



**POCONO TOWNSHIP COMMISSIONERS
SEWER COMMITTEE AGENDA
August 6, 2018 6:00 p.m.**

Open Meeting

Pledge of Allegiance

Roll Call

Public Comments

Comments are for any issue. Please limit individual comments to 5 minutes to allow time for others wishing to speak and direct all questions and comments to the President.

Announcements

Sewer Committee meetings will be held the first Monday of each month at 6pm prior to the regular Board of Commissioners' meeting

Presentations

1. PFM – discussion on refinancing of bond(s) (possible action item*)

OLD BUSINESS

1. Motion to approve the minutes of the July 2, 2018 sewer committee meeting (action item*)
2. Vasilios Kotretsos - 312 Learn Road - request for reduction in EDU's
3. Jimmy Schlier EDU purchase answer
4. Resolution update committee report

NEW BUSINESS

1. Financial Transactions

- a. Motion to approve payment to Keystone Engineering in the amount of \$1,559.78 for operation issues as recommended by Patrick Briegel and Boucher & James (action item*)

(Action Item*)

*A matter listed as an "Action Item" on the Agenda is a matter that the Board of Commissioners will discuss and may deliberate or take official action on. A matter listed on the Agenda as an "Action Item" does not require the Board of Commissioners to deliberate or take official action on that matter.

** Change to agenda versus draft posted on website

2. **Appeals**
 - a. Gateway equities – 2185 Route 611 – denial of reduction in EDU's

REPORTS

1. Solicitor
 - a. Update on Fencing at Valve Station #1 – Stroud ZHB
2. Administration
 - a. Letter sent to Tobyhanna requesting payment for overages since January 2018 in the amount of \$62,389.34
3. Engineer
 - a. Update Status Report on Sewer Redesign
 - b. Update on Route 611 Sewer Line Relocation Work Update
 - c. Update on Sanofi Sanitary Sewer Easement
 - d. Update on enclosure for Valve Station #5

Public Comment

Please limit individual comments to 5 minutes to allow time for others wishing to speak and direct all questions and comments to the President.

Executive Session – if necessary

Adjournment

(Action Item*)

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** Change to agenda versus draft posted on website

Pocono Township

Financial Analysis

August 6, 2018

Prepared by:
Scott Shearer
Managing Director
&
Zach Williard
Director
&
Wes Hall
Senior Analyst



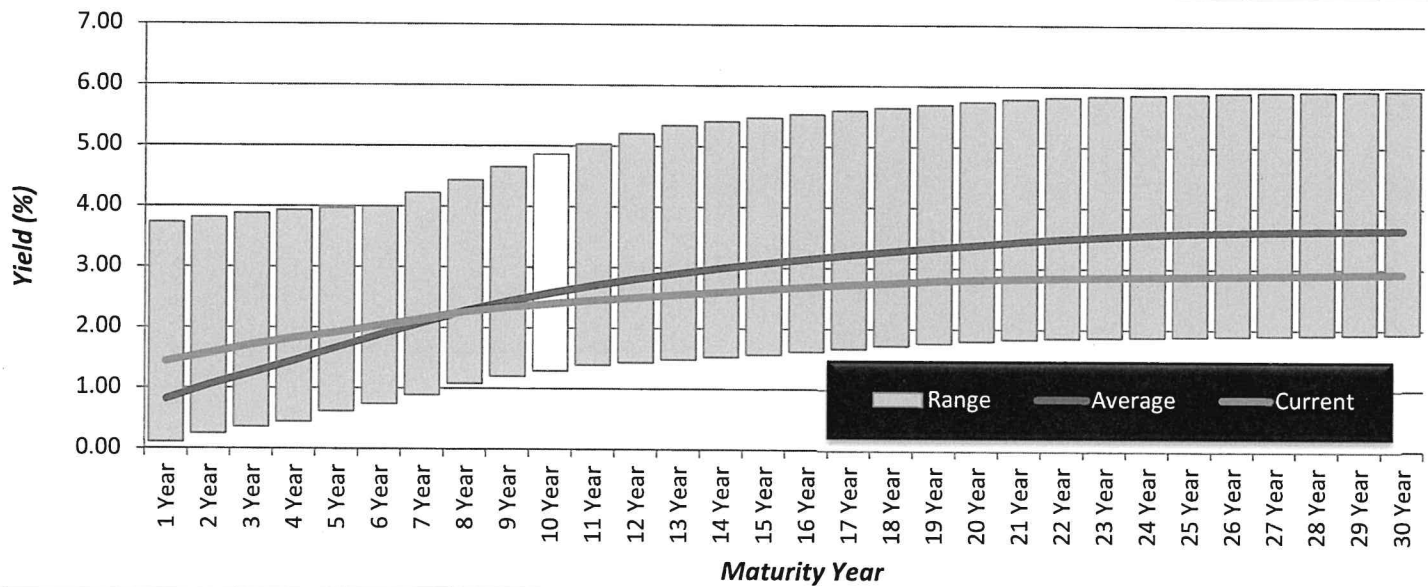
PFM Financial Advisors LLC
213 Market Street
Harrisburg, PA 17101
717.232.2723 (P)
717.232.8610 (F)
www.pfm.com

