



POCONO TOWNSHIP COMMISSIONERS
AGENDA

December 2, 2025 | 6:00 p.m.
205 Old Mill Rd, Tannersville, PA

Zoom Participation
<https://us06web.zoom.us/j/87197954742>

Meeting ID: 871 9795 4742

Passcode: 883113

Open Meeting

Pledge of Allegiance

Roll Call

Announcements

Public Comment-NON-AGENDA ITEMS

Limited to 3 minutes per person, please state your name and if you are a Pocono Township Resident.

Presentations

Hearings

Resolutions

- Motion to Approve Resolution 2025-37 Accepting the revised Sewer Rules and Regulations.
(Possible Action Item)
- Motion to approve Resolution 2025-42 extending the time line on the Pocono Hospitality LDP #1341 ***(Possible Action Item)***

Consent Agenda

- Motion to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the November 17, 2025 regular meeting of the Board of Commissioners.
 - Financial transactions through December 2, 2025 as presented, including appropriations & ratification of expenditures in the amount of \$377,475.14 for the following accounts: General

Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund, Transfers.
Discussion: **(Action Items)**

NEW BUSINESS

Personnel

Report of the President –

Richard Wielebinski

- Motion to Accept the Eligibility list of the following PTVFC members to include active firefighters, life members and active members: Harry Andress, Nick Balascsak, Preston Baransky, Mitch Bartholomew, Al Camacho, Tom Gallagher, Joe Gilliland, Brad Harrison, Chad Kilby, Bridget Kresge, Kevin Kresge Jr., Ron Labar, Paul Layman, Thomas Learn, Matthew Lentz, Julia Loua, Mike McMann, Jordan Merring, Tom Moser, Thomas Olsen, Bruce Opachinski, Ronald Otis, Chris Proulx, Robert Rasely, Gabe Romano, Corey Sayre Jessica Sayre, William Sayre, Mike Sierra, Brian Wessner, Nipper Anglemeyer, Thomas Beseckar, Donald Bonser, Ray Butz, Jim Brennan, Peter Gallagher, Robert Gupko, John Fedish, Thomas Ferrel, Paul Frantz, Paul Johnson, Jerry Lastowski, Ray Mraz, Patrick Ross, Dennis Schmoyer, Doug Smith, Bradley Wise, Jerry Yongken, Steve Jacobs, Dave Kalucki, Chris Kinsley Jr., Chris Kinsley Sr., Robert Kinsley, Alvin Kresge Jr., Alvin Kresge Sr., Dan Kresge, Kevin Kresge, Tom Kresge, Randy Rasely, Randy Rode, Joe Folsom, Bill Sebring, Dale Sebring, Kyle Sebring, Todd Sebring, Troy Sebring, Mike Shay, Donald Simpson, Nick Starner, Amy Bullis, Gabby Bullis, Bryden Fair, Pamela Learn, Laura McMann, Angelia Myers, Mike Putnam, Abigail Putnam, Brandee Starner, Angela Tullo, Mike Velardi. **(Possible Action item)**
- Motion to award James Wagner a performance bonus of \$6,500 for his assistance in accreditation work & Police architectural assistance to be drawn from 454.110 **(Possible Action item)**
- Motion to award Patrick Briegel a performance bonus of \$6,500 for his Project Management, and utilities connections, in the construction of the new admin wing, to be drawn from 454.110 **(Possible Action Item)**
- Motion to award Jerrod Belvin a performance bonus of \$12,500 for his Project Management & Tech installation/ provisioning, in the construction of the new admin wing, to be drawn from 454.110 **(Possible Action Item)**

Commissioner Comments

Natasha Leap – Vice President

Ellen Gndt – Commissioner

- Update – Solar Field
- Update – Pocono Manor Historic District re-write **(Possible Action Item)**
- Motion to appoint Zelenski Axelrod as Pocono Township Auditor for 2025 and have them provide a separate engagement letter to perform audit on Amusement tax specific details to be worked out with auditors and BOC for 2025 with a cost of \$19,305. **(Possible Action Item)**

Brian Winot – Commissioner

Motion to approve the solicitor to advertise the draft Ordinance for the December 15th BOC meeting regarding Truck Traffic restrictions on Back Mountain Road and parts of Brookdale Road. **(Possible Action Item)**

Mike Velardi – Commissioner

Reports

Zoning – SFM Consulting

Police – Chief James Wagner (Second Meeting of Month)

- Motion to approve the purchase of GSA – Paragon ADA Kit in the amount of \$7,414.32 (**Possible Action Item**)

Township Manager's Report – Jerrod Belvin

- Police Wing Update
- Defined Benefit Approvals
- Liquid Fuels Audit

Public Works/Sewer Report – Patrick Briegel

- Sewer Business Update
- MCTI & Sullivan Trail Expansions
- Current Public Works Projects

Township Events Report – Jennifer Gambino (First Meeting of Month)

- Tree lighting December 5th
- Magic Mistletoe Market December 6th

Township Engineer Report – T&M Associates

- Sewer Business Update
- Learn Road safety enhancement project and roundabout survey work.
- TASA Project
- TLC walking bridge.

Township Solicitor Report – Broughal & DeVito, L.L.P.

- Sewer Business Update
- General legal update
- Motion to advertise the Draft Ordinance Hearing for December 15ths BOC meeting to dissolve the PJJWA. (**Possible Action Item**)
- Motion to advertise the Draft Ordinance Hearing for December 15ths BOC meeting regarding Fowl & Recreation Use. (**Possible Action Item**)
- Learn Road Easement Process

Adjournment

**TOWNSHIP OF POCONO,
Monroe County, Pennsylvania**

RESOLUTION NO. 2025-37

**OF THE BOARD OF COMMISSIONERS OF POCONO
TOWNSHIP, MONROE COUNTY, PENNSYLVANIA,
AMENDING AND RESTATING RESOLUTION NO. 2013-10
ESTABLISHING USER CHARGES, TAPPING FEES AND OTHER
FEES AND CHARGES IMPOSED ON CUSTOMERS OF THE
SEWER SYSTEM IN THIS TOWNSHIP, AND PROVIDING FOR
THE PAYMENT AND COLLECTION OF THE SAME; AND
ESTABLISHING RULES AND REGULATIONS GOVERNING
THE USE OF THE SEWER SYSTEM IN THIS TOWNSHIP.**

SECTION 1 - DEFINITIONS

The following words and terms, as used herein, shall have the meanings respectively ascribed to them by this Section, unless the context clearly indicates a different meaning:

Ammonia Nitrogen as N shall mean ammonia nitrogen as determined pursuant to the procedure set forth in the latest edition of "Standard Methods for the Examination of Water and Wastewater", published by American Public Health Association, Inc.

BCRA shall mean the Brodhead Creek Regional Authority, acting through its governing Board, as Owner and operator of the Treatment Plant and, in appropriate cases, as agent of the Township hereunder.

BCRA Rules and Regulations shall be those regulations regulating sewage discharges to the BCRA WWTP as amended from time to time as provided for in Exhibit A. These BCRA Rules and Regulations are included and incorporated into these Pocono Township Rules and Regulations. In the event of a conflict between the two, the most restrictive regulations shall prevail, or in the case of other conflict, the BCRA Rules and Regulations shall prevail.

Board of Commissioners shall mean the Board of Commissioners of Pocono Township. All references to the Board of Supervisors shall be understood to be referring to the Board of Commissioners.

BOD (Biochemical Oxygen Demand) shall mean the quantity of oxygen, expressed in milligrams per liter, utilized in the carbonaceous biochemical oxidation of organic matter under standard laboratory procedure in five (5) days at twenty (20°) degrees centigrade, which standard laboratory procedure shall be as set forth in the latest publication of 40 CFR 136 or any successor regulation.

Building Sewer shall mean the extension from the sewage drainage system of any Improved Property to the Lateral serving such Improved Property. It shall extend from the building line to the right of way of a road or easement and connect the building sewer to the sewer lateral as depicted on the Township's standard construction details provided in the Construction Standards. The Building Sewer shall be owned and maintained by the property served.

Building or Service Lateral or Lateral shall mean the sewer line located within a road right of way or sanitary sewer easement extending from the end of the Building Sewer to the sewer main as depicted on the Township's standard construction details provided in the Construction Standards. The Lateral shall be owned and maintained by the Township.

Commercial Establishment shall mean any room, group of rooms, building or enclosure, or group thereof, connected, directly or indirectly, to the Sewer System and used or intended for use in the operation of a business enterprise for the sale and distribution of any product, commodity, article or service, which maintains separate toilet, sink or other plumbing facilities in the room or group of rooms utilized for such business enterprise.

Commonwealth shall mean the Commonwealth of Pennsylvania.

Connection Ordinance shall mean the Ordinance enacted by this Township requiring Owners of certain Improved Property located in the Township to connect to such Sewer and use the same in such manner as this Township may ordain.

Connection Permit shall mean the permit issued by the Township authorizing an Owner to connect an Improved Property to the Sewer System.

Cooperation Agreement shall mean the Amended and Restated Intermunicipal Cooperation Agreement dated May 1, 2010, as well as the First Supplement to the Amended and Restated Intermunicipal Cooperation Agreement dated November 1, 2010, all between the Borough of Stroudsburg, the Township of Hamilton, the Township of Pocono, the Township of Smithfield, the Township of Stroud, the Stroud Township Sewer Authority, and the Brodhead Creek Regional Authority and any subsequent amendment thereto.

County shall mean the County of Monroe, Pennsylvania.

Customer Facilities Fee is the customer facilities fee described in Act 57 of 2003 for the actual cost of the Building Sewer (i.e. facilities, including labor and other costs associated with the installation thereof, serving the Improved Property from the property line or the curb stop to the dwelling or building to be served) when installed by the Township. The fee also includes the cost of a grinder pump unit furnished by the Township for pick-up and installation by the Owner.

DEP shall mean the Pennsylvania Department of Environmental Protection or any successor agency of the Commonwealth of Pennsylvania.

Developed Property shall mean any property within the Sewered Area which was an Improved Property on October 20, 2009.

Domestic Sanitary Sewage shall mean normal water-borne from a typical sanitary sewage user , such as wastes from kitchens, water closets, lavatories and laundry facilities, discharged from any Improved Property, as well as water-borne wastes of similar character from similar facilities in offices, hotels, stores, restaurants, hospitals, schools and other Commercial, Educational, Industrial and Institutional Establishments, but in all cases excluding Prohibited Wastes.

Dwelling Unit shall mean any room, group of rooms, single family home, house trailer, apartment, condominium, cooperative or other enclosure and occupied or intended for occupancy as living quarters by an individual, a single family or other discrete group of persons, excluding institutional dormitories.

DRBC shall mean the Delaware River Basin Commission.

Educational Establishment shall mean any room, group of rooms, building or other enclosure connected, directly or indirectly, to the Sewer System and used or intended for use, in whole or in part, for educational purposes, including both public and private schools or colleges.

Engineer A Professional Engineer licensed by the Commonwealth of Pennsylvania and retained by the Township providing services to the Township for assistance with the management and operations of the sewer system. The term Township Engineer or Sewer Engineer shall be considered the same for the purposes of this Resolution.

EPA shall mean the Environmental Protection Agency of the United States of America, or any successor federal department or agency.

Equivalent Dwelling Unit or EDU shall mean the unit of measure deemed to constitute the estimated, equivalent amount of Domestic Sanitary Sewage discharged by a single-family Dwelling Unit, equal to 247 gallons/day water consumption metered by BCRA, or determined by Pocono Township and used for determining the following:

- a. The User Charge;
- b. Tapping Fees payable by a new User;
- c. Additional Tapping Fees payable by Users who:
 - 1. construct an addition to an existing Improved Property;
 - 2. expand an existing use of an Improved Property;
 - 3. change the use of an Improved Property;

4. increase sewage use as measured by either a water or sewer meter, for any reason other than an unidentified loss of water or inflow and infiltration which is remediated within two (2) months of determination of where the loss is occurring.

Extra Strength Wastes shall mean Sewage which exceeds the limits set forth in this resolution-and/or as otherwise mandated from time to time by any Regulatory Authority having jurisdiction of sewage discharges.

Fats, Oils, and Grease (FOG) shall mean fats, oils and grease as determined by laboratory analysis using analytical methods allowed for NPDES reporting as listed in the latest publication of 40 CFR 136 or any successor regulation.

Flow Allocation, Hydraulic shall refer to the total daily flow allocated to a user as determined by this Resolution and the connection permit.

Flow Allocation, Organic shall refer to the mass loading of organic and inorganic materials measured in lbs/day as further defined by this Resolution.

Grease Interceptor shall mean a large tank or device so constructed as to separate and trap or hold fats, oil, and grease substances from the sewage discharged from a facility in order to keep fats, oil, and grease substances from entering the sewer system.

Improved Property shall mean any property in the Sewered Area of the Township upon which there is erected a structure intended for continuous or periodic habitation, occupancy or use by human beings or animals and from which structure Domestic Sanitary Sewage and/or Industrial Wastes shall be or may be discharged into the Sewer System and is subject to the Connection Ordinance.

Industrial Establishment shall mean any Improved Property used or intended for use, wholly or in part, for the manufacturing, processing, cleaning, laundering, or assembling of any product, commodity or article, or any other Improved Property from which wastes, in addition to or other than Domestic Sanitary Sewage, shall or may be discharged.

Industrial Wastes shall mean any and all wastes discharged from an Improved Property and/or any wastewater having characteristics which may have the potential to be detrimental to the Treatment Plant, other than Domestic Sanitary Sewage.

Institutional Establishment shall mean any room, group of rooms, building or other enclosure connected, directly or indirectly, to the Sewer System, including institutional dormitories and Educational Establishments, and which do not constitute a Commercial Establishment, a Dwelling Unit, or an Industrial Establishment.

Interference shall mean a discharge from the Sewer System that, alone or in conjunction with a discharge or discharges from other sources, inhibits or disrupts the Treatment Plant, its treatment processes or operations or its sludge processes, use or disposal; and therefore, is a cause of a violation of the NPDES Permit or of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder, or any more stringent Commonwealth or local regulations: Section 405 of the Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. Section 1251, et seq.; the Solid Waste Disposal Act, including Title II, commonly referred to as the Resource Conservation and Recovery Act (RCRA); any Commonwealth regulations contained in any Commonwealth sludge management plan prepared pursuant to Schedule D of the Solid Waste Disposal Act; the Clean Air Act; the Toxic Substances Control Act; and the Marine Protection, Research and Sanctuaries Act.

Large Variations shall mean when a user's flow rates by instantaneous rates in terms of gallons per minute, daily and monthly rates in terms of gallons per day, or strength of waste varies by more than 15 % from time to time.

Legal Requirements shall mean, collectively, all applicable environmental (including influent, treatment and discharge standards and permits then in effect), land use or other laws, regulations, orders, ordinances, codes, restrictions, permits, and other requirements imposed by Regulatory Authorities or by agreement, including but not limited to the Cooperation Agreement and the Sewage Treatment Agreement.

Material Change shall be established where a non-residential commercial or Industrial User has increased its water consumption by greater than fifty (50%) percent of the next higher EDU (e.g., 124 gpd monthly average) based on the previous year's consumption, during the user's peak month of utilization, for any reason other than unintentional loss of water by the User due to leakage or Inflow and Infiltration in the sanitary sewer system that is timely removed from the system.

Medical Waste shall mean isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes.

Meter shall mean a device approved for measuring the volume of water consumed, or sewage discharged, by the Owner which consumption is the basis for determining the User Charge for sewer service, and which is read by BCRA, Pocono Township or other similar Utility or by a PA Licensed Operator. A water meter or sewer meter may be used for measuring sewage flows. The water meter may be utilized in the absence of a sewer meter. The sewer meter, provided it is calibrated by a third party, at least annually, being considered the primary source of sewage flow data.

National Categorical Pretreatment Standard or Pretreatment Standard shall mean any regulation containing pollution discharge limits promulgated by the EPA in accordance with

Section 307(b) and (c) of the Act (33 U.S.C. 1347) which applies to a specific category of Industrial users.

Owner shall mean any Person vested with title, legal or equitable, sole or partial, of any Improved Property, and the party ultimately responsible for the payment for sewer service.

Operational and Maintenance Plan (O&M) shall refer to the plan developed by the Township for operations, system maintenance, allowable materials, and construction standards for the System. This O&M Plan, as amended from time to time by the Township, is incorporated by reference into this Resolution.

Pass Through shall mean a discharge from the Sewer System which exits the Treatment Plant into Waters of the United States in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the NPDES Permit, including an increase in the magnitude or duration of a violation.

Person shall mean any individual, partnership, company, association, society, trust, corporation or other group or entity, including municipalities, municipality authorities, school districts and other units of government.

pH shall mean the logarithm of the reciprocal of the concentration of hydrogen ions, expressed in grams per liter of solution, indicating the degree of acidity or alkalinity of a substance.

ppm shall mean parts per million parts sewer, by weight.

Reservation Fee(or Standby Fee) shall mean a fee charged for future development with proper standing with the Township to maintain committed capacity in the sewer system for the said future development.

Regulatory Authorities or Authority Having Jurisdiction (AHJ) shall mean collectively, BCRA, EPA, DEP, DRBC, PaPUC, and any other local, county, regional, Commonwealth or Federal authority having jurisdiction on the date hereof or that may have jurisdiction at any time in the future over any aspect of the Sewer System, including influents, collections, conveyance, operations, land use, effluents, rate setting, solid wastes and emissions.

Rules and Regulations being this document, means the prescribed methods adopted by the Township from time to time by resolution, connections to and general use of, the Sewer System and/or the Treatment Plant. Including but not limited to this resolution governing the operations, use and operations of the sewer system.

Septage shall mean any Sewage from holding tanks such as vessels, chemical toilets, campers, trailers, and septic tanks; provided that such term shall not include any Sewage

transported to the Treatment Plant by or at the direction of BCRA due to a new connection, a temporary reduction or disruption in the flow of Sewage through the Sewer System.

Sewage shall mean the liquid and water-carried Domestic Sanitary Sewage or Industrial Wastes from Dwelling Units, and Commercial, Educational, Industrial and Institutional Establishments, whether treated or untreated. The terms "waste" and "wastewater" shall be deemed as Sewage by definition.

Sewage Treatment Agreement shall mean the Sewage Treatment Agreement between the Township and BCRA dated as of March 1, 2011, including all modifications, amendments, supplements, and restatements thereto made and delivered from time to time and at such time constituting part hereof.

Sewer shall mean any pipe or conduit constituting a part of the Sewer System used or usable for collection of Domestic Sanitary Sewage and/or Industrial Wastes.

Sewer System shall mean all facilities, at any particular time, acquired, constructed, or operated by, or on behalf of, the Township for collecting, pumping, transporting, treating and/or disposing of Domestic Sanitary Sewage and/or Industrial Wastes discharged by an Improved Property within this Township and subject to the Connection Ordinance.

Sewered Area shall mean that geographic area or areas of the Township served or to be served by the Sewer System, including all existing or future sewer areas or districts established and approved, from time to time, pursuant to Act 537 and other applicable laws;

Shall means mandatory.

Significant Violation shall mean either (a) the discharge of one or more Prohibited Discharge(s) into the Sewer System, (b) the occurrence of an event or circumstance, caused in whole or in part by a User's non-compliance with/violation of this Resolution or any of the Rules and Regulations, such that the Township's ability to fully comply with all agreements and other requirements to which it is subject in relation to the Sewer System and/or the Treatment Plant, or otherwise relating to its operation of the Sewer System, may be hindered, delayed or jeopardized, and/or (c) be the cause, in whole or in part, of the Township being subjected to Violation Costs and/or surcharges, as defined in, and as provided for, in the Sewage Treatment Agreement.

Slug, Slug Discharge, or Slug Load shall mean any Discharge at a flow rate or concentration, which could cause a violation of the prohibited discharge standards. A "Slug Discharge" is any Discharge of a non-routine, episodic nature, including but not limited to an accidental spill or a non-customary batch discharge, which as a reasonable potential to cause Interference or Pass Through, or in any other way violates the Rules and Regulations or Legal Requirements.

Street shall mean and shall include any street, road, lane, court, cul-de-sac, alley, public way or public square, including such streets as are dedicated to public use, and such streets as are owned by private Persons.

Surcharges shall mean a mandatory payment for exceedances in flow, organic or inorganic mass loading discharged to the Township's system beyond the allowable discharges as set forth in this Resolution for each EDU allocated to a property/connection.

Suspended Solids shall mean the total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquids, and which is removable by laboratory filtering.

Tapping Fee shall mean the tapping fee described in Act 57 of 2003 payable by the Owner of any Improved Property in the area served by the Sewer System which actually connects or is required to be connected pursuant to the Connection Ordinance then in effect requiring such connection or which otherwise connects to the Sewer System.

Total Dissolved Solids (TDS) shall mean total dissolved solids as determined by laboratory analysis using analytical methods allowed for NPDES reporting as listed in the latest publication of 40 CFR 136 or any successor regulation.

Total Phosphorous (P) shall mean total phosphorous as determined by laboratory analysis using analytical methods allowed for NPDES reporting as listed in the latest publication of 40 CFR 136, or any successor regulation.

Total Residual Chlorine (TRC) shall mean residual chlorine as determined by laboratory analysis using analytical methods allowed for NPDES reporting as listed in the latest publication of 40 CFR 136 or any successor regulation.

Total Suspended Solids (TSS) shall mean total suspended solids as determined by laboratory analysis using analytical methods allowed for NPDES reporting as listed in the latest publication of 40 CFR 136 or any successor regulation:

Township shall mean the Township of Pocono, Monroe County, Pennsylvania, a political subdivision of the Commonwealth, acting by and through its Board of Commissioners or, in appropriate cases, acting by and through its agents, including BCRA or other authorized representatives.

Township SCADA System shall mean the Supervisory, Control, and Data Acquisition System constructed and maintained by the Township to monitor and control major sewer components of the Sewer System.

Treatment Plant shall mean the Sewage treatment and disposal system facilities owned and operated by BCRA, together with all appurtenant facilities and properties, and together with any additions, improvements, enlargements and/or modifications thereto from time to time acquired or constructed.

Types of Service shall mean:

- a. Commercial - Improved Property where the User is engaged in trade and/or commerce.
- b. Industrial - Improved Property for use in manufacturing, processing, and distribution activities.
- c. Municipal or Public - A political subdivision of the Commonwealth of Pennsylvania or agency thereof, a municipal authority, school district or other similar public bodies.
- d. Residential - Sewer service for residential households for customary sanitary purposes.

