



POCONO TOWNSHIP COMMISSIONERS
AGENDA

September 16, 2024 | 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=Q1VtaFVkVEpRWtUvdIFrSHJ1cE1TdZ09>

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

Executive session was held for personnel and litigation reasons on September 16, 2024.

Hearings

PoconoPlaces LLC – Appeal of township code enforcement notice regarding Grading Ordinance

Presentations –

Planning Commission – Alternate Vacancy Interviews

Jordan Merring

Jane King

Motion to appoint _____ as Planning Commission Alternate **(Possible Action Item)**

Resolutions -

Resolution 2024-24 Granting Conditional Approval of Sanofi Building 57 Addition (LDP#1430).
(Action Item)

Resolution 2024-25 Granting Conditional Approval of Iroquois Ridge(**Action Item**)

Resolution 2024-26 Consenting to the BCRA to enter into Grant Agreements for community project funding. (**Action Item**)

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the September 3, 2024 regular meeting.
 - Financial transactions through September 11, 2024 as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll, vouchers payable, sewer operating expenditures, construction fund expenditures, and capital reserve expenditures totaling \$488,104.25. (**Action Items**)

NEW BUSINESS

1. Personnel

2. Travel/Training Authorizations

Commissioner Comments

Richard Wielebinski – President

- Motion to purchase (2) Welcome to Pocono Township signs from Bartush Signs (Costars Vendor) for a total of \$15,111.60 Utilizing Park Capital Funding (**Possible Action Item**)
- Motion to approve the following individuals as signatories for Citizens Bank, ESSA Bank & Trust, PLGIT Trust, First Northern Bank & Trust, Wayne Bank, and First Keystone Bank; Jerrod Belvin, Township Manager; Richard Wielebinski, President; Natasha Leap, Vice President; Michael Velardi, Commissioner; Ellen Gndt, Commissioner; Brian Winot, Commissioner; Frank Cefali, Treasurer. (**Possible Action Item**)
- Motion to reimburse Pocono Township Volunteer Fire Company \$1,720.00 for the Porta-Potties as a donation to the Carnival Fund. (**Discussion &Possible Action Item**)
- Motion to issue temporary sign permit to Desaki for the fire show temporary sign and waive the permit fee (**Possible Action Item**)
- Motion to ratify allocation of Fall Cleanup Money to demolition of NCC site prep. (**Action Item**)

Natasha Leap – Vice President

Ellen Gndt – Commissioner

- Update – SBA Cell Tower
- Update – Solar Field
- Update - Kennel
- PTPD drone program update, MOU (?) (**Possible Action Item**)

Mike Velardi – Commissioner

Brian Winot – Commissioner

Reports

Zoning Report – (See Attached)

Police Report –

Ambulance Report

Fire Report

- Update Emergency Management
- Update Green Light Go
- NCC Update
- Kenny's Way Update
- Regional Zoning Update – Regional Comprehensive Plan
- Update – Old Learn Farm ribbon cutting ceremony October 24th
- Motion to authorize purchase of Ubiquiti Networking Equipment (Server, backup WAN, Modems, Cameras, POE & Non-POE network switches) for admin to replace damaged network systems in NCC Admin. Wing in the amount of \$10,063.00. **(Possible Action Item)**
- County LSA decision.

Public Works Report /Sewer Report

- Sewer Business Update
- MCTI Sewer Connect Request Letter
- Current Public Works Projects
- Parks Update
- Fog seal Update

Events Coordinator

- September 14-Movie at the park
- September 20-22 Food Truck Festival
- Veterans Memorial Highway Flag currently accepting applications
- Pickleball Update
- Park Board Update

Township Engineer Report

- Sewer Business Update
- Learn Road safety enhancement project and roundabout survey work
- TASA Project

Township Solicitor Report

- Sewer Business Update
- Motion to advertise hearing for Volunteer Special Tax Credit **(Possible Action Item)**
- Nuisance Ordinance Update
- General legal update
- Update – Archer Lane
- Learn Road Easement Process
- Zoning Hearing Board updates.
 - Dimensional Variance September 26th

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

Plan Status Spreadsheet Attached

From: J. Todd Belvin
Sent: Wednesday, September 11, 2024 4:11 PM
To: J. Todd Belvin
Subject: Fw: Planning Commission Opening

From: J. Todd Belvin
Sent: Tuesday, September 10, 2024 5:46 PM
To: Jerrod Belvin <JBelvin@poconopa.gov>
Subject: Fwd: Planning Commission Opening

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From: J. Todd Belvin
Sent: Tuesday, September 10, 2024 5:43:23 PM
To: Jerrod Belvin <JBelvin@poconopa.gov>
Subject: Planning Commission Opening

Dear Members of the Board,

I am writing to express my interest in volunteering for a position on the Pocono Township Planning Commission. As a resident of Pocono Township since 1976, I have developed a deep connection to our community and a strong commitment to its future growth and development.

My extensive experience in homeowner and property owner association governance has equipped me with a solid understanding of community planning and development. Throughout my career, I have successfully navigated the complexities of property management, stakeholder engagement, and strategic planning. This experience has honed my ability to balance diverse perspectives, address community needs, and contribute to effective decision-making processes.

I am particularly drawn to serving on the Planning Commission because it offers a unique opportunity to shape the future vision and direction of our community. I believe that being a member of the Planning Commission is not only a chance to provide valuable input but also to lead and inspire positive change within Pocono Township.

I am eager to bring my background in governance and community planning to the commission and collaborate with fellow members to enhance our township's growth and development. I am confident that my skills and dedication would be a valuable asset to the Planning Commission and the residents of Pocono Township.

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to the ongoing success and progress of our community.

Sincerely,

Jane King

Sent from my iPad

Jordan Merring

Tannersville, PA 18372

EXPERIENCE

Lehigh Valley Health Network, Allentown, PA — *Preparedness & Life Safety Specialist*

Jan 2023 - PRESENT

Educate ER staff on decontamination procedures, perform hospital inspections, conduct MCI training at LVHN facilities, and operate as part of the Lehigh County Special Operations Team.

Manheim Township Fire Rescue, Lancaster, PA — *Firefighter/EMT*

March 2021 - Jan 2023

Maintained levelheadedness and efficiency in high-pressure situations, effectively prioritizing tasks to save lives and provide medical care for the people within Manheim Township and the surrounding jurisdictions.

Camp Lejeune Fire & Emergency Services Division, Jacksonville, NC — *Firefighter/EMT*

Jan 2021 - March 2021

Maintained levelheadedness and efficiency in high-pressure situations, effectively prioritizing tasks to save lives and provide medical care for the people within Camp Lejeune and the surrounding jurisdictions.

Safety Services & Consulting LLC, Swiftwater, PA — *Emergency Response Technician*

Jan 2019 - Jan 2021

Assisted with fire and life safety protection of an industrial-sized pharmaceutical production plant. Responded to medical calls and performed building inspections to maintain compliance with company and local government standards. Provided confined space and hazardous material standbys for outside contracting companies.

EDUCATION

DeSales University, Center Valley, PA — *Master of Arts in Homeland Security and Counterterrorism Investigations*

April 2023 - Current

Anticipated graduation - Spring 2026

SKILLS

Leadership

Adaptability

Time Management

Communication

AWARDS

Several semesters of Dean's List in college

Top 5 call runners for fire department multiple years

Employee of the Month at Columbia Sportswear
May/Sept 2021

Community Service

Pocono Township Vol. Fire Company - Current
1st assistant chief and have been a member for 9 years

Team Rubicon Natural Disaster Response - Deployed to California and Texas

East Stroudsburg University of Pennsylvania, East Stroudsburg, PA — *Bachelor of Science in Business Management and Finance*

Jan 2018 - May 2020

Was a member of Phi Sigma Pi, a nationally recognized honors fraternity.

Bloomsburg University of Pennsylvania, Bloomsburg, PA — *No Degree*

Jan 2017 - Dec 2017

Original major was psychology but then switched to business management.

Certifications/Licenses

Firefighter 1 & 2, HAZMAT Technician, EMT-Basic, NIMS 100, 200, 300, 400, 700, 800, Vehicle Rescue Technician, Public Information Officer, Management of CBRNE Events, Medical Countermeasures POD Response

TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. 2024- 24

**A RESOLUTION GRANTING CONDITIONAL
APPROVAL OF THE SANOFI PASTEUR, INC. BUILDING 57 ADDITION
PRELIMINARY/FINAL LAND DEVELOPMENT PLAN**

WHEREAS, the applicant, Sanofi Pasteur, Inc., submitted a plan application titled “Preliminary/Final Land Development Plan, Sanofi Building 57 Addition” (the “Plan”). The applicant proposes to construct a 1,080 square foot building addition to Building B-57 and the relocation of the main entrance’s delivery and ADA ramp. The property is owned by Sanofi Pasteur, Inc., and is known as Monroe County Tax ID No. 12.12.2.10-2; and

WHEREAS, the Township Engineer has reviewed the Plan and offered comments in his letters dated July 25, 2024 and August 7, 2024; and

WHEREAS, the Pocono Township Planning Commission recommended the conditional plan approval of the Plan at a meeting held on August 12, 2024; and

WHEREAS, the Pocono Township Board of Commissioners desires to take final action on this Plan.

NOW THEREFORE BE IT HEREBY RESOLVED by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania:

That the following requests for modification from the Subdivision and Land Development Ordinance are hereby granted:

1. SALDO Section 390-19.M: Financial guarantee requirements. *The applicant shall not be required to provide a financial guarantee as a condition of recording the plan as no public improvements are proposed.*
2. SALDO Section 390-29.G.(7): A viewshed analysis must be submitted. *The applicant shall not be required to provide a viewshed analysis as seed lab is more than 2,000 feet from any roads in an already developed site.*
3. SALDO Section 390-29.J.(6): Title search must be provided. *The applicant shall not be required to provide a title search. The applicant has provided a deed evidencing ownership of the property.*
4. SALDO Sections 390-32.B and 390-35: Performance Guarantee. *The applicant shall not be required to provide a performance guarantee as a condition of recording the plan as no public improvements are proposed.*
5. SALDO Section 390-41: Development Agreement. *The applicant shall not be required*

to enter into a development agreement as a condition of recording the plan as no public improvements are proposed.

6. SALDO Section 390-55.F.(3): Buffering requirements along property lines and rights-of-way. *The applicant shall not be required to install additional plantings due to the existing woodlands.*

That the following requests for modification of the Brodhead and McMichael Creeks Stormwater Management Ordinance are hereby granted:

1. SMO Section 365-8.L – “Roof drains should not be connected to streets, sanitary or storm sewers, or roadside ditches in order to promote overland flow and infiltration/percolation of stormwater.” *The existing building is connected to storm sewer and the expansion is proposed to be connected to the storm sewer as well.*
2. SMO Section 365-27: Performance Guarantee. *The applicant shall not be required to provide a performance guarantee as a condition of recording the plan as no public improvements are proposed.*

That the “Preliminary/Final Land Development Plan, Sanofi Building 57 Addition” as shown on the plan prepared by Borton Lawson Engineering, dated January 31, 2024, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer’s letters dated July 25, 2024 and August 7, 2024.
2. The applicant shall enter into a Stormwater Management and Maintenance Agreement with the Township, if deemed necessary by the Township.
3. The applicant shall pay all necessary fees associated with the Plan, including but not limited to any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.
4. The applicant shall obtain all required permits and approvals from other governmental and regulatory agencies prior to presenting the Plan for signatures.
5. The applicant shall provide the requisite number of plans which are signed and notarized by the owner and sealed by the engineer.
6. The applicant shall meet all conditions of the plan approval, and Plan shall be recorded within twelve (12) months of Conditional Plan approval, and agrees that if such conditions are not met, the Conditional Plan approval will be considered void.
7. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the Plan is denied.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono the _____ day of _____, 2024.

