



POCONO TOWNSHIP COMMISSIONERS
AGENDA

July 6, 2021 | 7:00 p.m.
112 Township Drive, Tannersville, PA
Dial-In Option: 646 558 8656
Meeting ID: 889 5616 8271
Passcode: 644303

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

- **Ordinance 2021-05 – Orion Fuels LLC Liquor License Transfer (Action Item)**
 - Motion to open a Public Hearing for consideration of the request of Orion Fuels, LLC d/b/a Orion Markets to transfer Restaurant Liquor License No. R-8316 to their facility located at 1933 Route 611, Swiftwater, Pocono Township, Monroe County pursuant to the Pennsylvania Liquor Code. **(Action Item)**
 - Motion to close public hearing. **(Action Item)**
 - Motion to open hearing to consider Ordinance 2021-05 to approve the transfer of Restaurant Liquor License No. R-8316 to Orion Fuels, LLC d/b/a Orion Markets located at 1933 Route 611, Swiftwater, Pocono Township, Monroe County pursuant to the Pennsylvania Liquor Code. **(Action Item)**
 - Motion to close public hearing.
 - Motion to adopt Ordinance 2021-05 to approve the transfer of Restaurant Liquor License No. R-8316 to Orion Fuels, LLC d/b/a Orion Markets located at 1933 Route 611,

Swiftwater, Pocono Township, Monroe County pursuant to the Pennsylvania Liquor Code.
(**Action Item**)

Presentations – None

Resolutions – None

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 July 1, 2021 in the amount of \$1,115.99.
 - Ratification of gross payroll for pay periods ending June 27, 2021 in the amount of \$105,758.98.
 - Vouchers payable received through July 1, 2021 in the amount of \$45,847.34.
 - Sewer operating fund expenditures through June 17, 2021 in the amount of \$16,290.64.
 - Sewer construction fund expenditures through July 1, 2021 in the amount of \$13,495.29.
 - Capital reserve fund expenditures through June 17, 2021 in the amount of \$19,311.30.
 - Approval of a Fire Tax disbursement of \$4,973.85 to the Pocono Township Volunteer Fire Company. (**Action Items**)

NEW BUSINESS

1. Personnel

- Motion to extend an offer of conditional employment to Devin Dehart, candidate for Patrol Officer with Pocono Township Police Department, and, if declined, to authorize the Township Manager and Police Sergeant to extend an offer of employment to the next qualified candidate per the Civil Service process. (**Action Item**)

2. Travel/Training Authorizations

- Motion to approve the attendance of Paola Razzaq, Township Fiscal Administrator, at the 2021 PA Institute of Certified Public Accountants 2021 Virtual Conference for Not-For-Profit & Government Accounting (July 12-13, 2021), and all costs associated with registration including the \$579 registration fee. (**Action Item**)
- Motion to approve the attendance of Taylor Munoz, Township Manager, at the PSATS "Developing Your Township Budget" training on August 12, 2021 held at Worcester Township, and to approve all costs associated with the class including the \$35.00 registration fee. (**Action Item**)
- Motion to approve the attendance of Taylor Munoz, Township Manager, at the 2021 PSATS HR & Labor Management Institute held September 23-24, 2021 and all costs associated with the training including the \$99.00 registration fee and \$89 discounted hotel stay. (**Action Item**)

Report of the President

Richard Wielebinski

- Motion to rescind the Township's mask policy to reflect the current CDC guidelines and the Commonwealth's lifting of the mask mandate as of June 28, 2021. (**Action Item**)
- Motion to advertise the renewal of Pocono Township's Cable Franchise Agreement for Public Hearing on July 19, 2021. (**Action Item**)

- Motion to waive the formal land development process for inclusion of a food truck corral on the property of The Crossings, on the condition that they provide a revised final land development plan for recording in the Monroe County Recorder of Deeds office. **(Action Item)**
- Motion to contract with Bob & Mike Wallingford Mason Contractors for \$17,500.00 to repair and rebuild the wingwalls for the TLC Park spillway, including repointing all walls and building an approximately 30-foot stone wall. **(Action Item)**
- Commending of Commissioner Jerrod Belvin, Township Emergency Management Coordinator, for completion of the PA Municipal Government Academy (PMGA) and his recognition by the International Association of Emergency Managers (IAEM) for their Region 3 "40 Under 40."
- Update – COSTARS quote from Miller Sports for the installation of a basketball court at TLC Park. **(Possible Action Item)**