MMD YIELD CURVE

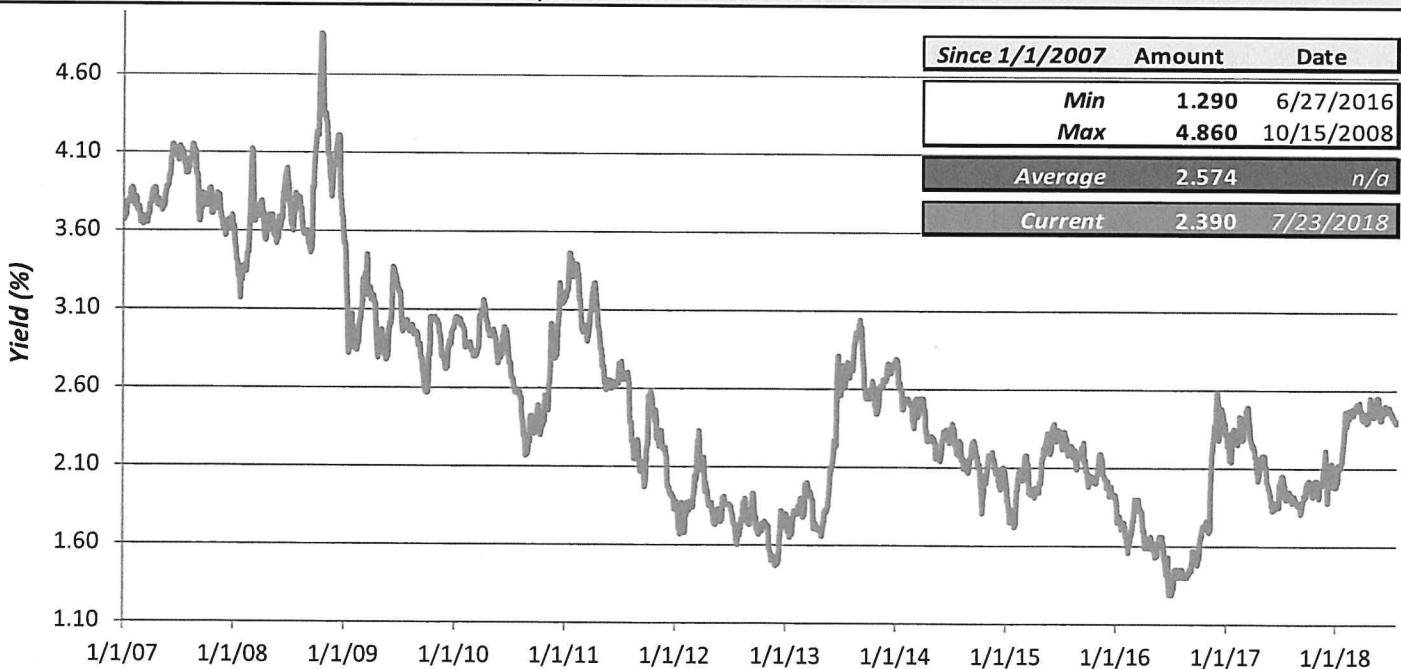
The MMD Yield Curve is a high grade municipal yield curve published daily by Municipal Market Data. It is one of the most commonly used benchmarks in municipal finance. The yields within the curve reflect the current yields for each maturity year at which bondholders would be likely to sell high quality (AAA rated) general obligation backed bonds. The yield curve is typically influenced by new issuances in the primary market as well as post-issuance trading in the secondary market.