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Print Name: Jerrod Belvin
Title: Township Manager

By: _____
Print Name: Richard Wielebinski
Title: President

TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA

RESOLUTION NO. 2024-25

**A RESOLUTION GRANTING CONDITIONAL APPROVAL OF THE MINOR
SUBDIVISION PLAN, LANDS OF
IROQUOIS RIDGE/BACIK**

WHEREAS, the applicants, Iroquois Ridge Partners, LLP, Stephen J. Bacik and Maureen A. Bacik, submitted a minor subdivision plan application titled “Minor Subdivision Plan for Lands of Iroquois Ridge Partners, LLP and Consolidation for Lands of Stephen J. & Maureen A. Bacik” (the “Plan”); and

WHEREAS, the Township Engineer has reviewed the Plan and offered comments in his letters dated July 25, 2024, August 26, 2024 and September 5, 2024; and

WHEREAS, the Pocono Township Planning Commission recommended conditional approval of the Plan at a meeting held on September 9, 2024; and

WHEREAS, the Pocono Township Board of Commissioners desire to grant the conditional approval of the Plan, subject to the following.

NOW THEREFORE BE IT HEREBY RESOLVED by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania:

That the “Minor Subdivision Plan for Lands of Iroquois Ridge Partners, LLP and Consolidation for Lands of Stephen J. & Maureen A. Bacik” as shown on the plan prepared by RKR Hess, dated May 13, 2024, as revised, be hereby approved with the following conditions and provided the plan is revised as follows, subject to the review and approval of the Township Engineer and/or Township Solicitor:

1. The applicant shall comply with all of the conditions and requirements identified in the Township Engineer’s letters dated July 25, 2024, August 26, 2024 and September 5, 2024.
2. The applicant shall pay all necessary fees associated with the Plan, including but not limited to an open space fee, any outstanding plan account charges and all professional services fees, prior to the recording of the Plan.
3. The applicant shall obtain all required permits and approvals from other governmental agencies prior to presenting the Plan for signatures.
4. The applicant shall provide the requisite number of plans which are signed and notarized by the owner and sealed by the engineer.
5. The applicant shall meet all conditions of the final plan approval, and Plan shall be recorded within twelve (12) months of Conditional final plan approval, and agrees that if such conditions are not met, the Conditional final plan approval will be considered void.

6. The applicant shall accept these conditions in writing within five (5) days of receipt of the Board of Commissioners Resolution, otherwise the application is denied.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono, the _____ day of _____, 2024.

ATTEST:

Township of Pocono
Board of Commissioners

By: _____
Print Name: Jerrod Belvin
Title: Township Manager

By: _____
Print Name: Richard Wielebinski
Title: President

**BOARD OF COMMISSIONERS
OF THE TOWNSHIP OF POCONO,
MONROE COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2024-26

A RESOLUTION OF THE TOWNSHIP OF POCONO, COUNTY OF MONROE, PENNSYLVANIA SUPPORTING AND CONSENTING TO THE BRODHEAD CREEK REGIONAL AUTHORITY ENTERING INTO GRANT AGREEMENTS FOR AND SUBSEQUENT RECEIPT OF UP TO \$22,000,000.00 COMMUNITY PROJECT FUNDING, THROUGH SECTION 219, ENVIRONMENTAL INFRASTRUCTURE PROGRAM TO BE ADMINISTERED BY THE ARMY CORPS OF ENGINEERS WITH A MATCHING COMPONENT OF UP TO \$7,333,000.00 FOR THE PURPOSE OF WATER INFRASTRUCTURE IMPROVEMENTS TO EXPAND WATER SERVICE CAPABILITY AND RESILIENCY TO THE WATER SERVICE MAIN PROVIDING PUBLIC WATER SERVICE FROM AREAS SOUTH OF, TO, AND THROUGH POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA. THE FIRST PHASE TO CONSIST OF A \$1,000,000.00 OF COMMUNITY PROJECT FUNDING WITH OF A MATCH OF \$333,000.00 FROM THE AUTHORITY FOR THE PURPOSE OF ENGINEERING, DESIGN, AND PERMITTING OF THE ENTIRE PROJECT; AND FURTHER AUTHORIZING THE EXECUTION OF THE ATTACHED CONSENT AND SUPPORT LETTER PURSUANT TO SECTION 2003(b) OF THE WATER RESOURCES DEVELOPMENT ACT OF 2007.

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWNSHIP
OF _____ AS FOLLOWS:**

WHEREAS, the TOWNSHIP OF _____, a Township of the First Class, is a body politic and corporate, organized and existing under the laws of the Commonwealth of Pennsylvania, with a principal address of _____, Pennsylvania; and

WHEREAS, the Brodhead Creek Regional Authority (the "Authority"), formerly the Stroudsburg Municipal Authority, was created and exists under the Municipality Authorities Act (the Act of the General Assembly of the Commonwealth of Pennsylvania approved May 2, 1945, P.L. 382, as continued by an Act of the General Assembly of the Commonwealth of Pennsylvania approved June 19, 2001, P.L. 22 (53 Pa. Cons. Stat. §§ 5601 *et seq.*) (the "Act"), as amended, and as evidenced by its Articles of Incorporation, which have been amended to extend the term of its corporate existence to January 1, 2067, for the purpose, *inter alia*, of construction, ownership and

operation of water and wastewater systems serving users in all or portions of the Borough of Stroudsburg ("Stroudsburg") and the Townships of Hamilton ("Hamilton"), Pocono ("Pocono"), Smithfield ("Smithfield"), Stroud ("Stroud"), all located in Monroe County, Pennsylvania (hereinafter collectively, the "Member Municipalities"); and

WHEREAS, the Authority is owned by the Member Municipalities pursuant to an Amended and Restated Intergovernmental Cooperation Agreement, dated May 10, 2010, a First Supplement to the Amended and Restated Intermunicipal Cooperation Agreement, dated November 1, 2010, and a Second Supplement to the Amended and Restated Intermunicipal Cooperation Agreement, dated August 1, 2017 (hereinafter collectively, the "ICA"); and

WHEREAS, the Authority also provides public water service to portions of Jackson, Paradise, and Tobyhanna Townships; and

WHEREAS, the Authority has experienced constrictions on its ability to utilize, at full capacity, the main water main running from Stroudsburg Borough through Pocono Township due to size limitations, aging, infrastructure, and accelerated corrosion (hereinafter, the "Constraints"); and

WHEREAS, the Authority has had to limit the amount of water available to these municipalities along this water main corridor due to the Constraints which results, if left uncorrected, in curtailing future economic development of this portion of its water service area as well as providing safe and reliable service; and

WHEREAS, the Authority has been approved for a total project value of up to Twenty-Two Million (\$22,000,000.00) Dollars which is not fully appropriated through the Community Project Funding pursuant to Section 219, Water Resource Development Act; and

WHEREAS, if fully appropriated, the Authority would be obligated to provide a twenty-five (25%) percent match or up to Seven Million Three Hundred Thirty-Three Thousand (\$7,333,000.00) Dollars for a total project amount to correct the Constraints of up to Thirty Million (\$30,000,000.00) Dollars; and

WHEREAS, the scope of the Constraints project has been compiled into a letter report by the Army Corps of Engineers which letter report justifies and explains the necessity for the Constraints project. A copy of the letter report is attached hereto and marked as **Exhibit "A,"** and

WHEREAS, the project to correct the Constraints on the water main shall occur in several phases, the timing of which has yet to be determined, but will correct water mains Constraints in Stroudsburg Borough and the Townships of Hamilton, Stroud, and Pocono; and

WHEREAS, the first phase of the project which has been appropriated is a One Million (\$1,000,000.00) Dollar Community Funding Project Grant with a match of Three Hundred Thirty-Three Thousand (\$333,000.00) Dollars for the purpose of designing and permitting the Constraints project; and

WHEREAS, the Articles of Incorporation as approved by the Member Municipalities include the following purposes:

- (f) The projects to be undertaken by the Authority shall be the acquiring (by grant, conveyance, transfer, assignment, purchase or eminent domain), holding, owning, leasing, either in the capacity of lessor or lessee, financing, permitting, constructing, expanding, improving, maintaining, operating and managing projects of the following kind and character:
 - (i) Water works, water supply works, water distribution systems for users in the Municipalities, and in such other areas as may be designated by the Authority;

WHEREAS, the Act authorizes the Authority to construct, replace, and repair existing water infrastructure including the authority to make financial arrangements for improvements of its water distribution system pursuant to 53 Pa. C.S. §§5607; and

WHEREAS, it is in the best interest of the citizens, water and sewer rate payers of the Township of _____ to support and approves the Authority entering into a grant agreement as set forth above with the Army Corps of Engineers to remedy the Constraints on its water distribution system up to and through the Pocono Township corridor; and

WHEREAS, the Township has reviewed and approved the Consent and Support Letter attached hereto and marked as **Exhibit "B"** for execution and submission.

NOW, THEREFORE, it is hereby **RESOLVED** by the Board of Commissioners of the Township of _____, this _____ day of _____, 2024, hereby support and approve of the Brodhead Creek Regional Authority entering into a Grant Agreement and subsequent appropriation of One Million (\$1,000,000.00) Dollars from Community Funding Project Grant, with a matching component of Three Hundred Thirty-Three Thousand (\$333,000.00) Dollars for the purpose of designing and permitting the Constraints project as defined above.

FURTHER, BE IT RESOLVED that the Board of Commissioners of _____ Township consents and supports the Brodhead Creek Regional Authority entering into future funding agreements with the Army Corps of Engineers for appropriations for the Constraint project to be received through the Community Project Funding, Through Section 219, Environmental Infrastructure Program in an amount up to Twenty-Two Million (\$22,000,000.00) Dollars with a matching component of up to Seven Million Three Hundred Thirty-Three Thousand (\$7,333,000.00) Dollars, and that this Resolution shall be sufficient proof of consent and support for future appropriation phases and the officials of the Township of _____ are authorized to take any and all action necessary to effectuate the purpose of this Resolution.

FURTHER, BE IT RESOLVED that the proper officers of the Township of _____ shall execute and return the Letter of Consent and Support attached hereto to the Brodhead Creek

Regional Authority to be included with the Grant Agreement for this phase and any subsequent appropriation phase of the Constraint project.

FURTHER, BE IT RESOLVED, this Resolution shall take effect immediately upon enactment.

ADOPTED this _____ day of _____, 2024, at a Regular Meeting of the Board of Commissioners.