Commissioner Comments

Jerrod Belvin – Vice President

- Emergency Management Update
- FEMA Flood Mitigation grant application
- Monroe County Hazard Mitigation Plan Update
- Discussion regarding Township generator failure **(Potential Action Item)**

Ellen Gnandt – Commissioner

Jerry Lastowski – Commissioner

Keith Meeker – Commissioner

Reports

Zoning

Emergency Services

- Police
- EMS
- Fire

Public Works Report

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

Administration – Manager's Report

- American Recovery Act – Funds expected by middle of July.
- Update – Subdivision and appraisal of Bartonsville Avenue pump station property.
- Discussion regarding comprehensive update of the Township's Stormwater & Land Development Ordinance (SALDO).
- Update – Regional HSPS Comprehensive Plan.

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

- HJP Park Agreement between Pocono and Jackson Townships
- Update – Purchase of 114 Alger Avenue
- Public bid active for the Township-owned I-80 parcel
- Core5 Industrial Partners Variance Request (**Possible Action Item**)
- Zoning Hearing Board Update – Appeal of Ryan Possinger
- Update – Johnson STR Appeal
- Update – Kelly Family Trust

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

- Executive session to discuss personnel and potential litigation regarding the Possinger Zoning Hearing Board matter.

ORDINANCE NO. 2021-05

AN ORDINANCE OF THE TOWNSHIP OF POCONO, COUNTY OF MONROE, COMMONWEALTH OF PENNSYLVANIA, APPROVING THE INTERMUNICIPAL TRANSFER OF A RESTAURANT LIQUOR LICENSE NO. R-8316 INTO POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA FROM MIDDLE SMITHFIELD TOWNSHIP, MONROE COUNTY, PENNSYLVANIA, PURSUANT TO THE PENNSYLVANIA LIQUOR CODE.

WHEREAS, Act 141 of 2000 (the "Act"), which amends the Commonwealth's Liquor Code, authorizes the Pennsylvania Liquor Control Board to approve, in certain instances, the intermunicipal transfer of restaurant liquor licenses across municipal boundaries within the same county regardless of the quota limitations provided for in Section 461 of the Liquor Code if, as in Pocono Township, Monroe County, Pennsylvania, sales of liquor and malt or brewed beverages are legal in the municipality receiving the license; and

WHEREAS, amendments to the Liquor Code stipulate that, prior to adoption of an ordinance by the receiving municipality, at least one public hearing be held for the purpose of permitting interested parties to state their concerns regarding the transfer of liquor license into the receiving municipality; and

WHEREAS, an application for transfer filed under the act must contain a copy of the Ordinance adopted by the municipality approving the transfer of liquor license into the municipality; and

WHEREAS, the Board of Commissioners of Pocono Township, Monroe County has held a public hearing to receive comments on the proposed liquor license transfer and, after consideration of the issues, finds that the intermunicipal transfer of restaurant liquor license No. R-8316 in Pocono Township, Monroe County, Pennsylvania, will not be detrimental to the health, welfare, peace and morals of Pocono Township, Monroe County, Pennsylvania, or its residents; and

WHEREAS, the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania, pursuant to the Pennsylvania Liquor Code, 47 P.S. 4-461, as amended, hereby ordains and enacts the following ordinance:

BE IT ENACTED AND ORDAINED, by the Commissioners of Pocono Township, Monroe County, Pennsylvania, wherein, it is hereby enacted and ordained by the authority of same, and pursuant to the authority granted to the Board of Commissioners by the Legislature of the Commonwealth of Pennsylvania and the "First Class Township Code", as amended, of the Commonwealth of Pennsylvania, as follows:

SECTION 1. APPROVAL OF INTERMUNICIPAL TRANSFER OF LIQUOR LICENSE. The request by Orion Fuels LLC d/b/a Orion Markets to transfer Restaurant Liquor License No. R-8316 to Orion Fuels LLC d/b/a Orion Markets to their facilities located at 1933 Route 611, Swiftwater, Pocono Township, Monroe County, PA 18370, is hereby approved.