Municipal bonds typically trade at a "spread to MMD", meaning the difference between the yield in a specific year of a bond issue and the respective yield in the MMD Yield Curve. While these spreads vary over time, they can be a meaningful and powerful tool in trying to compare relative yield levels in a volatile interest rate environment.

HISTORICAL MMD CURVE ILLUSTRATION - SINCE JANUARY 1, 2007



SPOT ANALYSIS - 10 YEAR MMD - SINCE JANUARY 1, 2007





Pocono Township
Financing Overview
Refinance 2014A Note



Series A of 2014 Note

1. Principal Outstanding: \$6,919,000
2. Interest Rate: Fixed at 1.72% through 12/1/2019, variable thereafter at 67% of Prime (4.50% cap)
3. Callable: Anytime

The financing goal is to lock-in low long-term interest rates ahead of the variable rate reset. Current savings to budget based on current market interest rates is estimated at approximately \$200,000.

Financing Team

4. Solicitor: Broughal & DeVito, L.L.P.
5. Bond Counsel: Eckert Seamans Cherin & Mellott, LLC
6. Financial Advisor: PFM Financial Advisors LLC
7. Rating Agency: Moody's Investors Service
8. Paying Agent: Select through Competitive Process
9. Underwriter: Select through Competitive Process

Overview of Financing Process

10. Authorization to Proceed
 - a. Authorizes the financing team to move forward and begin preparation for the financing (not final commitment)
11. Financing Team Selection
 - a. Circulate request for proposal ("RFP") to qualified PA underwriting firms
 - b. Analyze proposals and review results with Township manager to select Underwriter
 - c. Request fee quotes from qualified paying agents and review results with Township manager to select Paying Agent
12. Credit Rating Process
 - a. PFM to send information request to the Township
 - b. Draft preliminary official statement (POS) and send credit rating packet to Moody's
 - c. Credit rating call with Township and Moody's
 - d. Review indicative rating
 - e. Receive Moody's credit rating report
13. Price Bonds
 - a. Working group due diligence call to finalize details related to POS and bond issue
 - b. Price bonds – Lock-in interest rates and savings
 - c. Settlement – Payoff 2014A Note



Pocono Township
Financing Overview
Refinance 2014A Note



Maximum Parameters Ordinance

14. Parameters Ordinance provides the greatest amount of flexibility for the financing team to price bonds
 - a. Allows for a flexible pricing date to coordinate with favorable market conditions
15. The Ordinance establishes "parameters", or not to exceed boundaries, under which the ultimate financing must fall:
 - a. Maximum principal amount in aggregate
 - b. Maximum final maturity
 - c. Maximum principal amount per annual maturity
 - d. Maximum interest rate
 - e. Minimum net savings
16. Ultimate approval immediately after pricing will be required from Board President, Vice President, and/or Administration via an addendum and upon PFM's recommendation.



POCONO TOWNSHIP

ESTIMATED REFINANCING TIMELINE



August 2018						
S	M	T	W	R	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2018						
S	M	T	W	R	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October 2018						
S	M	T	W	R	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November 2018						
S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Date:	Objective:
August 6, 2018	* Regularly Scheduled Board of Commissioners Meeting * - Authorization for financing team to proceed
August 7, 2018	- PFM to send info request to Township
August 20, 2018	* Regularly Scheduled Board of Commissioners Meeting *
Week of August 20, 2018	- Info request due back - Draft POS & send credit rating packet to Moody's
Week of August 27, 2018	- Working group due diligence call
September 4, 2018	* Regularly Scheduled Board of Commissioners Meeting * - Enact Parameters Ordinance
After September 4, 2018	- Credit rating call with Moody's
Week of September 10, 2018	- Credit rating due back to Township
September 17, 2018	- Circulate Underwriter RFP
September 26, 2018	- Underwriter RFP due
October 1, 2018	- Select Underwriter
Week of October 8, 2018	- Price Bonds - Lock-in rates and savings
November 15, 2018	- Settlement

