	Suburban Testing Labs	SDWA Monthly	\$	376.00
6/3/2021	60993	Teamster Local 773 - Non-Uniform	Union dues	\$	1,676.00
6/3/2021	60994	Teamster Local 773 - Police	Union dues	\$	2,582.00
6/3/2021	60995	The Flag Store	TWP supplies	\$	134.00
6/3/2021	60996	The Pennsylvania State University	Police training	\$	499.00
6/3/2021	60997	Tulpehocken Mountain Spring Water Inc	Twp water	\$	90.19
6/3/2021	60998	UNIFIRST Corporation	Uniforms and mats	\$	108.28
6/3/2021	60999	US BANK - Lockbox CM9722	May contribution	\$	5,950.59
6/3/2021	61000	WatchGuard Video	Police supplies	\$	300.00
6/3/2021	61001	Wean, Krisann	Mileage reimbursement	\$	9.52
6/3/2021	61002	Weitzmann, Weitzmann & Huffman, LLC	File Poc-ZHB-TAV Appeal	\$	1,776.00
6/3/2021	61003	YCG, Inc.	On-site calibration fee	\$	150.00
6/3/2021	61004	Brodhead Creek Regional Authority	Water service	\$	177.08
6/3/2021	61005	Steele's Hardware	PW & Park supplies	\$	780.72
TOTAL General Fund				\$	88,222.52

Sewer Operating Fund

Date	Check	Vendor	Memo	Amount
6/3/2021	1907	Boucher & James, Inc.	Sewer engineering services	\$ 16,503.89
6/3/2021	1908	BRODHEAD CREEK REGIONAL AUTHORITY	June 2021 Sewer Treatment Services	\$ 108,361.75
6/3/2021	1909	EEMA O&M Services Group, Inc.	May 2021 O&M Services	\$ 5,971.45
6/3/2021	1910	J P Mascaro & Sons	Water removal	\$ 203.70
6/3/2021	1911	METROPOLITAN TELECOMMUNICATIONS	Phone service	\$ 74.62
6/3/2021	1912	Pocono Management Associates LLC	5/10 - 5/30/21 Sewer Consulting	\$ 4,780.48
6/3/2021	1913	Pocono Record	Advertisements	\$ 247.36
6/3/2021	1914	Steele's Hardware	Operation supplies	\$ 45.95
6/4/2021	1916	SUBURBAN TESTING LABS	Testing	\$ 533.20
TOTAL Sewer Operating				\$ 136,722.40

Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
6/3/2021	676	BOUCHER AND JAMES	ENGINEERING SERVICES SEWER PROJECTS	\$ 2,749.10
TOTAL Sewer Construction Fund				\$ 2,749.10

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
6/3/2021	1213	F&B EQUIPMENT FINANCE	POLICE INTERCEPTOR AND UPFIT	\$ 18,702.35
6/3/2021	1214	BOUCHER AND JAMES	MVP WELL REPLACEMENT	\$ 460.00
6/4/2021	1215	Integra One	POLICE LAPTOPS CAP.	\$ 89.95
TOTAL Capital Reserve Fund				\$ 19,252.30

Fire Tax Disbursement

Date	Check	Payee	Memo	Amount
6/3/2021	1005	PTW FIRE DEPARTMENT	MAY REAL STATE TAXES DISBURSEMENT	\$ 24,893.23
TOTAL Fire Tax				\$ 24,893.23

ESSA

General Fund	\$	88,222.52	
Sewer Operating	\$	136,722.40	
Sewer Construction Fund	\$	2,749.10	Authorized by: _____
Capital Reserve	\$	19,252.30	
Fire Tax Disbursement	\$	24,893.23	
Liquid Fuels	\$	-	
TOTAL ESSA TRANSFER	\$	271,839.55	Transferred 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: _____

Payment Received: Amount: _____

☐ Cash \$ _____ ☐ Check # _____

SOPHIA MCGRACHIE
Name (person responsible)

9-10-46
Date of Birth

MONROE COUNTY
GARDEN CLUB PICNIC
Event Name on Sign

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

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

703 ~~732~~ Garden Court Pocono Twp
Physical Address (Street, City, State, Zip) Municipality/Township

East Stroudsburg, Pa 18301
Mailing Address (if different from above) (PO Box, City, State, Zip)

Wed Aug 11th 11am - 3pm (Park Hours 10am-8pm) 35
Event Date Event start & end time Expected guests (#)

Sophia McGrachie 570 822 9135 H
Contact Name Contact Phone 732 397 0853 C purple46@ptd.net
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: SM

Sophia McGrachie parliamentarian 5/24/21
Signature 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

Pocono Township Representative, Official Signature and Title

Date

Dee Ackerman

From: purple46 <purple46@ptd.net>
Sent: Sunday, May 23, 2021 12:24 PM
To: Dee Ackerman; Carol Akam; purple46@ptd.net
Subject: Picnic wed Aug 11th reservation for monroe county Garden Club.