SECTION 2. REPEALER. All ordinances and parts of ordinances inconsistent herewith be, and the same hereby are, repealed.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be effective five (5) days after its adoption of the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania.

ENACTED AND ADOPTED by the Board of Commissioners this ____ day of _____, 2021.

ATTEST:

**POCONO TOWNSHIP BOARD OF
COMMISSIONERS**

TAYLOR MUNOZ
Township Manager

RICHARD WIELEBINSKI
President, Board of Commissioners

**Pocono Township Board of Commissioners
Regular Meeting Minutes
June 21, 2021 7:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on June 21, 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 via teleconference; 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; Robert Sargent, Roadmaster; and Krisann MacDougall, Administrative Assistant.

Public Comment – Chris Ortolan, Township Resident, asked about Township fireworks ordinance and who to call when the ordinance is not followed. Also asked about the location of mobile speed signs throughout the Township.

Announcements

- Pocono Township Community Day – Saturday, August 14 (with an August 15 rain date).
- R. Wielebinski asked whether the Board of Commissioners would approve of motions made via voice vote, as is common with other governmental bodies, instead of a roll call vote for every motion. E. Gndt asked for clarification as to how individual votes would be distinguished. J. Lastowski stated if somebody votes “no,” the motion would be recorded as a roll call vote.

Hearings – None.

Presentations – None.

Resolutions

- Resolution 2021-14 – Return of Sewer Tapping Fees to the Prior Owner(s) of Real Property acquired by the Township.

R. Wielebinski made a motion, seconded by J. Belvin, 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. All in favor. Motion carried.

- Resolution 2021-15 – Denying Preliminary Plan Approval of the Preliminary Land Development Plan, Lands of Sheldon Kopelson – Lot 3.

R. Wielebinski made a motion, seconded by K. Meeker, to deny preliminary plan approval of the preliminary land development plan, Lands of Sheldon Kopelson – Lot 3. Under discussion, Attorney Bob Kidwell spoke on behalf of the developer and referenced a letter sent to T. Muñoz on June 17, 2021 requesting an extension of time for the project due to PennDOT delays. He requested that the resolution not be passed. J. Belvin referenced a special meeting at the ambulance building last year where PennDOT’s plans were presented. R. Wielebinski asked whether it was premature to submit plans in the beginning before the Route 715 plans were finalized by PennDOT. E. Gndt asked for clarification from L. DeVito and J. Tresslar. Roll call: J. Belvin, yes; E. Gndt, no; J. Lastowski, no; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

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.

R. Wielebinski made a motion, seconded by K. Meeker, to approve the consent agenda. All in favor. Motion carried.

NEW BUSINESS

1. Personnel – None.

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

Report of the President

Richard Wielebinski

R. Wielebinski made a motion, seconded by K. Meeker, 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. J. Lastowski requested amendment to waive the permit fee. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to waive the fee for the YAPM youth football program pavilion reservation for July 12, 2021. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, 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. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, 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. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to wave the fees for Pocono Jackson Historical Society use of a MVP Pavilion for July 19 and August 16, 2021. All in favor. Motion carried.

- Reported on visit to TLC Park with Miller Sports to discuss the installation of a basketball court and their COSTARS pricing to fulfill municipal bidding requirements. Miller Sports is a COSTARS vendor and follows COSTARS pricing for labor and material. Waiting for a copy of their COSTARS contract along with basketball court specs before moving forward.

Commissioner Comments

Jerrold Belvin – Vice President

- Wanted to make sure all businesses eligible for the amusement tax are being included. Inquired about The Paradise Club, Splinters' Hatchet & Axe Throwing, Trap Door Escape Room at Fountain Court, Giant Billiards, Poke-A-Nose Pottery and Pocono Manor Golf Club. Splinters' Hatchet & Axe Throwing was sent the registration information. Pocono Manor Golf Club was also contacted.

Ellen Gndt – Commissioner - Asked about progress of demolishing the old shed at the corner of the Public Works yard. Demolishing on hold until a comprehensive site plan is in place for the municipal complex.

