



POCONO TOWNSHIP COMMISSIONERS
AGENDA

August 1, 2022 | 6:00 p.m.

112 Township Drive, Tannersville, PA

Dial-In Option: 646 558 8656

Meeting ID: 892 102 5946

Passcode: 18372

Zoom Link:

<https://us06web.zoom.us/j/8921025946?pwd=Q1VtaFVkVEpRWtUvdIFrSHJ1cE1Td09>

Open Meeting

Pledge of Allegiance

Roll Call

Public Comment

For any individuals wishing to make public comment tonight, including those dialed in by phone, please state the spelling of your name and identify whether you are a taxpayer of Pocono Township.

Please limit individual comments to five (5) minutes and direct all comments to the President. Public comment is not for debate or answering questions, rather it is for "comment on matters of concern, official action or deliberation...prior to taking official action" [PA Sunshine Act, Section 710.1].

Announcements

- "Yoga in the Park" is ongoing at Mountain View Park, with both Mommy & Me classes and Beginners Adult Yoga throughout the remainder of the summer. Please visit the Pocono Township Facebook page for specific details or contact the Township at 570-629-1922 to reserve your spot.

Hearings – None

Presentations – None

Resolutions

Resolution 2022-28 – Motion to approve Resolution 2022-28 approving a supplemental appropriation to the 2022 budget in the amount of \$250,300 from the Township's General Fund balance for the purpose of replenishing funding for the line item titled Professional Services – Building Codes Officer. **(Action Item)**

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the July 18, 2022 regular meeting of the Board of Commissioners.
 - Financial transactions through July 28, 2022 including:
 - Ratification of sewer operating expenditures in the amount of \$637.87.
 - Ratification of gross payroll for pay period ending July 24, 2022 in the amount of \$119,137.13.
 - Vouchers payable in the amount of \$49,143.07.
 - Sewer operating fund expenditures in the amount of \$13,959.67.
 - Capital reserve fund expenditures in the amount of \$12,689.01.
 - A Fire Tax disbursement of \$1,590.34.
 - Budget adjustment transfers of \$123,100.00 for line items specified in the accompanying Budget Adjustment Request to provide funding for the remainder of the year.
 - A transfer of ARPA funds in the amount of \$808.33 to the General Fund for the purpose of covering Traisr implementation costs.
- (Action Items)**

NEW BUSINESS

1. Personnel – None

2. Travel/Training Authorizations – None

Report of the President

Richard Wielebinski

- Request of Avrumi Abramczyk, who runs Camp Mechaya in New York, to allow 200 people in Mountain View Park being transported via coach buses. **(Potential Action Item)**

Commissioner Comments

Jerrold Belvin – Vice President

- Emergency Management Update
 - Update – PPL utility lines and possible drainage issues on Barton Court.
 - Update – Installation of security cameras at TLC Park.

Ellen Gndt – Commissioner

- Update – Grid scale solar ordinance for Pocono Township.
- Update – Amusement Tax collections.
- Zoning ordinance changes including 80% impervious coverage in RD zones.

Jerry Lastowski – Commissioner

- Update – Paving of Burton Road following UGI project work.
- Update regarding Margaritaville project.

Keith Meeker – Commissioner

Reports

Zoning

Police Report

- Update – Patrol officer hiring process.
- Update – Monthly statistics.

Ambulance Report**Public Works Report**

- Current Public Works projects.
- Mountain View Park updates.
 - Reaching out to installer for new slide at Mountain View Park to discuss installation details.
- TLC Park updates.
 - Installation of TLC Park Playground Structures tentatively set for August 8.
 - ESSA Field scoreboard installed.
 - Concrete poured for bridge plaque installation.
- Park Lane Culvert Replacement – Dirt and Gravel Grant.
- Update – Replacement of rims on Township basketball courts.
- Update – Township postings on Municibid.

Administration – Manager's Report

- Discussion regarding formalizing official rules for 1) TLC Park and 2) the TLC Park Basketball Court. **(Possible Action Item)**
- DCED Multimodal grant application submitted for Learn Road/SR 611 Safety Enhancement Project.
- Evaluation ongoing regarding electric supplier rates.
- 2022 Township Events
 - Community Day – Saturday, September 10, 2022
 - Trunk-or-Treat – TBD
 - Christmas Tree Lighting – TBD

Township Engineer Report

- Public bid for Mountain View Park fence projects.
- Public bid for TLC Park spillway wingwalls.
- Staking out of TLC Park dog park and border fence between parking lot and BP gas station.
- Update regarding sidewalks for Wendy's and Turkey Hill.
- Engineering study for identified stormwater projects – Laurel Lake Road and Oakwood Acres.
- Parking area design for Old Learn Farm open space parcel adjacent to PPL easement.
- TASA SR 611 sidewalk project – Kickoff meeting held July 29.
- Update – Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue.