Dear Dee,

Thank you for spending time with me on phone and pencilling in our Pavillion 1.

Can you please forward my request to the commissioners.?

Gentlemen:

We would very much appreciate if you could waive the \$50.00 fee ordinarily charged for the picnic site we would like to use.

The Monroe County Garden Club is a nonprofit organization founded in 1927.

.(Tax ID 30-0127079) We are one of the few Pennsylvanian Federated clubs and have been so since 1930! We are very Monroe County socially engaged..

Our revenue is dependent upon membership fees; and since we could not have meetings this year, we lost our 2020 revenue.. That being said, we still funded a \$1500.00 scholarship to a very deserving high school senior, and donated funds to support 2 campers at Kettle Creek.

This will be our 1st time at what I hear is a very lovely park; and also described as "senior gal" friendly..

Looking forward to hearing from you soon,

Sophia McGauchie..... Parliamentarian MCGC

Resident of Pocono Twp.

703 Garden Court

East Stroudsburg, Pa 18301

570 872 9135

Sent from my Galaxy



American Legion Post 903

25 Fairview Ave, t Pocono PA 18344

American Legion Post 903, a 501 (c) 3 tax exempt organization, would like to thank Pocono Township for granting a permit for our Memorial Day Ceremony on May 31, 2021 at the Tannersville War Memorial.

This event will commemorate all those who perished and sacrificed their lives for the sake of Freedom and the American way of life, defending the Constitution of the United States and preserving the liberties we so cherish.

As a tax exempt organization, we would like to humbly ask that the fee for this permit be waived as the American Legion is an organization that gives back to the community and asks for little in return.

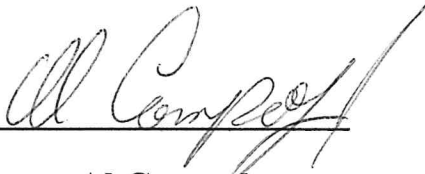
Pocono Township has always been very good to our organization and as a result of Tom Bowditch, has built a long and trusting relationship.

Once again, we would like to thank you and ask that you consider our request.

Sincerely:


Charlie Hamberger

Commander A.L. Post 903


Al Compoly

Adjutant



Pocono Township

112 Township Dr PO Box 197 Tannersville, PA 18372

Ph: (570) 629-1922 Fax: (570) 629-7325

Zoning-Permit

Use

Permit No: 214123
Issue Date: 5/26/2021

Occupancy: U
Expire Date: 6/1/2021

Building No:

Sewage No:

Well No:

Driveway No:

Purpose: USE USE
Descript: Special Event
In accordance with Township Zoning Ordinance, this permit for a special event taking place on 5/31/21. Permit includes placement of temporary signs on the property for identification. Feather flag banners are strictly prohibited. Any signage must comply with the Zoning Ordinance. The permit also includes one food truck vendor for the day.

Dwelling Units: Bedrooms: Baths:
Bldg Length: Width: Height: Stories:
Total SqFtg: Basement SqFtg: Attic SqFtg:
Garage SqFtg: Porch SqFtg: Deck SqFtg:
Other SqFtg:

Type	SubType	Date	Fee
Zoning	Permit	5/26/2021	\$70.00
Total Fees:			\$70.00

Parcel ID:	12637201287961	Account:	12.8.2.9
Subdivision:	INDIVIDUAL LOT	Deed Owner:	POCONO TOWNSHIP
Section:	Block:	Address:	112 TOWNSHIP DR
Lot:	12637201287961		TANNERSVILLE, PA 18372
Address:	2658 ROUTE 715		
	TANNERSVILLE, PA 18372		
Applicant:	American Legion Post 903		
Address:	27 Fairview Ave.		
	Mt. Pocono, PA		
	(570) 269-2971		

Note: This permit is a USE permit granting you the right to use the property in accordance with the requirements of this permit and confirms your proposed use complies the Zoning Ordinance of Pocono Township. This is not an Occupancy Permit or a Building Permit. Please contact the Pocono Township Building Code Official (BCO) for information on Building Permit Requirements. You may not occupy or open for business until you are in receipt of a Zoning Occupancy Permit from the Pocono Township Zoning Officer.