Jerry Lastowski – Commissioner

- Response was received from UGI regarding joint letter submitted on behalf of Pocono Township, Paradise Township and Pocono Mountain School District. UGI confirmed they will monitor additional gas lines in Swiftwater.
- Update regarding asphalt condition of SR 314 following UGI work. Asphalt has not been repaved yet because they have not met the conditions imposed by PennDOT.

Keith Meeker – Commissioner – No comment.

Reports

Emergency Services

Public Works Report

- Road crew is working on several drainage issues throughout the Township. Paving contractor is approximately halfway complete. Contractor thinks they will be complete by end of the week with paving, prior to striping and installing shoulders.
- Park Lane Culvert Replacement – Dirt and Gravel Grant – Had meeting last week with the MCCC and DEP to address DEP concerns. An additional permit has been submitted per the request of DEP.
- Discussion regarding breakdown of backhoe and Township's need for a new midsize excavator. Will report back to the Board after reviewing township budget with the Manager.
- Received prices on the rebuilding of the stone walls for TLC spillway. Two quotes received so far were over the bid threshold. Will report back to the Board.

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 is ongoing. Outlining workflow and application process for Cloudpermit to build out online application portal. Goal for implementation is August 1, 2021.
 - Tom McKeown has begun appraisal of Township-owned Bartonsville Avenue property – Appraisal was authorized, and subdivision needs formalizing.
 - Spa Castle provided reimbursement for all expenses associated with the Birchwood Fire, including the \$3,000 bill for Possinger & Sons – Township was reimbursed for all fuel charges, and \$3,000 bill for excavation was submitted by the Fire Department, which was paid in full.
 - Investigation ongoing regarding public access to Old Learn Farm property on Learn Road – No update.
- Regional HSPS Comprehensive Plan – Next meeting on Wednesday, June 30, 2021 at 6:00 p.m. at Stroudsburg Borough Council Chambers.
- Township Community Day – Finalizing fliers so the public knows about event and sponsorship information has been sent out to local business that work with Pocono Township. Six title sponsors contributed \$500 each plus two \$250 sponsors. Funds left over will be given directly to Library and Fire Company in full. Over 30 vendors have confirmed participation.

Township Engineer Report

- St. Paul's Lutheran Drainage Basin – No work has begun yet. Work is being done gratis for the church and will confirm if an escrow account is needed.
- Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue - Plans were submitted to PennDOT.
- Fish Hill easement plan – Easement plan was developed and prepared a map for the BOC to review. Will reach out to the church for their approval.
- Preliminary plan to address drainage issues at Sunlite Lane & Tara Hill Drive – Planning to bring a pipe down the righthand side with inlets and to install a pipe in the open ditch. Will present a plan to the Commissioners for approval.

Township Solicitor Report

- Liquor license transfer hearing for Orion Markets will be held during the July 6, 2021 BOC meeting.
- HJP Park Agreement between Pocono and Jackson Townships – Todd Weitzman, Jackson Township solicitor and L. DeVito have spoken, collected some sample agreements used in the past, and will work to finalize agreement language.
- Update – Sales agreement for 114 Alger Avenue – Sales agreement has been approved by the seller subject to an amendment specifying that the Township does not divest the property for at least after three years.

R. Wielebinski made a motion, seconded by J. Belvin, to amend the agreement of sale between Pocono Township and Berthamiae Daubert, adding a provision that restricts the Township's ability to transfer this property for a period of three years following its sale. All in favor. Motion carried.

- Discussion regarding I-80 parcel easement request – Jonathan Weber – L. DeVito asked how long the BOC would like to have for bids to be received and whether the Township like to set a floor for bidding.

R. Wielebinski made a motion, seconded by J. Belvin, to go into executive session to discuss the sale of real estate and return following. All in favor. Motion carried.

Consensus was to move forward on bidding of property.

- Update – Kelly Family Trust – Hearing is set for August 2, 2021.
- Zoning Hearing Board Update
 - Appeal of Ryan Possinger – Papers were submitted in the Ryan Possinger Billboard matter on Rimrock Road. Zoning hearing board meets at 5:00 p.m. June 30, 2021 to vote.
 - Butz Lane STR – Township was successful in shutting down this short-term rental. Waiting to hear if there is an appeal.
- Johnson STR Argument – Scheduled for June 30, 2021 at 2:30 p.m. in Monroe County.
- PJJWA Update – All easements were sent for a title search. Working on an agreement.