ATTEST:

Secretary

**BOARD OF COMMISSIONERS
OF
TOWNSHIP** _____

By: _____

By: _____

By: _____

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of Resolution No. 2024-____ adopted by a majority vote of the Board of Commissioners of _____ Township at a properly advertised meeting of _____ duly held on _____, 2024. Present at the meeting were and a record of their vote was, as follows:

Name	Present	Aye	Nay

Further, be it certified that public notice of said meeting was given in the manner provided by law; that said Resolution shall be duly recorded upon the Minutes of _____ Township, has not been amended or rescinded, and is in full force and effect this ____ day of _____, 2024.

Secretary

**Pocono Township Board of Commissioners
Regular Meeting Minutes
September 3, 2024 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on September 3, 2024 and was opened by President Richard Wielebinski at 6:01 p.m. followed by the Pledge of Allegiance.

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

In Attendance: Patrick Briegel, Public Works Director; Leo DeVito, Township Solicitor; Jon Tressler, Engineer; Jennifer Gambino, Events Coordinator; Jerrod Belvin, Township Manager.

Public Comment

Cheryl Parks (Resident) – Ongoing Kennel Concerns.

Lawrence Lippert (Resident) – Neighbors using other neighbor's shooting range.

Xanthus Winters (Resident) – Expressed his thoughts on neighbors not communicating with each other prior to filing complaints with police.

Announcements

Executive session was held 9/3/24 for personnel issues, land transfer, and litigation.

Presentations

Park Board Interviews-

Brandee Starner (Zoom)
Matt Lentz (Zoom)
Maura Maula
Romane Robb
Lauren Stracey
Dan Snyder

R. Wielebinski made a motion, seconded by N. Leap, to appoint Brandee Starner, Matt Lentz, Maura Maula, and Lauren Stracey to the Pocono Township Park Board. All in favor. Motion carried.

Resolutions

R. Wielebinski made a motion, seconded by B. Winot, to approve Resolution 2024-22 Granting Conditional Approval of the Lot Consolidation Plan of Dean D. Wehr & Patricia A. Wehr. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to approve Resolution 2024-23 Granting Conditional Approval of the Lot Consolidation Plan of Amazing Pocono Properties, LLC. All in favor. Motion carried.

Consent Agenda

- Old business consisting of the minutes of the August 14, 2024 special meeting and the August 19, 2024 regular meeting.
- Financial transactions through August 27, 2024 as presented, including ratification of general fund expenditures, sewer operating expenditures and gross payroll, vouchers payable, sewer operating expenditures, construction fund expenditures, and capital reserve expenditures totaling \$359,363.08.

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

NEW BUSINESS –

Commissioner Comments

Richard Wielebinski – President

- R. Wielebinski made a motion, seconded by N. Leap, to waive event fee for Best Auto Police Car Wash on September 14th. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by N. Leap, to appoint Frank Cefali as the Township Treasurer at a rate of \$160.00/hr.
- R. Wielebinski made a motion, seconded by B. Winot, to hire Regina Zuvich at an hourly rate, as new Fiscal Administrator conditional on her being able to be bonded. All in favor. Motion carried.

Natasha Leap – Vice President

- N. Leap made a motion, seconded by R. Wielebinski, to remove Deed Restriction question from the ZHB application. Roll Call Vote: N. Leap, aye; R. Wielebinski, aye; B. Winot, aye, E. Gndt, nay. Motion carried.

Ellen Gndt – Commissioner

- Update – SBA Cell Tower – Comment letter sent out four weeks ago and an extension was requested.
- Update – Solar Field – Found that total grading plan was not being followed. Revised LDP must be submitted regarding basin 305.
- Update – Kennel –. Police investigating two dogs running loose and citation will be issued.
- E. Gndt made a motion, seconded by N. Leap, to have the Township Solicitor create an addition to the Nuisance Ordinance originally capturing the intent of noises & other nuisances. Discussion was held. All in favor. Motion carried.
- Police are working with the Union to produce an agreement for the PTPD drone program as presented utilizing funds from PMVB, donations from Sanofi and police budget.

Mike Velardi – Commissioner

Brian Winot – Commissioner

Reports

Zoning

Police Report

Ambulance Report

Fire Report

Manager Report –

- Update Emergency Management - Fall follow up of the 2025 County Hazmat Plan
- Update Green Light Go – Cabinets and breakers have been installed for the modems that have not come in yet. Another extension is being submitted.
- Pension Plan MMO 2025 for both Uniformed & Non-Uniformed Employees.
- NCC Update- conversion of the gym is taking place and trees are still being trimmed.
- Regional Zoning Update – Regional Comprehensive Plan still being developed

- Update – Old Learn Farm parking access will be paved within the next week. Tables, benches, trash cans and mini free library have come in. Waiting on signage with rules and park language.
- Energy Update – We were able to get our new four accounts at a lower rate secured for one year.
- The Township received the Resignation of Marie Guidry, Planning Commission, Vice Chair
- E. Gndt made a motion, seconded by R. Wielebinski, to promote Kyle VanFleet from Alternate Member to Planning Member. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to open the agenda All in favor. Motion carried.

R. Wielebinski made a motion, seconded by B. Winot, to advertise for an Alternate position opening on the Pocono Township Planning Commission Board. All in favor. Motion carried.

R. Wielebinski made a motion, seconded by N. Leap to contract with Tactical Data Group services at a cost of \$3000.00 per month (2024) and \$3,300.00 per month (2025) for grant writing, & grant administration services. All in favor. Motion carried.

Public Works

- P. Briegel attended a free LTAP training for municipal drone use.
- MCTI Sewer Connection – working with sewer engineer and hope to have presentation at next meeting.
- A new software system has been installed for the pump stations and valves. Operators are being trained. We have two new operators.
- The Bi-oxide tank is under construction.
- Stone shoulders were installed on the roads paved by Wayco last week. Line striping will start this week.
- Midland completed the initial Chip/Seal phase last week and are beginning the sweeping phase.
- P. Briegel stated he is beginning the process of developing the roads list for 2025.
- Mountain View Park Updates – Pickleball/basketball courts are being coated this week.
- R. Wielebinski made a motion, seconded by N. Leap, to approve tennis court renovation with Keystone Sealcoating of PA (Co-Stars Vendor) for an amount of \$159,800.00 as planned in Capital Budget 2024. All in favor. Motion carried.
- Men's & Women's bathrooms have been repainted.
- Learn Farm paving next week.
- Wilkie Road is complete.
- Pickleball has been a success at TLC park.

Events

Upcoming events:

- August 15-at Mountain View Park working with Kettle Creek-Natures Scavenger Hunt
- September 7-Stargazing at Mountain View Park
- September 14-Movie at the park-NEWLY ADDED
- September 20-22 Food Truck Festival
- Spooky walk at MVP
- Trunk or Treat
- Tree Lighting at TLC Park
- Veterans Memorial Highway Flag currently accepting applications
- Pickleball court reservations are coming in.

Township Engineer Report

- Learn Road Roundabout
- TASA project – Plans under review with PennDOT
- Sewer Business
- Wawa at the corner of Cherry Lane and 611– curb is being widened and sidewalks updated.

Township Solicitor Report

- Sewer Business update
- Volunteer tax abatement – working on it.
- Nuisance Ordinance update Executive session to address
- General Legal update – nothing new
- Archer Lane update – extension to file our complaint.
- Learn Road Easement process – on going.
- Zoning Hearing Board updates.

Pocono Places ZH upheld two out of the three violations.

519 Post Hill Rd. Dimensional Variance September 26, 2024

The Board went into an Executive session to discuss the sale of certain real estate and potential litigation as it involves the newly proposed nuisance ordinance and returned.

Public Comment

Cheryl Parks (Resident) – Expressed her concern when trying to utilize the front part of her property for her dogs, due to the dogs next door.

Karen Doleiden (Resident) – Commented on the dogs that got out and how the barking affects her dogs.

Adjournment – R. Wielebinski made a motion, seconded by N. Leap, to adjourn the meeting at 8:34 p.m. All in favor. Motion carried.

POCONO TOWNSHIP

Monday, September 16, 2024

SUMMARY

Ratify

General Fund	\$	2,814.84
Payroll	\$	169,779.59
Sewer Operating	\$	369.75
Sewer Construction	\$	-
Capital Reserve	\$	25,000.00

Bill List

TOTAL General Fund	\$	137,235.73
TOTAL Sewer <u>OPERATING</u> Fund	\$	147,046.12
TOTAL Sewer <u>CONSTRUCTION</u> Fund	\$	-
TOTAL Capital Reserve Fund	\$	5,858.22
Liquid Fuels	\$	-

TOTAL EXPENDITURES	\$	488,104.25
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Fire Tax Disbursement	\$	-
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Budget Adjustments

General Fund	\$	-
Capital Reserve		
Liquid Fuels		
Sewer Operating	\$	-

Budget Appropriations**Budgetary Interfund Transfer**

	\$	-
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Use of Grant Funds**ARPA FUNDS TO CAPITAL RESERVE**

Proj 2130153T TASA SR 611 Learn Rd
Safety Enhance Proj & Roundabout

TOTAL CAP. RESERVE	\$	-
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ARPA FUNDS TO GENERAL FUND

TRAISR		
TRAINING (ICMA, GFOA, PSATS)		
Sarcinello Planning & GIS Services	\$	3,154.89
TOTAL GEN FUND	\$	3,154.89

Total ARPA Transfers	\$	3,154.89
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Notes:

POCONO TOWNSHIP CHECK LISTING

RATIFY

Monday, September 16, 2024

General Fund		Date	TYPE	Vendor	Memo	Amount
Payroll		09/06/2024	ACH		PAYROLL ENDING 09/1/2024	\$ 169,779.59

TOTAL PAYROLL \$ 169,779.59

General Expenditures						
Date	Check	Vendor	Memo	Amount		
09/05/2024	1552.00	BLUE RIDGE COMMUNICATIONS	Communications	\$	54.95	
09/05/2024	1553.00	FBI-LEEDA	Meetings & Training	\$	795.00	
09/05/2024	1554.00	PENTELEDATA	Communications	\$	221.95	
09/05/2024	1554.00	PENTELEDATA	Utilities	\$	142.90	
09/05/2024	1555.00	PENTELEDATA	Utilities	\$	126.13	
09/05/2024	1556.00	POCONO RECORD	Advertising & Printing	\$	645.62	
09/10/2024	1557.00	PENTELEDATA	Communications	\$	221.95	
09/10/2024	1558.00	PENTELEDATA	Utilities	\$	142.90	
09/10/2024	1560.00	STEELE'S HARDWARE	Maint & Repair Bldg	\$	463.44	
TOTAL General Fund Bills				\$	2,814.84	

Sewer Operating Fund						
	Date	Check	Vendor	Memo	Amount	
	09/05/2024	1137.00	PENTELEDATA	Pump Stations 1-5 Internet	\$	369.75
					\$	369.75

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

Capital Reserve Fund						
Date	Check	Vendor	Memo	Amount		
09/05/2024	1047.00	KEYSTONE SEALCOATING OF NEPA	MVP Upper Tennis Ct Project	\$	25,000.00	
TOTAL Capital Reserve Fund				\$	25,000.00	