User shall mean the Owner, a tenant or other Person who contributes, causes, or permits the contribution of Domestic Sanitary Sewage and/or Industrial Wastes into the Sewer System from an Improved Property as further defined below:

- a. Small System User shall be that user that has a flow allocation of 10 or less EDUs.
- b. Medium System User shall be those users between 11 EDUs and 50 EDUs
- c. Large System User shall be those users greater than 50 EDUs, or, Medium System users which have Industrial Discharges or potential for discharge of hazardous or prohibited discharges as determined by the Engineer.

User Charge (or Fee) shall mean the periodic charge imposed for services, or availability of services, provided by the Sewer System, as established by Resolution of the Township, from time to time. A User Charge may include surcharges for uses beyond allocated flow either organic or hydraulic.

Violation shall mean (a) the discharge of any Extra Strength Waste by a User, or (b) any other breach by a User of any provision of any connection or Industrial Waste permit, this Resolution or any Rule or Regulation, which violation does not constitute a Significant Violation.

Violation Costs shall mean all direct and indirect costs and expenses, fines, penalties, liabilities, damages and other costs or expenses (including legal and engineering fees and

expenses) incurred by the Township as a result of a Violation and/or a Significant Violation by a User.

In these Rules and Regulations, the singular shall include the plural and the masculine shall include the feminine and the neuter.

SECTION 2 - CONDITIONS OF SERVICE

2.1 CONDITIONS OF SERVICE

- A. Use of the Sewer System by a User shall be in accordance with this and other applicable resolutions and ordinances of this Township, and the Rules and Regulations.
- B. The Township will furnish sewer service in consideration of the timely payment by User of the applicable Tapping Fee, , Customer Facilities Fee, User Charge, and other charges described herein and set forth on the Schedule of Public Sewer Rates and Charges attached hereto as "Schedule 1" and incorporated herein by reference, as the same may be amended or supplemented from time to time. The Township hereby reserves the right, as often as it may deem necessary, to alter or amend such rates and charges, as well as the Rules and Regulations.

2.2 APPLICATION FOR SERVICE AND CONTRACTS; SEWER RATES: TAPPING FEES

- A. Sewer service shall not be provided to any Improved Property until application shall have been made to the Township, or its agent, by the Owner of such Improved Property or by his authorized agent in accordance with the Connection Ordinance, and a Connection Permit issued by the Township authorizing same. Such application shall be made upon a form prescribed by the Township, wherein the Owner shall state fully all purposes for which he shall desire such service and shall answer accurately all necessary questions. The application for sewer service (regardless of User or applicant) shall constitute a binding, legal representation by the Owner of such Improved Property. Upon approval of the application, issuance of the Connection Permit, and payment of the appropriate fees and charges, the Owner shall install and connect {unless otherwise provided by the Township) the Building Sewer to the Lateral, at the sole cost and expense of the Owner.
- B. The application shall be subject to payment of all Tapping Fees, and Customer Facilities Fees then in effect and applicable to the Improved Property which is the subject of the application. The application, the Connection Ordinance, this resolution, as amended, and the Rules and Regulations shall regulate the sewer service to such Improved Property. The Township may require, prior to

approval of service, special contracts, or agreements in addition to an application for sewer service, if:

1. Service is for a new subdivision and/or land development;
2. Construction of extensions and/or other facilities are necessary;
3. A person shall contract with the Township to lay service pipe to the Improved Property, it being normal procedure for the Township not to furnish material or labor for use upon private Improved Property;
4. An Improved property will operate a private sanitary sewage treatment or pre-treatment facility; or
5. Deemed necessary by the Township.

C. EDUs shall be attributed to an Improved Property as follows:

1. Single Family Dwelling Units and small system users shall be attributed no less than one (1) EDU.-Each principal use, as defined by the Township's Zoning Ordinance or as determined by the Township Zoning Officer, on a parcel shall have no less than one EDU for each use.
2. Any Commercial, Educational, Industrial, Multi-residential, Mixed use (commercial/residential) and Institutional properties served by a metered water supply shall be attributed the number of EDUs determined from their maximum monthly average (i.e. highest month of the year) metered water usage, times 110%, based upon water meter data the twelve (12) month period preceding the date of connection. If sewage meters are utilized, attributed flows shall be 100 % of the metered use over the highest month during a twelve (12) consecutive month period. For proposed development, the applicant may utilize metered water consumption from a similar existing facility to estimate sewer flows with 110 % of the highest month from that facility.
3. Commercial, Educational, Industrial, Multi-residential, Mixed use (commercial/residential) and Institutional properties that do not have metered water service shall be attributed EDUs calculated in accordance with the provisions of Exhibit "C" attached hereto and incorporated herein by reference or metered flow data from a similar facility as outlined above.
4. Improved Properties which, prior to connection, are operating a private sanitary sewage treatment plant to provide sewer service for that Improved Property, shall have the option to be attributed EDUs in accordance with either the provisions of Section 2.2.C.2. above, or

based upon the maximum gallons per day of discharge permitted the DEP discharge permit in existence for that private sanitary sewage treatment plant. Failure of the Owner of the Improved Property to make an election as part of the application for a Connection Permit shall result in the attribution of EDUs in accordance with the provisions of Section 2.2.C.2. above.

5. All Principal uses on a parcel shall have no less than one EDU per Use unless a use is determined to be an accessory use to the principal use as determined by the Township Zoning Officer.

For any Improved Property connected, or proposed to be connected, to the Sewer System that does not have metered water service, the Township may, at the Township's sole cost and expense, install a water meter, and utilize the data from that meter for the purpose of attributing EDUs.

All EDUs shall be allocated in whole numbers and fractional calculated EDUs shall be rounded up to the nearest whole number.

D. Address of Owner.

The Owner of an Improved Property, when initially connecting to the Sewer System, shall provide the Township or its designated agent with, and shall thereafter keep the Township or its designated agent advised of, the Owner's current address.

E. Change in Ownership, Tenancy or Conditions of Water consumption

The Township must be notified upon any change in the ownership of an Improved Property regardless of the User. The Township will prepare a final bill for the seller of the Improved Property and future billings shall be the responsibility of the new Owner. Any User making any Material Change in the size, character, or extent of equipment or operations utilizing sewer service, or whose change in operation results in a substantial increase in the consumption of water, shall immediately give the Township written notice of the nature of the change, and either amend its application, if an application exists with the Township, or submit a new application. The Township shall adjust the applicable EDUs to impose additional Tapping Fees and User Charges based on a new application and/or an increase in water consumption due to such Material Change and based on a recalculation of the actual increase of water consumption as herein defined. Tapping Fees shall not be returned if water consumption is subsequently decreased. Failure to file an application will not relieve a User of the obligation to pay for additional User Charges or additional Tapping Fees pursuant to the three (3) month

recalculation, as set forth herein. The Township shall have the right, upon ten (10) days' notice, to discontinue (or cause to be discontinued) sewer and/water or service until such an application has been submitted and approved.

Unless supported or otherwise restricted by a special services agreement, in the case of Medium and Large System Users, at no time shall any flows from any User exceed 25% of the daily flow allocated to a property on any given day. At no time shall any monthly flow exceed the maximum allocated flow. Should the flows exceed the monthly flows from normal discharges due to over usage, or by more than 50 % of one single EDU (e.g., 124 gpd), the user shall purchase additional EDU(s) for the overages both in terms of User Fees and Tapping Fees.

Peak rates of flow from a User shall be limited to a maximum of 250% of the purchased capacity or 0.429 gpm/EDU as measured over a maximum of a 10-minute period.

F. Changes in Governmental Regulations

All permits, contracts or agreements for sewer service shall be subject to such changes or other modifications as may be required or appropriate to reflect changes in applicable law, rule, or regulation of a governmental body, including the BCRA.

G. Tapping Fees

1. A Tapping Fee is hereby imposed against the Owner of any Improved Property to be served by the Sewer System which actually connects to or is required to be connected thereto pursuant to the Connection Ordinance then in effect, or by special agreement between such Owner and the Township, governing such connection. Calculation and itemization of the maximum lawful Tapping Fee is attached hereto as Exhibit "B" and made a part hereof. The Tapping Fee shall be set by Township Fee Schedule up to the maximum amount shown in the Tapping Fee Study, subject to the Provisions of Act 57 of 2003.
2. The Tapping Fee shall be due and payable at the earlier of: (1) the time application is made to the Township to make connection to the Sewer System or, if applicable, the date when the Township shall connect any such Improved Property to the Sewer System, at the cost and expense of the Owner, when such Owner shall have failed to make such connection as required by the Connection Ordinance in effect requiring such connection, or (2) in the case of Developed Properties

required to be connected following initial construction of the Sewer System, by the date set forth in the written notice from the Township to the Owner to connect, which will not be less than the time period set forth in the Connection Ordinance for such connection to be completed. Owners of an Improved Property which is attributed an additional number of Equivalent Dwelling Units as defined by the Township rate structure herein shall pay a corresponding additional Tapping Fee at the time of being attributed with the new EDU computation as set forth in a written notice thereof to such Owners.

The Township may (but is in no way required to) utilize grant funds to pay a portion of the Tapping Fee for Developed Properties connecting to the Sewer System during the initial connection period following completion of construction of the Sewer System.

H. Contracts with Delinquents

An applicant seeking sewer service who has outstanding charges owed to the Township or BCRA for sewer or water services on other Improved Properties of, or occupied by, such Person, past or present, must pay all such outstanding charges prior to the connection application for the new sewer service being approved.

I. Construction and Material Requirements

All Construction and Material Requirements are included in the System's O&M Plan which is hereby incorporated by reference and as may be amended from time to time by the Commissioners. Those requirements and procedures shall be administered jointly by the Township's Sewer System Engineer and by the Building Code Enforcement Officer based on the requirements of the UCC, the O&M Plan, the PA Wastewater Facilities Manual, BCRA, or other similar Authority Having Jurisdiction (AHJ). The most restrictive requirement shall be enforced.

2.4 BILLS AND PAYMENTS

A. User Charge

1. A User Charge is hereby imposed upon the Owner of each Improved Property which is or shall be required to be connected to the Sewer System, for use of the Sewer System, whether such use is direct or indirect, and for services rendered by or on behalf of the Township and shall be payable as provided herein. Such User Charge may be imposed upon the Owner of an Improved Property who fails or refuses

improperly to connect such Improved Property to the Sewer System, as compensation for the availability of service by the Township in connection with the Sewer System. The User Charge shall be payable by the Owner of each Improved Property commencing the earlier of: (1) the date of actual, physical connection of an Improved Property to the Sewer System, or (2) the expiration of the time period for connection specified in the written notice from the Township to the Owner to connect, which will not be less than the time period set forth in the Connection Ordinance. All bills are payable in person at, or by mail or bank wire funds transfer to, a location designated by the Township. The basic User Charge will be imposed based upon the number of EDUs attributed to the Improved Property. EDU's attributed and User Charges are recalculated on a yearly basis.

2. All non-single-family Dwelling Units supplied with sewer through one connection shall be charged by determining their EDU count calculated to the nearest whole EDU (rounded up).
3. Thereafter, subject to limitations in the Connection Ordinance, if a Small User increases its water consumption by more than the EDU(s) purchased, over a three (3) month period, that User's EDU allocation shall be adjusted by the Township to reflect the increase for purposes of calculating User Charges. The User shall also be attributed additional EDUs as determined by Pocono Township and be required to purchase additional EDU(s) at the then current Tapping Fee amount.
4. In the event a User can demonstrate to the satisfaction of the Township that the User has permanently reduced its long-term water consumption by more than ten percent (10%) then such Owner may request a recalculation of EDU attribution to that Improved Property. The recalculation shall be based upon the highest average monthly peak flow over a one-year period of data collection. If the Owner is able to satisfactorily demonstrate that a reduction in EDUs attributed to the Improved Property should be, and such a reduction is in fact, granted by the Township, then the Owner shall receive a commensurate reduction of the basic User Charge effective with the first complete billing cycle occurring after such determination. However, at no time shall a user fee be less than one (1) EDU.
5. In the event a reduction in EDUs attributed to an Improved Property is granted, the Owner shall forfeit an equal amount of sewer capacity previously allocated to that property. The Owner shall not, as a result of the granted decrease in the EDU attribution, be entitled to the refund of, or credit for, User Charges previously paid or payable. Further,

subject to the express exception set forth in Paragraph 2.4.A.6. below, the Owner shall not be entitled to refund of, or credit for, Tapping Fees previously paid for such EDUs. Any future increase in the number of EDUs attributed to such Improved Property, as described in Paragraphs 2.2.E. or 2.4.A.3. above, shall result in the imposition of additional Tapping Fees and User Charges.

6. The foregoing notwithstanding, within sixty (60) days after the expiration of the first twelve (12) months of being connected to the Sewer System (the "Initial Connection Period"), the Owner of any Commercial, Industrial, Multi-residential, Mixed use (commercial/residential), Educational, Institutional or public (non-residential) Improved Property whose EDU attribution was based upon the maximum monthly average (i.e. highest month of the year), may request a recalculation of the EDU attribution for that Improved Property based upon its maximum monthly average metered water consumption, plus 10% for the Initial Connection Period. If that recalculation establishes that the number of EDUs attributed to such Improved Property at the time of initial connection was greater than the attribution that would have been made on the basis of the maximum monthly average metered water consumption for the Initial Connection Period, the EDU attribution to that Improved Property shall be reduced accordingly, the Owner shall receive a commensurate reduction of the basic User Charge effective with the first complete billing cycle occurring after such determination, the Owner shall forfeit an equal amount of sewer capacity previously attributed to that Improved Property. Any future increase in the number of EDUs allocated to such Improved Property, in excess of the reattributed count, shall result in the imposition of additional Tapping Fees and User Charges.
7. In addition, solely with respect to any Commercial, Industrial, Multi-residential, Mixed use (commercial/residential), Educational, Institutional or public (non-residential) Improved Property which, prior to connection, was operating a private sanitary sewage treatment plant to provide sewer service for that Improved Property, and with respect to which EDUs were initially attributed to such Improved Property in accordance with the provisions of Section 2.2.C.2. above, the Owner of that Improved Property may request a recalculation of the EDU attribution for that Improved Property based upon its maximum monthly average metered sewer flow for the Initial Connection Period, provided, in the opinion of the Township, the Improved Property had a properly operating and properly calibrated sewer meter installed and operating for the Initial Connection Period. If that recalculation

establishes that the number of EDUs attributed to such Improved Property at the time of initial connection was greater than the attribution that would have been made on the basis of the maximum monthly average metered sewer flows for the Initial Connection Period, the EDU attribution to that Improved Property shall be reduced according; the Owner shall receive a commensurate reduction of the basic User Charge effective with the first complete billing cycle occurring after such determination; for all future purposes of billing and attribution of EDUs, provided the sewer meter remains installed, properly calibrated and properly operating, monthly metered sewer flows shall be utilized in lieu of metered water consumption; the Owner shall forfeit an equal amount of sewer capacity previously attributed to that Improved Property; and the Owner shall be entitled to a refund of, or credit for, Tapping Fees previously paid for such forfeited sewer capacity. Any future increase in the number of EDUs allocated to such Improved Property, in excess of the reattributed count, shall result in the imposition of additional Tapping Fees and User Charges.

8. Nothing herein contained shall be deemed to prohibit this Township from entering into separate or special agreements with Owners of Improved Property or other Persons with respect to the User Charge or surcharge to be imposed in those cases where, due to special or unusual circumstances, the User Charge set forth herein shall be deemed by this Township, in its sole discretion, to be inequitable, or where it is in the best interests of this Township to do so.
9. No approvals by the PA DEP under the provisions of Act 537 represent purchase or Reservation of EDUs. Capacity allocations under Act 537 represent the right for a User to connect to the Pocono System at a given flow allocation, subject to purchase of the EDUs through payments of Tapping Fees. No capacity is guaranteed by Pocono Township until such time Tapping Fees are paid, and User Fees are paid on said Tapping Fees.

B. Basis for Preparation of Bills

1. Typically, all bills for sewer services furnished by the Township will be issued monthly based upon the current Schedule of Public Sewer Rates and Charges of the Township.
2. The User Charge shall be non-abatable for non-use of sewer service, and non-cumulative against subsequent use. In the case of fractional bills covering less than a month, minimum charges and allowances of sewer shall be pro-rated for new connections only.

3. The Owner of an Improved Property shall be fully liable for payment if a tenant or other User moves out without paying the bill. Tenants shall not be billed directly by the Township and the Owner shall be responsible for passing the bill onto the tenant for payment if the lease agreement calls for the tenant to pay sewer bills.
4. Bills for surcharges as outlined in this Resolution shall be billed directly from the Township separate from service bills.

C. Payment of Bills

1. All bills are due and payable within twenty-one (21) days after the date of the bill, and a late fee equal to 10% per annum of the amount of such bill for the number of days such bill is delinquent (calculated on the basis of a year of 365 days), will be added to all bills if not paid when due. Acceptance of remittance of bills on the last day of this twenty-one (21) day period shall be determined by the date of actual receipt of the User's payment at the designated payment office.
2. If a User has not served written protest to the Township within fifteen (15) days after the date of a bill, it shall be considered an undisputed bill.
3. If a bill is paid by check and the check is returned by the bank for any reason, a charge of \$20.00, or as may be amended from time to time, shall be paid by the User in addition to the amount of the bill and the late fee.
4. Payment schedules can be obtained on a case-by-case basis pending the Township's approval.
5. Failure of any person to receive bills for User Charges and other charges shall not be considered an excuse for non-payment, nor shall such failure result in an extension of the period of time during which the bill shall be payable.
6. Every Owner of Improved Property shall remain liable for the payment of User Charges and surcharges until the later of: (1) the receipt by the Township of written notice by such Owner that the Improved Property has been sold, containing the correct name and mailing address of the new Owner, or (2) the date on which title to the Improved Property is transferred to a new Owner. Failure to provide notice renders an Owner continuously liable for any charges that may accrue until such time as

the Township has been properly notified of any change in ownership as described above.

7. Tapping Fees, User Charges, and all other charges imposed by this Resolution shall be a lien on the Improved Property from the date imposed.

D. Unpaid Bills

1. If the Owner fails or neglects to pay, for a period of thirty (30) days from the due date thereof, any sewer bill or payment due, the Township shall provide to such Owner ten (10) days' notice in writing of the fact that such payment has become delinquent and that the Township intends to shut off sewer service, and/or to shut off, or request BCRA to shut off, the water supply to the Improved Property. This notice will also be posted at a main entrance of the Improved Property. If during such (10) day period the Owner delivers to the Township a written statement, under oath or affirmation, stating that he has a just defense to the claim, or part of it, for such rentals or charges, then the sewer service and the water supply shall not be shut off until the claim has been judicially determined. This statement shall also contain a declaration under oath or affirmation that it was not executed for the purpose of delay.
2. The Township shall, in addition to the above, have the right to exercise any and all rights and remedies granted by the Connection Ordinance or applicable law; bring a legal action to recover any amount due to it and/or to enter a municipal lien or claim against the Improved Property in the Office of the Prothonotary of Monroe County, and to collect the same in the manner provided by law for the collection of such liens or claims, all of which rights and remedies shall be cumulative.

E. Service of Notices

1. With the exception of the Notice to Connect, all notices and bills relating to the Sewer System shall be deemed to have been properly served if left upon the Improved Property served, if mailed to the Owner, or served in person to the Owner at the Owner's address as shown on the records of the Township.
2. The Township will send all such notices and bills to the address given on the application for sewer service until a notice of change of address, in writing, has been filed with the Township by the Owner.

3. All notices of general character, affecting or likely to affect all or a large number of Users, shall be deemed to have been properly given or served if advertised in the newspaper designated by the Township.

F. Surcharge

1. The Owner of any Improved Property which shall discharge Extra Strength Wastes or excessive flows to the Sewer System shall, in the discretion of the Township, pay a surcharge. Surcharges shall be paid in addition to all User Charges computed in accordance with provisions of Section 2.4 and shall be computed on such basis, and payable at such times, as the Township may from time to time establish. In imposing any surcharge, the Township will consider the provisions of any agreements to which the Township is a party governing the treatment of Domestic Sanitary Sewage or Industrial Wastes. Determination of surcharge quantities for Extra Strength Waste discharges shall be made based upon: (1) suitable sampling and analysis methods specified by the Township; or (2) from estimates made by the Township; or (3) from known relationships of products produced to strengths of such wastes for those industries where such factors have been established. In establishing such waste strengths for surcharge purposes by analysis, analyses shall be made in accordance with procedures outlined in the latest edition of "Standard Methods for the Examination of Water and Wastewater" published by the American Public Health Association, Inc. The surcharge for exceedances of hydraulic flows and organic loadings shall be based on the hydraulic or organic flow which exceeds the allocated flow applied to the current EDU billing rate by the nearest whole EDU, rounding up.
2. In addition to the foregoing, if Extra Strength Wastes are being discharged, the Owner shall be liable for the cost and expense of laboratory testing, and legal and engineering costs in relation to the same and shall reimburse the Township and/or BCRA for any such costs and expenses upon demand.
3. All monitoring costs and expenses shall be the sole liability and responsibility of the Owner.

2.5 COMPLAINTS

- A. Complaints relative to the character of the service furnished, the reading of water meters, or concerning bills rendered shall be in writing and mailed to the billing office of the Township or its designated billing agent.

- B. If an employee of the Township, or its agent, is called out after normal business hours in response to a complaint by a User and if the cause of such complaint is not deemed to be the responsibility of the Township, then the User will be charged on the basis of time and materials with a minimum service charge of \$150.00, which fee may be changed from time to time.

2.6 CONDITIONS OF PLUMBING SYSTEM

The piping and fixtures on the Improved Property shall be in satisfactory condition at all times. The Township shall not be liable for any accidents, breaks, or infiltration resulting from connection of a Building Sewer to a Lateral or Sewer. The Township shall not be responsible for piping and fixtures of any User or for any damage to the Improved Property which may result from the Building Sewer or Lateral constructed by the User.

2.7 INDIVIDUAL LIABILITY FOR JOINT SERVICE

Two or more Persons who jointly have sewer service shall be jointly and severally liable for all bills issued by the Township, its agent or BCRA pertaining to the same. The Township reserves the right in such individual cases when deemed necessary to make one or more of said parties the guarantor for payment of said bill and to send a single bill.

No new joint applications for sewer service shall be granted by the Township and all Building Sewers must connect to a Lateral dedicated and solely utilized for a specific Building Sewer.

2.8 INSPECTION

Authorized employees of the Township, or its agent, presenting an identification card, shall have access to the Improved Property at all reasonable hours, for the purpose of sewer facility inspection, installation, repair and/or replacement; inspection, setting, reading, repairing, and removal of the water meter or sewer meter; and for all other justifiable purposes in related to the Sewer System.

2.9 INTERFERENCE WITH THE SEWER SYSTEM

For the protection of the Sewer System, no Person shall damage, injure, molest, disturb, or interfere with any part of the Sewer System. Where any such damage, injury or molestation, disturbance, or interference takes place, any Person observing or becoming aware of the same shall notify the Township immediately.