R. Wielebinski made a motion, seconded by K. Meeker, to go into executive session and to return following. All in favor. Motion carried.

Public Comment – No public comment.

Adjournment

R. Wielebinski made a motion, seconded by J. Belvin, to adjourn the meeting at 9:15 p.m. All in favor. Motion carried.

POCONO TOWNSHIP

Tuesday, July 6, 2021

SUMMARY

Ratify

General Fund	\$	569.46
Payroll	\$	105,758.98
Sewer Operating	\$	546.53
Sewer Construction	\$	-
Capital Reserve	\$	-

Bill List

TOTAL General Fund	\$	45,847.34
TOTAL Sewer <u>OPERATING</u> Fund	\$	16,290.64
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	13,495.29
TOTAL Capital Reserve Fund	\$	19,311.30
Liquid Fuels	\$	-

Fire Tax Disbursement	\$	4,973.85
-----------------------	----	----------

<u>Budget Adjustments</u>	\$	-
---------------------------	----	---

<u>Budget Appropriations</u>	\$	-
------------------------------	----	---

Interfund Transfer

From:

To:

Notes:

POCONO TOWNSHIP CHECK LISTING

RATIFY

Tuesday, July 6, 2021

General Fund		Date	Check	Vendor	Memo	Amount
Payroll		07/02/2021	Check	Vendor	Memo	Amount
					PAYROLL ENDING 6/27/2021	\$ 105,758.98
					TOTAL PAYROLL	\$ 105,758.98

General Expenditures		Date	Check	Vendor	Memo	Amount
		6/28/2021	61056	STAPLES	OPERATION SUPPLIES	\$ 155.21
		6/30/2021	61068	DISTRIC COURT 43-3-03	COURT FEES	\$ 114.25
		6/30/2021	61087	RAVEN ENTERTAINMENT	COMMUNITY DAY	\$ 300.00
					TOTAL General Fund Bills	\$ 569.46

Sewer Operating Fund		Date	Check	Vendor	Memo	Amount
		6/22/2021	1927	BLUE RIDGE	SEWER PHONE SERVICE	\$ 127.58
		6/22/2021	1928	MET ED	SEWER ELECTRIC SERVICE	\$ 298.75
		6/22/2021	1929	VERIZON	SEWER MODEMS	\$ 120.20
						\$ 546.53

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

Capital Reserve Fund		Date	Check	Vendor	Memo	Amount
					TOTAL Capital Reserve Fund	\$ -

TOTAL General Fund	\$	106,328.44	
TOTAL Sewer Operating	\$	546.53	Authorized by:
TOTAL Sewer Construction	\$	-	
Total Capital Reserve	\$	-	Transferred by:
	\$	106,874.97	