Township Solicitor Report

- Zoning Hearing Board updates.
 - Heinze LLC hearing on August 2, 2022 at 5:00 p.m.
 - Core5 hearing on August 4, 2022 at 5:00 p.m. **(Possible Action Item)**
- HSPS Comp Plan hearing set for August 15 at 6:00 p.m.
- Update – Drafting and advertisement of Stormwater Management Ordinance changes.
- Update – Commonwealth Court argument date set for Johnson Appeal in September.
- Update – Kelly Trust Property
- Update – PJJWA transfer agreement.

Public Comment

For any individuals wishing to make public comment tonight, including those dialed in by phone, please state the spelling of your name and identify whether you are a taxpayer of

Pocono Township. Please limit individual comments to five (5) minutes and direct all comments to the President.

Adjournment

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

RESOLUTION 2022-28

**A RESOLUTION APPROVING SUPPLEMENTAL APPROPRIATIONS
TO THE 2022 BUDGET**

WHEREAS, the Board of Commissioners is empowered pursuant to the First Class Township Code to make supplemental appropriations at any time and for any lawful purpose from funds not otherwise appropriated and for items not set forth in the adopted budget; and

WHEREAS, the Board of Commissioners wishes to make a supplemental appropriation from funds on hand in the Township's General Fund balance in the amount of \$250,300.00 for the purpose of replenishing funding for the line item titled Professional Services – Building Codes Officer.

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED that the supplemental appropriation be approved for replenishment of the Professional Services – Building Codes Officer line item as further detailed in the attached Supplemental Appropriation Request.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the 1st day of August, 2022.

ATTEST:

Township of Pocono
Board of Commissioners

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

By: _____
Print Name: Richard Wielebinski
Title: President

SUPPLEMENTAL APPROPRIATION REQUEST

LINE	ACTUAL	BUDGET	OVER	OVER %	ADJUSTED BUDGET	ADJUSTED APPROPRIATION
413.310 · Prof Services -BC Officer	275,213.87	175,000.00	100,213.87	157.27%	425,300.00	250,300.00

FUND BALANCE

	FUND BALANCE 1/1/2022	BUDGETED APPROPRIATION	Unrestricted Fund Balance	Supplemental Appropriation	Adjusted Fund Balance
279.000 FUND BALANCE (NET)	4,431,654.70	-1,655,000.00	2,776,654.70	-250,300.00	2,526,354.70

Note:

413.310 BC Officer line is directly related to the revenue line listed below:

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
Building Permits				
362.410 · Building Permits	400,124.19	250,000.00	150,124.19	160.05%
Total Building Permits	400,124.19	250,000.00	150,124.19	160.05%

Pocono Township is charged 70% of all building permit revenue

**Pocono Township Board of Commissioners
Regular Meeting Minutes
July 18, 2022 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on July 18, 2022 and was opened by President Rich Wielebinski at 6:00 p.m. followed by the Pledge of Allegiance.

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

In Attendance: Leo DeVito, Township Solicitor, Broughal & DeVito; Jon Tresslar, Township Engineer, LVL Engineering; Taylor Muñoz, Township Manager; Shawn Goucher, Acting Chief of Police; Robert Sargent, Public Works Supervisor; and Jennifer Gambino, Administrative Assistant.

Public Comment - None

Announcements

- The next "Yoga in the Park" Mommy & Me classes at Mountain View Park will be held Thursday evening, July 21 at 6:30 p.m. and Friday, August 5 at 10:00 a.m. Beginners Adult Yoga continues Thursday, July 28 at 6:30 p.m. at the Park and will continue every other Thursday following. The cost is \$10 per person (free for children under 12) and residents can contact the Township at 570-629-1922 to reserve their spot.

Hearings

R. Wielebinski made a motion, seconded by J. Belvin to open a Public Hearing to consider adoption of Ordinance 2022-04 Amending the Code of Ordinances of Pocono Township, Chapter 470, Zoning and Repealing all Ordinances and Parts of Ordinances Inconsistent Herewith. All in favor. Motion carried.

