

**Pocono Township Board of Commissioners
Regular Meeting Minutes
September 2, 2025 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on September 2, 2025 and was opened by Chair Richard Wielebinski at 6:00 p.m. followed by the Pledge of Allegiance.

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

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, Jennifer Gambino, PW Asst. Mgr., Lindsay Scerbo & Paul Morgan, SFM Consulting.

Announcements

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

Public Comment

Dave Orlando (Non-Resident) Presented a letter to the Board regarding ADU and R1 zoning.

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

Edward Gualtieri (Resident) Commented regarding Cheryl Parks remarks.

Karen Doleiden (Resident) Commented on Mr. Gualtieri's comments.

Presentations

Hearings

Resolutions

E. Gndt made a motion, seconded by B. Winot, (for discussion purposes) to approve Resolution 2025-32 Adopting an Audio & Video Recording & Retention Policy for Public Meetings. An In-depth discussion was had by the board along with comments from the public on this matter. Roll Call Vote: E. Gndt, aye; B. Winot, aye; N. Leap, aye; M. Velardi, aye; R. Wielebinski, nay. 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 August 18, 2025 regular meeting of the Board of Commissioners.
 - Financial transactions through September 2, 2025 as presented, including ratification of expenditures in the amount of \$283,693.42 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund, Transfers. All in favor. Motion carried. No comments. All corrections have been made to the August 18th minutes as per E. Gndt's comments.

NEW BUSINESS

Personnel

R. Wielebinski made a motion, seconded by N. Leap, to Hire Michael Settler Jr. for the vacant Part time DPW position. E. Gndt asked how many people were interviewed for the position. P. Briegel stated two along with reviewing applicants that submitted for the prior full-time position. All in favor. Motion carried. E. Gndt questioned if the rate needed to be stated. P. Briegel stated that it is part of the union contract.

Commissioner Comments

Richard Wielebinski – President

- R. Wielebinski made a motion, seconded by E. Gndt, to approve 2026 MMO Non-Uniform Pension Plan. All in favor. Motion carried.
- R. Wielebinski made a motion, seconded by M. Velardi, to approve 2026 MMO Police Pension Plan. All in favor. Motion carried. E. Gndt asked what the state would be paying. J. Belvin stated that he would gather that information.
- R. Wielebinski made a motion, seconded by N. Leap, to approve the following PTPD policies: Personnel Complaints, Request for change of Assignment, Lactation Breaks, Work-Related Injury and Occupational Disease Reporting, Badges – Patches and Identification, Illness and Injury Prevention, Safety Belts, Commendations and Awards, Payroll Records, Personal Appearance Standards, Temporary Modified-Duty Assignments, Line of Duty Deaths, Body Armor, Fitness for Duty, Overtime Compensation, Uniforms and Civilian Attire, Performance History Audits, Wellness Program, Personnel Records, Meal Periods and Breaks, Outside Employment and Outside Overtime, Conflict of Interest, Speech Expression and Social Networking. All in favor. Motion carried.

Natasha Leap – Vice President

Ellen Gndt – Commissioner

- Update – Solar Field – J. Tresslar stated that it is moving forward. E. Gndt asked if he would share the photos from his inspections going forward. He agreed.
- E. Gndt suggested changes to the format of the agenda going forward.
- E. Gndt opened a discussion regarding sidewalks along Route 611. (A \$2,000,000 Federal Grant was received by the township under the prior board and Manager for the project). J. Belvin stated that all but one easement has been obtained, and the project is set to go to bid in February. A lengthy discussion was had among the board, engineer, manager, and solicitor.

Brian Winot – Commissioner

Mike Velardi – Commissioner

- Golden Slipper Update – the road re-opened on August 29th.
- Tent City Update – Zoning has sent a property maintenance notice for the remaining items that need to be cleaned up.

Reports

Zoning Report-SFM Consulting - L. Scerbo reviewed the report that was attached to the full agenda packet. E. Gndt opened a discussion regarding the ongoing issue of people building without first obtaining a permit and what recourse the township may have. A lengthy discussion was had by the board.

Police – James Wagner, Chief

Manager Report – Jerrod Belvin

- Parks Update – The township is still dealing with ongoing issues regarding the basketball courts at Mountain View Park. New cameras are being installed, and the fence is being re-enforced.
- Insurance Update – The township has seen a reduction in policy claims. Jerrod stated that once the new policies are ready for review they will be presented to the board.
- Website Update – we are still working on new items to be added along with custom API.

- Sewer Extensions Update – P. Briegel and J. Belvin met with DEP and Penn Vest last week regarding some of the long-term projects. The meetings went well. E. Gndt asked if there will be a different rate due to the new section. P. Briegel stated that the user fee is the same. The Tapping fee is yet to be determined. B. Winot asked regarding water. A lengthy discussion was had on the matter.
- Police Wing – presentations should be scheduled for the October meeting.
- Regional 611 Safety study – All PennDOT projects being put into a board perspective. Updates will be posted on the website. Thank you sent out to the NEPA Alliance and the Pocono Mountains Visitors Bureau for paying for the study.
- J. Belvin announced that Lindsay will be leaving SFM and thanked her for her dedication to Pocono Township. Paul Morgan will be taking her place.

Public Works – Patrick Briegel

- Current Public Works Projects – Township wide road work is nearing completion. The township has passed our inspection with the Dept. of Health on the splash pad. The Cobble Creek drainage project is 99% complete. The PennDOT 611 & 715 projects has resumed their earth moving.

Township Events Report-Jennifer Gambino

- August was a successful month for events.
- September is kicking off with one last movie in the park.
- The second annual food truck festival will be held September 12th thru the 14th.
- A car show is set for September 21st and sign up is still open.

Township Engineer Report- Jon Tresslar

- J. Tresslar informed the Board that he attended a PSATS seminar that included a presentation by PennDOT on traffic calming that was excellent.
- Sky High Drive, Pocono Circle safety study update – Hope to have something out later in the week. Signage needs to be addressed.
- Learn Road safety enhancement project and roundabout survey work. On Hold.
- TASA Project – Engineering drawings – Discussed prior.
- TLC walking bridge - Two concepts to be considered after cost analysis is completed. B. Winot suggested ET Tectonics, who specialize in fiberglass walking bridges, may be a good contact.
- Turkey Hill/Wendys Sidewalk update – waiting on PennDOT comments.

Township Solicitor Report-Leo V. DeVito.

- Monroe County Industrial Development Authority refinancing existing bonds update will affect tax free status – a presentation will be scheduled for a later date.
- Sewer Business update – Amended rules and regulations have been circulated and will be on the agenda at a later date.
- PJJWA – two years have passed, and Jackson is moving forward. R. Wielebinski made a motion, seconded by M. Velardi, for the dissolution of the PJJWA. Discussion: E. Gndt asked about the liabilities and have they expired. L. DeVito explained. E. Gndt made a motion, seconded by N. Leap, to table the dissolution. All in favor. Motion carried.
- General legal update – Pocono Township has joined in the motion for reconsideration on the Sunset Shooting Range and are waiting for the Commonwealth Court decision on if they would reconsider.
- Update – Archer Lane is working closer to a trial date.
- Learn Road Easement Process is ongoing.
- TASA Sidewalk Update – Almost all Easements are in place.
- L. DeVito wished Lindsay well in her new carrier.

Adjournment – R. Wielebinski made a motion, seconded by M. Velardi, to adjourn the meeting 7:46 p.m. All in favor. Motion carried.