TOTAL General Fund	\$	172,594.43
TOTAL Sewer Operating	\$	369.75
TOTAL Sewer Construction	\$	-
Total Capital Reserve	\$	25,000.00
	\$	197,964.18
		Authorized by:
		Transferred by:

POCONO TOWNSHIP CHECK LISTING

Monday, September 16, 2024

General Fund

Date	Check	Vendor	Memo	Amount
9/11/2024	1561	AFLAC	Aflac	\$ 349.56
9/11/2024	1562	ALTRONICS, INC.	Contracted Services	\$ 384.00
9/11/2024	1563	AMERICAN HERITAGE LIFE INSURAN	ALLSTATE SUPPLEMENTAL	\$ 673.16
9/11/2024	1564	ARGS TECHNOLOGY, LLC	IT/Contracted Services	\$ 4,355.00
9/11/2024	1565	AUTO PARTS OF TANNERSVILLE, IN	Maint. & Supp.	\$ 244.37
9/11/2024	1566	BARTHOLOMEW, MITCHELL O	Clothing reimbursement	\$ 339.00
9/11/2024	1567	BLUE RIDGE LUMBER	New Building Utilities & Maint.	\$ 138.40
9/11/2024	1568	BLUE RIDGE COMMUNICATIONS	Communications	\$ 413.31
9/11/2024	1569	Blue to Gold, LLC	Meetings & Training	\$ 395.00
9/11/2024	1570	BRODHEAD CREEK REGIONAL AUTHOR	Utilities	\$ 247.50
9/11/2024	1571	BROUGHAL & DEVITO, L.L.P.	Professional Services	\$ 10,245.51
9/11/2024	1572	Calibre Press	Meetings & Training	\$ 796.00
9/11/2024	1573	COMMONWEALTH OF PA-CLEAN WATER	MS4 Fees	\$ 2,500.00
9/11/2024	1574	COOPER ELECTRIC	New Building Utilities & Maint.	\$ 34.99
9/11/2024	1575	DEER COUNTRY FARM & LAWN, INC.	Maint. & Supp.	\$ 2,934.96
9/11/2024	1576	EPSCO	New Building Utilities & Maint.	\$ 79.07
9/11/2024	1577	GOTTA GO POTTIES	Contracted Services	\$ 340.00
9/11/2024	1578	H. M. BEERS, INC.	Prof Services - SEO	\$ 1,050.00
9/11/2024	1579	JAN-PRO OF NEPA	Contracted Services	\$ 1,718.56
9/11/2024	1580	KIMBALL MIDWEST	Operating Supplies	\$ 513.20
9/11/2024	1581	LOCUST RIDGE QUARRY	Operating Supplies	\$ 6,921.15
9/11/2024	1582	MAULA, MAURA	Program Expenditures	\$ 25.00
9/11/2024	1583	MRM WORKER'S COMPENSATION POOL	Employer Pd Worker's Comp	\$ 16,534.28
9/11/2024	1584	NAUMAN, INC.	Maint & Repair Bldg	\$ 160.00
9/11/2024	1585	PMHIC	Insurance	\$ 70,190.37
9/11/2024	1586	PORTLAND CONTRACTORS, INC.	Contracted Services	\$ 335.00
9/11/2024	1587	PPL ELECTRIC UTILITIES	Utilities	\$ 122.41
9/11/2024	1588	PPL ELECTRIC UTILITIES	Utilities	\$ 4,660.64

9/11/2024	1589	Romagno, Robert	Community Events	\$	150.00
9/11/2024	1590	Ryan, Stephanie	Community Events	\$	400.00
9/11/2024	1591	SARCINELLO PLANNING & GIS SERV	Contracted Services	\$	3,154.89
9/11/2024	1592	SCOTT'S SIGNS AND PRINTING	Advertising & Printing	\$	130.00
9/11/2024	1593	SCOTT, JAMES	Uniform Allowance	\$	98.00
9/11/2024	1594	SPARKLE CAR WASH	Vehicle Maintenance	\$	11.28
9/11/2024	1595	STAPLES	Operating Supplies	\$	229.06
9/11/2024	1596	STATE WORKERS INSURANCE FUND	Employer Pd Worker's Comp	\$	2,026.00
9/11/2024	1597	STEPHENSON EQUIPMENT, INC.	Equipment Rental	\$	3,690.00
9/11/2024	1598	STRAND POOL SUPPLY LLP	Maint. & Supp.	\$	338.50
9/11/2024	1599	UNIFIRST CORPORATION	Contracted Services	\$	41.06
9/11/2024	1600	WILSON PRODUCTS COMPRESSED GAS	Operating Supplies	\$	16.50
9/11/2024	1601	Woodward, Lorri	Community Events	\$	250.00
TOTAL GENERAL FUND					<u>\$137,235.73</u>

Sewer Operating

Date	Check	Vendor	Memo	Amount
9/11/2024	1138	BLUE RIDGE COMMUNICATIONS	Pump Station 1 Phone	\$ 131.38
9/11/2024	1139	BRODHEAD CREEK REGIONAL AUTHOR	PA One Call Sep 2024	\$ 1,500.00
9/11/2024	1140	BRODHEAD CREEK REGIONAL AUTHOR	Sep 2024 O&M	\$ 113,724.83
9/11/2024	1141	BROUGHAL & DEVITO, L.L.P.	Matter 14PT0012 Poc TWP Sewer	\$ 577.50
9/11/2024	1142	EEMA O&M SERVICES GROUP, INC.	O&M Sep 2024	\$ 11,587.67
9/11/2024	1143	Elan City, Inc.	Labor & Casing Full Equipped	\$ 417.00
9/11/2024	1144	PENNSYLVANIA ONE CALL SYSTEM,	Sewer Mapping	\$ 60.65
9/11/2024	1145	POCONO TOWNSHIP	Aug 2024 Admin & Overhead	\$ 14,753.25
9/11/2024	1146	PPL ELECTRIC UTILITIES	Pump Station's Lights	\$ 3,666.84
9/11/2024	1147	SUBURBAN TESTING LABS	Monthly NPDES	\$ 627.00
TOTAL Sewer Operating				<u>\$147,046.12</u>

Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
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TOTAL Sewer Construction Fund \$0.00

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
9/11/2024	1048	CLEVELAND BROTHERS EQUIP. CO.	Wilkie Rd Project	\$ 5,100.00
9/11/2024	1049	FRY'S PLASTIC	2 Rolls Fabric Wilke Rd Proj	\$ 492.74
9/11/2024	1049	FRY'S PLASTIC	Wilke Rd Proj GRANT	\$ 265.48
TOTAL Capital Reserve Fund				\$5,858.22

Liquid Fuels

Date	Check	Payee	Memo	Amount
				\$0.00

Fire Tax Disbursement

Date	Check	Payee	Memo	Amount
				TOTAL Fire Tax \$0.00

ESSA

General Fund	\$	137,235.73	
Sewer Operating	\$	147,046.12	
Sewer Construction Fund	\$	-	Authorized by: _____
Capital Reserve	\$	5,858.22	
Fire Tax Disbursement	\$	-	
Liquid Fuels	\$	-	
TOTAL ESSA TRANSFER	\$	290,140.07	Transferred by: _____

**GENERAL FUND
BALANCE SHEET
AS OF: 12/31/24**

Account Id	Account Description	2024
Assets		
01-100-000	General Fund Cash	11,415.31
01-100-001	Petty Cash	189.25
01-100-002	ESSA Payroll account	1,357.29
01-100-003	KOLLAR COMMITTED	5,402.63
01-100-004	GENERAL FUND DISBURSEMENT	26,530.25
01-100-005	1NORTHERN BANK GF DISB	63,621.97
01-100-006	PLGIT GENERAL FUND	8,533,202.60
01-100-007	PLGIT OPEN SPACE	67,066.21
01-100-108	PLGIT P-CARD PAYMENT ACCOUNT	50.60
01-100-109	Police Petty Cash	100.00
01-130-008	Due from Sewer Operating	44,259.75
01-140-001	Taxes Receivable	6,863.37
01-145-010	Accounts Receivable Adjustments	23,794.24
01-155-010	Prepaid Expenses	3,322.13
01-155-020	Prepaid Insurance	13,261.00
	Total Assets	8,800,436.60
Liabilities & Fund Balance		
01-215-002	POLICE PENSION US BANK	4,452.42
01-218-002	Dues - Police Union	5,265.00
01-218-003	Non Uniform Union Dues	2,671.50
01-224-002	Aflac	-301.08
01-224-003	ALLSTATE SUPPLEMENTAL	410.24
01-224-004	Nationwide Supplemental 457	4,533.77
01-230-030	Due to Captial Reserve	986.91
01-279-030	KOLLAR RESTRICTED LIAB	5,319.27
	Total Liabilities	23,338.03
01-279-020	COMMITTED FUND BALANCE	602,066.21
01-279-998	Prior period adjustment	10,116.97
01-279-999	Fund Balance	5,410,843.16
	Total	6,023,026.34
	Revenue	9,477,875.35
	Less Expenses	6,723,803.12
	Net	2,754,072.23
	Total Fund Balance	8,777,098.57
	Total Liabilities & Fund Balance	8,800,436.60

CAPITAL RESERVE FUND
BALANCE SHEET
AS OF: 12/31/24

Account Id	Account Description	2024
Assets		
30-100-001	ESSA Capital Reserve Account	24,311.82
30-100-006	PLGIT CAPITAL RESERVE	1,311,869.08
30-100-103	MC CONS. DIST. GRANT LOW VOLUME	24,579.92
30-100-105	WAYNE LOAN PROCEEDS 20242	1,201.99
30-130-001	Due from General Fund	986.91
	Total Assets	1,362,949.72
Liabilities & Fund Balance		
30-252-001	UNEARNED GRANT REVENUE	524,019.84
	Total Liabilities	524,019.84
30-279-000	COMMITTED FUND BALANCE	584,568.84
	Total	584,568.84
	Revenue	6,365,921.37
	Less Expenses	6,111,560.33
	Net	254,361.04
	Total Fund Balance	838,929.88
	Total Liabilities & Fund Balance	1,362,949.72

SEWER OPERATING FUND
BALANCE SHEET
AS OF: 12/31/24

Account Id	Account Description	2024
Assets		
08-100-000	Sewer Disbursement Operating	-132,662.62
08-100-002	ESSA SEWER OPERATING MM	13,630.88
08-100-005	1NORTHERN BANK	478,514.32
08-100-006	PLGIT SEWER OPERATIONS	4,582,213.64
08-120-100	A/R Sewer Usage Charges	90,543.29
	Total Assets	5,032,239.51
Liabilities & Fund Balance		
	Total Liabilities	0.00
08-279-000	Fund Balance	4,079,011.91
	Total	4,079,011.91
	Revenue	2,930,323.32
	Less Expenses	1,977,095.72
	Net	953,227.60
	Total Fund Balance	5,032,239.51
	Total Liabilities & Fund Balance	5,032,239.51

SEWER CONSTRUCTION FUND
BALANCE SHEET
AS OF: 12/31/24

Account Id	Account Description	2024
Assets		
18-100-109	FKB MM 2021	404,268.20
18-100-116	1NORTHERN BANK CHECKING	3,239.94
18-100-117	PLGIT SEWER CONSTRUCTION	2,320,024.50
	Total Assets	2,727,532.64
Liabilities & Fund Balance		
	Total Liabilities	0.00
18-299-000	Fund Balance	2,733,284.94
	Total	2,733,284.94
	Revenue	72,084.25
	Less Expenses	77,836.55
	Net	-5,752.30
	Total Fund Balance	2,727,532.64
	Total Liabilities & Fund Balance	2,727,532.64

ARP FUND
BALANCE SHEET
AS OF: 12/31/24

Account Id	Account Description	2024
Assets		
45-100-002	PLGIT ARPA	710,691.92
	Total Assets	710,691.92
Liabilities & Fund Balance		
	Total Liabilities	0.00
45-279-991	Retained Earnings	787,315.33
	Total	787,315.33
	Revenue	18,792.26
	Less Expenses	95,415.67
	Net	-76,623.41
	Total Fund Balance	710,691.92
	Total Liabilities & Fund Balance	710,691.92

9/5/24

Pocono Township
112 Township Drive

Tannersville, PA 18372

RE: TLC Park Signs

Contract Specifications:

- Fabricate and install (2) 4' h x 8'w single face non illuminated sign cabinet on new poles.
 - Aluminum post and panel sign with Flat Cut Out letters – pin stripe and outline around letters.
 - Faces to be 1/8" aluminum.
 - Signs to be installed on aluminum poles.
 - Bartush to install.