2.10 RENEWAL OF SERVICE

If sewer service (or water service) for a specific Improved Property has been discontinued, it will be restored after proper application when the conditions under which such service was discontinued, are corrected, and upon the payment of all delinquent fees and charges attributable to such Improved Property, or an arrangement satisfactory to the Township, or its agent, for payment of the arrearage is made, including all charges, costs and expenses related to shutting off and restoring sewer service and/or water service. References herein to termination or restoration of sewer service for delinquencies in payment of bills or otherwise, shall also refer to public water service provided to such Improved Property by BCRA.

2.11 CALCULATIONS OF EDUs

EDUs shall be calculated using the following methodology for all new connections to the Townships system:

- A. Use Based Calculations: All new users proposing a new use shall utilize the following use generated EDU rating to calculate total flows from a facility, divided by the flow per EDU to generate total required EDU allocation. Each use within a facility shall be evaluated separately and added together. The below shall be the basis of the initial determination to be confirmed by actual water meter usage after the facility is connected and fully occupied.

Use	Unit	gpd/unit
1. Residential Use	Dwelling Unit	247.0
2. 25 or more Residential Uses (Billed as a single Large System User)	Dwelling Unit	200.0
3. Barber Shop	Chair	123.5
4. Retail Store		
a. Per Employee	Total # of Employees	10.0, Plus
b. Gross Area	per 1,000 Square Feet	8.5
5. Offices	Employee	10.0
6. Manufacturing	Employee	20.0
7. Warehouse	Employee	20.0
8. Fast Food Restaurants (Disposal Utensils and dishware)	Meals Served	5.0
9. Sit Down Restaurants	Meals Served	8.0
10. Bars, Taverns, Social Clubs (Not including food services)	Seats	8.5
11. Service Station (garages)	Service Bay	100.0
12. Car Wash	Wash Bay	247.0
13. Laundromat	Washer	123.5
14. Beauty Shop	Chair	247.0
15. Public Swimming Pool Owned and operated by a public entity or non-profit organization (Not including pool backwash or drains)	Each Pool	1,000.0

16. Schools and Daycares	r	247.0
a. Per Employee	Total # of Employees	10.0, Plus
b. Per Student	Total # of Student	8.5, Plus
c. Per Caf. Meal Service	Total of a + b above	10.0, Plus
d. Showers	Total # of Showers	100.0
17. Gym/Fitness Center	Patron	16.5
18. Post Office	Each	247.0
19. Fire House	Each	247
(Not including social clubs or residential services)		
20. Nursing Home/Hospital Bed		123.5
21. Funeral Home	Each	494.0
22. Stadium	Seat	3.0
(Not including food services)		
23. Banquet or Service Hall	Each	
a. None-food services	Seat	1.0, Plus
b. Food Services	Meal	5.0, Plus
(Disposal Utensils and dishware)		
c. Food Services	Meal	8.0, Plus
(Washable Utensils and dishware)		
24. Recreation Area w/o services	Each	247.0
25. Movie Theaters	Seat/Car	3.5
(indoor and drive in)		
26. Commercial garbage grinder	Each	247.0
27. Camps		
a. Camp Site	Site	50.0
b. RV/camper	Site	100.0
c. Laundry Services	Site	15.0
28. Churches	Seat	2.0
29. Dormitory/group housing	Bed	35.0
30. Motel/Hotel	Room	75.0

B. Existing Users and those proposed uses that can provide flow data for no less than one year from a similar facility may utilize the peak monthly recorded flow plus 10% factor of safety as the basis of EDU allocation.

C. All EDU flow calculations are subject to review and approval by the Township Engineer.

SECTION 3 - PROHIBITED WASTES

- 3.1 No Person shall discharge, or shall cause or allow to be discharged, into the Sewer System any storm sewer, surface water, artesian well water, spring water, ground water, roof runoff, subsurface drainage, building foundation drainage, cellar drainage, any swimming pool filter or pool discharges, condensate, de-ionized

water, noncontact cooling water or drainage from roof leader connections. The Commissioners may, by a Special Sewer Services Agreement, allow for such discharges with specific conditions-based recommendations for monitoring and restrictions based on recommendations from the Engineer.

3.2 Except as otherwise provided, no Person shall discharge, or cause or allow to be discharged, into the Sewer System any matter or substance:

- A. Having a temperature higher than one hundred forty degrees Fahrenheit (140° F.) or less than thirty-two degrees Fahrenheit (32° F.), or which will inhibit biological activity in the Treatment Plant resulting in Interference, but in no case which causes the temperature at the introduction into the Treatment Plant to exceed 104 degrees F (40 degrees C);
- B. Which causes Pass Through or Interference;
- C. Any liquids, solids or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the Treatment Plant or to the operation of the Treatment Plant, including, but not limited to, waste streams with a closed-cup flashpoint of less than 140° F using methods in 40 CFR 261.21. At no time shall two (2) successive readings on an explosion hazard meter, at any point of discharge into the system (or at any point in the system), be more than five percent (5%) nor any single reading over ten percent (10%) of the Lower Explosive Limits (LEL) of the meter. Prohibited materials include, but are not limited to, gasoline, kerosene, naphtha, benzene, toluene, xylene, ethers, alcohols, ketones, aldehydes, peroxides, chlorates, perchlorates, bromates, carbides, hydrides and sulfides and any other substances which the Township, the Commonwealth or EPA has notified the User is a fire hazard or a hazard to the Sewer System;
- D. Containing any solid wastes with particles greater than one-half inch (1/2") in any dimension, resulting from preparation, cooking, and dispensing of food and from handling, storage and sale of produce, which wastes commonly are known as garbage, which have not been ground by household type garbage disposal units or other suitable garbage grinders;
- E. Containing any solids or viscous substances which may cause obstruction to flow in the Sewer System or other interference with the proper operation of the Sewer System and/or the Treatment Plant such as, but not limited to: animal guts or tissues, paunch manure, bones, hair, hides or fleshings, feathers, entrails, whole blood, feathers, ashes, cinders, sand, spent lime, stone or marble dust, metal, glass, straw, shavings, grass clippings, rags, spent grains, spent hops, waste paper, strings, wood, plastics, gas, tar, asphalt residues,

residues from refining or processing of fuel or lubricating oil, mud, glass grinding or polishing wastes, dental floss, wool or other fibers;

- F. Having a pH lower than 5.0 or higher than 10.0, or having any other corrosive property capable of causing damage or hazards to structures or equipment of the Sewer System or any Sewer or to any Person engaged in operation and maintenance of the Sewer System;
- G. Containing toxic or poisonous substances, or which result in the presence of toxic gases, vapors, or fumes, in sufficient quantity to injure or to interfere with any sewage treatment process, to constitute hazards to humans or animals or to create any hazards in sewers which shall receive treated effluent from the Sewer System;
- H. Containing dyes or other materials with objectionable color, from any source that will result in a Treatment Plant effluent exceeding limits in compliance with applicable state or federal regulations, and/or the Treatment Plant's NPDES permit;
- I. Any substance which may cause the Treatment Plant's effluent or any other product of the Treatment Plant, such as residues, sludges, or scums, to be unsuitable for reclamation and reuse or to interfere with the reclamation process. In no case shall a substance discharged to the Treatment Plant cause the Township to be in non-compliance with sludge use or disposal criteria, guidelines or regulations affecting sludge use or disposal developed pursuant to the Solid Waste Disposal Act, the Clean Air Act, the Toxic Substances Control Act or Commonwealth criteria applicable to the sludge management method being used;
- J. Containing radio-active substances and/or isotopes of such half-life or concentration that will result in a Treatment plant effluent exceeding limits in compliance with applicable state or federal regulations;
- K. Having a chlorine demand in excess of twelve (12) mg/l at a detention time of twenty (20) minutes;
- L. Prohibited by any permit issued by the Commonwealth or the EPA;
- M. Containing wastes which are not amenable to biological treatment or reduction in existing treatment facilities, specifically non-biodegradable complex carbon compounds;
- N. Having a waste strength in excess of the table below (except as authorized by written agreement);

0. Having any waste containing toxic or poisonous substances in excess of the following limits, measured at the point of discharge to the Sewer System. Any concentrations exceeding the above will be considered a Violation and subject to Surcharges.

Parameter	concentration, mg/l	Permitted Mass Loading per EDU Lbs
Amonia Nitrogen as N	36	0.074
Arsenic	5.00	0.010
Barium	100.00	0.206
Benzene	0.50	0.001
BOD5	306.00	0.631
Cadmium (as Cd)	1.00	0.002
Carbon Tetrachloride	0.50	0.001
Chlordane	0.03	0.00006
Chlorobenzene	100.00	0.206
Chloroform	6.00	0.012
Chromium	5.00	0.010
o-Cresol	200.00	0.412
m-Cresol	200.00	0.412
p-Cresol	200.00	0.412
Cresci	200.00	0.412
2,4-D	10.00	0.021
1,4-Dichlorobenzene	7.50	0.015
1,2 Dichloroethane	0.50	0.0010
1,1 Dichloroethylene	0.70	0.0014
2,4 Dinitrotoluene	0.13	0.0003
Endrin	0.02	0.00004
FOG	87.00	0.179
Heptachlor	0.01	0.00002
Hexachlorobenzene	0.13	0.0003
Hexachlorobutadiene	0.50	0.0010
Hexachloroethane	3.00	0.006
Lead	5.00	0.010
Lindane	0.40	0.0008
Mercury	0.20	0.0004
Mexthoxychlor	10.00	0.021
Methyl ethyl ketone	200.00	0.412
Nitrobenzene	2.00	0.004
Pentachlorophenol	100.00	0.206
Pyridine	5.00	0.010
Selenium	1.00	0.002
Silver	5.00	0.010
Tetrachloroethylene	0.70	0.0014
Toxaphene	0.50	0.001
TP as P	21.00	0.043
Trichloroethylene	0.50	0.001
2,4,5 - Trichlorophenol	400.00	0.825
2,4,6 - Trichlorophenol	2.00	0.004
2,4,5 - TP (Silvex)	1.00	0.002
TSS	260.00	0.536
TDS	327.00	0.674
Vinyl Chloride	0.20	0.0004

- S. Containing any substance not mentioned in the foregoing list that will cause Interference or Pass Through at the Treatment Plant and exceed the maximum permitted levels for such substance under the requirements of the EPA, DRBC, BCRA, the Commonwealth or; other governmental agencies having jurisdiction;
- T. Any other substance prohibited by resolution, rule, regulation, or agreement of the Township hereafter enacted or adopted from time to time;
- U. Sludges, screenings, or other residues from the pretreatment of industrial wastes;
- V. Consisting of medical wastes, except as specifically authorized by the Township in a wastewater discharge permit;
- W. Causing, alone or in conjunction with other sources, the Treatment Plant's effluent to fail a toxicity test;
- X. Consisting of detergents, surface-active agents or other substances which may cause excessive foaming in the POTW; or
- Y. Consisting of fats, oil or greases of animal or vegetable origin in concentrations which exceed 87 mg/l or otherwise cause Interference or Pass Through.
- Z. Containing total solids of such character and quantity that unusual attention or expense is required to handle such materials at the Treatment Plant, except as may be approved in writing by BCRA and supported by the BCRA's engineers.
- AA. Containing trucked or hauled pollutants.
- BB Consisting of noxious or malodorous liquids, gases, solids, or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair.
- CC. Containing cesspool, septic tank, porta-potty, holding tank discharges, or other septage, unless approved or consented to by the Township.
- DD. Containing sewage, water, or waste of such character and quantity that unusual attention or expense is required to handle such materials at the Treatment Plant, except as may be approved in writing by BCRA and supported by BCRA' s engineers.

EE. Containing sewage, water, or waste containing substances in demonstrated sufficient quantities, which when admixed in the total Treatment Plant influent wastewaters, will interfere with the biochemical processes of the Treatment Plant or the ultimate disposal of sludge or that will pass through the Treatment Plant and cause the effluent to exceed any Legal Requirements. No specific limits have been set herein. Actual Treatment Plant performance will be the basis for setting such limits.

FF. Containing Total Dissolved Solids (TDS) which cannot be removed by the treatment process, which consequently passes on to the Treatment Plant's effluent, thereby violating the Treatment Plant's NPDES permit except as may be approved in writing by the Township and BCRA.

3.3 Under no circumstances shall any Person discharge or cause to be discharged into the Sewer System any of the substances listed above, without first securing written permission to do so from the designated representative of the Township.

3.4 Upon the promulgation of the Federal Categorical Pretreatment Standards for a particular industrial subcategory, the Federal Standard, if more stringent than limitations imposed under this Resolution for sources in that subcategory, shall immediately supersede the limitations imposed under this Resolution. The Township shall notify all affected Users of the applicable reporting requirements under 40 CFR, Section 403.12.

3.5 No User shall ever increase the use of process wastewater or, in any way, attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in the Federal Categorical Pretreatment Standards, or in any other pollutant-specific limitation developed by the Township or the Commonwealth.

3.6 Whenever a Person is authorized by the Township and the appropriate governmental agencies to discharge any Domestic Sanitary Sewage or Industrial Waste containing any of the substances or possessing any of the characteristics described above, such discharge shall be subject to the continuing approval, inspection, and review of the Township. If, in the opinion of the Township, such discharges are causing or will cause damage to the sewage system infrastructure or will cause the Township to be in violation of any agreement or order, the Township shall order the Person causing such discharge to cease doing so forthwith, or to take other appropriate action, including exercising the remedies provided in the Connection Ordinance, or delegating to another party duties to take appropriate action, to eliminate the harmful discharge.

- 3.7 Whenever the Township determines that a User is contributing to the Sewer System a Prohibited Discharge, the Owner shall be so notified and shall be required to take such corrective actions as are necessary to correct and alleviate such discharge.
- 3.8 Nothing contained herein shall be construed as prohibiting any special agreement or arrangement between the Township and the Owner of an Improved Property or other Person allowing Industrial Wastes of unusual strength or character to be admitted into the Sewer System.
- 3.9 Where necessary or appropriate, in the opinion of the Township or BCRA, the Owner of an Improved Property shall provide, at the sole expense of the Owner, suitable pretreatment facilities acceptable to the Township and BCRA.
- 3.10 Plans, specifications, and any other pertinent information relating to proposed facilities for preliminary treatment and handling of Industrial Wastes shall be submitted for approval of the Township and BCRA. No construction of any such facility shall commence until approval has been obtained, in writing, from the Township and BCRA, and until approval has been obtained from any and all regulatory bodies having jurisdiction.
- 3.11 Such facilities for preliminary treatment and handling of Industrial Wastes shall be continuously maintained, at the sole expense of the Owner, in good operating condition satisfactory to the Township and BCRA. The Township and BCRA shall have access to such facilities at reasonable times for purposes of inspection and sampling.

SECTION 4 - INDUSTRIAL WASTES AND LARGE SYSTEM USERS

- 4.1 No person shall discharge or cause to be discharged into the Sewer System any Industrial Wastes or wastes not generated from Domestic Sources without prior application for and receipt of a written permit from the Township and/or BCRA.
- 4.2 Any Person desiring to make or use a connection through which wastes not from a Domestic Source shall be discharged into the Sewer System shall file with the Township/BCRA a completed "Industrial Wastes Questionnaire", furnished by the Township/BCRA, which shall supply pertinent data, including estimated quantity of flow, characteristics and constituents of the proposed discharge. The cost of obtaining all such data shall be borne by the Person desiring to make or use the connection to the Sewer System.
- 4.3 Ten (10) days prior to the first day of January, April, July and October of each year, each Large System User shall provide a written report consisting of total anticipated flows in the following quarter, any changes in operations in the service connection, reports of any spills or exceedances, any testing requested by the Township or any

other event or potential service change which could affect the system operations or exceed hydraulic or organic loading allocation.

- 4.4. When required by the Township, the Owner of any Improved Property serviced by a Building Sewer carrying Industrial Wastes or Large System User shall install, at his expense, a suitable control manhole, together with such necessary meters and other appurtenances in the Building Sewer, to facilitate observation, sampling, and measurement of the waste flow.
- 4.5. All measurements, tests, and analyses of the characteristics of waters and wastewaters to which reference is made herein shall be performed in accordance with test method(s) approved by the U.S. Environmental Protection Agency ("EPA") under 40 C.F.R. Part 136. If 40 C.F.R. Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where EPA determines that Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the Authority. Samples shall be collected at the control manhole, or in the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the Sewer System to the point at which the Building Sewer is connected, or at another location determined by the Township to be most representative of the discharge under evaluation. (The particular analyses involved will determine whether a twenty-four (24) hour composite of all outfalls of an Improved Property is appropriate or whether a grab sample or samples must be taken.)
- 4.6. The Township may, at its sole discretion, require that metering data or real time testing data, be integrated into the Township SCADA System. Such work shall be performed by the Township's Control Consultant with costs of the installation and integration being paid by the User.
- 4.7. Any Industrial Establishment discharging Domestic Sanitary Sewage and/or Industrial Wastes into the Sewer System and contemplating a change in the method of operation which will alter the characteristics and/or volume of such wastes being discharged shall notify the Township and BCRA, in writing, at least thirty (30) days prior to institution of such change.

SECTION 5 - INTERCEPTORS, GARBAGE GRINDERS, PRETREATMENT AND/OR EQUALIZATION

- 5.1 Industrial Establishments discharging Industrial Wastes shall be subject to the Rules and Regulations adopted by BCRA and attached hereto as Exhibit A. Township appoints BCRA to as its agent on its behalf with respect to the regulation of Industrial

Establishments. The Township also retains the right to provide such administration and enforcement as it deems necessary for the protection of the Township's System.

- 5.2 Grease, Oil, and Sand Interceptors shall be provided by the Owner of any Industrial, Commercial, Educational or Institutional Establishment, at his or its sole cost and expense, when required by the Township and/or BCRA, for the proper handling of liquid wastes containing excessive grease, inflammable wastes, sand, or other harmful substances. All interceptors shall be of a type and capacity approved by the Township and/or BCRA and be constructed or installed at a satisfactory location in accordance with plans approved by the Township and/or BCRA prior to installation or commencement of construction.
- 5.3 The use of mechanical garbage grinders in an Industrial, Commercial, Educational or Institutional Establishment shall not be permitted without prior written approval from the Township.
- 5.4 The Township may require Industrial, Commercial, Educational or Institutional Establishments having large variations in rates of waste discharge by way of flow rate on a daily, instantaneous or weekly or by strength of waste to install suitable regulating devices for pretreating and/or equalizing waste flows to the Sewer System when in the sole opinion of the Township Engineer that such discharges have potential to cause damage or operational concerns to the Pocono system or the BCRA WWTP.

SECTION 6 - GRINDER PUMPS

- 6.1 The Owner of any Improved Property, upon direction of the Township, shall install (unless otherwise agreed to by the Township), operate and maintain at such Owner's cost and expense, a grinder pump or similar apparatus satisfactory to the Township in the manner and at the location directed by the Township. Such grinder pump shall be installed at the time such Improved Property is connected to the Sewer System and shall be subject to inspection and approval together with the remainder of the Building Sewer.
- 6.2 All grinder pumps shall be owned and operated by the User.
- 6.3 All grinder pumps connected to a common low pressure sewer force main owned and operated by the Township shall utilize semi positive displacement type pumps with a flow rate per pump between 9 and 16 gpm regardless of operating pressures.

SECTION 7- VIOLATIONS

- 7.1 For any Violation or Significant Violation the Township may pursue any or all of the following enforcement rights and remedies as the Township, in its sole discretion, may elect:
- A. The Township shall have all Enforcement rights and remedies as set forth in the Connection Ordinance, all of which rights and remedies are incorporated herein by reference; and/or,
 - B. If a User is the source or cause, in whole or in part, of a Significant Violation and the Township either incurs, or is put on notice that it must pay, Violation Costs and/or a surcharge imposed by BCRA in relation to such Significant violation, the Township shall provide notice thereof to the User, and shall have the right to impose, demand and collect payment of/reimbursement for all such Violation Costs and surcharges imposed by BCRA upon the Township with respect to each such Significant Violation, which shall be due and payable by the User to the Township upon demand; in addition the Township may require that the User (i) indemnify and hold harmless the Township from, and pay, any and all resulting uninsured liabilities associated with such Violation Costs, (ii) pay any subrogation claims of the Township and/or (iii) pay any costs relating to obtaining any new permits and/or any increases in the insurance premiums payable by the Township resulting from such Violation or Significant Violation; and/or,
 - C. The User shall pay to the Township upon demand any surcharge(s) imposed upon the User by the Township pursuant to this Resolution.
- 7.2. In addition to the foregoing, the User shall take immediate action, with the approval of the Township, to alleviate the cause(s) of the Violation or Significant Violation, at the sole cost and expense of the User. The Township reserves all legal rights and remedies, including without limitation, the right to injunctive relief to enforce the obligation of the User to take such corrective action.

SECTION 8 - MISCELLANEOUS

- 8.1 The Township, BCRA, and their respective agents shall have the right of access, at all reasonable times, to any part of any Improved Property as necessary for purposes of inspection, observation, measurement, sampling, and testing and for performance of other functions relating to service rendered by the Township and/or BCRA. Where the Owner/User has security measures in force which would require proper identification and clearance before entry onto their premises, the Owner/User shall make the necessary arrangements with their security guards/personnel so that upon presentation of suitable identification, personnel from the Township and BCRA will be permitted to enter onto the Owner's/User's premises, without delay, for the purposes of performing their specific responsibilities.

- 8.2 The Owner of any Improved Property shall be liable for all acts of tenants or other occupants of such Improved Property, as may be permitted by law, insofar as such acts shall be governed by the provisions of this Resolution.
- 8.3 The Township may, from time to time, modify these rules and regulations as it shall deem necessary and proper in connection with the use and operation of the Sewer System (as well as BCRA in the case of the Treatment Plant), which rules and regulations shall be, shall become and shall be construed as part of this Resolution. The Township hereby adopts BCRA's Rules and Regulations (appended hereto as Exhibit A) by reference. Should any of the provisions of the rules and regulations expressly set forth in this Resolution conflict with or be inconsistent with, BCRA's Rules and Regulations, then BCRA's Rules and Regulations shall supersede and control those of the Township, except to the extent such rules and regulations of the Township are more stringent than the conflicting BCRA's Rules and Regulations.
- 8.4 Should any provision hereof be finally determined by a court of competent jurisdiction to be illegal or invalid, no other provision of this Resolution shall be affected, and this Resolution shall be construed and enforced as if such illegal or invalid provision had not been contained herein,
- 8.5 This Resolution shall be effective immediately.
- 8.6 Township shall have the right to assign any of its rights, or delegate any its duties, hereunder to a municipal authority or to another local government unit, in the Township's sole discretion.
- 8.7 This regulation shall supersede any previous regulation in the event of a conflict in standards or procedures.