L. DeVito confirmed the advertising of the ordinance. Outlined changes proposed in the amendment, including changes to definition of "Public Access Street"; maximum impervious coverage in the Recreation District, increasing impervious coverage for residential usage from 20% to 35%; changes to the Planned Residential Development ordinance allowing for greater density of five (5) units per acre where public sewage/utilities exist; and the deletion of the Timber Harvesting Ordinance from the Zoning Ordinance, with a standalone Timber Harvesting Ordinance to follow.

E. Gndt asked question regarding unit density for a PRD; stated she agrees with the County Planning Commission regarding looking at 80% impervious for other recreation uses; and expressed desire to have feedback from the County Planning Commission sooner before a hearing is scheduled so the Township has time to consider changes.

R. Wielebinski made a motion, seconded by E. Gndt, to close the public hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to adopt Ordinance 2022-04 Amending the Code of Ordinances of Pocono Township, Chapter 470, Zoning and Repealing all Ordinances and Parts of Ordinances Inconsistent Herewith. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to open a Public Hearing to consider adoption of Ordinance 2022-05 Amending the Code of Ordinances of Pocono Township, Part II General Legislation to add a New Chapter 400, Timber Harvesting and Repealing all Ordinances and Parts of Ordinances Inconsistent Herewith. All in favor. Motion carried.

L. DeVito confirmed the advertising of the ordinance. He stated this ordinance was developed in accordance with state agriculture laws and recommendations of the PA Attorney General's office.

R. Wielebinski made a motion, seconded by K. Meeker, to close the public hearing. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Belvin, to adopt Ordinance 2022-05 Amending the Code of Ordinances of Pocono Township, Part II General Legislation to add a new Chapter 400, Timber Harvesting and Repealing all Ordinances and Parts of Ordinances Inconsistent Herewith. All in favor. Motion carried.

Presentations – None

Resolutions

R. Wielebinski made a motion, seconded by J. Lastowski, to approve Resolution 2022-26 authorizing the Submission of a Multimodal Transportation Fund Grant Application to the Commonwealth Financing Authority in an amount not to exceed \$2 million for the purposes of infrastructure upgrades at the intersection of SR 611, Learn Road and Old Mill Road, and the intersection of Learn Road and Fish Hill Road in Pocono Township. T. Muñoz provided update regarding current grant funds received and purpose. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to approve Resolution 2022-27 approving a Revision to the Official Sewage Facilities Plan of Pocono Township per the Camp Lindenmere Sewage Facilities Planning Module Included with the Lindenmere Sports Arts Center LLC Land Development Plan. J. Tresslar explained that whenever an on-lot system of this scale is expanded, the Township has to sign off on the planning module for DEP review. This resolution indicates the Township approves of the expansion of this system as long as they meet DEP's requirements. E. Gnanadt asked for clarification. All in favor. Motion carried.

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the July 5, 2022 regular meeting of the Board of Commissioners.
 - Financial transactions through July 14, 2022 including:
 - Ratification of vouchers payable in the amount of \$5,289.73 and sewer operating expenditures in the amount of \$126.94.
 - Ratification of gross payroll for pay periods ending July 10, 2022 in the amount of \$117,605.65.
 - Vouchers payable in the amount of \$147,339.65.
 - Sewer operating fund expenditures in the amount of \$121,818.23.
 - Sewer construction fund expenditures in the amount of \$34,627.90.
 - Capital reserve fund expenditures in the amount of \$43,592.32.

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

NEW BUSINESS - None

Report of the President

Richard Wielebinski

- Motion to award public bid for the installation of dog park fencing at TLC Park in Tannersville.

J. Tresslar read bid results for a base bid consisting of a galvanized chain link fence, with black vinyl alternative. Township originally estimated the project would be \$50,840. Bids as follows:

- Pro Max Fence Systems LLC – \$41, 845.00; \$46,940 for black vinyl alternate
- Spitale Construction Resources, Inc./SCR Fence – \$48,001.65; \$58,001.70 alternate
- Minichi, Inc – \$59,000; \$69,000 alternate
- Patel Construction – \$90,661; \$103,291 alternate

J. Tresslar made recommendation to award to lowest bidder.

R. Wielebinski made a motion, seconded by K. Meeker, to award black vinyl fencing of \$46,940 to Pro Max Fence Systems. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by K. Meeker, to advertise a public hearing for August 15, 2022 at 6:00 p.m. for the purpose of receiving public comment and adoption of the Hamilton-Stroud-Pocono-Stroudsburg (HSPS) Comprehensive Plan. All in favor. Motion carried.