Project Price.....\$15,420.00
Less costars 2%\$ 308.40
TOTAL.....\$15,111.60

- Fabricate (2) 4' h x 8'w single face non illuminated sign cabinet on new poles.
 - Aluminum post and panel sign with Flat Cut Out letters – pin stripe and outline around letters.
 - Faces to be 1/8" aluminum.
 - Signs to be installed on aluminum poles.
 - Bartush to install.

Project Price.....\$12,920.00
Less costars 2%\$ 258.40
TOTAL.....\$12,661.60

IF APPLICABLE:

Permit Fees\$ At cost
Permit Secural Fee.....\$ 275.00 minimum
Engineering fees (if required by Municipalities).....\$ 400.00 minimum

Contract Terms

To Our Valued Customers:

We accept the following credit cards for payment.



Beginning October 1, 2021, there will be a surcharge of 3.34% added to all credit card purchases.

302 North Washington Street • Orwigsburg, PA 17961 • (p) 570-366-2311 • (f) 570-366-8976

www.bartush.com



COSTARS # 032-026

We will continue to accept payment by ACH, check and cash with no surcharge.
Thank you for your understanding and your business.

Due to fluctuating material prices this estimate is only valid for 10 days.

****A 50% deposit will be required upon acceptance of this contract with the balance due upon completion – “Completion” is defined as the day the signs are installed, delivered or picked up. Final payment must be submitted before work begins, failure to have final payment will result in a second trip charge.**

****Accounts not paid within the terms are subject to a 1.5% monthly finance charge. Should your account become delinquent, you are hereby given notice that we will use all remedies available by sending your accounts to a collection agency, where you may be subject to collection fees, attorney fees, and court costs. Please feel free to contact our office to make reasonable arrangements**

for payment in a timely manner. For your convenience we accept MasterCard, VISA, Discover and American Express.

**** State Sales Tax will be charged unless a current Tax Exemption certificate is on file.**

****Inspection fees, inspection costs, or staff time to provide access for the inspector during or after the sign is installed will be additior**

****Any variance fees or time to attend the variance meetings will be additional.**

****All prices are subject to revision where excess rock or other unforeseeable formations or conditions are encountered while excavating, digging or augering sign foundations. Any extras will be charged time and material.**

**** Bartush Signs is responsible for notifying the utility companies of the digging location. Customer is responsible for clearly marking any and all private utilities that are not marked by the Utility companies. Any damages caused by lack of or incorrect markings will be the responsibility of the customer.**

****Bartush Signs shall not be responsible for damage to the customer’s pavement, curbing or other surfaces or lawn resulting from the trucks required to perform the services herein contracted.**

****Prices are based on adequate access, any difficulties in drilling or in the access will be charged accordingly.**

****Prices do not include any repairs to the existing signs or re-lamping unless noted on contract.**

****Customer to supply correct circuitry to exact sign locations or within 6’ of the sign area.**

****Customer is responsible for supplying a dedicated conduit to run fiber optic cable or radio frequency cable from the sign location to the controlling computer location for any electronic message units.**

****Prices do not include any repairs to store fronts or buildings where signs are removed except standard silicone to fill the holes to prevent water build up.**

****Prices are based on individual site locations. Price is valid for 30 days.**

****Customer is responsible for any traffic control that is needed on the day of installation to provide room and safe conditions for the road crew.**

302 North Washington Street • Orwigsburg, PA 17961 • (p) 570-366-2311 • (f) 570-366-8976

www.bartush.com



COSTARS # 032-026

****All signs, banners and faces that are removed and return to Bartush Signs will be disposed of.**

****Customer gives Bartush Signs permission to photograph the signs for advertising purposes.**

****Production will not begin until a signed contract and signed approved drawing are on file. Production will not proceed based on a verbal approval given by the customer or the sales person. Terms and conditions on this contract supersede any other verbal or previous contracts. Any changes to copy or design after final approval will result in additional charges.**

****Signs are covered by a 1 year unconditional warranty on all parts and labor, excluding any acts of weather or vandalism**

We have read and understand the above terms and conditions and agree to be bound accordingly.

Approved Customer Signature _____

Date _____

MF/SZ

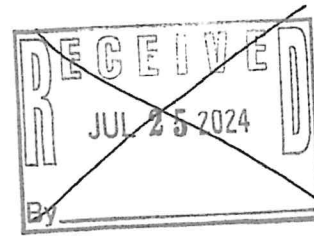
POTTIES, INC.

PA 18466

570-894-8690

570-839-5378

Paid by
Fire Co



Bill To
Pocono Township Fire Company 112 TOWNSHIP DR TANNERSVILLE, PA 18372

www.GottaGoPotties.com

Units Delivered To	Date	7/18/2024
	Invoice #	231315
	Terms	Net 30
	P.O. #	2024 CARNIVAL

Description	Qty	U/M	Rate	Amount
1-PORTABLE TOILET RENTAL 7/15/2024 - 7/20/2024	5.00		85.00	425.00
1-HANDICAP UNIT RENTAL	1.00		150.00	150.00
1-HAND SANITIZER	1.00		75.00	75.00
1-HAND WASH UNIT RENTAL	2.00		85.00	170.00
EXTRA SERVICE	5.00		180.00	900.00

Need something a bit more luxurious for your wedding or outdoor events? Give us a call and ask about our restroom trailers!

Subtotal \$1,720.00

Sales Tax (6.0%) \$0.00

Total \$1,720.00

Balance Due \$1,720.00

To continue providing Safe & Clean service you may notice a change in fees on your invoice.

Billing questions? Concerns about your units?	gottagoteam@outlook.com	Make all checks payable to: Gotta Go Potties, Inc	Billing will not end until Service is called off by Customer.
	570-894-8690 ext 2		All invoices 15 days past due per payment term agreement are charged a late fee of 1.5% per month or 18% per year.

POCONO TOWNSHIP VOLUNTEER FIRE COMPANY
08/10/2024 Gotta Go Potties, Inc

13017

Date	Type	Reference	Original Amount	Balance Due
07/18/2024	Bill	231315	1,720.00	1,720.00
			Check Amount	

Payment
1,720.00
1,720.00

PAYMENT
RECORD

ESSA Reg 00785007.

1,720.00

10526

105261

Rev 6/4

ORDINANCE NO. _____

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF POCONO, COUNTY OF MONROE, COMMONWEALTH OF PENNSYLVANIA AMENDING THE CODE ORDINANCES OF THE TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA, AMENDING PART I GENERAL LEGISLATION; ADDING A NEW CHAPTER 29 VOLUNTEER SERVICE TAX CREDIT PROGRAM, WHICH ESTABLISHES A VOLUNTEER SERVICE CREDIT PROGRAM FOR VOLUNTEER MEMBERS OF VOLUNTEER FIRE COMPANIES; ~~ESTABLISHES ADMINISTRATIVE PROCEDURES AND REPEALS ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT HERewith.~~

WHEREAS, Chapter 79A of Title 35 (Health and Safety) of the Pennsylvania Consolidated Statutes, Act of Nov. 21, 2016, P.L. 1509, No. 172, found at 35 Pa.C.S. § 79A03, et seq., entitled “Incentives for Municipal Volunteers of Fire Companies and Nonprofit Emergency Services Agencies” (“Act 172”), authorized municipal governments to grant local tax credits to volunteers at volunteer fire companies and nonprofit emergency medical service agencies: and

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WHEREAS, on October 29, 2020, Act 91 of 2020 further amended Chapter 79A of Title 35 to authorize a municipal governing body to increase the real estate tax credit for certain active volunteers to 100% of the volunteer’s real estate tax liability (“Act 91”).—

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WHEREAS, the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania (the “BOC”), deem it appropriate to amend the Code of ~~Codified~~ Ordinances of the Township of Pocono (the “Code”) by adding a new ~~Article VII~~ Chapter 29 to implement the provisions of Act 172 of 2016 ~~and Act 91~~, Incentives for Municipal Volunteers of Fire Companies.

WHEREAS, the BOC, under the powers vested in them by the "First-Class Township Code", 53 P.S. §55101, et seq., as well as other laws of the Commonwealth of Pennsylvania, including Act 172 of 2016, do hereby ordain and enact the following amendment to the Code.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania as follows:

SECTION 1. ~~Chapter 398 Taxation~~ Part I *General Legislation* is hereby amended by adding a new Chapter 29 *Incentives for Township Volunteers of Fire Companies* as follows:

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~~ARTICLE VII~~ Chapter 29 Incentives for Township Volunteers of Fire Companies

§ 29-1. Definitions.

The following words and phrases when used in this article shall have the meanings given to them in this section unless the context clearly indicates otherwise.

ACTIVE VOLUNTEER — A volunteer for a volunteer fire company listed under § 29-2.C of this article who has complied with, and is certified under, the Volunteer Service Credit Program.

EARNED INCOME TAX — A tax on earned income and net profits levied under Chapter 3 of the Act of December 31, 1965 (P.L. 1257, No. 511), known as the Local Tax Enabling Act (the "Act").

ELIGIBILITY PERIOD — The time frame when volunteers may earn credit under the Volunteer Service Credit Program.

EMERGENCY RESPONDER — A volunteer who responds to an emergency call with the entity listed under § 29-2.C of this article.

EMERGENCY RESPONDER CALL — Any emergency call to which a volunteer responds, including travel directly from and to a volunteer's home, place of business or another place where he/she shall have been when the call was received.

QUALIFIED REAL PROPERTY — A residential real property owned and occupied as the domicile of an active volunteer.

STATE — Commonwealth of Pennsylvania.

TOWNSHIP — Pocono Township, Monroe County, Pennsylvania.

VOLUNTEER(S) — A member of a volunteer fire company established by § 29-2.C of this article.

§ 29-2. Volunteer Service Credit Program.