POCONO TOWNSHIP CHECK LISTING

Tuesday, July 6, 2021

General Fund

Date	Check	Vendor	Memo	Amount
6/30/2021	61057	Advanced Collision	POLICE VEHICLE MAINTENANCE	\$ 305.12
6/30/2021	61058	AMERICAN UNITED LIFE INSURANCE CO.	GTL AND STD INSURANCE	\$ 2,913.06
6/30/2021	61059	Bartonsville Printing	ENVELOPES	\$ 95.00
6/30/2021	61060	Best Auto Service Center	POLICE VEHICLE MAINTENANCE	\$ 1,786.12
6/30/2021	61062	Broughal & DeVito, L.L.P.	LEGAL SERVICES	\$ 116.25
6/30/2021	61063	Central Square Technologies	METRO ALERT SERVICE	\$ 3,951.15
6/30/2021	61064	CLEAN TEAM, INC.	July 2021 TWP Cleaning Services	\$ 815.00
6/30/2021	61065	Cramer's Home Building Center	SUPPLIES	\$ 1,070.69
6/30/2021	61066	Creative Works Systems, Inc.	May 6 & 14, 2021 Services	\$ 140.00
6/30/2021	61067	Davidheiser's Inc.	Police Equipment Maintenance	\$ 136.00
6/30/2021	61069	J. P. Mascaro & Sons	June 2021 MVP Waste Removal	\$ 198.64
6/30/2021	61070	J. P. Mascaro & Sons	June 2021 TWP Waste Removal	\$ 298.15
6/30/2021	61071	Koch 33 Auto	POLICE VEHICLE MAINTENANCE	\$ 1,259.53
6/30/2021	61072	Kuehner, Raymond	Uniform Allowance	\$ 244.48
6/30/2021	61073	Monroe County Control Center	3Q 2021 Dispatch Services	\$ 14,882.43
6/30/2021	61074	NEPA Business Technologies	Voicemail to Email Notification License	\$ 420.00
6/30/2021	61075	P & D Emergency Services	Police Equipment Maintenance	\$ 740.00
6/30/2021	61076	Pocono Record	PTW ADVERTISEMENT	\$ 81.76
6/30/2021	61077	SCOTT JAMES	Police Uniforms	\$ 99.00
6/30/2021	61078	Steele's Hardware	Supplies	\$ 95.79
6/30/2021	61079	Steele's Hardware	Supplies	\$ 371.15
6/30/2021	61080	Suburban Propane	VEHICLE FUEL	\$ 2,153.06
6/30/2021	61081	Suburban Testing Labs	MVP Bathroom Water Testing	\$ 276.00
6/30/2021	61082	Teamster Local 773 - Non-Uniform	016346990-01	\$ 838.00
6/30/2021	61083	Teamster Local 773 - Police	Police Union Dues	\$ 1,382.00
6/30/2021	61084	Tulpehocken Mountain Spring Water Inc	TWP Drinking Water	\$ 96.49
6/30/2021	61085	UNIFIRST Corporation	UNIFORMS AND CARPETS	\$ 179.46
6/30/2021	61086	WatchGuard Video	Police IT - Ethernet Cable	\$ 30.00
6/30/2021	61088	Boucher & James, Inc.	ENGINEERING SERVICES	\$ 10,079.40

6/30/2021 61089 D.G. Nicholas Co. PW SUPPLIES \$ 793.61

TOTAL General Fund \$ 45,847.34

Sewer Operating Fund

Date	Check	Vendor	Memo	Amount
6/30/2021	1930	Aspen Pest Control	Pump Station #5 Exterminating Services	\$ 133.00
6/30/2021	1932	J P Mascaro & Sons	June 2021 PS 5 Waste Removal	\$ 203.70
6/30/2021	1933	Pocono Management Associates LLC	5/31 - 6/20/21 Sewer Services	\$ 6,517.28
6/30/2021	1934	Pocono Township	Toll Booth Reimbursement	\$ 3.00
6/30/2021	1935	Steele's Hardware	Sewer Supplies	\$ 78.94
6/30/2021	1936	SUBURBAN TESTING LABS	Monthly NPDES	\$ 533.20
6/30/2021	1937	Want To Inc.	Valve Station #2 Service	\$ 1,105.00
6/30/2021	1938	Boucher & James, Inc.	Engineering services	\$ 7,716.52

TOTAL Sewer Operating \$ 16,290.64

Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
6/30/2021	678	BOUCHER & JAMES	ENGINEERING SERVICES	\$ 7,994.86
6/30/2021	679	POCONO TOWNSHIP SEWER	REIMBURSEMENT PROFESSIONAL SERVICES SEWER CONST	\$ 2,562.43
6/30/2021	680	POCONO TOWNSHIP GEN FUND	REIMBURSEMENT PROFESSIONAL SERVICES SEWER CONST	\$ 2,938.00

TOTAL Sewer Construction Fund \$ 13,495.29

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
1/0/1900	1219	ADVANCE COLLISION	POLICE VEHICLE PAINTING	\$ 1,042.04
6/30/2021	1220	BOUCHER & JAMES	TLC PLAN ENGINEERING SERVICES	\$ 6,397.26
6/30/2021	1221	P&D EMERGENCY SERVICES	RHINO TABS / POLICE MDTs	\$ 11,872.00
TOTAL Capital Reserve Fund				\$ 19,311.30