- Discussion regarding state changes to the fireworks law and potential need to evaluate Pocono Township's fireworks ordinance to ensure compliance with new provisions – R. Wielebinski explained the state has changed the statewide law for fireworks.

R. Wielebinski made a motion, seconded by J. Belvin, to authorize L. DeVito to evaluate the Township's fireworks ordinance and to provide recommendations as to where the Township should mirror state law. All in favor. Motion carried.

- Discussion and possible action regarding the advertising of an amendment to the Township's Stormwater Management Ordinance, per the PA DEP's 2022 model ordinance – T. Muñoz explained amendment to ordinance.

R. Wielebinski made a motion, seconded by E. Gmandt, to advertise the amendment to the Township's Stormwater Management Ordinance, per the PA DEP's 2022 model ordinance. All in favor. Motion carried.

- Update regarding youth softball/baseball training facility at TLC Park – Stated the training facility would be located in Mt. Pocono, per the grant application submitted. Consensus that Pocono Township will not proceed.

Commissioner Comments

Jerrold Belvin – Vice President

- Emergency Management Update
 - PPL utility lines and possible drainage issues on Barton Court – Received complaint that electric lines were too low and have been hit by trucks in the past. Upon visual inspection, there are old, shorter poles that are not up to code. PPL recognizes there is an issue but is concerned with right of entry. Confirmed that a Township plow truck would hit the lines if the dump were tilted upward. Will follow up with legal counsel regarding getting a right of entry to allow PPL to perform work necessary to raise the heights of the lines. Four poles of particular concern. Three are located in Township ROW, and one is not. Poles are only fourteen (14) feet.
- Discussion and possible action regarding replacement of all basketball rims at Township parks with double rims – Discussion regarding TLC Park court and how the court is preferable due to the single rims. Double rims are thicker and they require more skill.

J. Belvin made a motion, seconded by R. Wielebinski, to convert all Township basketball courts to double rims. E. Gmandt expressed concern about whether changing the rims would really deter groups of players. Further discussion of double rims and single rims. J. Lastowski stated playground directors or

monitors could be an ultimate solution to address issues. Roll call vote: J. Belvin, yes; E. Gndt, no; J. Lastowski, yes; K. Meeker, yes; R. Wielebinski, yes. Motion carried.

- Discussion and possible action regarding sale of the Township generator via Municibid – Stated the Township's generator is nonfunctional and, even when it runs, it goes into overload mode right away. Has not run in over a year and Township could use the trailer on which it sits.

J. Belvin made a motion, seconded by K. Meeker, to advertise the sale of the Township generator on Municibid. E. Gndt asked whether it should be sold or scrapped. Motion amended and accepted to set a reserve price of \$300. All in favor. Motion carried.

- Update regarding installation of security cameras at TLC Park – None

Ellen Gndt – Commissioner

- Discussion regarding draft grid scale solar ordinance for Pocono Township – R. Wielebinski asked where the Township would limit solar fields. J. Tresslar stated an ordinance could protect environmental features, specifically including wetlands and certain soils. J. Tresslar said ultimately one could craft an ordinance to dictate where it can go. L DeVito said Township must exercise caution not to defacto eliminate a use. Stated an overlay may be an option. R. Wielebinski asked T. Muñoz to send out draft solar ordinances to the commissioners for review.
- Update – Amusement Tax collections – No update.

Jerry Lastowski – Commissioner

- Paving of Burton Road following UGI project work – J. Belvin and R. Sargent attended a meeting with UGI. UGI stated they will not make any repairs to Burton Road unless the Township provides photo evidence of before and after conditions. Further discussion regarding conditions of Burton Road.
- Discussion regarding signage on SR 611 – Stated that temporary signs have continued to proliferate on SR 611, and we should proceed to remove signs not permitted.

Keith Meeker – Commissioner – No update.

Reports

Zoning – None

Police Report

- Update – Patrol officer hiring process – Down to four candidates for police. This Saturday is the PT test, which is the last test before in-house interviews.
- Update – Purchase of two ballistic shields – Sanofi has agreed to purchase two shields for Pocono Township.