A. Establishment. The Township hereby establishes a Volunteer Service Credit Program (the "Program"). The goal of the Program is to encourage membership and service in the Volunteer Fire Company as set forth in § 29-2C of this article.

B. Program criteria. The Board of Commissioners of the Township shall establish, by resolution, the annual criteria that must be met to qualify for credits under the Program.

C. Eligible entities. The Volunteer Service Credit Program is available to residents of the Township who are volunteers of the Pocono Township Volunteer Fire Company of Monroe County (the "Volunteer Fire Company"); residents of the Township who are volunteers with the Volunteer Fire Company Auxiliary; and, Township resident volunteers of the Volunteer Fire Company who additionally volunteer with fire companies of neighboring municipalities within Monroe County, Pennsylvania.

D. Eligibility period. A volunteer must meet the minimum criteria, set by resolution under this section, during the eligibility period to qualify for the tax credits established under §§29-3 and 29-4.

(1) For 2024, the eligibility period under the Volunteer Service Credit Program shall run from the effective date of this section until December 31, 2024; and

(2) For each subsequent year thereafter, the eligibility period shall run from January 1 until December 31.

E. Recordkeeping. The chief of the Volunteer Fire Company shall keep specific records of each volunteer's activities in a service log to establish credits under the Volunteer Service Credit Program. Service logs shall be subject to review by the Board of Commissioners of the Township, the State Fire Commissioners and the State Auditor General. The chief, or supervisor, shall annually transmit to the Township a notarized eligibility list of all volunteers that have met the minimum criteria for the Volunteer Service Credit Program. The notarized eligibility list shall be transmitted to the Township no later than 45 days prior to the date the tax notices are sent each year. The chief or supervisor shall post the notarized eligibility list in an accessible area of the volunteer fire company's facilities.

F. Application. Volunteers that have met the minimum criteria of the Volunteer Service Credit Program shall sign and submit an application for certification to their chief or supervisor. The chief or supervisor shall sign the application if the volunteer has met the minimum criteria of the Volunteer Service Credit Program, and forward it to the Township Manager of the Township. Applications shall not be accepted by the Township after April 1 of each year.

G. Municipal review. The Township Manager of the Township shall review the application for credit under the Volunteer Service Credit Program and shall cross-reference them with the notarized eligibility list. The Board of Commissioners of the Township shall approve all applicants that are on the notarized eligibility list. All applicants approved by the Board of Commissioners of the Township shall be issued a tax credit certificate by the Township Manager of the Township.

H. Official tax credit register. The Township shall keep an official tax credit register of all active volunteers that were issued tax credit certificates. The Township Manager shall issue updates, as needed, of the official tax credit register to the following:

- (1) Board of Commissioners of the Township;

(2) Chief of the Volunteer Fire Company; and

(3) Tax Collector for the Township.

I. Injured volunteers.

(1) An active volunteer that is injured during an emergency response call may be eligible for future tax credits. The injury must have occurred while responding to, participating in, or returning from an emergency response call with the entity listed under § 29-2C.

(2) An injured active volunteer shall provide documentation from a licensed physician with the application required under § 29-2.F, along with updated documentation from a licensed physician stating that the injury still exists and prevents them from qualifying as an active volunteer. The injured active volunteer shall again be deemed an active volunteer for that tax year. An injured active volunteer shall only be deemed an active volunteer for a maximum of five consecutive tax years.

(3) An injured active volunteer shall annually submit the application required under § 29-2.F, along with updated documentation from a licensed physician stating that the injury still exists and prevents them from qualifying as an active volunteer. The injured active volunteer shall again be deemed an active volunteer for that tax year. An injured active volunteer shall only be deemed an active volunteer for a maximum of five consecutive tax years.

§ 29-3. Earned Income Tax Credit

A. Tax credit. Each active volunteer who has been certified under the Township Volunteer Service Credit Program shall be eligible to receive a tax credit of up to \$_____ of the earned

income tax levied by the Township. When an active volunteer's earned income tax liability is less than the amount of the tax credit, the tax credit shall equal the individual's tax liability.

B. Claim.

(1) An active volunteer with a tax credit certificate may file a claim for the tax credit on the Township's earned income tax liability when filing a final return for the preceding calendar year with the Tax Collector for the Township.

C. Rejection of tax credit claim.

(1) The Tax Collector for the Township shall reject a claim for a tax credit if the taxpayer is not on the official tax credit register issued by the Township Manager.

(2) If the Tax Collector for the Township rejects the claim, the taxpayer shall be notified, in writing, of the decision. The notice shall include the reasons for the rejection and provide the method of appealing the decision pursuant to § 29-5.A of this article.

(3) Taxpayers shall have 30 days to appeal the decision of the Tax Collector of the Township.

§ 29-4. Real Property Tax Credit

A. Tax credit. Each active volunteer who has been certified under the Township Volunteer Service Credit Program shall be eligible to receive a real property tax credit of ~~100—~~% of the Township tax liability on qualified real property (the "tax credit"). If the tax is paid in the penalty period, the tax credit shall only apply to the base tax year liability.

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B. Claim.

(1) An active volunteer with a tax credit certificate may file a claim for the tax credit on their qualified real property tax liability for the Township's real estate tax levy. The tax credit shall be administered as a refund by the Township Treasurer. An active volunteer shall file the following with the Township Manager:

(a) A true and correct receipt from the Township real estate Tax Collector of the paid Township real property taxes for the tax year which the claim is being filed.

(b) The tax credit certificate.

(c) Photo identification.

(d) Documentation that the tax paid was for qualified real property as defined in this article.

(2) If the active volunteer provides all documents required under this subsection, the Township Treasurer shall issue the tax refund to the active volunteer.

C. Rejection of the tax credit claim.

(1) The Township Manager shall reject the claim for a Township real property tax credit if the taxpayer fails to provide the documents required under Subsection B(1).

(2) If the Township Manager rejects the claim, the taxpayer shall be notified, in writing, of the decision. The notice shall include the reasons for the rejection and provide the method of appealing the decision pursuant to § 29-5.B.

(3) Taxpayers shall have 30 days to appeal the decision of the Township Secretary.

§ 29-5. Appeals

A. Earned income tax credit appeals.

(1) Any taxpayer aggrieved by a decision under § 398-68.C of this article shall have a right to appeal said decision.

(2) A taxpayer shall have 30 days to appeal a decision or rejection of claim.

(3) All appeals of decisions under § 398-68.C of this article shall follow the provisions of the Act of May 5, 1998, P.L. 301, No. 50, known as the "Local Taxpayers Bill of Rights."

B. Real property tax credit appeals.

(1) Any taxpayer aggrieved by a decision under § 398-69.C shall have a right to appeal said decision.

(2) A taxpayer shall have 30 days to appeal a decision or rejection of claim.

(3) All appeals under § 29-2.C shall follow the provisions of 2 Pa.C.S.A. Chapter 5, Subchapter B (relating to practice and procedure of local agencies), and 2 Pa.C.S.A. Chapter 7, Subchapter B (relating to judicial review of local agency action), also known as the 'Local Agency Law.' ”

SECTION 2. All Ordinances and parts of Ordinances inconsistent herewith are hereby repealed.

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SECTION 3. The provisions of this Ordinance shall be severable and if any provision thereof shall be declared unconstitutional, illegal or invalid, such decision shall not affect the validity of any of the remaining provisions of this Ordinance. It is hereby declared as a legislative intent of the Township that this Ordinance would have been enacted had such unconstitutional, illegal or invalid provision(s) not been included herein.

SECTION 4. This Ordinance shall become effective within five (5) days of enactment.

ENACTED AND ORDAINED at a regular meeting of the Board of Commissioners of
the Township of Pocono, County of Monroe on this ____ day of _____, 2024.

ATTEST:

**TOWNSHIP OF POCONO,
MONROE COUNTY**

Jerrod Belvin
Township Manager

Richard Wielebinski
President, Board of Commissioners

DRAFT

ORDINANCE NO. _____

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF POCONO, COUNTY OF MONROE, COMMONWEALTH OF PENNSYLVANIA AMENDING THE CODE ORDINANCES OF THE TOWNSHIP OF POCONO, MONROE COUNTY, PENNSYLVANIA, AMENDING PART I GENERAL LEGISLATION; ADDING A NEW CHAPTER 29 VOLUNTEER SERVICE TAX CREDIT PROGRAM, WHICH ESTABLISHES A VOLUNTEER SERVICE CREDIT PROGRAM FOR VOLUNTEER MEMBERS OF VOLUNTEER FIRE COMPANIES; AND REPEALS ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT HEREWITH.

WHEREAS, Chapter 79A of Title 35 (Health and Safety) of the Pennsylvania Consolidated Statutes, Act of Nov. 21, 2016, P.L. 1509, No. 172, found at 35 Pa.C.S. § 79A03, et seq., entitled “Incentives for Municipal Volunteers of Fire Companies and Nonprofit Emergency Services Agencies” (“Act 172”), authorized municipal governments to grant local tax credits to volunteers at volunteer fire companies and nonprofit emergency medical service agencies; and

WHEREAS, on October 29, 2020, Act 91 of 2020 further amended Chapter 79A of Title 35 to authorize a municipal governing body to increase the real estate tax credit for certain active volunteers to 100% of the volunteer’s real estate tax liability (“Act 91”).

WHEREAS, the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania (the “BOC”), deem it appropriate to amend the Code of Ordinances of the Township of Pocono (the “Code”) by adding a new Chapter 29 to implement the provisions of Act 172 and Act 91 Incentives for Municipal Volunteers of Fire Companies.

WHEREAS, the BOC, under the powers vested in them by the "First-Class Township Code", 53 P.S. §55101, et seq., as well as other laws of the Commonwealth of Pennsylvania, including Act 172 of 2016, do hereby ordain and enact the following amendment to the Code.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania as follows:

SECTION 1. Part I *General Legislation* is hereby amended by adding a new Chapter 29 *Incentives for Township Volunteers of Fire Companies* as follows:

“Chapter 29 Incentives for Township Volunteers of Fire Companies

§ 29-1. Definitions.

The following words and phrases when used in this article shall have the meanings given to them in this section unless the context clearly indicates otherwise.

ACTIVE VOLUNTEER — A volunteer for a volunteer fire company listed under § 29-2.C of this article who has complied with, and is certified under, the Volunteer Service Credit Program.

EARNED INCOME TAX — A tax on earned income and net profits levied under Chapter 3 of the Act of December 31, 1965 (P.L. 1257, No. 511), known as the Local Tax Enabling Act (the "Act").

ELIGIBILITY PERIOD — The time frame when volunteers may earn credit under the Volunteer Service Credit Program.

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§ 29-2. Volunteer Service Credit Program.

A. Establishment. The Township hereby establishes a Volunteer Service Credit Program (the "Program"). The goal of the Program is to encourage membership and service in the Volunteer Fire Company as set forth in § 29-2C of this article.

B. Program criteria. The Board of Commissioners of the Township shall establish, by resolution, the annual criteria that must be met to qualify for credits under the Program.