DULY ADOPTED, by the Board of Commissioners of the Township of Pocono, Monroe County,
Pennsylvania, in lawful session duly assembled, this day of _____, 20____.

TOWNSHIP OF POCONO
Monroe County, Pennsylvania

BY:

Chairman of the Board of Commissioners

ATTEST _____
(Asst) Secretary of the Township

(TOWNSHIP SEAL)

Exhibit B – Tapping Fee Study

**TOWNSHIP OF POCONO
MONROE COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2025-42

**A RESOLUTION GRANTING AN EXTENSION OF TIME TO SATISFY
CONDITIONS OF THE PLAN APPROVAL OF THE POCONOS HOSPITALITY
LAND DEVELOPMENT PLAN**

WHEREAS, the applicant, SAPA Pocono Holding, LLC, successor-in-interest to Poconos Hospitality, LLC, submitted a preliminary/final land development plan application titled "Land Development Plan for Poconos Hospitality" (the "Plan"). The applicant proposes to construct a three (3) story, ninety-nine (99) bed hotel with associated parking, stormwater management facilities, and public water and sewer services. The property is located on the eastern side of Route 611, approximately 1,500 feet north of the intersection with Brookdale Road, on a 3.3 acre site located in the C Commercial Zoning District; and

WHEREAS, on December 18, 2017, the Pocono Township Board of Commissioners enacted Resolution No. 2017-53 which granted conditional preliminary/final plan approval of the Plan; and

WHEREAS, Resolution No. 2017-53 required that the applicant meet all conditions of the preliminary/final plan approval and record the Plan within twelve (12) months of the Conditional Preliminary/Final Plan approval, and if such conditions were not met, the Conditional Preliminary/Final Plan approval would be considered void; and

WHEREAS, the applicant was unable to satisfy the conditions of preliminary/final plan approval and record the Plan within twelve (12) months of the Conditional Preliminary/Final Plan approval, and is requesting that the Board of Commissioners grant an extension of time to comply with the requirements of Resolution No. 2017-53; and

WHEREAS, by Resolution No. 2018-65, the Board of Commissioners granted Poconos Hospitality, LLC an extension of twelve (12) months to satisfy the conditions of preliminary/final plan approval and record the Plan as set forth in Resolution No. 2017-53; and

WHEREAS, by Resolution No. 2020-03, the Board of Commissioners granted Poconos Hospitality, LLC an extension of twelve (12) months to satisfy the conditions of preliminary/final plan approval and record the Plan as set forth in Resolution No. 2017-53; and

WHEREAS, by Resolution No. 2022-15, the Board of Commissioners granted Poconos Hospitality, LLC an extension of twelve (12) months to satisfy the conditions of preliminary/final plan approval and record the Plan as set forth in Resolution No. 2017-53; and

WHEREAS, by Resolution No. 2023-12, the Board of Commissioners granted Poconos Hospitality, LLC an extension of six (6) months to satisfy the conditions of preliminary/final plan approval and record the Plan as set forth in Resolution No. 2017-53; and

WHEREAS, by Resolution No. 2023-22, the Board of Commissioners granted Poconos Hospitality, LLC an extension of six (6) months to satisfy the conditions of preliminary/final plan approval and record the Plan as set forth in Resolution No. 2017-53; and

WHEREAS, by Resolution No. 2024-20, the Board of Commissioners granted Poconos Hospitality, LLC an extension through April 17, 2025 to satisfy the conditions of preliminary/final plan approval and record the Plan as set forth in Resolution No. 2017-53; and

WHEREAS, the applicant was unable to satisfy the conditions of preliminary/final plan approval and record the Plan within the extension granted by the Board of Commissioners and hereby seeks an additional extension of time to satisfy the conditions of approval.

NOW THEREFORE BE IT HEREBY RESOLVED by the Board of Commissioners of Pocono Township, County of Monroe, and Commonwealth of Pennsylvania the applicant, SAPA Pocono Holding, LLC, shall have through December 1, 2026 to satisfy the conditions of preliminary/final plan approval and record the Plan as set forth in Resolution No. 2017-53. In the event the conditions are not met by December 1, 2026, the Conditional Preliminary/Final Plan approval shall be null and void.

RESOLVED at a duly constituted meeting of the Board of Commissioners of the Township of Pocono, the _____ day of _____, 2025.

ATTEST:

Township of Pocono
Board of Commissioners

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

By: _____
Print Name: Richard Wielebinski
Title: President



SITE ENGINEERING • LAND PLANNING • SURVEYING

R. J. Fisher & Associates, Inc.
1546 Bridge Street • New Cumberland, PA 17070
717-774-7534 • FAX: 717-774-7190
www.rjfisherengineering.com

November 24, 2025

Pocono Township Board of Commissioners
Attn: Richard Wielebinski, President
P.O. Box 197
Tannersville, PA 18372

RE: Poconos Hospitality at 113 Enforcer Lane
Time Extension Request for
12/02/25 Board of Commissioners Agenda

Dear Commissioners,

On behalf of SAPA Pocono Holding, LLC, we respectfully request an extension of time to satisfy the remaining conditions of approval for the above-referenced plan.

Due to current economic conditions, SAPA Pocono Holding, LLC is exploring partnership opportunities and potential ownership transfer to advance the project toward construction. An interested party is currently evaluating the project with the intent to move expeditiously toward final plan recording and groundbreaking.

We respectfully request that the Pocono Township Board of Commissioners grant an extension of time until December 1, 2026, to complete the outstanding conditions of approval. Please place this request on the December 2, 2025, Board of Commissioners agenda for consideration.

Thank you for your continued support of this project. Should you have any questions or require additional information, please do not hesitate to contact our office.

Sincerely,

Matthew Fisher

Matthew R. Fisher, P.E., P.L.S.
R.J. Fisher & Associates, Inc.
President

**Pocono Township Board of Commissioners
Regular Meeting Minutes
November 17, 2025 | 6:00 p.m.**

The regular meeting of the Pocono Township Board of Commissioners was held on November 17, 2025 and was opened by Chair Richard Wielebinski at 6:09 p.m. followed by the Pledge of Allegiance.

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

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

Announcements

Public Comment

Charles Keppler, (Commissioner- Elect) thanked voters for their support and expressed his desire to bring positive change and transparency to the township. He emphasized the importance of holding the BOC accountable to the public's expectations and urged board members to consider the impact of their decisions on constituents.

Terry Martin, (NON-Resident) thanked the board for service, stated she is happy with the election results, and thanked Vincent Trapasso for investing in Pocono Township.

Jim Pellegrine –(Resident) commented on the comments on the public Facebook page and ethics.

Cheryl Parks – (Resident) commented her concerns regarding potential blasting for the warehouse along with her feelings on past practices of the board.

Robert Rodriguez –(Resident) commented on the TDU licensing fee increase.

Presentations

Zelenkofske Alexrod-Jeffrey Weiss & Rachael Gougher-2024 Pocono Township Audit. Discussion took place.

Rich Wielebinski made a motion, seconded by Mike Velardi, to accept the Pocono Township 2024 Audit. Ellen Gndt asked when the DCED Report will be received. Rachael Gougher stated within the next week. All in favor. Motion carried.

Q3 Treasurer's Report-Frank Cefali & Regina Zuvich. Frank Cefali gave an overview of the report. Ellen Gndt commented on a number of line items that are close.

Sal Ciazzo – Hanover Engineers – Waiver Requests and Fee in Lieu of – Lot #1 Hotel & Retail (Trap Enterprises)

Richard Wielebinski made a motion, seconded by Mike Velardi, to approve the waiver of 390-48.W(1) to allow for cut slope embankments to have a 2:1 slope instead of the 3:1 slope required. Charles Keppler expressed his feelings against the approval of the waiver. Ellen Gndt stated that the requests are consistent with ones that are approved for everyone. Brian Winot Abstained from the vote. All Voting Members in favor. Motion carried.

Richard Wielebinski made a motion, seconded by M. Velardi to approve the waiver of 390-59.B, to allow for parking spaces to have a 9-foot width as opposed to the 10-foot width. Brian Winot Abstained from the vote. All Voting Members in favor. Motion carried.

Richard Wielebinski made a motion, seconded by Mike Velardi, to approve the in lieu of fees for the Hotel Lot1 and retail Winot/Trap @ \$8,232.00. Brian Winot Abstained from the vote due to his partnership in this project. All voting members in favor. Motion carried.

Artem Perchenok – Change in Zoning from R1 to Recreational along Wilke and Camelback Rd. Due to where his property is located he is requesting the board to consider changing his zoning to be included in the commercial district. Leo DeVito and Zoning will look further into the matter.

Resolutions

- Richard Wielebinski made a motion, seconded by Mike Velardi, to Table Resolution 2025-37 Accepting the revised Sewer Rules and Regulations until the December 2nd meeting. All in favor. Motion carried.
- Richard Wielebinski made a motion, seconded by Mike Velardi, to approve Resolution 2025-40 granting the final plan approval of Core 5 LDP 1373. Discussion, Ellen Gndt asked regarding the fire company review and does the in lieu of fees include the sewer line acreage? Geoffrey Durney, Esq., clarified questions brought up by Ellen Gndt. Further discussion was had by the public. Roll Call Vote: Ellen Gndt, nay; Natasha Leap, aye; Brian Winot, aye; Mike Velardi, aye; Richard Wielebinski, aye. (4-1) Motion carried.
- Richard Wielebinski made a motion, seconded by Mike Velardi, to approve Resolution 2025-41 granting the preliminary/final approval of Trap/Winot, Lot#1 Hotel & Retail with in lieu of open space fees in the amount of \$8,232.00. B. Winot abstained from the vote. All voting members in favor. Motion carried.

Consent Agenda

- R. Wielebinski made a motion, seconded by N. Leap, to approve a consent agenda of the following items:
 - Old business consisting of the minutes of the November 3, 2025 regular meeting of the Board of Commissioners.
 - Financial transactions through November 17, 2025 as presented, including ratification of expenditures in the amount of \$669,737.55 for the following accounts: General Fund, Sewer Operations, Gross Payroll, Capital Reserve, Construction Fund, Transfers.
 - Discussion: Terry Martin Commented that the Board will be held accountable for their "Offences." All in favor. Motion carried.

NEW BUSINESS

Commissioner Comments

Richard Wielebinski – President

- Richard Wielebinski made a motion, seconded by Mike Velardi, to authorize Township Engineer to go out for bid (via Penn Bid), for Learn Rd roundabout project. For bids to be in by December 10th and be awarded for December 15th BOC meeting. Discussion: Charles Keppler criticized the decision to put the roundabout project out for bid and vote on it just before the board transitions, saying it is rushed and damages public trust. He recommended waiting for the new board to handle the project, highlighting concerns about timing and transparency. Jon Tressler stated that it was let to bid last year at the same time and in order for contractors to plan ahead for their work in the new year. Items that need to be ordered with lead times, drawings to be submitted and approved along with scheduling for the school year. Roll Call Vote: Ellen Gndt, nay; Natasha Leap, aye; Brian Winot, aye; Mike Velardi, aye; Richard Wielebinski, aye. (4-1) Motion carried.
- Richard Wielebinski made a motion, seconded by Mike Velardi, to approve the Grant Success Lab contract for 2026 in the amount of \$49,200/yr or \$4,100/mo. Ellen Gndt asked how much they have done for the township. Jerrod Belvin stated over 4 million since we started contracting with them. We currently have 18 grants under administration through them. Terry Martin asked the commissioners if they like the color Orange. All in favor. Motion carried.

Natasha Leap – Vice President

Ellen Gndt – Commissioner

- Update – Solar Field- an event occurred this past weekend. Conservation and DEP looked into the matter. They have been told to raise their skimmer to correct the problem. Further discussion took place between the board and the engineer.
- Pocono Manor Historic District Overlay Exemption: Leo DeVito emphasizes the importance of ensuring the historic overlay ordinances' map accurately matches the federal registry to avoid legal challenges and invalidation. He advised postponing adoption until this is confirmed, reassuring residents that the board is committed to both protecting the historic district and expediting a sound legal process. The board and solicitor had further discussion. The public commented extensively on this matter. Don Snyder spoke regarding his intimate knowledge of the Historic Listing. Executive Session was held to discuss the matter further. Leo DeVito stated that the board understands the concerns and magnitude of the situation and the urgency to amend the Ordinance draft. The township will follow the advice of the solicitor and follow the proper procedure and make sure that the ordinance is done correctly with everyone's interests at the heart of it. Charles Kepler commented that he feels the board is willing to make exceptions for some but not all. Stated that it feels like a double standard and red herring.

Brian Winot – Commissioner

Stated that he "will have his jumpsuit in an extra-large please." (pertaining to Terry Martins comments)

Mike Velardi – Commissioner

Reports

Zoning Report-SFM Consulting – Notices have been sent out to TDU's that haven't renewed their licenses this year.

Police – James Wagner, Chief – Went over the statistics for the Month of October with the board.

Manager Report – Jerrod Belvin

- Kenny's Way Update- The Glenwood Hall sign was hung last week and matches the signs for all of the parks. The plaques have arrived for the historic walk and should be mounted over the next couple of weeks.
- PennDOT Update – They are still confirming that they won't have to blast and are working on water line relocation.
- Control Center had a 10% increase for 2026
- Liquid Fuels Audit Update – numbers should be ready by the next meeting.

Public Works – Patrick Briegel

- Sewer Business Update – New carbon was installed and we're waiting on inspection, cleaning for pump station five.
- Current Public Works Projects Water was connected last week for the township complex. The sewer line was installed at the same time and are waiting for certification to get that online. Once completed we will follow the proper steps for abandoning the septic with DEP. All of this saved the township a lot of money thanks to the skills of our DPW Staff. The access control gate that was approved two months ago has stated installation today. Leaf cleanup is still in progress. We had our first leaf drop off following our act 101 ordinance update that was up at MVP.
- Richard Wielebinski made a motion, seconded by Mike Velardi, to adopt Truck / Trailering SOP for Public Works & Park departments. All in favor. Motion carried.
- Motion to adopt FMCSA Cargo Securement Rules as an SOP for Public Works & Park departments **(Possible Action Item)**

Township Engineer Report- Jon Tresslar

- Learn Road safety enhancement project and roundabout survey work will go out to bid as directed by the board.
- TASA Project – cleaning up some minor drafting issues. PPL is going to move the pole at the center of Old Mill Rd. and 611, learn road.
- TLC walking bridge – working on the demo plans.

Township Solicitor Report-Leo V. DeVito.

- Sewer Business Update
- General legal update – remain busy assisting zoning.
- Learn Road Easement Process – all land owners have been paid and everything ready to go.
- PJJWA Update – Draft ordinance being circulated to the board for consideration.

Adjournment – Richard Wielebinski made a motion, seconded by Mike Velardi, to adjourn the meeting 8:45 p.m. All in favor. Motion carried.



CONFLICT OF INTEREST DISCLOSURE

I, Brian Winot, hereby disclose that I have a conflict of
interest with regard to Trapasso & Winot final plan approval on lot #1

I am unable to vote on: discuss; or participate in any Township action with respect to
Trapasso & Winot final plan approval on lot #1


Because of my relationship with the matter, as follows; equity owner of Trapasso & Winot
who are the developers of the project


Signature/Name:

17 November 2025

Date

Received this 17 day of November, 2025


Township Secretary/ Asst. Secretary

Tuesday December 2, 2025

BUDGET ADJUSTMENTS REQUEST 2025

GENERAL FUND		FROM		TO		Amount	Amount	Explanation
471.100 - New Twp Complex Principal		\$ 100.00		400.420 - Dues, Subscriptions & Membershi		\$ 100.00	\$ 100.00	Line needs to be increased to cover deficit
		\$ 12,500.00		401.110 - Admin Salaries & Wages		\$ 12,500.00	\$ 12,500.00	Line needs to be increased to cover deficit
		\$ 1,000.00		401.192 - Admin SSI Taxes		\$ 1,000.00	\$ 1,000.00	Line needs to be increased to cover deficit
		\$ 1,000.00		401.200 - Administration Allowances		\$ 1,000.00	\$ 1,000.00	Line needs to be increased to cover deficit
		\$ 2,025.00		401.198 - Non-Uniformed Pension Plan		\$ 2,025.00	\$ 2,025.00	Line needs to be increased to cover deficit
		\$ 15,000.00		402.310 - Fin Admin Professional Svcs		\$ 15,000.00	\$ 15,000.00	Line needs to be increased to cover deficit
		\$ 500.00		405.120 - Secretary OT		\$ 500.00	\$ 500.00	Line needs to be increased to cover deficit
		\$ 1,000.00		405.198 - Secretary Non-Uni Pension Plan		\$ 1,000.00	\$ 1,000.00	Line needs to be increased to cover deficit
		\$ 100.00		405.317 - Recording Secretary Services		\$ 100.00	\$ 100.00	Line needs to be increased to cover deficit
		\$ 200.00		406.215 - Gen Govt Postage		\$ 200.00	\$ 200.00	Line needs to be increased to cover deficit
		\$ 2,000.00		406.220 - Gen Govt Operation Supplies		\$ 2,000.00	\$ 2,000.00	Line needs to be increased to cover deficit
		\$ 500.00		406.340 - Gen Govt Advertising & Printing		\$ 500.00	\$ 500.00	Line needs to be increased to cover deficit
		\$ 7,000.00		408.310 - Township Engineer		\$ 7,000.00	\$ 7,000.00	Line needs to be increased to cover deficit
		\$ 15,000.00		409.360 - Building Utilities		\$ 15,000.00	\$ 15,000.00	Line needs to be increased to cover deficit
		\$ 5,000.00		409.373 - Building Maint & Repairs		\$ 5,000.00	\$ 5,000.00	Line needs to be increased to cover deficit
		\$ 2,500.00		409.450 - Building Contracted Services		\$ 2,500.00	\$ 2,500.00	Line needs to be increased to cover deficit
		\$ 6,500.00		410.120 - Police Salaries & Wages-Admin		\$ 6,500.00	\$ 6,500.00	Line needs to be increased to cover deficit
		\$ 3,000.00		410.215 - Police Postage		\$ 3,000.00	\$ 3,000.00	Line needs to be increased to cover deficit
		\$ 1,500.00		410.260 - Police Minor Equipment		\$ 1,500.00	\$ 1,500.00	Line needs to be increased to cover deficit
		\$ 3,500.00		410.270 - Police IT		\$ 3,500.00	\$ 3,500.00	Line needs to be increased to cover deficit
		\$ 1,500.00		410.450 - Police Contracted Services		\$ 1,500.00	\$ 1,500.00	Line needs to be increased to cover deficit
		\$ 2,000.00		413.311 - Prof Services - SEO		\$ 2,000.00	\$ 2,000.00	Line needs to be increased to cover deficit
		\$ 8,000.00		414.310 - Planning & Zoning Prof Svcs		\$ 8,000.00	\$ 8,000.00	Line needs to be increased to cover deficit
		\$ 6,500.00		430.110 - Public Works Salaries		\$ 6,500.00	\$ 6,500.00	Line needs to be increased to cover deficit
		\$ 3,000.00		430.120 - Public Works OT Wages		\$ 3,000.00	\$ 3,000.00	Line needs to be increased to cover deficit
		\$ 500.00		430.192 - Public Works SSI Taxes		\$ 500.00	\$ 500.00	Line needs to be increased to cover deficit
		\$ 2,000.00		433.450 - Traffic Signals Contracted Svcs		\$ 2,000.00	\$ 2,000.00	Line needs to be increased to cover deficit
		\$ 50.00		452.390 - Recreation fees		\$ 50.00	\$ 50.00	Line needs to be increased to cover deficit
		\$ 700.00		454.231 - Park Vehicle Fuel		\$ 700.00	\$ 700.00	Line needs to be increased to cover deficit
		\$ 100.00		454.320 - Park Communications		\$ 100.00	\$ 100.00	Line needs to be increased to cover deficit
		\$ 1,000.00		454.360 - Park Utilities		\$ 1,000.00	\$ 1,000.00	Line needs to be increased to cover deficit
		\$ 1,500.00		454.450 - Park Contracted Services		\$ 1,500.00	\$ 1,500.00	Line needs to be increased to cover deficit
		\$ 30.00		489.100 - Miscellaneous Expenses		\$ 30.00	\$ 30.00	Line needs to be increased to cover deficit
		\$ 10,585.22		491.000 - Refund of Prior Year Revenues		\$ 10,585.22	\$ 10,585.22	Line needs to be increased to cover deficit
		117,390.22		TOTAL ADJUSTMENTS		117,390.22	117,390.22	

POCONO TOWNSHIP

Tuesday December 2, 2025

SUMMARY

Ratify

General Fund	\$	4,807.74
Payroll	\$	144,977.72
Sewer Operating	\$	3,538.02

Bill List

TOTAL General Fund	\$	80,174.51
TOTAL Sewer OPERATING Fund	\$	66,815.31
TOTAL Sewer CONSTRUCTION Fund	\$	29,709.43
TOTAL Capital Reserve Fund	\$	47,452.41
TOTAL EXPENDITURES	\$	377,475.14

POCONO TOWNSHIP CHECK LISTING

Tuesday December 2, 2025

General Fund

Payroll

Date	TYPE	Vendor	Memo	Amount
10/27/2025	TRANSFER ADP		PAYROLL 11/10/25 - 11/23/25	\$ 144,977.72
			TOTAL PAYROLL	\$ 144,977.72

General Expenditures

Date	Check	Vendor	Memo	Amount
11/17/2025	3322	PPL Electric Utilities	Twp. Traffic, Park Lights	4,807.74
			TOTAL General Fund Bills	\$ 4,807.74

Sewer Operating Fund

Date	Check	Vendor	Memo	Amount
11/17/2025	1507	Verizon	Sewer SCADA System	36.41
11/17/2025	1508	BLUE RIDGE COMMUNICATIONS	Pump Station 5 Phone	66.32
11/17/2025	1509	PPL Electric Utilities*	Pump Stations Electric	3,315.26
11/18/2025	1510	Verizon Wireless	Sewer Modems	120.03
			TOTAL Sewer Operating Fund	\$ 3,538.02