Shawn McGlynn, Zoning Officer/BCO #003479
SFM Consulting, LLC

ZONING REPORT

TO: Pocono Township Board of Commissioners
FROM: Judith Acosta, Zoning Administrator
CC: Taylor Munoz, Township Manager
Shawn McGlynn, Township Zoning Officer
DATE: June 4, 2021 for the month of MAY

Permits issued:

Building Code: 22

Commercial: 4

Residential: 18

Zoning:

Commercial: 9

Residential: 22

Sewage: 4

New: 3

Renewal: 1

Driveway: 4

New: 2

Paving: 2

Sewer Tap: 1

TDU: 2

TDU: 2

Zoning Hearing Board Matters:

The appeal of Ryan N. Possinger for the revocation of Permit #190030 issued on 3/25/19 to enlarge an existing sign on his property has been continued. This matter is pending submission of written briefs from all parties and final decision from the Zoning Hearing Board.

The appeal of Carlos Taveras and Stephanie Rodriguez for the Enforcement Notice sent on 1/11/21 for the non-permitted use of their property at 332 Butz Lane as a Transient Dwelling Use was decided in favor of the Township. The non-permitted use of their property must cease. The applicant has 30 days from the date of the decision to appeal to the Court of Common Pleas.

Sign Enforcement:

Following the adoption of the amended sign ordinance, the Zoning Office has been hard at work bringing the township electronically changing message signs into compliance as a first step toward a full sign inventory. Electronic message signs must meet §470-107D of the ordinance, a section that existed prior to the amendments and carried over. Specifically, messages must remain unchanged for a minimum of 8 seconds and must not transition in any way to the next message. Flashing, sudden bursts of light, video animation and movement of any kind is also prohibited. Several sign owners have voluntarily brought their signs into compliance, and we thank them for their cooperation.

REMINDER: Consumer FIREWORKS are PROHIBITED in Pocono Township except for the following holidays, dates and times: Memorial Day 4pm-10pm, July 4th 4pm-10pm, Labor Day 4pm – 10pm, New Year's Eve 4pm-11:59pm, Jan 1st midnight – 1am.

Police Report for May 2021

The following are the recorded activities of the Pocono Township Police Department for the month of May 2021. Also listed are the available recorded activities for 2021 year to date, previous month, and Year-end total 2020.

	May 2021	Y-T-D 2021	April 2021	Y-T-D 2020	May 2020
Incidents Investigated	780	4320	820	8953	458
Burglary / Fire Alarms Answered	57	276	35	696	44
Motor Vehicle ACC	29	201	29	447	16
Assaults	8	36	8	66	1
Narcotics	5	52	14	139	3
Criminal Arrests	30	132	39	236	6
Theft	13	75	24	135	5
DUI alcohol/drug impaired	5	32	5	73	3
Mental Health	11	58	14	84	5
Drug Overdose	1	3	0	30	4
Death Investigations	1	5	2	28	0
Assisting other agencies	48	135	29	286	25
Disorderly Conduct/Harassment	38	126	38	374	32
Traffic Citations Issued	85	452	88	980	8
Written Warnings	137	1010	233	1319	13
Traffic & Parking issues	29	152	26	310	28
911 Hang-up Calls	140	773	117	1389	64
Nuisance short Term Rental (ordinance viol) 2536	1	4	0	38	2
Fireworks Complaint (ordinance) 2641	1 0 citations	8	0 0 citations	58	

Mileage all Vehicles: May 2021 7,658 miles * 6 less officers driving

Income from Report Fees: \$249.75



St Luke's

Emergency & Transport Services



June 1st, 2021

From: St. Luke's Emergency & Transport Services
2884 – Route 611
Tannersville, Pa 18372

To: Pocono Township Commissioners
Pocono Township Municipal Building
112 Township Drive
P.O. Box 197
Tannersville, PA 18372

Honorable Commissioners,

The following represents the activities of St Luke's Emergency & Transport Services within Pocono Township during the month of May 1, 2021 – May 30, 2021.