POCONO TOWNSHIP
SUMMARY OF OUTSTANDING INDEBTEDNESS

Sewer Related Debt Service Requirements

1	2	3	4	5	6	7	8
Fiscal Year Ended	<i>Estimated</i> Pocono Twp PENNVEST #71374 [1]	<i>First Keystone</i> <i>Comm. Bank</i> G.S.R. Note Series A of 2014 [2]	<i>Wayne Bank</i> G.S.R. Bond Series B of 2014 [3]	<i>ESSA Bank</i> <i>& Trust</i> G.S.R. Note Series of 2015 [4]	Sub-Total Township Debt Service	<i>Estimated</i> BCRA Portion PENNVEST #77016 [5]	Total Debt Service
12/31/2018	457,984	504,007	267,923	214,500	1,444,413	340,056	1,784,469
12/31/2019	457,984	504,385	268,390	207,400	1,438,158	340,056	1,778,214
12/31/2020	457,984	551,390	267,782	207,375	1,484,531	340,056	1,824,587
12/31/2021	457,984	551,015	268,119	206,250	1,483,368	340,056	1,823,424
12/31/2022	457,984	550,100	337,740	205,050	1,550,874	340,056	1,890,930
12/31/2023	457,984	549,645	338,370	204,775	1,550,774	340,056	1,890,830
12/31/2024	457,984	549,605	337,595	204,400	1,549,584	340,056	1,889,640
12/31/2025	457,984	549,935	338,460	202,925	1,549,304	340,056	1,889,360
12/31/2026	457,984	550,590	337,875	168,563	1,515,011	340,056	1,855,067
12/31/2027	457,984	549,525	334,885	168,163	1,510,556	340,056	1,850,612
12/31/2028	457,984	550,785	331,580	169,575	1,509,924	340,056	1,849,980
12/31/2029	457,984	550,235	328,960	169,725	1,506,904	340,056	1,846,960
12/31/2030	457,984	546,920	326,980	45,650	1,377,534	340,056	1,717,590
12/31/2031	457,984	539,930	322,595		1,320,509	340,056	1,660,565
12/31/2032	457,984	535,400	319,895		1,313,279	340,056	1,653,335
12/31/2033	457,984	534,195	316,790		1,308,969	283,380	1,592,349
12/31/2034	152,661	535,135	314,280		1,002,076		1,002,076
12/31/2035		536,085	309,320		845,405		845,405
Totals	7,480,399	9,738,882	5,667,539	2,374,350	25,261,169	5,384,220	30,645,389
Principal*:	6,452,178	6,919,000	4,158,000	2,020,000	19,549,178	4,628,765	24,177,943

Call Date: Anytime Anytime Anytime Anytime Anytime Anytime

Purpose: New Money Ref 2010A Ref 2010B Ref 2010 Taxable RZEDB New Money

Cap Rate: 1.51% (Fixed) 4.50% (Cap) 4.50% (Cap) 4.75% (Cap) 1.51% (Fixed)



* Outstanding as of July 23, 2018

- [1] Assumes a 1.00% interest rate through 5/1/2017, 1.51% thereafter until 4/1/2032. Assumes principal payments begin on 5/1/2014
- [2] Assumes a fixed rate of 1.72% through 12/1/2019, variable thereafter at 67% of WSJ Prime (assumes the 4.50% cap rate above)
- [3] Assumes a fixed rate of 1.85% through 12/1/2021, variable thereafter at 66% of WSJ Prime (assumes the 4.50% cap rate above)
- [4] Assumes a fixed rate of 2.50% through 12/1/2025, variable thereafter at 60% of WSJ Prime (assumes the 3.75% cap rate above)
- [5] BCRA Portion ONLY. Assumes a 1.00% interest rate through 10/1/2016, 1.51% thereafter until 10/1/2031. Assumes principal payments