TOTAL General Fund

TOTAL Sewer Operating

\$ 4,807.74	Authorized by:
\$ 3,538.02	Transferred by:
<u>\$ 8,345.76</u>	

POCONO TOWNSHIP CHECK LISTING

Tuesday December 2, 2025

General Fund

Date	Check	Vendor	Memo	Amount
11/21/2025	3323	Auto Parts of Tannersville, Inc.	Vehicle parts	384.65
11/21/2025	3324	Bartonsville Printing	Envelopes, Hometown Hero Banners	540.00
11/21/2025	3325	Best Auto Service & Tire Center	Police car service	2,306.36
11/21/2025	3326	Cyphers Truck Parts	Truck parts	155.12
11/21/2025	3327	Davidheiser's Inc.	Police New Tracker	1,806.00
11/21/2025	3328	DES-CPR, Inc.	Oct 2025 TWP Recycling	50.00
11/21/2025	3329	Eric A. Moses Co.	Red & Tacky, Latex Gloves	166.70
11/21/2025	3330	Furino Mech Contracting & Furino Fuels	Maint Bldg 11/17/25 HVAC Service	800.00
11/21/2025	3331	HUNTER KEYSTONE PETERBILT, L.P.	Spring Brakes for Truck 17	458.10
11/21/2025	3332	J. P. Mascaro & Sons	112 TWP Dr Nov 2025 Waste Removal	430.10
11/21/2025	3333	J. P. Mascaro & Sons	MVP Nov 2025 Waste Removal & Recycling Service	626.00
11/21/2025	3334	Kimball Midwest	Cable Ties; Fastener; Pin; Screws	168.50
11/21/2025	3335	MAULA, MAURA	11/6/25 MVP Yoga	30.00
11/21/2025	3336	Mountain Valley Landscaping	Rental	550.00
11/21/2025	3337	Nationwide - 457	457 Plan	5,053.77
11/21/2025	3338	O'Malley, Joe	10/23/25 Trunk or Treat DJ Appearance	400.00
11/21/2025	3339	PPL Electric Utilities	TLC Lighting	493.36
11/21/2025	3340	Sarcinello Planning & GIS Services	Sep, Oct & Nov 2025 Zoning Services	1,104.17
11/21/2025	3341	Sayre, Cory	11/4/25 Boot & Clothing Reimb	450.00
11/21/2025	3342	SCOTT, JAMES	11/7 - 11/9/25 Winslow, NJ Trip Reimb	175.03
11/21/2025	3343	SealMaster Allentown	Road Stop Signs	3,021.93
11/21/2025	3344	SFM Consulting LLC	Oct 2025 Zoning Services	16,154.25
11/21/2025	3345	Signal Service, Inc.	RI 611 & Insalaco/Kinsley Lost Signal Repair	1,635.00
11/21/2025	3346	Sparkle Car Wash on 248 LLC	Oct 2025 Police Car Washes	5.64
11/21/2025	3347	Staples	Operating Supplies	175.38
11/21/2025	3348	Suburban Testing Labs	SDWA Monthly 701	120.00
11/21/2025	3349	T&M Associates	Engineering	11,503.28
11/21/2025	3350	Teamster Local 773 - Non-Uniform	Oct 2025 PW Union Dues	1,001.00
11/21/2025	3351	Teamster Local 773 - Police	Oct 2025 Police Union Dues	1,826.00
11/21/2025	3352	UNIFIRST Corporation	TWP Mats	98.32
11/21/2025	3353	Valeria, Oscar	12.3A.2.29 2021-2025 Tax Reassessment	116.17
11/21/2025	3354	Wagner, James	2025 Uniform Reimbursement	800.00
11/21/2025	3355	World Fuel Services, Inc.	B2 Clear Biodiesel & Unleaded Fuel	7,632.78
11/21/2025	3356	Zelenkofske Avelrod LLC	2024 Audit	18,565.00
11/24/2025	3357	American Heritage Life Insurance Company	Supplemental Insurance	572.76
11/24/2025	3358	KENNETH PREHART	11/24/25 Uniform Reimb	450.00
11/24/2025	3359	Night and Day Diesel	Leat Vac Trailer Service	300.00
11/24/2025	3360	UNIFIRST Corporation	TWP Mats	49.16
TOTAL GENERAL FUND				\$80,174.51

Sewer Operating Fund

Date	Check	Vendor	Memo	Amount
11/21/2025	1511	Henry's Generator Service	Job 1078834138 PS 4 Leaking Fuel Primer Pump Repair	1,039.37
11/21/2025	1512	J.P. Mascaro & Sons	PS 5 Nov 2025 Waste Removal	293.85
11/21/2025	1513	J.P. Mascaro & Sons	Carbon Disposal	1,259.75

11/21/2025	1514	JG Specialty Chemicals	DARCO H2S	15,600.00
11/21/2025	1515	REGIONAL ENVIRONMENTAL SERVICE	Wet Wells #1 thru #5 Pumped	1,672.50
11/21/2025	1516	T&M ASSOCIATES	Engineering	24,210.90
11/24/2025	1517	BRODHEAD CREEK REGIONAL AUTHORITY	Prevoznik Inv 15500	4,236.00
11/24/2025	1518	BRODHEAD CREEK REGIONAL AUTHORITY	WWTP Manko/Gold/Kalcher/Fox Inv 12408-00009-127566	18,502.94
TOTAL Sewer Operating Fund				<u>\$66,815.31</u>

Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
11/21/2025	1027	Eastern Penn Supply Company	Supplies for Old Mill Rd Water Line	252.00
11/21/2025	1028	Leon Clapper, Inc.	Install Water to New Bldg w/Backflow	4,410.00
11/21/2025	1029	Site Specific Design, Inc.	Old Mill Rd Sewer Line	20,754.00
11/21/2025	1030	T&M Associates	Engineering	4,293.43
TOTAL Sewer Construction Fund				<u>\$29,709.43</u>

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
11/24/2025	1145	E M KUTZ INC	2025 Pelerbilt Vin 756176 Paint Job	9,400.00
11/24/2025	1146	Kimmel Bogrette	Old Mill Rd Phase I & II Renovation 24-055	32,790.00
11/24/2025	1148	T&M Associates	Engineering	5,262.41
TOTAL Capital Reserve Fund				<u>\$47,452.41</u>

General Fund
Sewer Operating
Sewer Construction Fund
Capital Reserve
TOTAL TRANSFERS

\$	80,174.51
\$	66,815.31
\$	29,709.43
\$	47,452.41
\$	<u>224,151.66</u>

Authorized by: _____
Transferred by: _____

Active Firefighters:

Harry Andress
Nick Balascsak
Preston Baransky
Mitch Bartholomew
Al Camacho
Tom Gallagher
Joe Gilliland
Brad Harrison
Chad Kilby
Bridget Kresge
Kevin Kresge Jr.
Ron Labar
Paul Layman
Thomas Learn
Matthew Lentz
Julia Loua
Mike McMann
Jordan Merring
Tom Moser
Thomas Olsen
Bruce Opachinski
Ronald Otis
Chris Proulx
Robert Rasely
Gabe Romano
Corey Sayre
Jessica Sayre

William Sayre

Mike Sierra

Brian Wessner

Life Members:

Nipper Anglemeyer
Thomas Beseckar
Donald Bonser
Ray Butz
Jim Brennan
Peter Gallagher
Robert Gupko
John Fedish
Thomas Ferrel
Paul Frantz
Paul Johnson
Jerry Lastowski
Ray Mraz
Patrick Ross
Dennis Schmoyer
Doug Smith
Bradley Wise
Jerry Yongken
Steve Jacobs
Dave Kalucki
Chris Kinsley Jr.
Chris Kinsley Sr.
Robert Kinsley
Alvin Kresge Jr.
Alvin Kresge Sr.

Dan Kresge

Kevin Kresge

Tom Kresge

Randy Rasely

Randy Rode

Joe Folsom

Bill Sebring

Dale Sebring

Kyle Sebring

Todd Sebring

Troy Sebring

Mike Shay

Donald Simpson

Nick Starner

Active Members:

Amy Bullis
Gabby Bullis
Bryden Fair
Pamela Learn
Laura McMann
Angelia Myers
Mike Putnam
Abigail Putnam
Brandee Starner
Angela Tullo
Mike Velardi

**POCONO TOWNSHIP
MONROE COUNTY, PENNSYLVANIA**

ORDINANCE NO. 2025-

**AN ORDINANCE OF THE TOWNSHIP OF POCONO,
COUNTY OF MONROE, COMMONWEALTH OF PENNSYLVANIA
AMENDING THE CODE OF ORDINANCES OF POCONO TOWNSHIP, CHAPTER
425, VEHICLES AND TRAFFIC; AMENDING ARTICLE IV, TRAFFIC
REGULATIONS, ADDING TRUCK TRAFFIC RESTRICTIONS FOR PORTIONS OF
BROOKDALE ROAD AND THE ENTIRETY OF BACK MOUNTAIN ROAD AND
REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT
HEREWITH**

WHEREAS, the Board of Commissioners of Pocono Township (the “BOC”), have enacted from time to time, ordinances adopting traffic regulations within the Township of Pocono; and

WHEREAS, Pennsylvania Motor Vehicle Code, 75 Pa.C.S.A. § 6109 *Specific powers of department and local authorities* permits a municipality to restrict the use of highways pursuant to traffic and engineering studies; and

WHEREAS, an engineering and traffic study report dated November 20, 2025, from the Pocono Township Engineer, T&M Associates, has determined that truck restrictions are warranted between the intersection of Brookdale Road with SR0611 onto Back Mountain Road for its entire length to its intersection with Sullivan Trail/SR4004; and

WHEREAS, the BOC desires to adopt traffic regulations to prohibit trucks on the foregoing portion of Brookdale Road and the entirety of Back Mountain Road.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania and it is hereby **ENACTED AND ORDAINED** by virtue of the power vested in the Board of Commissioners by the First Class Township Code, as amended, and the Pennsylvania Motor Vehicle Code, as follows:

SECTION 1. Chapter 425, Vehicles and Traffic, Article IV, Traffic Regulations, §425-11, Truck traffic restricted on certain roads, Subsection A is hereby amended by adding the following:

“(6) Brookdale Road from its intersection with SR0611 to a three-way intersection with Back Mountain Road and Dyson Road.

(7) Back Mountain Road for its entire length.”

SECTION 2. REPEALER

All Ordinances or parts of Ordinances which are inconsistent herewith are hereby repealed upon the effective date of this Ordinance.

SECTION 3. SEVERABILITY

If any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance.

SECTION 4. EFFECTIVE DATE

This Ordinance shall take effect five (5) days after the date of its enactment.

ENACTED AND ORDAINED this _____ day of _____ 2025.

ATTEST:

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

Jerrold Belvin
Township Manager

Richard Wielebinski
President, Board of Commissioners

**POCONO TOWNSHIP
MONROE COUNTY, PENNSYLVANIA**

ORDINANCE NO. 2025 -

**AN ORDINANCE OF THE TOWNSHIP OF POCONO, MONROE COUNTY,
PENNSYLVANIA, AMENDING THE CODE OF
ORDINANCES OF POCONO TOWNSHIP, CHAPTER 470, ZONING AND REPEALING
ALL ORDINANCES AND PARTS OF ORDINANCES INCONSISTENT HEREWITH.**

WHEREAS, the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania, under the powers vested in them by the "First Class Township Code" of Pennsylvania, as well as the laws of the Commonwealth of Pennsylvania, do enact and hereby ordain the following amendment to the Code of Ordinances of Pocono Township.

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

SECTION I. Chapter 470 *Zoning*; Article II *Terminology*; § 470-8 *Definitions* is amended by adding the following:

"FOWL

A bird of the order *Galliformes* that is kept for its eggs and flesh; a rooster or hen. Fowl are included in the definition of Animal, Domestic.

RECREATION USE, PUBLIC/NON-PROFIT/NON-COMMERCIAL

A recreational use which is operated by a municipal, governmental or non-Profit organization and is open to the public for the purpose of recreation, including but not limited to, municipal, state, or federal parks, state game lands, open space, nature preserves, wildlife preserves, and other similar recreational uses as determined by the Zoning Officer."

SECTION II. Chapter 470 *Zoning*; Article V *Supplementary Regulations*; § 470-34 *Parking and truck loading requirements*.; Subsection A. Minimum parking requirements. is...

SECTION III. Chapter 470 *Zoning*; Article V *Supplementary Regulations*; § 470-53 *Customary Accessory uses* is deleted in its entirety and replaced as follows:

"§ 470-53 Customary accessory uses.

Includes uses customarily accessory to the principal use of a lot permitted in the district and essential services provided by public utilities. Accessory uses which are customarily subordinate to the principal use of a lot or a building located on the same lot and which serve a purpose customarily incidental to the use of the principal dwelling or lot shall be permitted in each district. Such uses include home gardening, but not the keeping of livestock, unless the livestock, are accessory uses to a permitted or nonconforming agricultural use, private garages or parking areas, signs, off-street parking and loading, temporary tract offices, unoccupied travel

trailers and buildings and other uses customarily appurtenant to other permitted, special exception or conditional uses. Keeping of fowl shall be permitted as an accessory use to single-family detached dwellings. Domestic animals kept as pets shall be permitted when such animals are owned by the occupants of the property in which they are kept and the animals are kept in accordance with public health, safety, welfare and nuisance regulations based upon the types of animals and the manner in which they are kept.”

SECTION IV. Chapter 470 Zoning; Article V *Supplementary Regulations*; hereby amended by adding the following:

“§ 470-88 Keeping of Fowl.

A. Purposes

(1) To allow homeowners to responsibly keep fowl primarily for fresh eggs, in a regulated and controlled manner. To provide clear standards that residents can follow, improving compliance and neighborhood harmony.

B. Conditions and Requirements.

The keeping of up to two fowl shall be permitted on lot with a minimum lot area of 10,000 square feet. One additional fowl may be kept for each additional lot area of 5,000 square feet. Fowl shall in all cases be confined to the property of the owner of the fowl.

C. Sanitation and Nuisance Controls

(1) Property owners must maintain sanitary conditions and prevent noxious odors.

(2) Property owners must properly dispose of waste in accordance with an approved Manure Management Plan by the Pennsylvania Department of Environmental Protection in accord with the Commonwealth’s Clean Streams Law.

(3) Feed must be securely stored to prevent rodent infestations.”

§ 470-89 Recreation Use, Public/Non-Profit/Non-Commercial.”

SECTION V. Chapter 470 Zoning; Article VII *Signs*; § 470-107 *Permitted sign types by zone*. is...

SECTION VI. Chapter 470 Zoning; *Attachment I – Use Schedule* is hereby amended by adding the following:

“

Use	R-1	R-2	RD	C	I	CD	EP
Recreation Use, Public/Non-Profit/Non-Commercial	CU	CU	CU	CU	CU	CU	CU
Keeping of Fowl (as an accessory use to single-family, detached dwellings)	P	P	P	P	P	P	P

”

SECTION VII. REPEALER

Any existing ordinances or parts of ordinances in conflict with this Ordinance, to the extent of such conflict and no further, are hereby repealed.

SECTION VIII. SEVERABILITY

If any part, section, subsection, paragraph, subparagraph, sentence, phrase, clause, term, or word in this Ordinance is declared invalid, such invalidity shall not affect the validity or enforceability of the remaining portions of the Ordinance.

SECTION IX. ENACTMENT

This Ordinance shall be effective within five (5) days and shall remain in force until modified, amended or rescinded by Pocono Township, Monroe County, Pennsylvania.

ENACTED AND ADOPTED by the Board of Commissioners this ____ day of _____, 2025.

ATTEST:

**TOWNSHIP OF POCONO,
MONROE COUNTY**

JERROD BELVIN

Township Manager

RICHARD WIELEBINSKI

President, Board of Commissioners



YOUR GOALS. OUR MISSION.

November 20, 2025

Mr. Jerrod Belvin, Township Manager
Pocono Township
205 Old Mill Road
Tannersville, PA 18372

SUBJECT: BACK MOUNTAIN ROAD/BROOKDALE ROAD TRUCK RESTRICTION STUDY

Dear Jerrod:

Per the request of the Board of Commissioners, I have completed a study to determine if limiting heavy truck traffic on Back Mountain/Brookdale Road is warranted by site conditions.

BACKGROUND

Brookdale Road leads from its intersection with SR0611 in a northwesterly direction for approximately 4,700 linear feet to a three-way intersection with Back Mountain Road and Dyson Road. Back Mountain Road proceeds westerly for 9,600 linear feet to its intersection with Sullivan Trail (SR4004). Back Mountain Road, indicative of its namesake, has steep slopes along its alignment. Recently, Commissioner Winot reported that mobile apps are routing heavy truck traffic over these two roads when there is traffic congestion on other normally more favorable routes. Given the rural nature, particularly of Back Mountain Road, and its intended use for local traffic the Board of Commissioners is concerned for the safety of other vehicles sharing the road with heavy trucks and the ability of the road to withstand heavy truck traffic.

OBSERVATIONS

The posted speed limit on Brookdale Road is twenty-five mph. Shortly after transitioning to Back Mountain Road the speed limit is thirty-five mph. Thirty-five miles per hour seems proper given the mountainous terrain with steeper slopes and limited sight distance. The author took measurements of travelway width at six points along the route. The widths consistently measured 19.5 feet between white lines demarking the shoulders on either side.

The horizontal alignment was mostly linear without severe curves. The sharpest radius is at the three-way intersection of Brookdale, Dyson, and Back Mountain Road. Nevertheless, as further explained below, large trucks cannot navigate the roadway without crossing into the opposite travel lane. The vertical alignment has steep grades with a sizable portion of Back Mountain Road being at or greater than a 10% slope.



The pavement is in good condition. There is no evidence of base failure, base pushing, significant surface cracking, or "alligating" of the wearing surface. No core samples were obtained. An examination of the public works records showed the roadway was last paved with a wearing course in 2006. Based on experience with other local Township roads, the roadway cross-section is made up of a series of tar and chip applications with a hot mix bituminous wearing course.

No ADT numbers are available, but observation shows the roadway experiences light traffic, less than 500 ADT. Back Mountain road runs parallel to Sullivan Trail with which it intersects. Once past the treatment center owned by Brookdale Enterprises LLC, just westerly of the three-way intersection of Brookdale, Dyson, and Back Mountain, there are only about a dozen properties along the rest of its length. None of these properties require service by heavy duty trucks.

ANALYSIS

PASDA Lidar information was downloaded and used to find horizontal and vertical alignments. It was found that for a length of 3,620 feet the average slope was 10.5%. During that length of roadway at least one area was seen at a maximum grade of 11.5%. Heavy trucks on steep grades inherently raise two concerns. Constant braking transmits shear forces to the pavement and its base which if not adequately designed and constructed will contribute to base pushing and failure. Furthermore, heavy vehicles on steep slopes create a dangerous situation especially in inclement weather which often is the case during winter months in the Poconos.

WB67 and WB 40 truck turning templates were used to determine areas of restrictions along the horizontal alignment. The WB67 had to cross into the lane of opposing traffic four times along the route. The WB40 could not navigate the intersection of Brookdale, Dyson, and Back Mountain without going into the opposite travel lane.

CONCLUSION AND RECOMENDATION

I recommended that truck traffic be restricted to local deliveries only between the intersection of Brookdale Road with SR061 onto Back Mountain Road through to its intersection with Sullivan Trail SR4004. This recommendation is based on a combination of conditions. These include (1) poor geometric alignment, both vertically and horizontally making it difficult and dangerous for large trucks to traverse, (2) a concern for adequate pavement structure to accommodate heavy vehicles and (3) the fact there is no need for heavy vehicles to use this route with a State Route, Sullivan Trail being close and parallel to this roadway.

Attached please find completed PennDOT Form te-109 as part of this report.

Sincerely,

Jon S. Tresslar, PE, PLS
Township Engineer





pennsylvania
DEPARTMENT OF TRANSPORTATION
www.penndot.pa.gov

**ENGINEERING AND TRAFFIC STUDY FOR RESTRICTIONS
AS TO WEIGHT, SIZE, KIND OR CLASS, OR TYPE OF LOAD
BASED ON HIGHWAY, BRIDGE, OR TRAFFIC CONDITIONS**
PLEASE TYPE OR PRINT ALL INFORMATION IN BLUE OR BLACK INK

NOTE: TE-109 FORM IS TO BE COMPLETED AND APPROVED BY A PROFESSIONAL ENGINEER

A - LOCATION INFORMATION

COUNTY: Monroe	MUNICIPALITY: Pocono Township
STREET NAME: Back Mountain Road/Brookdale Road	
LOCAL ROAD #: N/A	STATE ROAD #: N/A
POSTED SPEED LIMIT (PROVIDE SPEED LIMIT RANGE IF VARIES): 25 mph - 35 mph	ADT (PROVIDE ADT RANGE IF VARIES):
RESTRICTED BETWEEN: SEGMENT: OFFSET:	TO SEGMENT: OFFSET:
LOCATION: TO LOCATION:	

B - REFERENCE INFORMATION

REFERENCE: Chapter 212	SECTION(S): 212.117(a), (b), (c), (d)
REFERENCE: MUTCD	SECTION(S): 2B.49
REFERENCE: PUB 46	SECTION(S): Chapters 2.4, 11.7.2, and 11.7.3
REFERENCE: Vehicle Code Title 75 Pa. C.S.	SECTION(S): § 4902(a), (b) and 6109(a)(7)(13)
REFERENCE: PA Code Title 67 Pa. C.S.	SECTION(S): Chapters 189, 191, and 193
REFERENCE: PUB 23	SECTION(S): Chapter 15.2
REFERENCE: PUB 238	SECTION(S): Chapter 4
REFERENCE: BRIDGE MGMT. SYSTEM	SECTION(S): Items 4A02, 4A10, 4A15, VP02, VP03, VP04, VP05

C - STUDY ELEMENTS

FROM PUB 212 APPENDIX:

<input type="checkbox"/> Crash Analysis (1)	<input type="checkbox"/> Pavement Analysis (11)	<input type="checkbox"/> Traffic Volumes (20)
<input checked="" type="checkbox"/> Geometric Review (8)	<input type="checkbox"/> Speed Data (17)	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Past Experience (10)	<input type="checkbox"/> Structural Analysis (18)	

D - ATTACHMENTS LISTING

CHECK THOSE THAT APPLY AND ATTACH TO THIS FORM IN THE ORDER LISTED BELOW:

<input type="checkbox"/> 1. 10-Day Response Letter	<input type="checkbox"/> 8. Crash Rate	<input type="checkbox"/> 15. STAMPP Identification Data
<input type="checkbox"/> 2. Letter or Memo Requesting Study	<input type="checkbox"/> 9. Collision Diagram Plot	<input type="checkbox"/> 16. Speed Limit
<input type="checkbox"/> 3. Location Map	<input type="checkbox"/> 10. Speed Study	<input type="checkbox"/> 17. Traffic Signal Permit Plan
<input type="checkbox"/> 4. Straight Line Diagram	<input type="checkbox"/> 11. Warrant Analysis	<input type="checkbox"/> 18. Structural Analysis
<input type="checkbox"/> 5. Photographs	<input type="checkbox"/> 12. Multi-Way Stop or Truck Restriction Worksheet	<input type="checkbox"/> 19. Other _____
<input type="checkbox"/> 6. Field View Notes Drawing or Condition Diagram	<input type="checkbox"/> 13. Pavement Analysis	
<input type="checkbox"/> 7. Crash Extract	<input type="checkbox"/> 14. Traffic/Pedestrian Volumes	

Confidential - Traffic Engineering and Safety Study
(For Department Use Only)

This document is the property of the Commonwealth of Pennsylvania, Department of Transportation. The data and information contained herein are part of a traffic engineering and safety study. This safety study is only provided to those official agencies or persons who have responsibility in the highway transportation system and may only be used by such agencies or persons for traffic safety related planning or research. The document and information are confidential pursuant to 75 Pa. C.S.3754 and 23 U.S.C. 407 and may not be published, reproduced, released or discussed without the written permission of the Pennsylvania Department of Transportation.

