

**Pocono Township Board of Commissioners
Regular Meeting Minutes
September 15, 2025 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on September 15, 2025 and was opened by Chair Richard Wielebinski at 6:03 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.

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, Paul Morgan, SFM Consulting.

Announcements

An executive session was held prior to the meeting to discuss litigation of Pocono Township vs Brown

Public Comment

Joe Folsom (Resident) – Gave a shoutout to the road crew, fire police, and Jenn Gambino on the successful food truck festival.

Veronica Romanski (Resident) – Thanked Zoning, Police, and everyone who is helping regarding issues with 18 wheeler's parking at her home.

Cheryl Parks (Resident) – Updated that there are no dog escapes to report along with results from recent hearings.

Ed Valtteri (Resident) – Updated the board that they have installed a privacy fence.

Elizabeth Cassiano (Resident) – Requested information regarding the surveying near her home.

Presentations

Tannersville Point Apartments – Waiver Presentation –

R. Wielebinski made a motion, seconded by B. Winot, to approve the waiver of SALDO, 390-17.B.(1) – Plan submission procedure. Discussion took place. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the waiver of SALDO 390-48.T.(13)(b) Driveway width. Discussion took place. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to approve the waiver of Section 390-48.T.(14) Concrete Aprons. Discussion took place. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by N. Leap, to approve the waiver of Section 390-50.D.(4), Stormwater Basin Depth. Discussion took place. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the waiver of Section 365-8.L. Connection of Roof Leaders. Discussion took place. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to approve the waiver of Section 365-13.B. Stormwater Calculations. Discussion took place. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the waiver of Section 390-50.CC Pipe Size. Discussion took place. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by N. Leap, to approve the waiver of Section 390-25.B.(4) and 390-29.E.(4) Plan Size. Discussion took place. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the waiver of Section 390-25.G.(1)(c) , 390-25.G.(19), and 390-29.J.(1)(c) Design Vehicle. C. Keppler commented. Discussion took place. Roll Call Vote: E. Gndt, nay; N. Leap, aye; M. Velardi, aye; B. Winot, aye; R. Wielebinski, aye; (Passed 4-1) Motion carried.

R. Wielebinski made a motion, seconded by M. Velardi, to approve the waiver of Section 390-50.D.(3) Stormwater basin geometry. Discussion took place. All in favor. Motion carried.

E. Gndt made a motion, seconded by B. Winot to approve the deferral of Section 390-48.AA for the West Site frontage of sidewalks. Discussion took place. All in favor. Motion carried.

Hearings - None

Resolutions

R. Wielebinski made a motion, seconded by M. Velardi, to approve Resolution 2025-33 granting conditional approval of the Tannersville Point Apartments LDP 1358. Contractor agreed to pay \$118,000 for in leu of fee's. In-depth discussion took place. Roll Call Vote: E. Gndt, nay; N. Leap, aye; M. Velardi, aye; B. Winot, aye; R. Wielebinski, aye. (Passed 4-1) Motion carried.

Consent Agenda

- R. Wielebinski made a motion, seconded by M. Velardi, to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the September 2, 2025 regular meeting of the Board of Commissioners.
 - Financial transactions through September 15, 2025 as presented, including ratification of expenditures in the amount of \$578,538.14 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund, Transfers. All in favor. Motion carried.

NEW BUSINESS

Personnel

R. Wielebinski made a motion, seconded by M. Velardi, to approve a raise for Regina Zuvich of 4% for 8-16-2025. E. Gndt commented. Roll call vote: E. Gndt, nay; N. Leap, aye; M. Velardi, aye; B. Winot, aye; R. Wielebinski, aye. (Passed 4-1) Motion carried.

Commissioner Comments

Richard Wielebinski – President

- R. Wielebinski made a motion, seconded by B. Winot, to accept and Execute the Civil Service Bylaws (Rules & Regulations) as presented. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to waive Clear Run Intermediate School (PMSD) pavilion fees for 10/9. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by N. Leap, to proceed with dangerous structure inspection for parcel 12.8.1.85. Discussion was had. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by B. Winot, to deny Summit Road Solar Array (Bluewave Solar) LDP 1439 due to lack of response by developer to the Township Engineer letter along with the comment letters from Zoning. L. DeVito made some recommendations to the board. All in favor. Motion carried.