POCONO TOWNSHIP
G.S.R. NOTE, SERIES A OF 2014

	1	2	3	4	5	6
	<u>Date</u>	<u>Principal</u>	<u>Rate [1]</u>	<u>Interest</u>	<u>Semi-Annual Debt Service</u>	<u>Fiscal Year Debt Service</u>
	12/1/2018	385,000	1.720	59,503.40	444,503.40	444,503.40
	6/1/2019		1.720	56,192.40	56,192.40	
	12/1/2019	392,000	1.720	56,192.40	448,192.40	504,384.80
	6/1/2020		4.500	138,195.00	138,195.00	
	12/1/2020	275,000	4.500	138,195.00	413,195.00	551,390.00
	6/1/2021		4.500	132,007.50	132,007.50	
	12/1/2021	287,000	4.500	132,007.50	419,007.50	551,015.00
	6/1/2022		4.500	125,550.00	125,550.00	
	12/1/2022	299,000	4.500	125,550.00	424,550.00	550,100.00
	6/1/2023		4.500	118,822.50	118,822.50	
	12/1/2023	312,000	4.500	118,822.50	430,822.50	549,645.00
	6/1/2024		4.500	111,802.50	111,802.50	
	12/1/2024	326,000	4.500	111,802.50	437,802.50	549,605.00
	6/1/2025		4.500	104,467.50	104,467.50	
	12/1/2025	341,000	4.500	104,467.50	445,467.50	549,935.00
	6/1/2026		4.500	96,795.00	96,795.00	
	12/1/2026	357,000	4.500	96,795.00	453,795.00	550,590.00
	6/1/2027		4.500	88,762.50	88,762.50	
	12/1/2027	372,000	4.500	88,762.50	460,762.50	549,525.00
	6/1/2028		4.500	80,392.50	80,392.50	
	12/1/2028	390,000	4.500	80,392.50	470,392.50	550,785.00
	6/1/2029		4.500	71,617.50	71,617.50	
	12/1/2029	407,000	4.500	71,617.50	478,617.50	550,235.00
	6/1/2030		4.500	62,460.00	62,460.00	
	12/1/2030	422,000	4.500	62,460.00	484,460.00	546,920.00
	6/1/2031		4.500	52,965.00	52,965.00	
	12/1/2031	434,000	4.500	52,965.00	486,965.00	539,930.00
	6/1/2032		4.500	43,200.00	43,200.00	
	12/1/2032	449,000	4.500	43,200.00	492,200.00	535,400.00
	6/1/2033		4.500	33,097.50	33,097.50	
	12/1/2033	468,000	4.500	33,097.50	501,097.50	534,195.00
	6/1/2034		4.500	22,567.50	22,567.50	
	12/1/2034	490,000	4.500	22,567.50	512,567.50	535,135.00
	6/1/2035		4.500	11,542.50	11,542.50	
	12/1/2035	513,000	4.500	11,542.50	524,542.50	536,085.00
TOTALS		6,919,000		2,760,378.20	9,679,378.20	9,679,378.20

[1] Assumes Township budgets a 1.72% fixed rate through December 1, 2019, cap rate of 4.50% thereafter. Actual rate is variable at 67% WSJ Prime (currently 3.35%)

POCONO TOWNSHIP			
REQUIRED TO CALL NOTE			
SETTLE			11/15/2018

1	2	3	4
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G.S.R. NOTE, SERIES A OF 2014

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
11/15/2018	6,919,000.00	54,214.21	6,973,214.21
<hr/>			
TOTALS	6,919,000.00	54,214.21	6,973,214.21
<hr/>			