E - SITE OBSERVATIONS

OPERATIONAL CHECKLIST:

1. Do obstructions block a driver's view of pedestrians or approaching vehicles? ☐ YES ☐ NO ☒ N/A
2. Do drivers respond correctly to signals, signs, or other traffic control devices? ☐ YES ☐ NO ☒ N/A
3. Is there evidence of crashes (*skid marks, property damage, tree/bush damage, broken glass/vehicle parts, etc.*)? ☐ YES ☐ NO ☒ N/A
4. Are there violations of parking or other traffic regulations? ☐ YES ☐ NO ☒ N/A
5. Do drivers appear confused about routes, street names, or other guidance information? ☐ YES ☐ NO ☒ N/A
6. Have you observed the location during peak hours for volume, crash evidence, and traffic operations? ☐ YES ☐ NO ☒ N/A
7. Are there traffic flow deficiencies or traffic conflict patterns associated with turning movements? ☒ YES ☐ NO ☐ N/A
8. Are there significant delays and/or congestion? ☐ YES ☒ NO ☐ N/A
9. Are there vehicle/pedestrians conflicts? ☐ YES ☐ NO ☐ N/A
10. Are there other traffic flow deficiencies or traffic conflict patterns? ☒ YES ☐ NO ☐ N/A

PHYSICAL CHECKLIST:

1. Can sight obstructions be removed or lessened? ☐ YES ☐ NO ☒ N/A
2. Do the street alignments or widths adequately accommodate the type of traffic using the roadway? ☐ YES ☒ NO ☐ N/A
3. Are curb radii adequate for turning vehicles? ☐ YES ☐ NO ☒ N/A
4. Are pedestrian crosswalks properly located? ☐ YES ☐ NO ☒ N/A
5. Does the usefulness, message, size, and replacement of the traffic signs conform to standards? ☒ YES ☐ NO ☐ N/A
6. Does the placement, visibility, glare, number of signal heads, and timing of the traffic signals conform to standards? ☐ YES ☐ NO ☒ N/A
7. Does the location of the pavement markings conform to standards? ☒ YES ☐ NO ☐ N/A
8. Is channelization (islands or pavement markings) adequate for reducing conflict areas, separating traffic flows, and defining movements? ☐ YES ☐ NO ☒ N/A
9. Does the existing legal parking layout affect sight distance for through or turning vehicles? ☐ YES ☐ NO ☒ N/A
10. Does the pavement condition display any signs of base pushing, cross section deterioration, surface failure (potholes, washboard, slick surface, etc.), or shoulder damage? ☐ YES ☒ NO ☐ N/A
11. Does the highway have adequate turning radii, horizontal width, or under clearance? ☐ YES ☒ NO ☐ N/A

F - SITE DATA

DATE DATA COLLECTED:

PERSON CONDUCTING STUDY:

TITLE:

HIGHWAY RESTRICTION: THIS RESTRICTION IS BEING PLACED FOR THE REASON(S) INDICATED:

(Non-applicable criteria shall be indicated by N.A. in the space provided.)

- ☒ Geometric Review - The highway has inadequate turning radii, horizontal width, or under clearance at one or more locations and certain vehicle classes, loads or sizes should be prohibited.
- ☒ Past Experience- An analysis of highways under similar climatic conditions indicated that certain weight vehicles should have been or should be prohibited from the highway.
- ☒ Pavement Analysis- A pavement analysis and/or engineering judgement indicated either existing physical deterioration due to heavy vehicle use or expected future heavy vehicle use requires that certain weight vehicles be prohibited.

Pavement Type: Wearing course (2006) over Tar & Chip Thickness: Unknown

General Condition: Good Adequacy of Drainage: Adequate

Base Pushing: No evidence Cross Section Deterioration: Minimal

Moderate/Severe Fatigue Failure of Surface: Slight Shoulder Damage: Minimal

Other: _____

This traffic engineering and safety study is confidential pursuant to 75 Pa. C.S. 3754 and 23 U.S.C. 407 and may not be disclosed or used in litigation without written permission from PennDOT.

F - SITE DATA (CONTINUED)

☐ Traffic Generators- One or more of the following traffic generators exists or is in the planning and/or development stage and can only be reached by this road:

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> Coal Strip Mining | <input type="checkbox"/> Horizontal Well (i.e. Marcellus Shale) | <input type="checkbox"/> Vertical Gas Wells | <input type="checkbox"/> Water Withdrawal |
| <input type="checkbox"/> Quarry Operation | <input type="checkbox"/> Manufacturing or Assembly Plant | <input type="checkbox"/> Shopping Mall | <input type="checkbox"/> Water Treatment Facility |
| <input type="checkbox"/> Warehouse | <input type="checkbox"/> Trucking Terminal | <input type="checkbox"/> Logging | |
| <input type="checkbox"/> Other _____ | | | |

Since pavement analysis, engineering judgement and/or past experiences of like or similar roadways have indicated that certain weight vehicles have or are likely to seriously damage the roadway and/or shoulders, it is likely that one or more of the following type of damage may be incurred:

Base Pushing: Yes Cross Section Deterioration: _____

Moderate/Severe Fatigue Failure of Surface: Yes Shoulder Damage: _____

Other: _____

EXISTING BRIDGE RESTRICTION AS PER PUBLICATION 238 (See Note Below):

Does the bridge have poor alignment, or substandard horizontal or vertical clearance? ☐ YES ☐ NO ☒ N/A

(NOTE: All bridge analysis and restrictions are conducted by the Bridge Unit. Contact District Bridge Unit for verification.)

G - REMARKS

Back Mountain Road/Brookdale Road has been recently subjected to heavy load truck traffic as a result of electronic apps routing vehicles onto this road during heavy traffic situations. Its travel width is 19.5 feet requiring large trucks to cross the centerline at points of curvilinear alignment. It has a steep profile alignment of at least 10% over a length of 3620 feet, and of that 2500 feet is between 10% - 12%. Total length of roadway for the two roads combined is 14,300 feet. 25% of their length has a slope greater than 10%. This raises a concern for safety during inclement weather and for pavement stress during braking. There are no businesses that require servicing by heavy vehicles and Sullivan Trail (SR 4004) intersects with Back Mountain Road and runs roughly parallel to it offering an alternative route.

H - ENGINEERING JUDGEMENT

Back Mountain Road beyond Brookdale Road is lightly traveled. Therefore, there isn't a lot of recorded data to analyze with respect to ADT or crash history. However, given the pavement cross-section of similar Township Roads, it is reasonable to expect the cross-section consists of layers of tar and chip with an application of a wearing course. While this cross-section is suitable for light vehicular traffic it cannot withstand the impact of heavier vehicles. Since there are alternative routes and no need for local deliveries it is in the best interest of the Township to restrict truck traffic on this roadway to protect its condition and to reduce the risk of accidents.

I - APPROVAL

CONDUCTED & APPROVED BY PROFESSIONAL ENGINEER:

NAME (PRINT): Jon S. Tresslar

TITLE: Pocono Township Engineer DATE: 11/17/25

SIGNATURE: _____

PROFESSIONAL ENGINEER SEAL:



This traffic engineering and safety study is confidential pursuant to 75 Pa. C.S. 3754 and 23 U.S.C. 407 and may not be disclosed or used in litigation without written permission from PennDOT.



Pocono Township - GSA - Paragon ADA Kit

James Wagner

jwagner@poconopd.org

5706297200234

Reference: 20251111-105856808

Quote created: November 11, 2025

Quote expires: February 9, 2026

Quote created by: Wes Elms

wes.elms@garrett.com

Comments from Wes Elms

Contract Number: GS-07F-025DA

Minimum Order: \$50.00

Point of Production: Garland, TX 75042

Prompt Payment Terms: 2%-10 days, Net 31 days

Data Universal Number System (DUNS): 004996112

Freight price is included and based on delivery of walk-through metal detector(s) and accessories to a (single) location. Customer must have a loading dock and the ability to unload the trailer. If a lift gate or inside delivery is required, additional charges could apply.

FOB Garland.

All orders will be subject to appropriate sales tax. Sales tax is determined when the order ships and will appear on the final invoice.

To establish a Net 30 account or to have sales tax waived this form must be submitted prior to the order shipping:

[New Account Information Sheet](#)

Products & Services

Item & Description	Item Number	Quantity	Unit Price	Unit Discount	Total
Paragon ADA GSA Package GSA Kit Includes: 32.5 in ADA compliant Paragon 8-10 Hour removable lithium battery Caster Set for mobility Quick-Q Cell Phone Elimination NFC Card Technology Transport Brace Remote Control 5 Foot Jumper Cable	1172031 - GSA	1	\$6,813.32		\$6,813.32
Guide and Charging Base Kit Includes: - 1 Guide Detector - 1 Charging Base - 1 Wrist Strap - 1 High Current Power Adapter	1173010	1	\$430.00	30%	\$301.00 after 30% discount
Inside Delivery	INSDDL	1	\$300.00		\$300.00
One-time subtotal					\$7,414.32 after \$429.00 discount
Total					\$7,414.32

Purchase Terms

All sales are pursuant to [Garrett Terms and Conditions](#)

Questions? Contact me

Wes Elms
wes.elms@garrett.com

Garrett
1881 W. State Street
Garland, TX 75042
US

ATTESTATION ENGAGEMENT

Township of Pocono
Monroe County, Pennsylvania
45-209
Liquid Fuels Tax Fund
For the Period
January 1, 2023 to December 31, 2024

October 2025



Commonwealth of Pennsylvania
Department of the Auditor General

Timothy L. DeFoor • Auditor General



Commonwealth of Pennsylvania
Department of the Auditor General
Harrisburg, PA 17120-0018
Facebook: Pennsylvania Auditor General
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www.PaAuditor.gov

TIMOTHY L. DEFOOR
AUDITOR GENERAL

Independent Auditor's Report

The Honorable Michael Carroll
Secretary
Department of Transportation
Harrisburg, PA 17120

We have examined the accompanying Forms MS-965 With Adjustments for the Liquid Fuels Tax Fund of the Township of Pocono, Monroe County, for the period January 1, 2023 to December 31, 2024. The municipality's management is responsible for presenting the Forms MS-965 in accordance with the criteria described in the Background section of this report and the Department of Transportation's *Publication 9*. Our responsibility is to express an opinion on the Forms MS-965 With Adjustments based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Forms MS-965 are presented in accordance with the criteria described above, in all material respects. An examination involves performing procedures to obtain evidence about the Forms MS-965. The nature, timing, and extent of the procedures selected depend on our judgement, including an assessment of the risks of material misstatement of the Forms MS-965, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent and to meet our other ethical responsibilities in accordance with ethical requirements relating to the engagement.

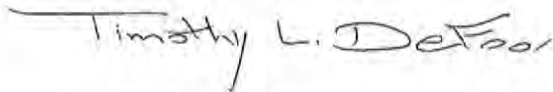
As described in the Auditor Description of Select Transactions section of this report, the adjustments included on the Forms MS-965 With Adjustments are made by the Department of the Auditor General.

Independent Auditor's Report (Continued)

In our opinion, the Forms MS-965 With Adjustments present, in all material respects, the information required by the Pennsylvania Department of Transportation for the Liquid Fuels Tax Fund of the Township of Pocono, Monroe County, for the period January 1, 2023 to December 31, 2024, in accordance with the criteria described in the Background section of this report and the Department of Transportation's *Publication 9*.

The purpose of this report is to provide information related to the municipality's Liquid Fuels Tax Fund to assist the Pennsylvania Department of Transportation in fulfilling its regulatory authority as described in the laws and regulations identified in the Background section of this report and the Pennsylvania Department of Transportation's *Publication 9*. This report is not suitable for any other purpose.

We appreciate the courtesy extended by the Township of Pocono, Monroe County, to us during the course of our examination. If you have any questions, please feel free to contact the Bureau of County Audits at 717-787-1363.

A handwritten signature in black ink that reads "Timothy L. DeFoor". The signature is written in a cursive style with a horizontal line extending from the left side of the name.

Timothy L. DeFoor
Auditor General
October 7, 2025

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TOWNSHIP OF POCONO
MONROE COUNTY
LIQUID FUELS TAX FUND
BACKGROUND
FOR THE PERIOD
JANUARY 1, 2023 TO DECEMBER 31, 2024

Background

The Liquid Fuels Tax Municipal Allocation Law¹ provides municipalities other than counties (i.e., townships, boroughs, cities, towns, home rule, and optional plan governments) with an annual allocation of liquid fuels taxes from the state's Motor License Fund to be used for the maintenance and repair of streets, roads, and bridges for which the municipality is responsible. The allocation of these funds to municipalities is based upon: (1) 50 percent on the municipality's proportion of local road mileage to the total local road mileage maintained by all political subdivisions making application in the county; and (2) 50 percent on the proportion of a municipality's population to the total population of all municipalities making application in the state.²

Section 9511 (relating to Allocation of proceeds) of the Pennsylvania Vehicle Code provides municipalities with annual maintenance payments to be received from the Motor License Fund.³

Each municipality must deposit the allocation of Liquid Fuels Tax funds and annual maintenance payments that it receives into a special fund called either the Municipal Liquid Fuels Tax Fund or State Fund. A municipality may not deposit any other monies into this fund except when the municipality does not have enough money in the special fund to meet the payments called for by its current annual budget for road and bridge purposes. In such a case, the municipality may borrow money or transfer money from its General Fund to its Liquid Fuels Tax Fund.

The Department of Transportation has been given the regulatory authority for the administration of these funds. Department of Transportation's *Publication 9* includes the policies and procedures for the administration of Act 655, as amended, and the Liquid Fuels Tax Fund money. However, if there is a difference between *Publication 9* and any legislation, the legislation shall govern.

To qualify for the annual allocation of Liquid Fuels Tax funds, *Publication 9* indicates that each municipality shall:

1. Submit annual reports (MS-965, Actual Use Report, MS-965P, Project and Miscellaneous Receipts, and MS-965S, Record of Checks).

¹ 72 P.S. § 2615.1 *et seq.*, Act 655 of 1956, as amended.

² 75 Pa.C.S. § 9010(c)(1)-(2) as last amended by Act 89 of 2013.

³ 75 Pa.C.S. § 9511, as last amended by Act 89 of 2013 and Act 101 of 2016, *See also* 72 P.S. § 2615.4, as last amended by Act 42 of 2013.

TOWNSHIP OF POCONO
MONROE COUNTY
LIQUID FUELS TAX FUND
BACKGROUND
FOR THE PERIOD
JANUARY 1, 2023 TO DECEMBER 31, 2024

Background (Continued)

2. Make deposits and payments or expenditures in compliance with Act 655, as amended. Failure to do so may result in not receiving allocations from PennDOT until all discrepancies are resolved. *Publication 9*, Section 2.6, includes information about investing Liquid Fuels Tax monies, using loan or bond proceeds, and types of receipts that can be placed into the Liquid Fuels Tax Fund.
3. Submit the Pennsylvania Department of Community and Economic Development's (DCED) Report of Elected and Appointed Officials by January 31st and the Survey of Financial Condition By March 15th.
4. Ensure resolution of all Contractor Responsibility Program (CRP) holds and blocks imposed by the Department of Revenue and the Department of Labor and Industry.
5. Ensure resolution of all reimbursements required as a result of audits performed by the Department of the Auditor General or monitoring reviews performed by the Department of Transportation's Financial Consultants.

Criteria

The criteria for the Form MS-965 With Adjustment are described below.

Section 1 of Form MS-965 With Adjustments provides a summary of Liquid Fuels Tax Fund expenditures by category. Categories requiring explanation include:

- Major equipment purchases are purchases of road machinery and road equipment with varying yearly costs in excess of the amounts indicated below:

<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
<u>\$11,500.00</u>	<u>\$11,800.00</u>	<u>\$12,200.00</u>	<u>\$12,600.00</u>

- Minor equipment purchases are purchases of road machinery and road equipment with varying yearly costs that are less than or equal to the amounts indicated below:

<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
<u>\$11,500.00</u>	<u>\$11,800.00</u>	<u>\$12,200.00</u>	<u>\$12,600.00</u>

- Agility projects are exchanges of services with the Department of Transportation.

TOWNSHIP OF POCONO
MONROE COUNTY
LIQUID FUELS TAX FUND
BACKGROUND
FOR THE PERIOD
JANUARY 1, 2023 TO DECEMBER 31, 2024

Background (Continued)

Section 2 of Form MS-965 With Adjustments provides information on the fund balance. Categories requiring explanation include:

- The state allocation is available from the Department of Transportation in March of each year. The amount the municipality receives is based half on its population and half on its road mileage.
- Municipalities that transferred roads from the Commonwealth of Pennsylvania to the municipality through the Highway Transfer Program receive annual turnback allocations in March of each year from the Department of Transportation. Turnback allocations are based on the mileage of the roads transferred.
- Expenditures include the total transferred from Section 1.

Section 3 of Form MS-965 With Adjustments determines if the municipality expended Liquid Fuels Tax Fund money in excess of the permissible amount for equipment and the balance that the municipality may carry forward for the purchase of equipment to the subsequent year.

Department of Transportation *Publication 9* requires that the amount expended for equipment purchases in a given year not exceed the sum of the equipment balance carried forward from the previous year and 20 percent of the current year's Liquid Fuels Tax Fund allocation and, if applicable, 20 percent of the turnback allocation plus other Department of Transportation approved adjustments.

If the municipality spent in excess of the amount listed on Line 4, the excess must be reimbursed to the Liquid Fuels Tax Fund.

The equipment balance to be carried forward for the subsequent year is the lesser of the amount on Line 6 or the ending fund balance on Line 6 of Section 2, but not less than zero.

TOWNSHIP OF POCONO
MONROE COUNTY
LIQUID FUELS TAX FUND
BACKGROUND
FOR THE PERIOD
JANUARY 1, 2023 TO DECEMBER 31, 2024

Background (Continued)

Basis of Presentation

The financial activities of the municipality are accounted for in separate funds. The Liquid Fuels Tax Fund is used to account for state aid revenues from the Pennsylvania Department of Transportation used primarily for building and improving local roads and bridges. The Form MS-965 has been prepared in accordance with reporting requirements prescribed by the Pennsylvania Department of Transportation as a result of the Fuels Tax Act 655, as amended, which does not constitute a complete presentation of the entity's assets, liabilities, expenses, and fund balance. Accordingly, the presentation of Form MS-965 With Adjustments is restricted to the Liquid Fuels Tax Fund, which represents a segment of the entity's financial activities.

Basis Of Accounting

The accompanying Forms MS-965 With Adjustments is prepared in accordance with reporting requirements prescribed by the Pennsylvania Department of Transportation. Under this method, revenues are recognized when received and expenditures are recorded when paid.

General Fixed Assets

General fixed assets are recognized as expenditures at the time of purchase. No depreciation has been provided on the heavy equipment used to maintain and repair roads and bridges.

TOWNSHIP OF POCONO
MONROE COUNTY
LIQUID FUELS TAX FUND
2023 FORM MS-965 – SECTION 1
WITH ADJUSTMENTS

<u>Expenditure Summary</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
Minor equipment purchases	\$ -	\$ -	\$ -
Computer/Computer related training	-	-	-
Major equipment purchases	-	-	-
Agility projects	-	-	-
Cleaning streets and gutters	-	-	-
Winter maintenance services	-	-	-
Traffic control devices	-	-	-
Street lighting	-	-	-
Storm sewers and drains	-	-	-
Repairs of tools and machinery	-	-	-
Maintenance and repair of roads and bridges	-	-	-
Highway construction and rebuilding projects	447,600.00	-	447,600.00
Miscellaneous	-	-	-
Total (To Section 2, Line 5)	<u>\$ 447,600.00</u>	<u>\$ -</u>	<u>\$ 447,600.00</u>

TOWNSHIP OF POCONO
MONROE COUNTY
LIQUID FUELS TAX FUND
2023 FORM MS-965 – SECTION 2
WITH ADJUSTMENTS

<u>Fund Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Balance, January 1, 2023	\$ 726.84	\$ -	\$ 726.84
Receipts:			
2. State allocation	444,276.39	-	444,276.39
2a. Turnback allocation	-	-	-
2b. Interest on investments	4,667.20	-	4,667.20
2c. Miscellaneous	-	-	-
3. Total receipts	448,943.59	-	448,943.59
4. Total funds available	449,670.43	-	449,670.43
5. Expenditures (Section 1)	447,600.00	-	447,600.00
6. Balance, December 31, 2023	\$ 2,070.43	\$ -	\$ 2,070.43

TOWNSHIP OF POCONO
MONROE COUNTY
LIQUID FUELS TAX FUND
2023 FORM MS-965 – SECTION 3
WITH ADJUSTMENTS

<u>Equipment Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Prior year equipment balance	\$ 726.84	\$ -	\$ 726.84
2. Add: Current year equipment allocation (20% of Lines 2 + 2a, Section 2)	88,855.28	-	88,855.28
3. PENNDOT approved adjustments	<u>-</u>	<u>-</u>	<u>-</u>
4. Total funds available for equipment acquisition	89,582.12	-	89,582.12
5. Less: Major equipment expenditures	<u>-</u>	<u>-</u>	<u>-</u>
6. Remainder	<u>89,582.12</u>	<u>-</u>	<u>89,582.12</u>
7. Equipment balance available for subsequent year (Lesser of Line 6 or Section 2 balance, but not less than zero)	<u>\$ 2,070.43</u>	<u>\$ -</u>	<u>\$ 2,070.43</u>

TOWNSHIP OF POCONO
MONROE COUNTY
LIQUID FUELS TAX FUND
2024 FORM MS-965 – SECTION 1
WITH ADJUSTMENTS

<u>Expenditure Summary</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
Minor equipment purchases	\$ -	\$ -	\$ -
Computer/Computer related training	-	-	-
Major equipment purchases	-	-	-
Agility projects	-	-	-
Cleaning streets and gutters	-	-	-
Winter maintenance services	-	-	-
Traffic control devices	-	-	-
Street lighting	-	-	-
Storm sewers and drains	-	-	-
Repairs of tools and machinery	-	-	-
Maintenance and repair of roads and bridges	-	-	-
Highway construction and rebuilding projects	440,138.33	-	440,138.33
Miscellaneous	-	5.00	5.00
Total (To Section 2, Line 5)	<u>\$ 440,138.33</u>	<u>\$ 5.00</u>	<u>\$ 440,143.33</u>

TOWNSHIP OF POCONO
MONROE COUNTY
LIQUID FUELS TAX FUND
2024 FORM MS-965 – SECTION 2
WITH ADJUSTMENTS

<u>Fund Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Balance, January 1, 2024	\$ 2,070.43	\$ -	\$ 2,070.43
Receipts:			
2. State allocation	442,445.14	-	442,445.14
2a. Turnback allocation	-	-	-
2b. Interest on investments	13,396.62	5.00	13,401.62
2c. Miscellaneous	-	-	-
3. Total receipts	<u>455,841.76</u>	<u>5.00</u>	<u>455,846.76</u>
4. Total funds available	<u>457,912.19</u>	<u>5.00</u>	<u>457,917.19</u>
5. Expenditures (Section 1)	<u>440,138.33</u>	<u>5.00</u>	<u>440,143.33</u>
6. Balance, December 31, 2024	<u>\$ 17,773.86</u>	<u>\$ -</u>	<u>\$ 17,773.86</u>

TOWNSHIP OF POCONO
MONROE COUNTY
LIQUID FUELS TAX FUND
2024 FORM MS-965 – SECTION 3
WITH ADJUSTMENTS

<u>Equipment Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Prior year equipment balance	\$ 2,070.43	\$ -	\$ 2,070.43
2. Add: Current year equipment allocation (20% of Lines 2 + 2a, Section 2)	88,489.03	-	88,489.03
3. PENNDOT approved adjustments	<u>-</u>	<u>-</u>	<u>-</u>
4. Total funds available for equipment acquisition	90,559.46	-	90,559.46
5. Less: Major equipment expenditures	<u>-</u>	<u>-</u>	<u>-</u>
6. Remainder	<u>90,559.46</u>	<u>-</u>	<u>90,559.46</u>
7. Equipment balance available for subsequent year (Lesser of Line 6 or Section 2 balance, but not less than zero)	<u>\$ 17,773.86</u>	<u>\$ -</u>	<u>\$ 17,773.86</u>

TOWNSHIP OF POCONO
MONROE COUNTY
LIQUID FUELS TAX FUND
AUDITOR DESCRIPTION OF SELECT TRANSACTIONS
FOR THE PERIOD
JANUARY 1, 2023 TO DECEMBER 31, 2024

The following information relates to certain types of transactions for which the Pennsylvania Department of Transportation requested that we provide additional detail.