Ambulance Report – None

Public Works Report

- Current Public Works projects – Road Crew completing Deer Mountain and Park Lane projects.
- Mountain View Park updates – Everything is going well with the park. Water testing came back clean for systems at the park.
- Park Lane Culvert Replacement Dirt & Gravel Grant – Continuing to work toward completion of project.

R. Wielebinski made a motion, seconded by J. Belvin, to advertise sale of a 2003 Peterbilt dump truck #12 on Municibid. E. Gndt asked if Township is liable if someone purchases. All in favor. Motion carried.

- Discussion and possible action regarding purchase of UHF radios for the Public Works Department – Township attempted to obtain four (4) quotes for needed UHF radios. Three vendors could not provide a quote to meet Township's needs.

R. Wielebinski made a motion, seconded by J. Belvin, to approve a P&D Emergency Services quote of \$13,312.65 for UHF radios and installation. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by J. Lastowski, to accept a quote of \$8,250.00 from Mount Pocono Fence for the installation of a 6-foot chain link fence between TLC Park and the BP gas station in Tannersville. E. Gndt expressed concerns regarding piecemealing of fence projects. L. DeVito stated he is okay with the current quote as not being part of a piecemealed project. Further discussion regarding safety concerns. All in favor. Motion carried.

Administration – Manager's Report

- Estimated ship date of new playground structures for TLC Park set for August 3. Installation to follow.
- Estimated ship date for new slide at Mountain View Park set for August 19. Installation to follow.
- Discussion regarding formalizing official rules for 1) TLC Park and 2) the TLC Park Basketball Court – Discussed lighting in the park and will send around formalized set of rules for BOC review.
- Update – Evaluation ongoing regarding electric supplier rates – No update.
- 2022 Township Events
 - Community Day – Saturday, September 10, 2022
 - Trunk-or-Treat – TBD
 - Christmas Tree Lighting – TBD

Township Engineer Report

- Public bid for Mountain View Park fence projects. Reviewed with R. Sargent last week and getting ready to put out for bid.
- Engineering study for identified stormwater projects – Laurel Lake Road and Oakwood Acres. Amy has been coordinating on Oakwood Acres and working on design for Laurel Lake.
- Parking area design for Old Learn Farm open space parcel adjacent to PPL easement – Received CAD file from Hanover Engineering today and coordinating with PPL regarding design of parking area.
- TASA SR 611 sidewalk project – Kickoff meeting set for July 29. J. Tresslar will get answers from Wendy's and Turkey Hill regarding sidewalk installation.
- Update – Righthand turn lanes from Rt. 611 onto Rimrock Road and Bartonsville Avenue – Working on proposal to complete project and secure final funding.

Discussion regarding bidding of the TLC Park Spillway wingwalls project.

Township Solicitor Report

R. Wielebinski made a motion, seconded by J. Lastowski, to have Township Solicitor attend the Heinze LLC Zoning Hearing on August 2, 2022 at 5:00 p.m. All in favor. Motion carried.

- Update – Johnson Appeal - Received argument date for September.
- Update – Kelly Trust Property – August 3 contempt petition hearing in Monroe Court of Common Pleas.
- Update – PJJWA transfer agreement – Received revisions from BCRA special counsel. E. Gndt asked if there was another draft or whether they are notes on the existing draft.

Discussion regarding 2168 White Oak Drive. Judgments have been filed. Will look into additional means for removal of junk vehicles, etc. L. DeVito requested a list of items that need to be addressed on the property.

Zoning Hearing for Camelback has been continued to end of August. There are conversations between Camelback and the HOA to potentially resolve issues. Hearing has been moved to August 23 at 5:00 p.m.

Public Comment – None

Adjournment

R. Wielebinski made a motion, seconded by E. Gmandt, to adjourn the meeting at 8:02 p.m. All in favor. Motion carried.

DRAFT

POCONO TOWNSHIP

Monday, August 1, 2022

SUMMARY

Ratify

General Fund	\$	-
Payroll	\$	119,137.13
Sewer Operating	\$	637.87
Sewer Construction	\$	-
Capital Reserve	\$	-

Bill List

TOTAL General Fund	\$	49,143.07
TOTAL Sewer <u>OPERATING</u> Fund	\$	13,959.67
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	-
TOTAL Capital Reserve Fund	\$	12,689.01
Liquid Fuels	\$	-