POCONO TOWNSHIP

SERIES OF 2018

REFUNDS THE G.S.R. NOTE, SERIES A OF 2014

Settle 11/15/2018

Dated 11/15/2018

1	2	3	4	5	6	7	8
<u>Date</u>	<u>Principal</u>	<u>Rate [1]</u>	<u>Interest</u>	<u>Semi-Annual Debt Service</u>	<u>Fiscal Year Debt Service</u>	<u>Existing Debt Service</u>	<u>Savings</u>
12/1/2018	415,000	2.060	10,125.62	425,125.62	425,125.62	444,503.40	19,377.78
6/1/2019			109,638.75	109,638.75			
12/1/2019	275,000	2.160	109,638.75	384,638.75	494,277.50	504,384.80	10,107.30
6/1/2020			106,668.75	106,668.75			
12/1/2020	330,000	2.330	106,668.75	436,668.75	543,337.50	551,390.00	8,052.50
6/1/2021			102,824.25	102,824.25			
12/1/2021	335,000	2.510	102,824.25	437,824.25	540,648.50	551,015.00	10,366.50
6/1/2022			98,620.00	98,620.00			
12/1/2022	345,000	2.630	98,620.00	443,620.00	542,240.00	550,100.00	7,860.00
6/1/2023			94,083.25	94,083.25			
12/1/2023	350,000	2.740	94,083.25	444,083.25	538,166.50	549,645.00	11,478.50
6/1/2024			89,288.25	89,288.25			
12/1/2024	360,000	2.920	89,288.25	449,288.25	538,576.50	549,605.00	11,028.50
6/1/2025			84,032.25	84,032.25			
12/1/2025	370,000	3.070	84,032.25	454,032.25	538,064.50	549,935.00	11,870.50
6/1/2026			78,352.75	78,352.75			
12/1/2026	385,000	3.220	78,352.75	463,352.75	541,705.50	550,590.00	8,884.50
6/1/2027			72,154.25	72,154.25			
12/1/2027	395,000	3.290	72,154.25	467,154.25	539,308.50	549,525.00	10,216.50
6/1/2028			65,656.50	65,656.50			
12/1/2028	410,000	3.410	65,656.50	475,656.50	541,313.00	550,785.00	9,472.00
6/1/2029			58,666.00	58,666.00			
12/1/2029	420,000	3.470	58,666.00	478,666.00	537,332.00	550,235.00	12,903.00
6/1/2030			51,379.00	51,379.00			
12/1/2030	435,000	3.570	51,379.00	486,379.00	537,758.00	546,920.00	9,162.00
6/1/2031			43,614.25	43,614.25			
12/1/2031	440,000	3.610	43,614.25	483,614.25	527,228.50	539,930.00	12,701.50
6/1/2032			35,672.25	35,672.25			
12/1/2032	455,000	3.640	35,672.25	490,672.25	526,344.50	535,400.00	9,055.50
6/1/2033			27,391.25	27,391.25			
12/1/2033	465,000	3.690	27,391.25	492,391.25	519,782.50	534,195.00	14,412.50
6/1/2034			18,812.00	18,812.00			
12/1/2034	485,000	3.780	18,812.00	503,812.00	522,624.00	535,135.00	12,511.00
6/1/2035			9,645.50	9,645.50			
12/1/2035	505,000	3.820	9,645.50	514,645.50	524,291.00	536,085.00	11,794.00
TOTALS	7,175,000		2,303,124.12	9,478,124.12	9,478,124.12	9,679,378.20	201,254.08

[1] Assumes current MMD + approximately 0.90%

Savings as a % of Refunded Par**2.91%**

Pocono Township
Series of 2018 Bonds – Current Refunds the Series A of 2014
Sample Motion

Resolved: The Board of Commissioners of Pocono Township does hereby authorize the Administration to work with PFM Financial Advisors, as Financial Advisor, Eckert Seamans Cherin & Mellott, LLC, as Bond Counsel, and the local Solicitor in conjunction with the issuance of the General Obligation Bonds, Series of 2018 for the purpose of current refunding all or a portion of the Series A of 2014 Note, with a minimum net savings to budget of _____.

POCONO TOWNSHIP BOARD OF COMMISSIONERS

SEWER MEETING MINUTES

JULY 2nd, 2018 6:00 P.M.