Adjustments

2024 - Section 1

An adjustment of \$5.00 was made to "Miscellaneous" because bank service charges were not reported.

2024 - Section 2

An adjustment of \$5.00 was made to "Interest on investments" because interest earnings were understated.

Miscellaneous Expenditures

On May 31, 2024, the municipality expended \$5.00 from the Liquid Fuels Tax Fund for bank service charges.

TOWNSHIP OF POCONO
MONROE COUNTY
LIQUID FUELS TAX FUND
SUMMARY OF PRIOR EXAMINATION RECOMMENDATION
FOR THE PERIOD
JANUARY 1, 2023 TO DECEMBER 31, 2024

Summary Of Prior Examination Recommendation

In our prior report we recommended that the municipality file all required documents and information timely to receive its allocation during the first week in March.

During our current examination we noted that the municipality complied with our recommendation.

TOWNSHIP OF POCONO
MONROE COUNTY
LIQUID FUELS TAX FUND
SUMMARY OF ONSITE CLOSEOUT MEETING
FOR THE PERIOD
JANUARY 1, 2023 TO DECEMBER 31, 2024

An onsite closeout meeting was held July 2, 2025. Those participating were:

TOWNSHIP OF POCONO

Ms. Regina Zuvich, Director of Finance

DEPARTMENT OF THE AUDITOR GENERAL

Ms. Stacey K. McLaughlin, Auditor

TOWNSHIP OF POCONO
MONROE COUNTY
LIQUID FUELS TAX FUND
REPORT DISTRIBUTION
FOR THE PERIOD
JANUARY 1, 2023 TO DECEMBER 31, 2024

This report was initially distributed to:

The Honorable Michael Carroll
Secretary
Department of Transportation

Township of Pocono
Monroe County
205 Old Mill Road
Tannersville, PA 18372

The Honorable Richard Wielebinski
President Commissioner

Ms. Regina Zuvich
Director of Finance

This report is a matter of public record and is available online at www.PaAuditor.gov. Media questions about the report can be directed to the Pennsylvania Department of the Auditor General, Office of Communications, 229 Finance Building, Harrisburg, PA 17120; via email to: news@PaAuditor.gov.

POCONO TOWNSHIP, MONROE COUNTY, PENNSYLVANIA

ORDINANCE NO. 2025-_____

AN ORDINANCE OF THE TOWNSHIP OF POCONO, COUNTY OF MONROE, AND COMMONWEALTH OF PENNSYLVANIA (I) APPROVING A CERTIFICATE PURSUANT TO 53 Pa.C.S. § 5619 SUBMITTED BY THE POCONO-JACKSON JOINT WATER AUTHORITY REQUESTING TO TERMINATE ITS EXISTENCE; (II) DIRECTING THAT THE CERTIFICATE BE FILED IN THE OFFICE OF THE SECRETARY OF THE COMMONWEALTH AND UPON APPROVAL THEREFROM TO RECORD THE CERTIFICATE IN THE OFFICE OF THE MONROE COUNTY RECORDER OF DEEDS; (III) AUTHORIZING THE RECEIPT AND OWNERSHIP OF ALL REMAINING PROPERTY OF THE AUTHORITY AND PROVIDING FOR THE DISTRIBUTION THEREOF; (IV) AUTHORIZING AND DIRECTING THE PROPER OFFICERS OF THE TOWNSHIP TO DO ALL THINGS NECESSARY TO CARRY OUT THE ORDINANCE AND THE DISSOLUTION OF THE AUTHORITY AND DISTRIBUTION OF ITS PROPERTY; (V) AUTHORIZING INCIDENTAL ACTIONS; (VI) PROVIDING FOR SEVERABILITY OF THE PROVISIONS OF THIS ORDINANCE; (VII) RESCINDING INCONSISTENT ORDINANCES AND RESOLUTIONS; AND (VIII) ESTABLISHING THE EFFECTIVE DATE OF THIS ORDINANCE.

WHEREAS, the Township of Pocono, County of Monroe, Pennsylvania (the "**Township**"), is a Township of the First Class governed by Pennsylvania's First Class Township Code (the "Code"); and

WHEREAS, the Pocono/Jackson Joint Water Authority is a municipal authority created jointly by the Township and Pocono Township on March 28, 1988 ("**PJJWA**");

WHEREAS, following prior authorization by the Township and Jackson Township, on June 26, 2023, PJJWA sold and transferred all of its water treatment and distribution system assets to the Brodhead Creek Regional Authority, a regional authority furnishing water and wastewater services to multiple municipalities within the County of Monroe;

WHEREAS, PJJWA, having determined that there are no projects or other reasons for its continued existence, approved and submitted to the Township and Pocono Township a certificate pursuant to 53 Pa. C.S. § 5619 requesting to terminate PJJWA's existence (the "**Certificate**");

WHEREAS, the Township desires to enact this Ordinance to (i) approve the Certificate; (ii) direct that the Certificate be filed in the office of the Secretary of the Commonwealth for approval; (iii) upon such approval, record the Certificate in the Monroe County Recorder's Office; (iv) authorize the receipt and ownership of all remaining PJJWA property and provide for the distribution thereof between the Township and Jackson Township; and, (v) authorize all other necessary and proper actions to carry out the intent and purpose of this Ordinance.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED, by the Board of Commissioners of Jackson Township, Monroe County, Pennsylvania, pursuant to the general powers permitted by the First Class Township Code (53 P.S. § 55101, *et seq.* and pursuant to 53 Pa. C.S. § 5619 the following:

SECTION 1. APPROVAL OF CERTIFICATE. The Certificate submitted by PJJWA requesting to terminate its existence is hereby approved.

SECTION 2. FILING OF CERTIFICATE. Following approval of the Certificate by both the Township and Jackson Township, the Certificate shall be filed in the office of the Secretary of the Commonwealth.

SECTION 3. RECORDING OF THE SECRETARY-APPROVED CERTIFICATE. Upon the Secretary's approval and notation of PJJWA's termination of existence on the record of incorporation, the Certificate shall be recorded in the Office of the Recorder of Deeds in and for Monroe County, Pennsylvania.

SECTION 4. RECEIPT AND DISTRIBUTION OF ALL REMAINING PJJWA PROPERTY. All remaining property of PJJWA shall be distributed equally to the Township and Jackson Township, which property shall thereafter be the sole and separate property of each respective township.

SECTION 5. AUTHORIZATION TO TAKE INCIDENTAL ACTIONS. The President of the Board of Commissioners is hereby further authorized, directed and empowered to execute on behalf of the Township any and all other agreements and documents and to do and take, or cause to be done and taken, any and all actions and things necessary or proper for the carrying out of the provisions of this Ordinance.

SECTION 6. SEVERABILITY. In the case any one or more of the provisions of this Ordinance shall, for any reason, be held to be illegal, invalid or enforceable, such illegality, invalidity or unenforceability shall not affect any other provisions of this Ordinance, and this Ordinance shall be construed and enforced as if such illegal, invalid or unenforceable provisions had not been contained herein.

SECTION 7. REPEALER. All ordinances or resolutions or parts thereof inconsistent herewith shall be, and the same hereby are, rescinded, cancelled and annulled.

SECTION 8. EFFECTIVE DATE. This Ordinance shall become effective immediately upon the approval of a corresponding ordinance by Jackson Township's Board of Supervisors.

ORDAINED AND ENACTED into an Ordinance at a regular meeting of the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania this ____ day of _____, 2025.

ATTEST:

**TOWNSHIP OF POCONO,
MONROE COUNTY**

Jerrold Belvin
Township Manager

Richard Wielebinski
President, Board of Commissioners

**POCONO TOWNSHIP
MONROE COUNTY, PENNSYLVANIA**

ORDINANCE NO. 2025 -

**AN ORDINANCE OF THE TOWNSHIP OF POCONO, MONROE COUNTY,
PENNSYLVANIA, AMENDING THE CODE OF
ORDINANCES OF POCONO TOWNSHIP, CHAPTER 470, ZONING AND REPEALING
ALL ORDINANCES AND PARTS OF ORDINANCES INCONSISTENT HEREWITH.**

WHEREAS, the Board of Commissioners of Pocono Township, Monroe County, Pennsylvania, under the powers vested in them by the "First Class Township Code" of Pennsylvania, as well as the laws of the Commonwealth of Pennsylvania, do enact and hereby ordain the following amendment to the Code of Ordinances of Pocono Township.

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

SECTION I. Chapter 470 *Zoning*; Article II *Terminology*; § 470-8 *Definitions* is amended by adding the following:

"FOWL

A bird of the order *Galliformes* that is kept for its eggs and flesh; a rooster or hen. Fowl are included in the definition of Animal, Domestic.

RECREATION USE, PUBLIC/NON-PROFIT/NON-COMMERCIAL

A recreational use which is operated by a municipal, governmental or non-Profit organization and is open to the public for the purpose of recreation, including but not limited to, municipal, state, or federal parks, state game lands, open space, nature preserves, wildlife preserves, and other similar recreational uses as determined by the Zoning Officer."

SECTION II. Chapter 470 *Zoning*; Article V *Supplementary Regulations*; § 470-34 *Parking and truck loading requirements.*; Subsection A. *Minimum parking requirements.* is...

SECTION III. Chapter 470 *Zoning*; Article V *Supplementary Regulations*; § 470-53 *Customary Accessory uses* is deleted in its entirety and replaced as follows:

"§ 470-53 Customary accessory uses.

Includes uses customarily accessory to the principal use of a lot permitted in the district and essential services provided by public utilities. Accessory uses which are customarily subordinate to the principal use of a lot or a building located on the same lot and which serve a purpose customarily incidental to the use of the principal dwelling or lot shall be permitted in each district. Such uses include home gardening, but not the keeping of livestock, unless the livestock, are accessory uses to a permitted or nonconforming agricultural use, private garages or parking areas, signs, off-street parking and loading, temporary tract offices, unoccupied travel

trailers and buildings and other uses customarily appurtenant to other permitted, special exception or conditional uses. Keeping of fowl shall be permitted as an accessory use to single-family detached dwellings. Domestic animals kept as pets shall be permitted when such animals are owned by the occupants of the property in which they are kept and the animals are kept in accordance with public health, safety, welfare and nuisance regulations based upon the types of animals and the manner in which they are kept.”

SECTION IV. Chapter 470 *Zoning*; Article V *Supplementary Regulations*; hereby amended by adding the following:

“§ 470-88 Keeping of Fowl.

A. Purposes

(1) To allow homeowners to responsibly keep fowl primarily for fresh eggs, in a regulated and controlled manner. To provide clear standards that residents can follow, improving compliance and neighborhood harmony.

B. Conditions and Requirements.

The keeping of up to two fowl shall be permitted on lot with a minimum lot area of 10,000 square feet. One additional fowl may be kept for each additional lot area of 5,000 square feet. Fowl shall in all cases be confined to the property of the owner of the fowl.

C. Sanitation and Nuisance Controls

(1) Property owners must maintain sanitary conditions and prevent noxious odors.

(2) Property owners must properly dispose of waste in accordance with an approved Manure Management Plan by the Pennsylvania Department of Environmental Protection in accord with the Commonwealth’s Clean Streams Law.

(3) Feed must be securely stored to prevent rodent infestations.”

§ 470-89 Recreation Use, Public/Non-Profit/Non-Commercial.”

SECTION V. Chapter 470 *Zoning*; Article VII *Signs*; § 470-107 *Permitted sign types by zone*. is...

SECTION VI. Chapter 470 *Zoning*; *Attachment I – Use Schedule* is hereby amended by adding the following:

“

Use	R-1	R-2	RD	C	I	CD	EP
Recreation Use, Public/Non-Profit/Non-Commercial	CU	CU	CU	CU	CU	CU	CU
Keeping of Fowl (as an accessory use to single-family, detached dwellings)	P	P	P	P	P	P	P

”

SECTION VII. REPEALER

Any existing ordinances or parts of ordinances in conflict with this Ordinance, to the extent of such conflict and no further, are hereby repealed.

SECTION VIII. SEVERABILITY

If any part, section, subsection, paragraph, subparagraph, sentence, phrase, clause, term, or word in this Ordinance is declared invalid, such invalidity shall not affect the validity or enforceability of the remaining portions of the Ordinance.

SECTION IX. ENACTMENT

This Ordinance shall be effective within five (5) days and shall remain in force until modified, amended or rescinded by Pocono Township, Monroe County, Pennsylvania.

ENACTED AND ADOPTED by the Board of Commissioners this ____ day of _____, 2025.

ATTEST:

**TOWNSHIP OF POCONO,
MONROE COUNTY**

JERROD BELVIN

Township Manager

RICHARD WIELEBINSKI

President, Board of Commissioners

Purdon's Pennsylvania Statutes and Consolidated Statutes

Title 53 P.S. Municipal and Quasi-Municipal Corporations

Part I. General Municipal Law

Chapter 30. Pennsylvania Municipalities Planning Code (Refs & Annos)

Article VI. Zoning

53 P.S. § 10609

§ 10609. Enactment of zoning ordinance amendments

Currentness

(a) For the preparation of amendments to zoning ordinances, the procedure set forth in section 607¹ for the preparation of a proposed zoning ordinance shall be optional.

(b)(1) Before voting on the enactment of an amendment, the governing body shall hold a public hearing thereon, pursuant to public notice, and pursuant to mailed notice and electronic notice to an owner of a tract or parcel of land located within a municipality or an owner of the mineral rights in a tract or parcel of land within the municipality who has made a timely request in accordance with section 109.² In addition, if the proposed amendment involves a zoning map change, notice of said public hearing shall be conspicuously posted by the municipality at points deemed sufficient by the municipality along the tract to notify potentially interested citizens. The affected tract or area shall be posted at least one week prior to the date of the hearing.

(2)(i) In addition to the requirement that notice be posted under clause (1), where the proposed amendment involves a zoning map change, notice of the public hearing shall be mailed by the municipality at least 30 days prior to the date of the hearing by first class mail to the addressees to which real estate tax bills are sent for all real property located within the area being rezoned, as evidenced by tax records within the possession of the municipality. The notice shall include the location, date and time of the public hearing. A good faith effort and substantial compliance shall satisfy the requirements of this subsection.

(ii) This clause shall not apply when the rezoning constitutes a comprehensive rezoning.

(c) In the case of an amendment other than that prepared by the planning agency, the governing body shall submit each such amendment to the planning agency at least 30 days prior to the hearing on such proposed amendment to provide the planning agency an opportunity to submit recommendations.

(d) If, after any public hearing held upon an amendment, the proposed amendment is changed substantially, or is revised, to include land previously not affected by it, the governing body shall hold another public hearing, pursuant to public notice, mailed notice and electronic notice, before proceeding to vote on the amendment.

(e) If a county planning agency shall have been created for the county in which the municipality proposing the amendment is located, then at least 30 days prior to the public hearing on the amendment by the local governing body, the municipality shall submit the proposed amendment to the county planning agency for recommendations.

(f) The municipality may offer a mediation option as an aid in completing proceedings authorized by this section. In exercising such an option, the municipality and mediating parties shall meet the stipulations and follow the procedures set forth in Article IX.³

(g) Within 30 days after enactment, a copy of the amendment to the zoning ordinance shall be forwarded to the county planning agency or, in counties where no planning agency exists, to the governing body of the county in which the municipality is located.

Credits

1968, July 31, P.L. 805, No. 247, art. VI, § 609. Amended 1972, June 1, P.L. 333, No. 93, § 9, effective in 60 days. Reenacted and amended 1988, Dec. 21, P.L. 1329, No. 170, § 53, effective in 60 days. Amended 1994, May 27, P.L. 251, No. 38, § 2, effective in 60 days; 2002, Jan. 11, P.L. 13, No. 2, § 2, effective in 90 days; 2013, July 2, P.L. 201, No. 36, § 4, effective in 60 days [Sept. 3, 2013].

Footnotes

1 53 P.S. § 10607.

2 53 P.S. § 10109.

3 53 P.S. § 10901 et seq.

53 P.S. § 10609, PA ST 53 P.S. § 10609

Current through Act 2 of the 2025 Regular Session. Some statute sections may be more current, see credits for details.

POCONO TOWNSHIP PLAN STATUS

12/1/2025

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	Inquois 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	POCO-R1270	2330228R	Harmony Domes 310 Hallett Road	Land Devt					9/3/2025			Sketch Plan #2 rec'd 8/19/25
1422	POCO-R0619	2430243R	Exclusive Pocono Properties Transient Hotel	Land Devt					1/7/2025			Sketch Plan #2 rec'd 12/10/24
1378	POCO-R0970	-	Incline Village Expansion	Land Devt					11/8/2024			
1436	POCO-R1010	-	437-439 Scotrun Avenue	Land Devt					11/25/2024			
1448	POCO-R1280	-	Pocohanne Point Apartments	Land Devt					8/28/2025			
1452	POCO-R1350	-	TL Realty Corp. Learn Road	Land Devt					10/28/2025			
Final Plans Under Consideration												
1425	POCO-R0680	-	Brookdale Spa (11/10/25)	Land Devt	Final	2/8/2026	1/12/2026	2/2/2026	11/19/2025	11/10/2025		
1451	POCO-R1340	-	3172 Rte. 715 - Shanti Dayal (11/10/25)	Land Devt	Final	2/8/2026	1/12/2026	2/2/2026		11/10/2025		
Preliminary Plans Under Consideration												
1453	POCO-R1360	-	Mt. Villa Resort (406 Cherry Lane Rd.) (11/10/25)	Land Devt	Preliminary	2/8/2026	1/12/2026	2/2/2026		11/10/2025		
1446	POCO-R1250	-	Members First Federal CU (10/14/25)	Land Devt	Prelim/Final	1/12/2026	12/8/2025	1/5/2026	10/31/2025	11/10/2025		

POCONO TOWNSHIP PLAN STATUS

12/1/2025

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
1445	POCO-R1180	-	Mtn. Edge Village Comm. TH Units 57A-H (4/14/25)	Land Devt	Prelim/Final	12/31/2025	12/8/2025	12/15/2025	9/8/2025	11/10/2025		Extension to 12/31 rec'd 8/12
1414	POCO-R0612	2330220R	135 Warner Rd. (Schliers Towing) (2/12/24)	Land Devt	Prelim	3/9/2026	2/9/2026	3/2/2026	2/23/2024	11/10/2025		6 month extension rec'd 8/5/25
1387	POCO-R1030	2130161R	Alaska Pete's - 173 Camelback Road (4/10/23)	Land Devt	Prelim/Final	12/30/2026	12/14/2026	12/21/2026	4/27/2023	11/10/2025		Extension rec'd 10/14/25
Land Development Waiver Applications Under Consideration												

POCONO TOWNSHIP PLAN STATUS

12/1/2025

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												
1388	POCO-R0690	2130154R	Phase 1 - The Ridge PRD (10/21/25)	PRD	Final	12/5/2025	N/A	12/1/2025			N/A	45 Days for BOC Approval per Ord.
1441	POCO-R1110	-	Leisure Lake @ the Poconos - 1157 Wiscasset Dr. (2/3/25)	Lot Comb.	Final	2/28/2026	N/A	2/15/2026	3/11/2025		N/A	Extension to 2/28 recd 11/12
1450	POCO-R1320	-	Carl E. Slutter Easement Relocation (Hillbilly Ac.) (10/6/25)	Rev. to Aprvd Plan	Final	1/4/2026	N/A	12/15/2025	10/15/2025		N/A	
Special Exceptions, Conditional Use												
Pending Item List for Planning Commission												
Pending Item List for Board of Commissioners												