Total Station 9 Dispatched Emergency Calls – 397

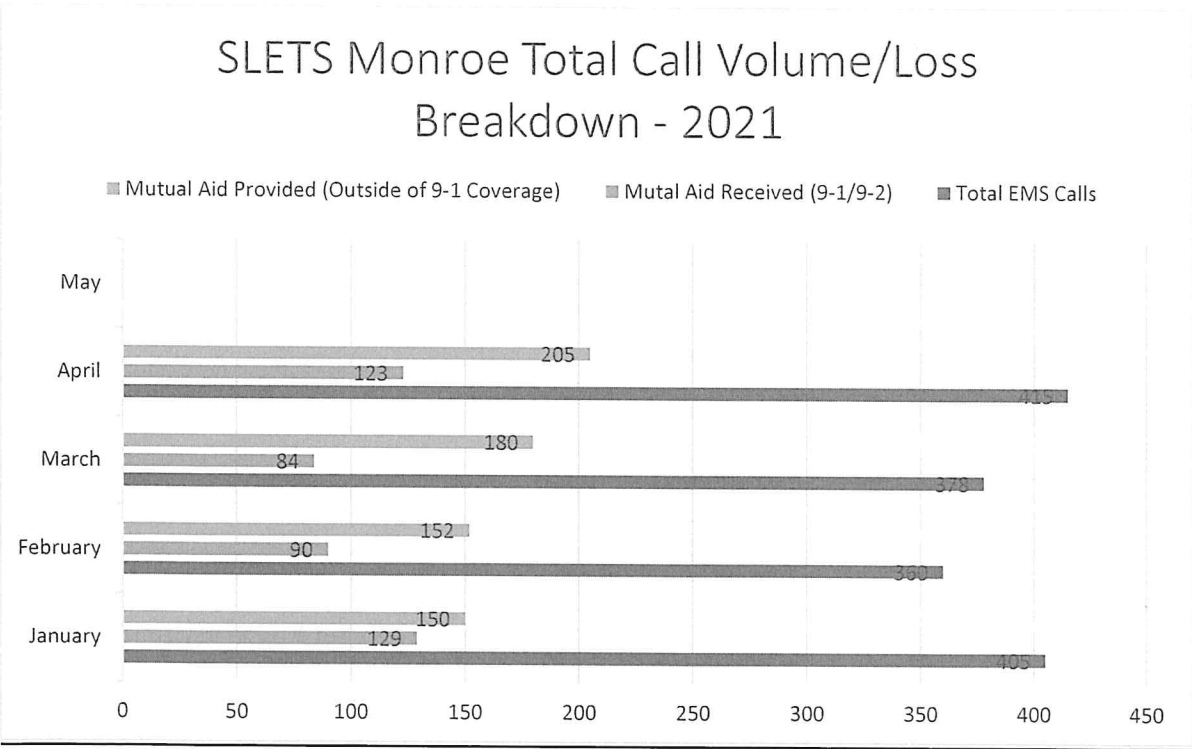
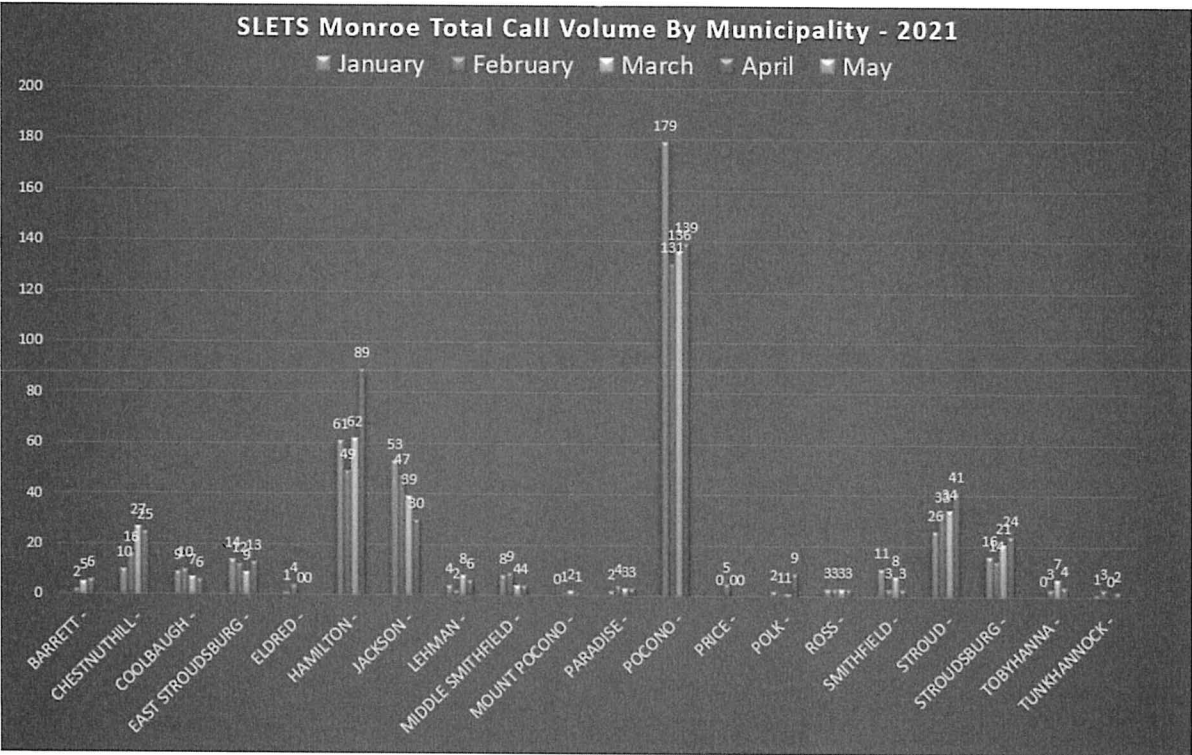
Total Emergency EMS Calls Responses: **285**