TOTAL EXPENDITURES	\$	195,566.75
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Fire Tax Disbursement	\$	1,590.34
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<u>Budget Adjustments</u>	\$	123,100.00
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<u>Budget Appropriations</u>	\$	250,300.00
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Budgetary Interfund Transfer

Use of Grant Funds

ARPA FUNDS TO CAPITAL RESERVE

ARPA FUNDS TO GENERAL FUND	\$	808.33
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Total Transfers	\$	374,208.33
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Notes:

POCONO TOWNSHIP CHECK LISTING

RATIFY

Monday, August 1, 2022

General Fund

	Date	Check	Vendor	Memo	Amount
Payroll	07/29/2022			PAYROLL ENDING 07/24/2022	\$ 119,137.13
TOTAL PAYROLL					\$ 119,137.13

General Expenditures

	Date	Check	Vendor	Memo	Amount
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TOTAL General Fund Bills \$0.00**Sewer Operating Fund**

	Date	Check	Vendor	Memo	Amount
	07/15/2022	2239	Verizon	Sewer SCADA	\$ 35.11
	07/20/2022	2240	Verizon Wireless	Sewer Modems	\$ 120.05
	07/25/2022	2241	BLUE RIDGE COMMUNICATIONS	Pump Station Phones	\$ 126.94
	07/25/2022	2242	MET-ED	Pump Station 4 electric	\$ 292.30
	07/27/2022	2243	BLUE RIDGE COMMUNICATIONS	Pump Station 5 phone	\$ 63.47
					\$ 637.87

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	\$	119,137.13	
TOTAL Sewer Operating	\$	637.87	Authorized by:
TOTAL Sewer Construction	\$	-	
Total Capital Reserve	\$	-	Transferred by:
\$		119,775.00	

POCONO TOWNSHIP CHECK LISTING

Monday, August 1, 2022

General Fund

Date	Check	Vendor	Memo	Amount
7/28/2022	62328	Access Office Technologies	TWP Copiers Q2 2022 & Police Phone Support July 2022	\$1,220.66
7/28/2022	62329	AFLAC	Supplement Ins	\$368.80
7/28/2022	62330	American Heritage Life Insurance Company	Supplemental Ins	\$940.16
7/28/2022	62331	Best Auto Service Center	Unit 92 Service	\$410.03
7/28/2022	62332	Brodhead Creek Regional Authority	TWP Quarterly Water	\$306.21
7/28/2022	62333	Cefali and Associates PC	June 2022 Treasury Services	\$262.50
7/28/2022	62334	D.G. Nicholas Co.	PW operating supplies	\$176.45
7/28/2022	62335	Davidheiser's Inc.	Tracker Testing	\$144.00
7/28/2022	62336	Deer Country Farm & Lawn, Inc.	Park supplies	\$193.86
7/28/2022	62337	DES	June 2022 TWP Recycling	\$30.00
7/28/2022	62338	Eckert, Seamans, Cherin & Mellott, LLC	Legal services	\$630.00
7/28/2022	62339	Eric A. Moses Co.	PW supplies	\$132.40
7/28/2022	62340	Ferrara, Mike	TWP Supplied Muck Safety Boots	\$139.99
7/28/2022	62341	Foster & Foster, Inc.	GASB Prep/Mignosi Buyback	\$1,250.00
7/28/2022	62342	FURY, ALEXANDRA	7/8/2022-7/21/2022 MOMMY AND ME	\$20.00
7/28/2022	62343	Getz, Ed	Getz Workboots 2022	\$150.00
7/28/2022	62344	Gotta Go Potties, Inc	2022 Carnival	\$1,385.00
7/28/2022	62345	HILBERT, SHAWN A.	PTW New Hires Oral Interviews	\$500.00
7/28/2022	62346	HUNTER KEYSTONE PETERBILT	Truck supplies	\$7,914.61
7/28/2022	62347	J. P. Mascaro & Sons	MVP Waste Removal Jul 2022	\$218.30
7/28/2022	62348	J. P. Mascaro & Sons	TWP Waste Removal Jul 2022	\$327.65
7/28/2022	62349	Locust Ridge Quarry	Road supplies	\$1,153.11
7/28/2022	62350	MAULA, MAURA	7/14/2022 YOGA IN THE PARK	\$20.00
7/28/2022	62351	Nationwide - 457	EE & ER Pay 13 & 14 2022	\$8,580.18
7/28/2022	62352	Patriot Workwear	Police uniform expense	\$442.00
7/28/2022	62353	PPL Electric Utilities	TLC Park Lighting	\$66.40
7/28/2022	62354	PSATS	C. McCue Testing	\$41.00
7/28/2022	62355	PSATS UC GROUP TRUST FUND	UC Cont Q2 2022	\$2,027.02
7/28/2022	62356	RR Donnelley	Non-traffic Citations	\$47.86