POCONO TOWNSHIP PLAN STATUS
12/1/2025

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	Approved Expiration (1/25)	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) (4/28/21)	Commercial Land Devt	Prelim	1/23/2025	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 Devt	Prelim	9/20/2023	Cond. Preliminary Approval 9/11/23	Cond. Preliminary Approval 9/18/23					
1381		2230174R	Westhill Villas (1/24/22)	Land Devt	Prelim/Final	9/7/2023	Cond. Preliminary Approval 9/11/23	Cond. Preliminary Approval 9/18/23					
1425	POCO-R0680	-	Brookdale Spa (9/9/24)	Land Devt	Preliminary	7/2/2025	Approval Rec. 6/9/25	Approval 7/7/25					
PRD TENTATIVE PLAN APPROVAL													
1388	POCO-R0650	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													
1331			Sanofi Pasteur Discovery Drive Turn Lane (10/24/16)	Commercial Land Devt	Prelim/Final	3/10/2017	Recommended for Approval 3/13/2017	Approved 4/3/2017	4/3/2017				
1334		1130264R	Sanofi Pasteur Discovery Drive Turn Widening (12/12/16)	Commercial Land Devt	Prelim/Final	5/6/2017	Recommended for Approval 5/8/2017	Approved 6/5/2017	5/22/18				
1341		1730043R	SAPA Poconos Hospitality	Land Devt	Prelim/Final	7/19/2022		Conditional Approval 12/18/17	Approved Extended to 4/1/2025				
1313		1730051R	Running Lane Hotel Land Devt (6/14/17)	Commercial Land Devt	Prelim/Final	3/19/2020	Recommended for Approval 7/23/2018	Approved 4/16/2020	2/6/26	8/6/2025	11/6/2025		Extension Requested 1/21/25
1360	POCO-R0740			Land Devt	Prelim/Final	9/16/2025	Recommended for Approval 6/9/25	Approved 9/15/25	9/15/2026	3/15/2026	6/15/2026		
1358	POCO-R0730	1630066R1	Tannersville Point Apartments (2023) (6/10/24)	Commercial Land Devt	Prelim/Final	11/7/2019	Recommended for Approval 12/9/2019	Approved 7/20/2020	1/20/2025				
1362		1930083R	Sanofi Pasteur Penimeter Protection Phase II (4/22/19)	Land Devt	Prelim/Final	3/9/2026	Approval Rec. 10/14/25	Approved 11/3/25	11/3/2026	5/3/2026	8/3/2026		
1369	POCO-R0617	2130150R	Cranberry Creek Apartments (7/25/22)	Land Devt	Prelim/Final	10/30/2025	Approval Rec. 11/10/25	Approved 11/17/25	11/17/2026	5/17/2026	8/17/2026		
1373	POCO-R0616	2130141R	CORE 5-Warner Road Warehouse (Final Plan) (11/10/25)	Land Devt	Final	8/12/2025	Recommended for approval 6/23/25	Approved 7/7/25	7/7/2026	1/7/2026	4/7/2026		
1372A	POCO-R0621	-	Camp Lindenmere Dining Hall LD (6/9/25)	Land Devt	Prelim/Final	2/19/2025	Recommended for approval 3/10/25	Approved 4/7/25	4/7/2026	10/7/2025	1/7/2026		Phase A
1375A	POCO-R0624	-	Swiftwater Solar Amended LD (1/13/25)	Land Devt	Prelim/Final	4/6/2025	Recommended for approval 4/14/25	Approved 4/21/25	4/21/2026	10/21/2025	1/21/2026		Phase B
1375A	POCO-R0624	-	Swiftwater Solar Amended LD (1/13/25)	Land Devt	Prelim/Final	2/4/2025	Recommended for approval 2/10/25	Approved 2/18/25	2/18/2026	8/18/2025	11/18/2025		Phase C
1375A	POCO-R0624	-	Swiftwater Solar Amended LD (1/13/25)	Land Devt	Prelim/Final	2/19/2025	Recommended for approval 3/10/25	Approved 4/7/25	4/7/2026	10/7/2025	1/7/2026		Phase D

POCONO TOWNSHIP PLAN STATUS
12/1/2025

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
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	12/2/2022				
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	4/18/2025				
1398		2230178R	Grossi Major Subdivision (3/28/22)	Major Sub	Prelim/Final	7/10/2023	Conditional Approval 7/10/23	Conditional Approval 11/6/23	Approval Extended to 11/3/2026	5/3/2026	8/3/2026		Extension Received 11/3/25
1401	POCO-R0630	2330223R	611 Land Development - Dual Brand Hotel LD (4/8/24)	Land Dev't	Final	6/12/2025	Conditional Approval 3/10/25	Conditional Approval 6/16/25	6/16/2026	12/16/2025	3/16/2026		
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	Erle Development Wawa (10/10/23)	Land Dev't	Prelim/Final	8/12/2025	Conditional Approval 4/8/24	Conditional Approval 5/6/24	Approval Extended to 5/6/2026	11/6/2025	2/6/2026		Extension Rec'd 6/16/25
1423	POCO-R0614	-	Brookstead Apartments (5/13/24)	Land Dev't	Prelim/Final	10/1/2024	Recommended for approval 11/3/25	Approved 2/18/25	2/18/2026	8/18/2025	11/18/2025		
1430	POCO-R0820	-	Sanofi Building 57 Addition (7/8/24)	Land Dev't	Prelim/Final	8/7/2024	Conditional Approval 8/12/24	Approved 9/16/24	9/16/2025	3/16/2025	6/16/2025		
1434	POCO-R0950	-	Goski Lot Joinder	Lot Comb.	Final	11/22/2024	N/A	Approved 12/16/24	12/16/2025	6/16/2025	9/16/2025		
1437	POCO-R0990	-	MCTA Transit Facility Expansion (12/9/24)	Land Dev't	Prelim/Final	6/5/2025	Conditional Approval 6/9/25	Conditional Approval 7/7/25	7/7/2026	1/7/2026	4/7/2026		
1438	POCO-R1040	-	Trap Hotel Event Center (1/13/25)	Land Dev't	Prelim/Final	7/28/2025	Conditional Approval 5/12/25	Approved 6/2/25	6/2/2026	12/2/2025	3/2/2026		
1447	POCO-R1240	-	122 & 144 Paweda Hill (7/14/25)	Minor Sub./Consolid.	Final	8/13/2025	Approval 7/14/25	Approved 8/18/25	8/18/2026	2/18/2026	5/18/2026		
1449	POCO-R1290	-	Trapasso Route 611 Hotel - Rev. Final Plan (9/10/25)	Land Dev't	Final	11/10/2025	Approval Rec. 11/10/25	Approved 11/17/25	11/17/2026	5/17/2026	8/17/2026		

LAND DEVELOPMENT WAIVER APPROVAL

POCO-R0910	-	MTG Investment Properties (3199 Rte. 611)	Waiver		9/16/2024	PC Approval 10/15/24	Approved 10/21/24						
POCO-R0940	-	Sanofi 653 Exterior Freezer Replacement	Waiver		10/9/2024	PC Approval 10/15/24	Approved 10/21/24						
POCO-R1000	-	Swiftwater Inn/Trap Ent. Pool Equip. Encl.	Waiver		11/12/2024	PC Approval 11/12/24	Approved 11/18/24						

LAND DEVELOPMENT WAIVER DENIAL

POCO-R1020	-	Mountain Villa Resort	Waiver		12/5/2024	PC Denial 12/9/24	Denied 12/16/24						
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POCONO TOWNSHIP PLAN STATUS
12/1/2025

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
RECORDED													
1277	POCO-R0627	1330276B	Trapasso Hotel (1/24/22)	Land Devt	Prelim/Final	2/16/2022	Conditional Approval 3/14/22	Conditional Approval 3/21/22				9/2022	
1287	POCO-R0613	2230194R	Spirit of Swiftwater Ph. II (9/11/23)	Land Devt	Revised Final	6/7/2024	Conditional Approval 5/13/24	Conditional Approval 7/15/24				9/28/2024	
1364		1930090R	Sanofi B-78 Seed Lab (6/10/19)	Commercial Land Devt	Prelim/Final	10/15/2019	Recommended for Approval 9/23/2019	BOC Approved 10/21/2019				9/27/23	
1370		2030105R	Sanofi Pasteur B-85 Solid Waste & Recycling Bldg (06/08/2020)	Industrial Land Devt	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 Devt	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 Devt	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 Devt	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 Devt	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				2/8/24	
1390		2130168R	Sanofi Pasteur B83 Cold Storage (11/22/21)	Commercial Land Devt	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 Devt	Prelim	12/13/2021	Conditional Approval Rec 12/13/21	Conditional Approval Rec 12/20/21				3/2022	
1393	POCO-R0625	2230179R	Cherry Lane Devt Partners (Wawa-Tannersville Inn) (8/8/21) Land Devt	Land Devt	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 Devt	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	
1400	POCO-R0611	2230185R	Neighborhood Hospital Golden Slipper Rd (Embree) (6/27/22)	Land Devt	Prelim/Final	4/8/2024	Conditional Approval 10/10/23	Conditional Approval 10/18/23				2/12/25	
1401	N/A	2230205R	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 Devt	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	6/6/2023	Conditional Approval 6/12/23	Conditional Approval 6/19/23				8/30/23	
1418	N/A	2330231R	Fadia 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	

POCONO TOWNSHIP PLAN STATUS[illegible]

POCONO TOWNSHIP PLAN STATUS

12/1/2025

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
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													
1371		1630006R	Tannersville Point Apartments (10/22/18)	Residential Land Devt	Prelim/Final	2/21/2019	Recommended for Approval 2/25/19						Withdrawn as condition of new development
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
1401	POCO-R0630	2330223R	611 Land Development - Dual Brand Hotel Subdivision (4/8/24)	Minor Sub	Final	3/6/2025							Application Withdrawn 6/13/25
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
1424	POCO-R0660	-	1124 Sky View Dr. Monopine Tower (4/8/24)	Land Devt	Prelim	8/15/2024							Application Withdrawn 4/30/25
1439	POCO-R1090	-	Summit Road Solar Array (6/9/25)	Land Devt	Prelim	12/6/2025							Application Withdrawn 10/1/25

UPDATED BUDGET ADJUSTMENTS REQUEST 2025

Tuesday December 2, 2025

GENERAL FUND				
FROM	Amount	TO	Amount	Explanation
471.100 · New Twp Complex Principal	\$ 100.00	400.420 · Dues, Subscriptions & Membershi	\$ 100.00	Line needs to be increased to cover deficit
	\$ 1,000.00	401.200 · Administration Allowances	\$ 1,000.00	Line needs to be increased to cover deficit
	\$ 2,025.00	401.198 · Non-Uniformed Pension Plan	\$ 2,025.00	Line needs to be increased to cover deficit
	\$ 15,000.00	402.310 · Fin Admin Professional Srvs	\$ 15,000.00	Line needs to be increased to cover deficit
	\$ 500.00	405.120 · Secretary OT	\$ 500.00	Line needs to be increased to cover deficit
	\$ 1,000.00	405.198 · Secretary Non-Uni Pension Plan	\$ 1,000.00	Line needs to be increased to cover deficit
	\$ 100.00	405.317 · Recording Secretary Services	\$ 100.00	Line needs to be increased to cover deficit
	\$ 200.00	406.215 · Gen Govt Postage	\$ 200.00	Line needs to be increased to cover deficit
	\$ 2,000.00	406.220 · Gen Govt Operation Supplies	\$ 2,000.00	Line needs to be increased to cover deficit
	\$ 500.00	406.340 · Gen Govt Advertising & Printing	\$ 500.00	Line needs to be increased to cover deficit
	\$ 7,000.00	408.310 · Township Engineer	\$ 7,000.00	Line needs to be increased to cover deficit
	\$ 15,000.00	409.360 · Building Utilities	\$ 15,000.00	Line needs to be increased to cover deficit
	\$ 5,000.00	409.373 · Building Maint & Repairs	\$ 5,000.00	Line needs to be increased to cover deficit
	\$ 2,500.00	409.450 · Building Contracted Services	\$ 2,500.00	Line needs to be increased to cover deficit
	\$ 3,000.00	410.215 · Police Postage	\$ 3,000.00	Line needs to be increased to cover deficit
	\$ 1,500.00	410.260 · Police Minor Equipment	\$ 1,500.00	Line needs to be increased to cover deficit
	\$ 3,500.00	410.270 · Police IT	\$ 3,500.00	Line needs to be increased to cover deficit
	\$ 1,500.00	410.450 · Police Contracted Services	\$ 1,500.00	Line needs to be increased to cover deficit
	\$ 2,000.00	413.311 · Prof Services - SEO	\$ 2,000.00	Line needs to be increased to cover deficit
	\$ 8,000.00	414.310 · Planning & Zoning Prof Srvs	\$ 8,000.00	Line needs to be increased to cover deficit
	\$ 3,000.00	430.120 · Public Works OT Wages	\$ 3,000.00	Line needs to be increased to cover deficit
	\$ 250.00	420.192 Public Works SSI Taxes	\$ 250.00	Line needs to be increased to cover deficit
	\$ 2,000.00	433.450 · Traffic Signals Contracted Srvs	\$ 2,000.00	Line needs to be increased to cover deficit
	\$ 50.00	452.390 · Recreation fees	\$ 50.00	Line needs to be increased to cover deficit
	\$ 700.00	454.231 · Park Vehicle Fuel	\$ 700.00	Line needs to be increased to cover deficit
	\$ 100.00	454.320 · Park Communications	\$ 100.00	Line needs to be increased to cover deficit
	\$ 1,000.00	454.360 · Park Utilities	\$ 1,000.00	Line needs to be increased to cover deficit
	\$ 1,500.00	454.450 · Park Contracted Services	\$ 1,500.00	Line needs to be increased to cover deficit
	\$ 30.00	489.100 · Miscellaneous Expenses	\$ 30.00	Line needs to be increased to cover deficit
	\$ 10,585.22	491.000 · Refund of Prior Year Revenues	\$ 10,585.22	Line needs to be increased to cover deficit
454.100 PARK SALARIES	\$ 6,500.00	430.110 · Public Works Salaries	\$ 6,500.00	Line needs increased budget in anticipation of salary bonuses
	\$ 12,500.00	401.110 · Admin Salaries & Wages	\$ 12,500.00	Line needs increased budget in anticipation of salary bonuses
	\$ 1,000.00	401.192 · Admin SSI Taxes	\$ 1,000.00	Line needs increased budget in anticipation of salary bonuses
	\$ 500.00	410.192 Police SSI Taxes	\$ 500.00	Line needs increased budget in anticipation of salary bonuses
	\$ 500.00	430.192 · Public Works SSI Taxes	\$ 500.00	Line needs increased budget in anticipation of salary bonuses
	\$ 6,500.00	410.120 · Police Salaries & Wages-Admin	\$ 6,500.00	Line needs increased budget in anticipation of salary bonuses
TOTAL ADJUSTMENTS	118,140.22		118,140.22	

Adjusted POCONO TOWNSHIP Tuesday December 2, 2025 SUMMARY

Ratify

General Fund	\$	4,807.74
Payroll	\$	144,977.72
Sewer Operating	\$	3,538.02

Bill List

TOTAL General Fund	\$	80,174.51
TOTAL Sewer OPERATING Fund	\$	66,815.31
TOTAL Sewer CONSTRUCTION Fund	\$	29,709.43
TOTAL Capital Reserve Fund	\$	47,452.41
TOTAL EXPENDITURES	\$	377,475.14

Fire Tax Disbursement	\$	-
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Budget Adjustments

General Fund	\$	118,140.22
<u>Budget Appropriations</u>	\$	118,140.22

POCONO TOWNSHIP CHECK LISTING
Tuesday December 2, 2025

General Fund

Date	TYPE	Vendor	Memo	Amount
10/27/2025	TRANSFER	ADP	PAYROLL 11/10/25 - 11/23/25	\$ 144,977.72
TOTAL PAYROLL				<u>\$ 144,977.72</u>

General Expenditures

Date	Check	Vendor	Memo	Amount
11/17/2025	3322	PPL Electric Utilities	Twp, Traffic, Park lights	4,807.74
TOTAL General Fund Bills				<u>\$ 4,807.74</u>

Sewer Operating Fund

Date	Check	Vendor	Memo	Amount
11/17/2025	1507	Verizon	Sewer SCADA System	36.41
11/17/2025	1508	BLUE RIDGE COMMUNICATIONS	Pump Station 5 Phone	66.32
11/17/2025	1509	PPL Electric Utilities*	Pump Stations Electric	3,315.26
11/18/2025	1510	Verizon Wireless	Sewer Modems	120.03
TOTAL Sewer Operating Fund				<u>\$ 3,538.02</u>

TOTAL General Fund	\$	4,807.74	
TOTAL Sewer Operating	\$	3,538.02	Authorized by:
			Transferred by:
	<u>\$</u>	<u>8,345.76</u>	

POCONO TOWNSHIP CHECK LISTING

Tuesday December 2, 2025

General Fund

Date	Check	Vendor	Memo	Amount
11/21/2025	3323	Auto Parts of Tannersville, Inc.	Vehicle parts	384.65
11/21/2025	3324	Bartonsville Printing	Envelopes, Hometown Hero Banners	540.00
11/21/2025	3325	Best Auto Service & Tire Center	Police car service	2,306.36
11/21/2025	3326	Cyphers Truck Parts	Truck parts	155.12
11/21/2025	3327	Davidheiser's Inc.	Police New Tracker	1,806.00
11/21/2025	3328	DES-CPR, Inc.	Oct 2025 TWP Recycling	50.00
11/21/2025	3329	Eric A. Moses Co.	Red & Tacky; Latex Gloves	166.70
11/21/2025	3330	Furino Mech Contracting & Furino Fuels	Maint Bldg 11/17/25 HVAC Service	800.00
11/21/2025	3331	HUNTER KEYSTONE PETERBILT, L.P.	Spring Brakes for Truck 17	458.10
11/21/2025	3332	J. P. Mascaro & Sons	112 TWP Dr Nov 2025 Waste Removal	430.10
11/21/2025	3333	J. P. Mascaro & Sons	MVP Nov 2025 Waste Removal & Recycling Service	626.00
11/21/2025	3334	Kimball Midwest	Cable Ties; Fastener; Pin; Screws	168.50
11/21/2025	3335	MAULA, MAURA	11/6/25 MVP Yoga	30.00
11/21/2025	3336	Mountain Valley Landscaping	Rental	550.00
11/21/2025	3337	Nationwide - 457	457 Plan	5,053.77
11/21/2025	3338	O'Malley, Joe	10/23/25 Trunk or Treat DJ Appearance	400.00
11/21/2025	3339	PPL Electric Utilities	TLC Lighting	493.36
11/21/2025	3340	Sarcinello Planning & GIS Services	Sep, Oct & Nov 2025 Zoning Services	1,104.17
11/21/2025	3341	Sayre, Cory	11/4/25 Boot & Clothing Reimb	450.00
11/21/2025	3342	SCOTT, JAMES	11/7 - 11/9/25 Winslow, NJ Trip Reimb	175.03
11/21/2025	3343	SealMaster Allentown	Road Stop Signs	3,021.93
11/21/2025	3344	SFM Consulting LLC	Oct 2025 Zoning Services	16,154.25
11/21/2025	3345	Signal Service, Inc.	Rt 611 & Insalaco/Kinsley Lost Signal Repair	1,635.00
11/21/2025	3346	Sparkle Car Wash on 248 LLC	Oct 2025 Police Car Washes	5.64
11/21/2025	3347	Staples	Operating Supplies	175.36
11/21/2025	3348	Suburban Testing Labs	SDWA Monthly 701	120.00
11/21/2025	3349	T&M Associates	Engineering	11,503.28
11/21/2025	3350	Teamster Local 773 - Non-Uniform	Oct 2025 PW Union Dues	1,001.00
11/21/2025	3351	Teamster Local 773 - Police	Oct 2025 Police Union Dues	1,826.00
11/21/2025	3352	UNIFIRST Corporation	TWP Mats	98.32
11/21/2025	3353	Valeria, Oscar	12.3A.2.29 2021-2025 Tax Reassessment	116.17
11/21/2025	3354	Wagner, James	2025 Uniform Reimbursement	800.00
11/21/2025	3355	World Fuel Services, Inc.	B2 Clear Biodiesel & Unleaded Fuel	7,632.78
11/21/2025	3356	Zelenkofske Axelrod LLC	2024 Audit	18,565.00
11/24/2025	3357	American Heritage Life Insurance Company	Supplemental Insurance	572.76
11/24/2025	3358	KENNETH PREHART	11/24/25 Uniform Reimb	450.00
11/24/2025	3359	Night and Day Diesel	Leaf Vac Trailer Service	300.00
11/24/2025	3360	UNIFIRST Corporation	TWP Mats	49.16
TOTAL GENERAL FUND				<u>\$80,174.51</u>

Sewer Operating Fund

Date	Check	Vendor	Memo	Amount
11/21/2025	1511	Henry's Generator Service	Job 1078834138 PS 4 Leaking Fuel Primer Pump Repair	1,039.37
11/21/2025	1512	J.P. Mascaro & Sons	PS 5 Nov 2025 Waste Removal	293.85
11/21/2025	1513	J.P. Mascaro & Sons	Carbon Disposal	1,259.75

11/21/2025	1514	JG Specialty Chemicals	DARCO H2S	15,600.00
11/21/2025	1515	REGIONAL ENVIRONMENTAL SERVICE	Wet Wells #1 thru #5 Pumped	1,672.50
11/21/2025	1516	T&M ASSOCIATES	Engineering	24,210.90
11/24/2025	1517	BRODHEAD CREEK REGIONAL AUTHORITY	Prevoznik Inv 15500	4,236.00
11/24/2025	1518	BRODHEAD CREEK REGIONAL AUTHORITY	WWTP Manko/Gold/Katcher/Fox Inv 12408-00009-127566	18,502.94
TOTAL Sewer Operating Fund				<u>\$66,815.31</u>

Sewer Construction Fund

Date	Check	Vendor	Memo	Amount
11/21/2025	1027	Eastern Penn Supply Company	Supplies for Old Mill Rd Water Line	252.00
11/21/2025	1028	Leon Clapper, Inc.	Install Water to New Bldg w/Backflow	4,410.00
11/21/2025	1029	Site Specific Design, Inc.	Old Mill Rd Sewer Line	20,754.00
11/21/2025	1030	T&M Associates	Engineering	4,293.43
TOTAL Sewer Construction Fund				<u>\$29,709.43</u>

Capital Reserve Fund

Date	Check	Vendor	Memo	Amount
11/24/2025	1145	E M KUTZ INC	2025 Peterbilt Vin 756176 Paint Job	9,400.00
11/24/2025	1146	Kimmel Bogrette	Old Mill Rd Phase I & II Renovation 24-055	32,790.00
11/24/2025	1148	T&M Associates	Engineering	5,262.41
TOTAL Capital Reserve Fund				<u>\$47,452.41</u>

General Fund	\$	80,174.51	Authorized by: _____
Sewer Operating	\$	66,815.31	
Sewer Construction Fund	\$	29,709.43	
Capital Reserve	\$	47,452.41	
TOTAL TRANSFERS	\$	<u>224,151.66</u>	Transferred by: _____