DRAFT
Revised 7/12/2018

The sewer meeting of the Pocono Township Commissioners was held on Tuesday, 07/02/2018 at the Pocono Township Municipal Building, Tannersville, PA, and was opened by President Gerald Lastowski at 6:00 p.m., followed by the Pledge of Allegiance.

ROLL CALL: Gerald Lastowski, present; Bob M. DeYoung, present; Harold Werkheiser, absent; Richard Wielebinski; present; and Jerrod Belvin, present.

IN ATTENDANCE:

Leo DeVito, Twp. Solicitor, Broughal & DeVito; Jon Tresslar and Michael Gable, Boucher & James, Inc.; Donna Asure, Township Manager; and Pamela Tripus, Township Secretary, were present.

PUBLIC COMMENT:

Jennifer Wise-Werkheiser, Twp. resident, commented on her comments in the 06/04/2018 Sewer meeting minutes and PFM. D. Asure, Twp. Manager explained PFM is Public Financial Management.

Ellen Gndt, Twp. resident, questioned the 06/04/2018 Sewer meeting minutes - motion to hire PFM, which states to eliminate the DeMinimus resolution. J. Lastowski restated the motion. Discussion followed. Stephen Pojedinec, Twp. resident, owner of 393 and 390 Scotrun Ave. He explained he has a metered shared well for both homes and water usage equals one EDU but he pays for two EDUs. J. Lastowski noted the Board is currently reviewing the policy and suggested Mr. Pojedinec stay in contact with the Township manager. Discussion followed. J. Lastowski explained the Board has concerns with the policies and has created a sub-committee along with the Administration to study the policies. D. Asure, Twp. Manager, explained she has been meeting with Patrick Briegel and Mike Gable to discuss. J. Lastowski noted a meeting with PFM is scheduled for 07/09/2018 to discuss.

ANNOUNCEMENTS:

Sewer Committee meetings will be held on the first Monday of each month at 6:00 p.m. prior to the regular Board of Commissioner meeting.

OLD BUSINESS:

Minutes

B. DeYoung made a motion, seconded by J. Belvin, to approve the minutes of the 06/04/2018 Sewer Committee meeting. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Vasillios Kotretsos request for reduction in EDU's - (312 & 308 Learn Road PIN: 12637201469938 Tax ID: 12/8/1/81-3) - No action taken.

DRAFT

Jimmy Schlier EDU Purchase cost - No action taken. Discussion followed.

Resolution update sewer committee report - D. Asure, Twp. Manager, explained she met with Patrick Briegel, sewer consultant, and Michael Gable, Twp. Engineer, to review the Resolutions. Discussion followed.

Keytone Engineering Group - SCADA Maintenance Proposal (04/17/2018) - J. Belvin made a motion, seconded by R. Wielebinski, to enter into an agreement with Keystone Engineering Group for SCADA Maintenance and improvements outlined on proposal and recommended by Patrick Briegel and Boucher & James, Inc.

Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

NEW BUSINESS:

Financial Transactions

Tsurumi Pump for Valve Station #2

J. Lastowski made a motion, seconded by R. Wielebinski, to approve the purchase of a Tsurumi Pump for Valve Station #2 as approved in the 2018 budget from Mid-Atlantic Pump & Equipment, a co-stars vendor for a cost of \$7,420.00 as recommended by Patrick Briegel and Boucher & James, Inc., conditioned upon review of the contract by the Twp. Solicitor.

M. Gable, Twp. Engineer, explained the pump replaces the 3rd pump at Pump station 2 and will eliminate the problems experienced in the past. Discussion followed.

Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

The Milnes Company payment application #9 -

J. Belvin made a motion, seconded by J. Lastowski, to approve Payment Application #9 to The Milnes Company in the amount of \$47,121.46 as recommended by Patrick Briegel and Boucher & James, Inc.

Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Keystone Engineering

J. Lastowski made a motion, seconded by R. Wielebinski, to approve payment to Keystone Engineering in the amount of \$6,240.30 for electrical and control diagrams as recommended by Patrick Briegel and Boucher & James, Inc. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

DRAFT

APPEALS:

Gateway Equities - 218 Route 611 - Denial of reduction of EDUS -
Robert Baxter represented the 2177 and 2185 Route 611. He explained the property was originally assigned 5 EDUs but water usage over the last 4 years averages 3 plus EDUs. R. Baxter requested to be reduced to 3 EDUs and to be allowed to purchase the EDUs at the discount rate. Discussion followed on the Rt. 611 project and impact to the businesses. J. Lastowski requested Sewer Committee and Patrick Briegel review the property records and report to the Board. Discussion followed.