7/28/2022	62357	Shinetime Auto Wash & Lube	June 2022 Washes	\$19.00
7/28/2022	62358	SHOOK, DOUGLAS	PTW New Hire Oral Testing	\$500.00
7/28/2022	62359	Staples Credit Plan	Office Supplies	\$61.97
7/28/2022	62360	Suburban Propane	Vehicle Fuel	\$16,833.33
7/28/2022	62361	Suburban Testing Labs	SDWA Testing	\$990.00
7/28/2022	62362	TRAISR, LLC	June 2022 SAS Sub	\$808.33
7/28/2022	62363	Tulpehocken Mountain Spring Water Inc	TWP Drinking Water	\$67.49
7/28/2022	62364	UNIFIRST Corporation	PW Uniforms & TWP Carpets	\$190.76
7/28/2022	62365	Y-pers, Inc.	PW supplies	\$574.00

TOTAL GENERAL FUND **\$49,143.07**

Sewer Operating

Date	Check	Vendor	Memo	Amount
7/28/2022	2244	BRODHEAD CREEK REGIONAL AUTHORITY	Pump Station 2 -5 Quaterly Water	\$261.71
7/28/2022	2245	J P Mascaro & Sons	Pump Station 5 Waste Removal Jul 2022	\$223.85
7/28/2022	2246	Pocono Management Associates LLC	6/20 - 7/24/22 Sewer Consulting	\$8,819.24
7/28/2022	2247	Radu, Elizabeth	3 Sewer Tap Fees Refunded	\$3,750.00
7/28/2022	2248	SUBURBAN TESTING LABS	Monthly NPDES	\$538.20
7/28/2022	2249	TRAISR	Monthly SAS Sub June 2022	\$366.67
TOTAL Sewer Operating				<u>\$13,959.67</u>

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
7/28/2022	1322	CHEMUNG SUPPLY	Road pipe material	\$4,532.15
7/28/2022	1323	Gotta Go Potties	8 Park Ln Rental 6/6 - 7/4/22 for Proj 6 Park Lane	\$120.00
7/28/2022	1324	Linex Striping Co.	TLC Park Layout & Stripe Parking Lot Lines Per Print	\$1,445.00
7/28/2022	1325	LOCUST RIDGE	Park Lane Project materials	\$991.86
7/28/2022	1326	Patriot Workwear	Kuehner Body Armor	\$1,098.00
7/28/2022	1327	S&S HOME BUILDERS	2022 Belmont Utility Tractor Trailer	\$4,502.00
TOTAL Capital Reserve Fund				<u>\$12,689.01</u>

Fire Tax Disbursement

Date	Check	Payee	Memo	Amount
7/28/2022	1028	PTWP FIRE DEPARTMENT	RE TAXES PMNT 8 2022	\$ 1,590.34
TOTAL Fire Tax				<u>\$ 1,590.34</u>

ESSA

General Fund	\$	49,143.07	
Sewer Operating	\$	13,959.67	
Sewer Construction Fund	\$	-	Authorized by: _____
Capital Reserve	\$	12,689.01	
Fire Tax Disbursement	\$	1,590.34	
Liquid Fuels	\$	-	
TOTAL ESSA TRANSFER	\$	77,382.09	Transferred by: _____

BUDGET ADJUSTMENT REQUEST

The following line items in the General Fund require additional funding to cover expenditures for the remainder of the year. Department heads request Board of Commissioners approval to move surplus funding to the lines indicated below.