Fire Tax Disbursement

Date	Check	Payee	Memo	Amount
6/30/2021	1007	PTW FIRE DEP	JUNE 2021 REAL ESTATE TAXES	\$ 4,973.85
TOTAL Fire Tax				\$ 4,973.85

ESSA

General Fund	\$	45,847.34	Authorized by: _____
Sewer Operating	\$	16,290.64	
Sewer Construction Fund	\$	13,495.29	
Capital Reserve	\$	19,311.30	
Fire Tax Disbursement	\$	4,973.85	
Liquid Fuels	\$	-	Transferred by: _____
TOTAL ESSA TRANSFER	\$	99,918.42	

KENT J. WERKHEISER
Chief of Police



570-629-7200

Office

9-1-1

Emergency Number

570-629-1501

Fax Number

570-992-9911

Dispatch

POCONO TOWNSHIP POLICE

110 TOWNSHIP DRIVE
TANNERSVILLE, PA 18372

On the 29th of June 2021, I received an email from Lyssa Pantella, our 4th candidate, stating that she is withdrawn from our hiring process.

The panel discussed the other candidates that we either didn't interview or those we interviewed but passed up for other candidates.

After the discussion, the panel is recommending the following candidate to move forward with our process.

Devin Dehart

If you have any questions, please feel free to contact me.

Thank you,
Sgt. Shawn Goucher

Not-For-Profit & Government Accounting

picpa.org/attend-cpe-events/conferences/government-not-for-profit-conference

Who Should Attend

This conference is for financial professionals in not-for-profits and governments, including financial managers, finance directors, CFOs, comptrollers, accountants, and auditors working in a borough, township, municipality, or school district, or serving as a leader in a not-for-profit organization.

Objective

To identify and learn about the auditing, reporting, financial management, and tax issues impacted by COVID-19 and how they affect not-for-profit organizations and government entities.

Highlights:

- Financial Transparency in the Modern Era
- State of the Nonprofit Union
- Better Together: the GASB and the FASB
- Disaster Recovery Planning
- ASU Related to Nonfinancial Assets or Gifts-in-Kind
- Risk Assessment and Going Concern after the Pandemic
- Pension Update

Sign Up for Conference Announcements

Thank You to Our Sponsor



Developing Your Township Budget - 8/12/21 - Montgomery Co.

 learn.psats.org/products/developing-your-township-budget-81221-montgomery-co

Overview

The township's annual budget is a financial plan that shows how much money your township will have, where it comes from, and how it will be used. Section 3202 of the Township Code requires the board of supervisors to prepare and adopt a budget that best reflects the estimated revenues and expenses of the township for the upcoming year by December 31st.

Budgeting is a basic tool for managing municipal finances, but it can be more than that. Preparation and adoption of the annual budget should be based on careful planning of the township's activities for the coming year, and making reasoned and balanced decisions on how municipal resources will be spent.

The budgeting process should allow the board of supervisors to express its goals for community services for the coming year in a single document that is readily understandable by the citizens. Since the budget allocates revenues among various municipal needs, careful consideration should be given by the board regarding where the limited amount of money available will be spent.

This class will provide proven and effective methods and techniques to help new and veteran township supervisors, secretaries, treasurers, managers, road masters and public works officials develop budgets that work.

This course is eligible for 2.5 PMGA Administration Points

DATE: August 12, 2021

TIME:

Class: 1:00 PM – 3:30 PM

LOCATION:

Montgomery County
Worcester Township
1721 S. Valley Forge Road
Worcester, PA 19490

REGISTRATION FEE:

2021 PSATS HR & Labor Management Institute - 9/23-24/21

 learn.psats.org/products/2021-psats-hr-labor-management-institute-923-2421

Overview

This day and a half class is a must-attend for anyone who has responsibility for HR and personnel management in their township.

Qualifies for PMGA Administration Points

******A block of rooms are available at a discounted rate. This is for the Holiday Inn Harrisburg/Hershey (Grantville). The room rate is \$89 plus taxes per night. Attendees can make their own reservations online at Holiday Inn Harrisburg/Hershey and enter the Group Code **PT5**.

Date:

September 23 & 24, 2021

Time:

Thursday, Sept. 23rd: 10:00 a.m. - 4:30 p.m.

Friday, Sept. 24th: 9:00 a.m. - 12:00 p.m.

