

**Pocono Township Board of Commissioners
Regular Meeting Minutes
August 18, 2025 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on August 18, 2025 and was opened by Vice Chair Natasha Leap at 6:00 p.m. followed by the Pledge of Allegiance.

Roll Call: Ellen Gndt, present; Natasha Leap, present; Mike Velardi, present; Brian Winot, present; Rich Wielebinski, present via Zoom.

In Attendance: Leo DeVito-Township Solicitor; Jon Tresslar- Engineer; Patrick Briegel-Public Works Director; Jerrod Belvin-Township Manager; James Wagner, Chief of Police; Erica Tomas-Administrative Assistant.

Announcements

- Public Comment policy has changed. For public comment at the beginning of a meeting you will be permitted 3 minutes on non-agenda items only. For action items, you may speak at the podium and be permitted 1 minute for your comments during that agenda item.

Public Comment

Frank Aubrey (Resident) Thanked the BOC and Police regarding Off Road ATV issues.

Cheryl Parks (Resident) Commented on her neighbor's dogs and business.

Edward Gualtieri (Resident) Commented regarding Cheryl Parks remarks.

Jim Pellegrini (Resident) Questioned Township Ordinance regarding Data Centers.

Presentations

Interview of Scott Raymond & Shanw Brosnan for the position of Civil Service Alternate

Discussion from BOC

N. Leap made a motion, seconded by M. Velardi, to approve the Civil Service Alternate positions to both Scott Raymond and Shawn Brosnan. All in favor. Motion carried.

Hanover Engineering – Amire LLC – Cranberry Creek Apartments & Restaurant – Explained the parking concerns for the project.

Hearings

Resolutions

N. Leap made a motion, seconded by M. Velardi to approve Resolution 2025- 29 Amending the Pocono Township's fee schedule regarding the annual licensing fees from \$500 to \$2500 for Transient Dwelling use of Single-Family Dwellings. All in favor. Motion carried. Discussion was had.

N. Leap made a motion, seconded by B. Winot, to approve Resolution 2025- 30 authorizing Signatures on LSA Grant for 3 new police Ford Explorers. E. Gndt asked if it was for a Grant. All in favor. Motion carried.

N. Leap made a motion, seconded by M. Velardi, to approve Resolution 2025- 31 Granting Conditional Approval for the 122 & 144 Paweda Hill Minor Subdivision LDP 1447. E. Gndt asked if there were non-conforming issues. J. Tresslar explained. All in favor. Motion carried.

Consent Agenda

- N. Leap made a motion, seconded by M. Velardi, to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the August 4, 2025 regular meeting of the Board of Commissioners.
 - Financial transactions through August 18, 2025 as presented, including ratification of expenditures in the amount of \$675,750.54 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund, Transfers. All in favor. Motion carried. No comments.

NEW BUSINESS

Personnel

- N. Leap made a motion, seconded by B. Winot, to hire Kenny PreHart for a full-time Public Works position that was vacated by the retirement of Tom Shick. All in favor. Motion carried.

Commissioner Comments

Richard Wielebinski – President

- R. Wielebinski made a motion, N. Leap, to approve the indemnification Agreement between the Township of Pocono and Ertle Development LLC regarding the Wawa to be located at Tax ID No. 12.9.1.73 ***B. Winot Abstained from the vote due to his business relationship with Ertle Development LLC.*** C. Keppler asked what the abstention was for. All voting members in favor. Motion carried.
- R. Wielebinski made a motion, seconded by N. Leap, to withdraw the Solicitor attending the Cranberry Creek ZHB hearing. E. Gmandt commented. Roll Call: E. Gmandt, nay; N. Leap, aye; B. Winot, aye; M. Velardi, aye; R. Wielebinski, aye. Motion carried.
- R. Wielebinski made a motion, seconded by N. Leap, to approve enrollment of Chief, James Wagner, to the DROP program. (Deferred Retirement Program) All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to approve the following PTPD policies: Custodial Searches, Prison Rape Elimination, Transporting Persons in Custody, Recruitment and Selection, Special Assignments and Promotions, Anti-Retaliation, Reporting of Arrests-Convictions and Court Orders, Drug and Alcohol-Free Workplace, Sick Leave, Communicable Diseases, Facial Recognition Technology Use. All in favor. Motion carried.

Natasha Leap – Vice President

- N. Leap made a motion, seconded by M. Velardi, to create a 3-way intersection at Cranberry Rd & Sycamore Dr following Township Engineer recommendations after traffic safety study. E. Gmandt asked if the study has been completed. J. Tresslar affirmed that it has. All in favor. Motion carried.