Natasha Leap – Vice President

Ellen Gndt – Commissioner

- Update – Solar Field – Type of grass mix is winter grass and is established. It will be green in spring. No active violations have come in from the Conservation District.
- E. Gndt addressed the board on her review of the past minutes. E. Gndt made a motion, seconded by N. Leap for discussion purposes only, to postpone the TASA plan until all commissioners are brought up to speed and project costs, and grants are reviewed. Discussion: N. Leap asked if there ever was a vote. J. Belvin stated Yes via Resolution 2024-02 with a 5 to 0 vote. A lengthy discussion was had by the board, solicitor, and the public. Roll call: E. Gndt, aye; N. Leap, nay; M Velardi, nay; B. Winot, nay; R. Wielebinski, nay. (Failed 4-1) Motion fails.
- E. Gndt made a motion, seconded by B. Winot, to send out letters to affected businesses to set up work session to present the plan to them for feedback. Lengthy Discussion was had. Roll call: E.

Gnandt, aye; N. Leap, nay; M. Velardi, nay; B. Winot, nay; R. Wielebinski, nay. (Failed 4-1) Motion fails.

- E. Gnandt asked where we are at with the Food truck Ordinance. E. Gnandt made a motion, seconded by N. Leap, to schedule and advertise food truck ordinance hearing. Discussion took place. Roll call: E. Gnandt, aye; N. Leap, aye; M. Velardi, aye; B. Winot, aye; R. Wielebinski, nay. (Passed 4-1) Motion carried.

Brian Winot – Commissioner

- B. Winot made a motion, seconded by R. Wielebinski, to have solicitor review and edit the proposed draft of the HOD for presentation to the board at the next meeting. Discussion took place between the public, solicitor, and board. All in favor. Motion carried.
- B. Winot made a motion, seconded by R. Wielebinski, to have Township Solicitor draw up an Ordinance in order for the police to enforce the prohibited truck traffic on Back Mountain Rd & Brookdale, for safety reasons. Discussion took place. All in favor. Motion carried.

Mike Velardi – Commissioner

- Tent City Update – Property maintenance notice was sent out on the 21st. It will be followed up this Monday.

Reports

Zoning Report-SFM Consulting -

Police – James Wagner, Chief

Manager Report – Jerrod Belvin

- PSATS update – Shout out to Pocono Township on our curative amendment.
- Police Wing Update – Presentation should be at the October 6th Board of Commissioners Meeting, to coincide with the bidding process.
- PennDOT Update - Cherry Lane project Sholders are being cut back for the winter with a full overlay next year. The 715 project has started up again. We are tentatively set for closing the second week of October.
- ACT 101 Update is a recycling ordinance set forth by DEP. A new Ordinance must be done in order to stay compliant. Leaf drop offs will start in the fall.
- Township website will be active by the end of the week.
- Monroe County 250 will be coming up in July of 2026.
- Thank you to public works for cleaning swales.
- Food truck festival was a huge success. It will move to the new township office next year.
- We now have a YouTube channel.
- Welcome Paul Morgan.

Public Works – Patrick Briegel

- Sewer Business Update Pinch vales being replaced.
- Current Public Works Projects – Working with the Waste Authority. Two Thursday, Friday, and Saturdays in November where residents can bring their leaves and drop them at MVP.
- Stop Sign on Cranberry was installed today.
- Line striping will start tomorrow. Should be done within a couple of days.
- Kenny's way and TLC is having some parking expansion and cleanup.
- Grass at 715 and 611 has been cut back by the township.
- New DPW part timer started today.
- B. Winot made a motion, seconded by R. Wielebinski, to move forward with the Easement for utilities and sewer at 205 Old Mill Road project. All in favor. Motion carried. Thanks to Fitzmorris Community Services and the Heritage Land Trust for working with the township on this matter.

Township Engineer Report- Jon Tresslar

- Traffic Study for Sky High has been completed. Recommendations are: A full stop at Pocono Circle with Kenneth Drive, Penn Hills Drive with Pocono Circle, and on Sky High Drive a full stop at overlook

terrace, and full stop at Hearthstone Circle. Also recommended was to place speed limit signs established at 25 miles per hour, as there are no signs posted in either of the locations.

- TLC walking bridge. – Working on the two bridge alternatives.

Township Solicitor Report-Leo V. DeVito.

- Sewer Business Update
- General legal update – We are prosecuting a lot of zoning appeals both in Commonwealth Court and State Court.
- R. Wielebinski made a motion, seconded by M. Velardi, to proceed with Solicitor obtaining an administrative warrant to remove a dangerous structure located at 268 Laurel Lake Road. Discussion took place. Roll call: E. Gmandt, nay; N. Leap, nay; M. Velardi, nay; B. Winot, nay; R. Wielebinski, aye. (Failed 4-1) Motion failed.
- Update – Archer Lane Moving toward trial early next year.
- Learn Road Easement Process - All easements should be agreed upon at this time.
- R. Wielebinski asked the solicitor about sitting commissioners running for other elected positions while serving as a township commissioner. L. DeVito stated that it happens all the time.

Adjournment – R. Wielebinski made a motion, seconded by B. Winot, to adjourn the meeting 9:26 p.m. All in favor. Motion carried.