C. Eligible entities. The Volunteer Service Credit Program is available to residents of the Township who are volunteers of the Pocono Township Volunteer Fire Company of Monroe County (the "Volunteer Fire Company"); residents of the Township who are volunteers with the Volunteer Fire Company Auxiliary; and, Township resident volunteers of the Volunteer Fire Company who additionally volunteer with fire companies of neighboring municipalities within Monroe County, Pennsylvania.

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E. Recordkeeping. The chief of the Volunteer Fire Company shall keep specific records of each volunteer's activities in a service log to establish credits under the Volunteer Service Credit Program. Service logs shall be subject to review by the Board of Commissioners of the Township, the State Fire Commissioners and the State Auditor General. The chief, or supervisor, shall annually transmit to the Township a notarized eligibility list of all volunteers that have met the minimum criteria for the Volunteer Service Credit Program. The notarized eligibility list shall be transmitted to the Township no later than 45 days prior to the date the tax notices are sent each year. The chief or supervisor shall post the notarized eligibility list in an accessible area of the volunteer fire company's facilities.

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B. Claim.

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(b) The tax credit certificate.

(c) Photo identification.

(d) Documentation that the tax paid was for qualified real property as defined in this article.

(2) If the active volunteer provides all documents required under this subsection, the Township Treasurer shall issue the tax refund to the active volunteer.

C. Rejection of the tax credit claim.

(1) The Township Manager shall reject the claim for a Township real property tax credit if the taxpayer fails to provide the documents required under Subsection B(1).

(2) If the Township Manager rejects the claim, the taxpayer shall be notified, in writing, of the decision. The notice shall include the reasons for the rejection and provide the method of appealing the decision pursuant to § 29-5.B.

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SECTION 2. All Ordinances and parts of Ordinances inconsistent herewith are hereby repealed.

SECTION 3. The provisions of this Ordinance shall be severable and if any provision thereof shall be declared unconstitutional, illegal or invalid, such decision shall not affect the validity of any of the remaining provisions of this Ordinance. It is hereby declared as a legislative intent of the Township that this Ordinance would have been enacted had such unconstitutional, illegal or invalid provision(s) not been included herein.

SECTION 4. This Ordinance shall become effective within five (5) days of enactment.

ENACTED AND ORDAINED at a regular meeting of the Board of Commissioners of
the Township of Pocono, County of Monroe on this ____ day of _____, 2024.

ATTEST:

**TOWNSHIP OF POCONO,
MONROE COUNTY**

Jerrold Belvin
Township Manager

Richard Wielebinski
President, Board of Commissioners



Pocono Township Monthly Zoning Report

TO: Pocono Township Board of Commissioners
FROM: Lindsay Scerbo, Zoning Administrator
CC: Shawn McGlynn, Zoning Officer
DATE: September 11, 2024

Following is a report of the Zoning Office's activity from August 28th to September 11th.

Permits Issued: 31

Zoning Permits: 9

Commercial – 6
Residential – 3

New Construction: 2

Commercial – 2
Residential – 0

Building Permits: 12

Commercial – 4
Residential – 8

Certificate of Occupancy – 6

Driveway – 1

Well – 1

Enforcement Actions:

- August 30, 2024 – Enforcement Notice – A single-family dwelling was constructed without obtaining the necessary permits. The property owner has since submitted zoning and building permit applications, but both were denied due to non-compliance with the Zoning Ordinance. The owner has acquired a public hearing application to appeal the denial; however, no documents have been submitted to date.
- September 11, 2024 – Enforcement Notice – 391 Laurel Lake Road – Converting the attached garage into habitable space without first obtaining the necessary permits and a certificate of occupancy.

Previously Discussed Properties:

- 145 Marcelle Terrace – Construction of various accessory structures, interior alterations, and operating a TDU in a Zoning District in which it is not permitted. An inspection of the dwelling was conducted, and everything appeared to be code compliant. However, a certificate of occupancy cannot be issued until an as-built survey is provided to our office.
- 2803 Route 611 – Establishing a multifamily dwelling on the subject property without first obtaining approvals for the new and/or change in use. The property owner has since had a meeting with the Zoning Officer regarding the Notice of Violation and their options moving forward to remedy the violation.

- 154 Ruby Lane – The Pocono Township Police Department submitted a report to the Zoning Office regarding an incident at the subject property involving dogs trespassing onto a neighboring property. The report stated that the responding officer did not observe the dogs trespassing, and the complainant was unable to provide any supporting evidence (e.g., photos or videos). Therefore, we are considering the complaint hearsay and will not be issuing a formal Notice of Violation.
- 233 Buck Fever Trail – Constructing a second-story addition on top of an existing manufactured home. A default judgment of \$12,212.75 was awarded to the Township.

Closed Violations:

- 143 Lower Swiftwater Road – Construction of a fence without first obtaining permits. The tenant has since obtained permits for this fence and the violation has been closed.

Upcoming Civil Hearings:

- 135 Buck Fever Trail – Occupying a manufactured home on the subject property without first obtaining permits from the Township. The Notice was unable to be served to the defendant, so constable delivery will be required.

Upcoming Public Hearings:

- 519 Post Hill Road – A variance request seeking relief from the minimum lot size requirements of the Township Zoning Ordinance. The hearing has been scheduled for September 26, 2024, at 5:00 PM.

POCONO TOWNSHIP PLAN STATUS

9/16/2024

Twp. Ref No.	T&M Proj. No.	LVL Proj. No.	Project Name (acceptance date)	Application Type	Prelim/Final	Review Period Expires	Last PC Mtg	Last BOC Mtg	Latest Comment Letter	Last Meeting Tabled	PC Rec. Approve/Deny	Comments
Sketch Plans												
		1730040R	KenBAR Investment Group (Inactive)	Commercial Land Devt					6/5/2020			
1380		2030118R	2808 Rt 0611 Apartments Land Development	Land Devt					8/5/2021			
1402		2230188R	Iroquois Ridge	Major Sub, Land Devt					6/22/2022			
1403		2230189R	Lands of D E & S Properties (Classic Quality Homes)	Major Sub, Land Devt					7/19/2022			
1380		2330219R	Lands of Yuriy Bogutskiy 2812 Rt 0611	Land Devt					5/3/2023			
1417		2330228R	Harmony Domes 310 Hallet Road	Land Devt					8/29/2023			
1422	POCO-R0619	2430243R	Exclusive Pocono Properties Transient Hotel	Land Devt					3/11/2024			
Final Plans Under Consideration												
1401	POCO-R0630	2330223R	611 Land Development - Dual Brand Hotel Subdivision (4/8/24)	Minor Sub	Final	11/14/2024	10/15/2024	11/4/2024	5/7/2024	9/9/2024		65 day extension from 9/10 rec'd on 8/8
1426	POCO-R0750	-	Simpson Minor Subdivision (519-520 Post Hill Road) (7/8/24)	Minor Sub	Final	1/6/2025	12/9/2024	1/6/2025	6/26/2024	9/9/2024		3 mo. extension rec'd on 8/15
Preliminary Plans Under Consideration												
1425	POCO-R0680	-	Brookdale Spa (9/9/24)	Land Devt	Prelim/Final	12/8/2024	11/12/2024	12/2/2024	-	9/9/2024		
1358	POCO-R0730	1630006R1	Tannersville Point Apartments (2023) (6/10/24)	Land Devt/Lot Consolidation	Prelim	12/31/2024	12/9/2024	12/16/2024	7/3/2024	9/9/2024		Extension to 12/31 rec'd 8/8
1423	POCO-R0614	-	Brookstead Apartments (5/13/24)	Land Devt	Prelim/Final	12/9/2024	11/12/2024	12/2/2024	6/5/2024	9/9/2024		120 day extension rec'd 7/2
1401	POCO-R0630	2330223R	611 Land Development - Dual Brand Hotel LD (4/8/24)	Land Devt	Prelim	11/14/2024	10/15/2024	11/4/2024	5/7/2024	9/9/2024		65 day extension from 9/10 rec'd on 8/8
1424	POCO-R0660	-	1124 Sky View Dr. Monopine Tower (4/8/24)	Land Devt	Prelim	11/4/2024	10/15/2024	11/4/2024	8/15/2024	9/9/2024		120 day extension rec'd 5/15/24
1414	POCO-R0612	2330220R	135 Warner Rd. (Schliers Towing) (2/12/24)	Land Devt	Prelim	3/9/2025	2/10/2025	3/13/2025	2/23/2024	9/9/2024		6 month extension rec'd 8/8/24

POCONO TOWNSHIP PLAN STATUS

9/16/2024

Twp. Ref No.	T&M Proj. No.	LVL Proj. No.	Project Name (acceptance date)	Application Type	Prelim/Final	Review Period Expires	Last PC Mtg	Last BOC Mtg	Latest Comment Letter	Last Meeting Tabled	PC Rec. Approve/Deny	Comments
1369	POCO-R0617	2130150R	Cranberry Creek Apartments (7/25/22)	Land Devt	Prelim/Final	11/13/2024	10/15/2024	11/4/2024	1/25/2024	9/9/2024		90 day extension rec'd 7/2
1387		2130161R	Alaska Pete's - 173 Camelback Road (4/10/23)	Land Devt	Prelim/Final	12/31/2024	12/9/2024	12/16/2024	4/27/2023	9/9/2024		
Land Development Waiver Applications Under Consideration												
			MTG Investment Properties (3199 Rte. 611)	Waiver		N/A						Rec'd 8/29/24

POCONO TOWNSHIP PLAN STATUS

9/16/2024

Twp. Ref No.	T&M Proj. No.	LVL Proj. No.	Project Name (acceptance date)	Application Type	Prelim/Final	Review Period Expires	Last PC Mtg	Last BOC Mtg	Latest Comment Letter	Last Meeting Tabled	PC Rec. Approve/Deny	Comments
Pending BOC Decision												
1431	POCO-R0810	-	Iroquois Ridge/Bacik Minor Subdivision (Sullivan Trail) (7/8/24)	Minor Sub	Final	11/11/2024	N/A	11/4/2024	9/5/2024		Recommended Approval 9/9/24	Extension to 11/11 rec'd on 8/15
1430	POCO-R0820	-	Sanofi Building 57 Addition (7/8/24)	Land Devt	Prelim/Final	11/5/2024	N/A	11/4/2024	8/7/2024		Recommended Approval 8/12/24	30 day extension rec'd on 8/15
1429	POCO-R0780	-	Fountain Court Lot Combination	Lot Comb.	Final				7/2/2024			
1432	POCO-0880	-	Nelson Lot Consolidation (2219 Light Court)	Lot Comb.	Final				8/5/2024			
Special Exceptions, Conditional Use												
		2330229R	SBR Towers X, LLC (1124 Sky View Drive)	Special Exception					8/14/2023			
		2330234R	Camelback East/West Telecommunications Facilities	Special Exception					11/9/2023			
Pending Item List for Planning Commission												
Pending Item List for Board of Commissioners												