345 Scotrun Ave -

Stephen Pojedinec, Twp. resident, represented the owners of 345 Scotrun Ave. He explained the new owners purchased the property and the property is not connected due to lack of lateral to the property. Michael Tripus, SEO, explained it was approved to install a 'Y' lateral for both 345 and 347 Scotrun Ave. but the work was not completed. S. Pojedinec requested the owners be allowed to pay the reduced rate for connection. Discussion followed on ownership of the property, installation of the 'Y', and reduced rate. L. DeVito, Twp. Solicitor, explained the Township is responsible to provide laterals to the property, once the lateral is installed the 90-day time limit will start.

J. Belvin made a motion, seconded by J. Lastowski, that the 90 day discount rate (\$2,500.00) apply to 345 & 347 Scotrun Ave. once the 'Y' lateral is installed by the Township. (Property Tax ID: 12/6/1/63-1 345 Scotrun Ave. Teresa & William Donahue & Tax ID: 12/6/1/63-2 247 Scotrun Ave. Thomas & Kathy Allen). Discussion followed.

Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

D. Asure, Twp. Manager, noted DeHaven Excavating has two quotes from 2016. She will reach out to DeHaven Excavating to clarify.

REPORTS:

Solicitor Report:

Update on Fencing at Valve Station #1 - Stroud ZHB - L. DeVito, Twp. Solicitor, explained Stroud Township is amending their ZO ordinance to allow the fence.

Administration

PFM Sewer Rate Study

R. Wielebinski made a motion, seconded by J. Belvin, to approve the not to exceed quote from PFM Financial Advisors in the amount of \$9,750.00 to perform a sewer user rate study per motion made at the 06/04/2018 Sewer Meeting to calculate a sewer user fee for all users to eliminate the De Minimus user rate/policy. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.

Township Engineer's Report:

Update on the Screen Enclosure -

J. Tresslar, Twp. Engineer, explained the bids received, stick built were over \$300,000.00 and a bid for prefab cover at approximately \$185,806.00. He reached out to the manufacturer of the screen and they manufacture a canvas cover at approximately \$30,000.00. Discussion followed.

PUBLIC COMMENT: None

ADJOURNMENT:

J. Lastowski made a motion, seconded by B. DeYoung to adjourn the meeting at 7:55 p.m. Roll call vote: R. Wielebinski, yes; J. Lastowski, yes; B. DeYoung, yes; and J. Belvin, yes. Motion carried.



Keystone Engineering Group, Inc.
590 E. Lancaster Avenue
Suite 200
Frazer, PA 19355
610-407-4100

July 09, 2018

Invoice No: 1801013

Patrick Briegel
Pocono Township
112 Township Drive
Tannersville, PA 18372

Project 2018.00199 Pocono Requested Work

Task 01 Equipment & Expenss

Reimbursable Expenses

Travel - Reimbursable

6/19/2018	Trezza, Robert	Miles	100.28	
Total Reimbursables			100.28	100.28

Total this Task \$100.28

Task 02 Labor

Professional Personnel

		Hours	Rate	Amount	
Saulnier, Daniel	6/19/2018	1.00	139.00	139.00	
Coordinating service call for Rob Trezza to go to Pump Station #4					
Trezza, Robert	6/19/2018	8.00	139.00	1,112.00	
Pump station Well 4 troubleshooting.					
Trezza, Robert	6/25/2018	1.50	139.00	208.50	
Trip Report and discussion with Pat regarding possible solutions to the level transmitter problem at Well 5. See trip report.					
Totals		10.50		1,459.50	
Total Labor					1,459.50

Total this Task \$1,459.50

Total this Invoice \$1,559.78

Terms: Net 30 days. Please remit to above address.