Registration Fee:

Member* - \$ 99.00

Non-Member – \$ 125.00

*PSATS Member = Registrant has paid current annual membership dues to PSATS or one of its professional associations (e.g., Township Emergency Management Association, Township Engineers Association, Township Planners Association, Township Solicitors Association, or the Pa. Assoc. of Zoning Officials).

CANCELLATIONS/REFUNDS / NO SHOW POLICY:

Cancellations must be in writing, and can be sent to us by email to cancellations@psats.org; by fax to (717) 763-9732; or by mail to PSATS Education Program, 4855 Woodland Drive, Enola, PA, 17025. Refunds will be determined by the sent date of the notice.

Refunds for cancelling a webinar at any time will be subject to a \$10 processing fee.

For classes, (in-person and virtual), refunds for a cancellation sent to us between 10 and 2

**POCONO TOWNSHIP
MONROE COUNTY, PENNSYLVANIA**

ORDINANCE NO. _____

AN ORDINANCE OF THE TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA, GRANTING TO BLUE RIDGE COMMUNICATIONS, A NON-EXCLUSIVE FRANCHISE TO ERECT, INSTALL, MAINTAIN AND OPERATE CABLE SERVICE IN, UNDER, OVER, ALONG, ACROSS AND UPON THE STREETS, SIDEWALKS, ALLEYS, BRIDGES, ROADS, HIGHWAYS AND OTHER PUBLIC PLACES IN THE TOWNSHIP OF POCONO INCLUDING, IN CONNECTION THEREWITH, THE RIGHT AND PERMISSION TO ERECT, INSTALL, AND MAINTAIN POLES AND TO INSTALL, ATTACH AND MAINTAIN WIRES, CABLES AND OTHER FACILITIES TO SUCH POLES AND TO EXISTING UTILITY POLES FOR THE PURPOSE OF TRANSMISSION AND DISTRIBUTION OF CABLE SERVICE; TO PROVIDE RECEPTION SERVICE FOR THE SAME TO THE MEMBERS OF THE PUBLIC DESIRING SUCH SERVICE IN THE TOWNSHIP OF POCONO, AND FOR OTHER PURPOSES FOR A PERIOD OF YEARS, SETTING FORTH CONDITIONS ACCOMPANYING THE GRANT OF THE SAID FRANCHISE; PROVIDING FOR TOWNSHIP REGULATION AND USE OF THE SYSTEM AND PROVIDING PENALTIES FOR VIOLATIONS.

WHEREAS, the Township of Pocono, Monroe County, Pennsylvania, has considered the adoption of a cable television franchise agreement; and,

WHEREAS, the Township of Pocono is a township of the First Class in the Commonwealth of Pennsylvania; and,

WHEREAS, the Township of Pocono is authorized to grant one or more nonexclusive, revocable, franchises to construct, operate and maintain within the Township of Pocono a system for providing "Cable Service"; and

WHEREAS, the Board of Commissioners of the Township of Pocono, Monroe County, Pennsylvania believe that the Cable Franchise Agreement attached hereto and marked *EXHIBIT "A"*, is in the best interest of the Township of Pocono and its residents.

NOW THEREFORE BE IT ORDAINED, the Board of Commissioners of the Township of Pocono hereby enacts into ordinance this Cable Franchise Agreement, attached hereto and made a part hereof, between the Township of Pocono and Blue Ridge Communications, and authorizes the execution of said agreement by the appropriate Township officials.

All ordinances and parts of ordinances or resolutions inconsistent herewith are hereby repealed.

If any section, clause, provision, or portion of this Ordinance shall be held to be invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provisions or portion of this Ordinance.

ENACTED AND ADOPTED by the Board of Commissioners this ____ day of _____, 2021.

ATTEST:

**POCONO TOWNSHIP BOARD OF
COMMISSIONERS**

TAYLOR MUNOZ
Township Manager

RICHARD WIELEBINSKI
President, Board of Commissioners

Fireplaces • Patios • Drywalls • Building Blocks • Stone • Brick • Concrete Work

TO:

Perona Township

Robert Schenck

Bygone days at Tenetville Park

by pond

DATE: May 15 2001

[illegible]