Ellen Gmandt – Commissioner

- E. Gmandt asked if the township would consider possibility of renting old bakery or food pantry. Discussion was had between the board.
- E. Gmandt made a motion, seconded by N. Leap, to put up for bid the bakery equipment, or to sell. All in favor. Motion carried.
- Update – Solar Field – moving forward without violations.
- E. Gmandt made a motion, seconded by N. Leap for discussion purposes, to post video of meetings to our website once the new site is up and running. Discussion took place, ***R. Wielebinski made a motion, seconded by M. Velardi, to table the above motion until a policy has been reviewed and can be put in place. All in favor. Motion carried.***

Brian Winot – Commissioner

- B. Winot made a motion, seconded by M. Velardi, to direct the Township Engineer to review the new Zoning Ordinance rewrite in comparison with the SALDO regulations to ensure consistency and eliminate any potential conflicts. Discussion was had among the board and engineer. C. Keppler commented on his disagreement with the motion. E. Gndt and N. Leap commented. All in favor. Motion carried.

Mike Velardi – Commissioner

- Golden Slipper Update – Hopefully to open September 1st.
- Tent City Update – No update
- Pocono Olympics – Pocono Township Police took first place, Stroudsburg CrossFit took second place, The Triple Dippers took third place. The Pocono Township Fire Department won the Tug of war.

Reports

Zoning Report-SFM Consulting - L. Scerbo

Police – James Wagner, Chief

July report was sent out to the board earlier. 1265 calls for service, 39 traffic accidents investigated, 447 traffic contacts made, 22 criminal arrests made, and 10 summary arrests.

Manager Report – Jerrod Belvin

- Parks Update – Issues starting up again at the Mountain View basketball courts. Police have been called. New camera refit being done in that area. Gate is being locked at night.
- Website Update- should be ready within the next 2-3 weeks.
- Insurance Update – Clean report. No large rate increases for next year expected.
- Grants Update – Most of the color lighting has been installed at night for the TLC park and just waiting on a couple more fountain pieces to come in to complete installation.

Public Works – Patrick Briegel

- Sewer Business Update – The portable flow meter has been installed and will be monitoring different locations throughout the sewer system.
- Current Public Works Projects – Cobble Creek drainage project has been started with some maintenance on the swales and replacing culverts.
- N. Leap made a motion, seconded by M. Velardi, to purchase gate for rear parking lot from Mount Pocono Fence in the amount of \$17,875.00. B. Winot asked how it would be actuated. P. Briegel explained. Discussion was had between the board. All in favor. Motion carried.
- N. Leap made a motion, seconded by M. Velardi, to purchase a Kubota V series UTV in the amount of \$45,334.48, from capital budget 2025. All in favor. Motion carried.
- N. Leap made a motion, seconded by M. Velardi, to approve the Line Striping Quantities for 2025 not to exceed \$35,000.00. All in favor. Motion carried.

Township Events Report-Jennifer Gambino

Township Engineer Report- Jon Tresslar

- Sewer Business Update – Continuing to work on the two areas of expansion.
- Learn Road safety enhancement project and roundabout survey work. On Hold
- TASA Project – Engineering drawings almost ready
- TLC walking bridge. – developed working drawings with two alternatives for the next meeting.
- Turkey Hill/Wendys Sidewalk update – waiting to hear from their engineers.

- Stadden Rd signage & curve painting – signs have been added.
- Pocono Circle/ Barton Glen Safety Study discussion – study has been started.
- N. Leap made a motion, seconded by M. Velardi, to release Northeast Site from their contract and their Bond be returned regarding the Learn Road Round-About project effective August 28, 2025. **B. Winot abstained from the vote due to his affiliation with N.E. Site.** C. Keppler quoted the PA Ethics Act. A lengthy discussion was had by the board, solicitor, engineer, and C & J Keppler. All voting members in favor. Motion carried.

Township Solicitor Report-Leo V. DeVito

- The board of commissioners met prior to the meeting to discuss personnel issues, ongoing and potential litigation issues, and real estate acquisitions.
- Sewer Business update – internally administratively circulating updated rules & regulations for our sewer usage/advancement.
- General legal update – Sunset Shooting Range – Commonwealth Court has reversed their decision.
- Update – Archer Lane No new updates.
- Learn Road Easement Process is ongoing.
- TASA Sidewalk Update – Almost all Easements are in place.
- N. Leap made a motion, seconded by M. Velardi, for the dissolution of the PJJWA. Discussion was had between E. Gndt and L. DeVito. E. Gndt made a motion, seconded by N. Leap, to Table the Dissolution of the PJJWA. All in favor. Motion carried.
- B. Winot made a motion, seconded by N. Leap, to approve solicitor to advertise for the Knox Box Ordinance Amendment. E. Gndt expressed her opposition to this ordinance. M. Velardi and B. Winot informed the Board of their research. Roll Call: E. Gndt, nay; N. Leap, aye; B. Winot, aye; M. Velardi, aye; R. Wielebinski, aye. Motion carried.

Adjournment – N. Leap made a motion, seconded by B. Winot, to adjourn the meeting 8:03 p.m. All in favor. Motion carried.