POCONO TOWNSHIP PLAN STATUS
9/16/2024

Twp. Ref No.	T&M Proj. No.	LVL Proj. No.	Project Name (acceptance date)	Application Type	Prelim/Final	Latest Comment Letter	PC Recommend. Approve/Deny	BOC Approve/Deny	Approval Expiration (1 yr.)	6 Mo. to Expiration	3 Mo. to Expiration	Recordation Date	Comments
CONDITIONAL PRELIMINARY APPROVAL													
1373	POCO-R0616	2130141R	CORE 5-Warner Road Warehouse (Prelim. Plan) (4/26/21)	Commercial Land Dev't	Prelim	8/13/2024	Cond. Preliminary Approval 2/28/22	Cond. Preliminary Approval 3/7/22					
1368		2130146R	Stadden Group-Pocono Creek (9/27/21)(12/26/21)	Commercial Land Dev't	Prelim	9/20/2023	Cond. Preliminary Approval 9/11/23	Cond. Preliminary Approval 9/18/23					
1381		2230174R	Westhill Villas (1/24/22)	Land Dev't	Prelim/Final	9/7/2023	Cond. Preliminary Approval 9/11/23	Cond. Preliminary Approval 9/18/23					
PRD TENTATIVE PLAN APPROVAL													
1388		2130154R	The Ridge PRD (Application Rec'd 10/23/23)	PRD	Tentative	Planning Rvw 11/17/23		Tentative Plan Approved 1/16/24					
CONDITIONAL FINAL OR PRELIM/FINAL APPROVAL - NOT RECORDED													
1287	POCO-R0613	2230194R	Spirit of Swiftwater Ph. II (9/11/23)	Land Dev't	Revised Final	6/7/2024	Conditional Approval 5/13/24	Conditional Approval 7/15/24	7/15/2025				
1331			Sanofi Pasteur Discovery Drive Turn Lane (10/24/16)	Commercial Land Dev't	Prelim/Final	3/10/2017	Recommended for Approval 3/13/2017	Approved 4/3/2017	4/3/2018				
1334		1130264R	Sanofi Pasteur Discovery Drive Turn Widening (12/12/16)	Commercial Land Dev't	Prelim/Final	5/5/2017	Recommended for Approval 5/8/2017	Approved 6/5/2017	6/5/2018				
1341		1730043R	SAPA Poconos Hospitality	Land Dev't	Prelim/Final	7/19/2022		Conditional Approval 12/18/17	Approval Extended to 4/17/25				
1313		1730051R	Running Lane Hotel Land Dev't (8/14/17)	Commercial Land Dev't	Prelim/Final	3/19/2020	Recommended for Approval 7/23/2018	Approved 4/16/2020	Approval Extended to 2/6/25	8/6/2024	11/6/2024		Extension Requested 1/25/24
1362		1930083R	Sanofi Pasteur Perimeter Protection Phase II (4/22/19)	Commercial Land Dev't	Prelim/Final	11/7/2019	Recommended for Approval 12/9/2019	Approved 7/20/2020	7/20/2021				
1371		1630006R	Tannersville Point Apartments (10/22/18)	Residential Land Dev't	Prelim/Final	2/21/2019	Recommended for Approval 2/25/19						
1383		2130157R	Sanofi Pasteur B-55 VDL2 Loading Dock Addition (8/9/21)	Commercial Land Dev't	Prelim/Final	11/16/2021	Conditional Approval 11/22/21	Conditional Approval 12/6/21	12/6/2022				
1392	N/A	2130169R	3101 Route 611 (Joe Ronco)	Minor Sub	Final	3/23/2022	Conditional Approval 4/11/2022	Conditional Approval 4/18/22	4/18/2023				
1398		2230176R	Grossi Major Subdivision (3/28/22)	Major Sub	Prelim/Final	7/10/2023	Conditional Approval 7/10/23	Conditional Approval 11/6/23	11/6/2024	5/6/2024	8/6/2024		Extension Requested
1400	POCO-R0611	2230186R	Neighborhood Hospital Golden Slipper Rd (Embree) (6/27/22)	Land Dev't	Prelim/Final	4/8/2024	Conditional Approval 10/10/23	Conditional Approval 10/18/23	10/18/2024	4/18/2024	7/18/2024		
1412	POCO-R0620	2330209R	GWL Employee Housing (4/10/23)	Land Dev't	Final	8/1/2023	Conditional Approval 7/10/23	Conditional Approval 8/21/23	8/21/2024	2/21/2024	5/21/2024		Project not moving forward per owner
1415	POCO-R0629	2230198R	Ertle Development Wawa (10/10/23)	Land Dev't	Prelim/Final	8/20/2024	Conditional Approval 4/6/24	Conditional Approval 5/6/24	5/6/2025	11/6/2024	2/6/2025		
1419	POCO-R0623	2330233R	MCTI Conference Center Addition & Consolid. (10/10/23)	Land Dev't & Lot Consolid.	Prelim/Final	5/13/2024	Conditional Approval 3/11/24	Conditional Approval 3/18/24	3/18/2025	9/18/2024	12/18/2024		

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1420	POCO-R0628	2330238R	Youngken Lot Consolidation	Lot Consolid.	Final	3/25/2024	N/A	Conditional Approval 4/1/24	4/1/2025	10/1/2024	11/1/2025		
1427	POCO-R0760	-	Wehr Lot Joinder	Lot Joinder	Final	8/19/2024	N/A	Approved 9/3/24	9/3/2025	3/3/2025	6/3/2025		
1428	POCO-R0770	-	Amazing Pocono Properties Lot Combination	Lot Comb.	Final	8/16/2024	N/A	Approved 9/3/24	9/3/2025	3/3/2025	6/3/2025		

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RECORDED													
1277	POCO-R0627	1330276B	Trapasso Hotel (1/24/22)	Land Dev't	Prelim/Final	2/16/2022	Conditional Approval 3/14/22	Conditional Approval 3/21/22				9/2022	
1364		1930090R	Sanofi B-78 Seed Lab (6/10/19)	Commercial Land Dev't	Prelim/Final	10/15/2019	Recommended for Approval 9/23/2019	BOC Approved 10/21/2019				9/27/23	
1370		2030106R	Sanofi Pasteur B-85 Solid Waste & Recycling Bldg (06/08/2020)	Industrial Land Dev't	Prelim/Final	6/19/2020	Recommended for Approval 6/22/2020	BOC Approved 7/20/2020				2/23/2021	
1372	POCO-R0621	2030104R	Camp Lindemere	Land Dev't	Prelim/Final	9/28/2021	Conditional Approval 7/26/21	Conditional Approval 10/18/21				5/16/24	
1374		1930089R	Northridge at Camelback Ph 11-16 (5/10/21)	Residential Land Dev't	Prelim	12/13/2021	Conditional Approval Rec 12/13/21	Conditional Approval Rec 12/20/21				6/29/23	
1375	POCO-R0624	2030116R	Swiftwater Solar (06/14/21) (9/12/21)	Commercial Land Dev't	Prelim/Final	4/20/2022	Conditional Approval 4/25/22	Conditional Approval 6/6/22				11/16/23	
1377	N/A	2130149R	Eudora Hilliard Minor Subdivision (6/28/21)	Residential Land Dev't	Prelim	7/21/2021	Recommended Approval 6/28/21	Conditional Approval 8/2/21				12/21/2022	
1384	N/A	2130152	Bartonsville Ave Pump Station 5 Lot Subdivision	Subdivision	Prelim/Final		Recommended approval 8/9/21	BOC Approved 8/16/21				10/2021	
1385	N/A	2130163R	Vassallo Est. Minor/Lot Consolidation (10/12/21)	Minor Sub	Final	3/23/2022	Conditional Approval 4/11/2022	Conditional Approval 5/2/22				2/6/24	
1390		2130168R	Sanofi Pasteur B83 Cold Storage (11/22/21)	Commercial Land Dev't	Prelim/Final	8/16/2022	Conditional Approval 1/23/23	Conditional Approval 2/6/23				8/17/23	
1391		2030114R	Great Wolf Lodge Expansion (6/28/21)	Commercial Land Dev't	Prelim	12/13/2021	Conditional Approval Rec 12/13/21	Conditional Approval Rec 12/20/21				3/2022	
1393	POCO-R0625	2230179R	Cherry Lane Dev't Partners (Wawa-Tannersville Inn) (8/8/21)	Land Dev't	Prelim/Final	12/21/2022	Conditional Approval 1/9/23	Conditional Approval 2/6/23				10/17/23	
1394	N/A	2130173R	Steele's Warehouse Addition (1/10/22)	Commercial Land Dev't	Final	3/24/2022	Conditional Approval 3/28/2022	Conditional Approval 4/4/22				8/2022	
1397	N/A	2230178R	Larson Resubdivision of Brookdale Road (2/28/22)	Minor Sub	Final	5/18/2022	Conditional Approval 5/23/2022	Conditional Approval 6/6/22				12/2022	
1399	N/A	2230184R	Coover Minor Subdiv./Lot Line Adjustment (5/9/22)	Minor Sub	Final	10/6/2022	Conditional Approval 10/11/22	Conditional Approval 10/17/22				12/2022	
1401	N/A	2230206R	Tannersville Plaza Retail Space (12/12/22)	Minor Sub	Final	1/4/2023	Conditional Approval 2/13/23	Conditional Approval 3/20/23				11/30/23	
1404		2230191R	Sanofi Pasteur B87 Line 10 Building (7/25/22)	Land Dev't	Prelim/Final	1/17/2023	Conditional Approval 1/23/23	Conditional Approval 2/6/23				8/17/23	
1413	N/A	2330216R	BAD Properties/Fellins (5/8/23)	Minor Sub	Final	6/16/2023	Conditional Approval 6/12/23	Conditional Approval 6/19/23				8/30/23	
1418	N/A	2330231R	Fordia Realty SR 0715 (9/11/23)	Minor Sub.	Final	9/18/2023	Conditional Approval 10/10/23	Conditional Approval 10/18/23				10/31/23	
1421	POCO-R0622	2330239R	MCTA Lot Combination (Lot Line Adjustment)	Lot Line Adjust.	Final	3/26/2024	Conditional Approval 4/8/2024	Conditional Approval 4/23/24				7/2/24	

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DENIED													
1272	N/A	1130255E	Kopelson Lot 3 Land Devt (08/13/13)	Commercial Land Devt	Prelim	unknown date	Recommended Denial 5/24/21	BOC Rejected 06/21/21					Appealed
	N/A	2030121R	Zitro & Roni Investments	Comm/Res Land Devt	Prelim	1/8/2021	Recommended Denial 5/24/21	BOC Rejected 06/21/21					
1405	N/A	2230192R	Blessing (Munz) Subdivision (8/8/22)	Major Sub	Prelim	8/12/2022	Recommended Denial 10/11/22	BOC Rejected 10/17/22					
WITHDRAWN													
1386	N/A	2130160R	Dianora Minor Subdivision (9/27/21)(12/26/21)	Minor Sub	Final	9/16/2021							Notification to withdraw appl. rec'd 1/21/2022
1388	N/A	2130154R	The Ridge (8/8/22)	Land Devt	Prelim/Final	9/26/2022							LD Application Withdrawn 2/12/24
1406	N/A	2230193R	Core 5 Stadden Road Warehouse (8/8/22)	Land Devt	Prelim	10/6/2022							Application Withdrawn 5/12/23
1411	N/A	2230185R2	1328 Golden Slipper Road Minor Sub (1/9/23)	Minor Sub	Final	1/10/2023							Application Withdrawn