FROM	Amount	TO	Amount	over/(under) budget	Explanation
GENERAL GOVERNMENT					
401.220 · Admin Operating Supplies	\$ 1,200.00	401.200 · Administration Allowances	\$ 1,200.00	\$ 625.59	Additional funds are needed to cover managers phone allowance back payment and future expenditures
407.451 · GEN GOV IT CONTRACTED SERVICES	\$ 5,000.00	407.421 · Gen Gov. SAS Subscriptions	\$ 9,000.00	\$ 6,552.04	Egnyte overages and remaining expenditures
404.314 · Legal Services Special Counsel	\$ 4,000.00				
POLICE					
410.130 · Police Salaries & Wages-Officer	\$ 20,000.00	410.317 · POLICE NEW HIRES EXP	\$ 20,000.00	\$ 1,898.40	Transfer will fund line
410.196 · Police Health Insurance	\$ 29,000.00	410.231 · Vehicle Fuel	\$ 20,000.00	\$ 9,445.92	Additional funds are needed to cover overages due to cost increases and to fund the rest of the year.
		410.320 · Police Communications	\$ 6,000.00	\$ (1,157.74)	Additional funds are needed to ensure sufficient funding for the remainder of the year.
		410.373 · Police Maint & Repair Bldg	\$ 3,000.00	\$ 1,911.11	Additional funds are needed to cover overages due to additional repairs and to cover possible expenditures to the end of the year
		410.420 · Police Dues, Subscriptions	\$ 700.00	\$ 622.95	Additional funds are needed to cover overages
410.331 · Travel/Lodging	\$ 700.00				
PUBLIC WORKS					
432.220 · Snow & Ice Rem Oper Supplies	\$ 49,000.00	430.232 · Public Works Diesel	\$ 35,000.00	\$ (1,634.41)	Additional funds are needed to ensure sufficient funding for the remainder of the year.
		430.384 · Public Works Equip Rental	\$ 3,500.00	\$ 3,500.00	Additional funds are needed to ensure sufficient funding for current projects.
		430.376 · Public Works Equip. Maint. Supp.	\$ 10,000.00	\$ (19,473.08)	Additional funds needed to cover purchase of truck part
		432.375 · Snow & Ice Rem Equipment Maint	\$ 500.00	\$ 267.48	Additional funds are needed to cover overages
430.310 · Public Works Professional Svcs	\$ 3,000.00	430.376 · Public Works Equip. Maint. Supp.	\$ 3,000.00	\$ (19,473.08)	Additional funds needed to cover purchase of truck part
454.110 · Park Salary & Wage	\$ 11,200.00	454.220 · Park Operating Supplies	2,600.00	\$ (692.33)	Additional funds are needed to ensure sufficient funding for the remainder of the year.
		454.231 · Park Vehicle Fuel	6,000.00	\$ 926.07	Additional funds are needed to cover overages
		454.360 · Park Utilities	\$ 600.00	\$ (1,324.50)	Additional funds are needed to ensure sufficient funding for the remainder of the year.
		457.540 · Community Day Celebration	\$ 2,000.00	\$ (1,070.13)	Additional funds are needed to ensure sufficient funding to cover Community Day
\$ 123,100.00			\$ 123,100.00		

SUPPLEMENTAL APPROPRIATION REQUEST

LINE	ACTUAL	BUDGET	OVER	OVER %	ADJUSTED BUDGET	ADJUSTED APPROPRIATION
413.310 · Prof Services -BC Officer	275,213.87	175,000.00	100,213.87	157.27%	425,300.00	250,300.00

FUND BALANCE

	FUND BALANCE 1/1/2022	BUDGETED APPROPRIATION	Unrestricted Fund Balance	Supplemental Appropriation	Adjusted Fund Balance
279.000 FUND BALANCE (NET)	4,431,654.70	-1,655,000.00	2,776,654.70	-250,300.00	2,526,354.70

Note:

413.310 BC Officer line is directly related to the revenue line listed below:

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
Building Permits				
362.410 · Building Permits	400,124.19	250,000.00	150,124.19	160.05%
Total Building Permits	400,124.19	250,000.00	150,124.19	160.05%

Pocono Township is charged 70% of all building permit revenue

From: [CAMP MECHAYA](#)
To: [Taylor Munoz](#)
Date: Thursday, July 28, 2022 12:54:12 AM

Hi,

My name is Avrumi Abramczyk. I run a summer camp, and I'm looking to take my camp on a trip. We would like to have a supper BBQ at mountain view park. I spent money to reserve pavilion #3 that can hold 200 people. After reserving, I noticed that there might be an issue with bringing buses to the park. I would like to get a permit to allow us to continue with the planning of our trip. We are a non-profit institution, the name of our camp is Camp Mechaya.

Looking forward to hearing from you soon!

Avrumi Abramczyk



Camp Mechaya