Total Emergency EMS Calls resulting in Transport: **190**

Calls by disposition –

Group	Count	Pct
Abdominal Pain	28	5.7
Allergies	3	0.6
Assault	8	1.6
Back Pain	4	0.8
Breathing Problems	25	5.1
Cardiac Arrest	5	1.0
Chest Pain	13	2.6
Convulsions / Seizure	10	2.0
Diabetic Problem	3	0.6
Eye Problem	1	0.2
Fall Victim	32	6.5
Headache	1	0.2
Hemorrhage/Laceration	9	1.8
Ingestion/Poisoning	4	0.8
Other / Public Assistance	6	1.2
Pregnancy / Childbirth	3	0.6
Psychiatric Problems	14	2.9
Sick Person	60	12.2
Stab/Gunshot Wound	2	0.4
Standby - Assist Other Agency	1	0.2
Standby - Fire Incident	11	2.2
Stroke/CVA	10	2.0
Syncope / Near Syncope	6	1.2
Traffic Accident	20	4.1
Transfer / Interfacility / Palliative Care	162	33.0
Traumatic Injury	9	1.8
Unconscious / Fainting	13	2.6
Unknown Problems	25	5.1
<i>Not Entered</i>	3	0.6
Total:	491	

Mutual Aid Provided/Received –



Monroe County Opioid Crisis – Entire County Totals –

May 1, 2021 – May 31, 2021 = 46 Overdoses

Station 9 – Response to Overdoses March – 2021 = 9 Total / 2 Narcan Administrations

Monroe County Year to Date Totals = 206 Overdoses

Monroe County Covid-19 Dispatches – Entire County Totals – APCO Call Intake High Index of Suspicion

May 1, 2021 – May 31, 2021 = 40 Suspected cases

Station 9 – Dispatches for suspected Covid 19 Cases = 3 Suspected Cases

Monroe County Year to Date Totals from 1/1/2021 = 310 Suspected Cases

Acknowledgements/Community Outreach/Ongoing Projects –

1. Mutual aid requests continue to be high for all local EMS agencies in Monroe County. There is a large shortage of providers at the state level and certainly in our immediate areas. We continue to strive for excellence and support not only our primary designated 911 response areas, but also assisting our other community partners during this difficult time.
2. Call volumes have returned to pre-covid numbers with tourism and local attractions operating once again at full capacity. With more of our community residents vaccinated, we are seeing increased traffic flow and assumingly call volumes will remain with spikes given weather and summer approaching.
3. Our education department will be working with Pocono Twp. Police on re-certifying CPR/First Aid before August.
4. Congratulations to Emergency Management Coordinator Belvin, on acquiring recognition from the IAEM for the "Spotlight Top 40 Managers under 40". This undoubtedly comes from exemplifying his role as an integral part of our community by all his hard work. Jerrod and team continue to excel in our community and were, and remain, pivotal in our successes during the peaks of Covid and moving forward. Bravo Jerrod and team!

Respectfully submitted,

Joseph S. Monaco

Joseph S. Monaco, EMT-P, FP-C, AAS-EMS
Operations Manager – Monroe, PA / Knowlton, NJ
St. Luke's Emergency & Transport Services
St. Luke's University Health Network
2884 PA-Route 611
Tannersville, Pa 18372
Cell: 570-977-9331
Office: 272-212-1059
Fax: 570-629-3508
Joseph.Monaco@sluhn.org