

MOUNT POCONO BOROUGH  
REGULAR MEETING AGENDA  
MONDAY, MARCH 4, 2019  
7:00 P.M.

1. Call to Order  
Pledge of Allegiance
2. Preliminary Announcements
3. Approval of Minutes:
  - a. Regular Meeting of Monday, February 4, 2019
  - b. Special Meeting of Tuesday, February 19, 2019
4. Officer's Reports:
  - a. President
  - b. Mayor
  - c. Secretary/Treasurer
  - d. Zoning Officer
  - e. Solicitor
5. Persons to be Heard:
6. Unfinished Business:
  - a. Action Items List
  - b. Permit Fee Schedule
  - c. Fair Districts Resolution
  - d. ZHB Solicitor Appointment
7. New Business:
  - a. Resignation of Beverley Harper from the Planning Comm.
  - b. Resignation of Walter Harrison from the Zoning Hearing Bd
8. Standing Committees:
  - a. Junior Councilmember Report: Shawky Nabil Darwish, Kristina Rinaldi
  - b. Planning: D. Casole, C. Williams, T. Ford, M. Penn
  - c. Dept. of Public Works: C. Williams, F. O'Boyle, D. Casole, M. Penn
  - d. Utilities: M. Hensel, A. Montanez, F. O'Boyle
  - e. Water: D. Casole, S. Stewart-Keeler, A. Montanez
  - f. Recreation: S. Stewart-Keeler, C. Williams, T. Ford
  - g. Sanitation: A. Montanez, M. Hensel, S. Stewart-Keeler, M. Penn
  - h. Buildings: F. O'Boyle, M. Hensel, D. Casole, M. Penn
  - i. Budget & Finance: C. Williams, F. O'Boyle, A. Montanez, M. Penn
  - j. Personnel: C. Williams, F. O'Boyle, M. Hensel, M. Penn
  - k. Regional Police/EMS: C. Williams, M. Penn
  - l. COG: L. Noonan, F. O'Boyle, C. Williams
9. Public Participation
10. Adjourn

Check out our NEW & IMPROVED WEB Site @ [www.mountpocono-pa.gov](http://www.mountpocono-pa.gov)

**ACTION LIST**  
**MOUNT POCONO BOROUGH COUNCIL**  
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**MARCH 4, 2019**

Fire Works Ordinance	<p>03/04/19 – Council reviewed proposed ordinance with PM Vol. Fire Co. and is researching if they are required to adopt such an ordinance.</p> <p>02/04/19 – Sol. J. Fareri is reviewing/providing definitions for “consumer fireworks” &amp; “display fireworks”</p> <p>01/7/19 – Council has received the Planning Commission’s recommendations.</p> <p>12/3/18 – Planning Commission should be forwarding draft to Council at their next meeting</p> <p>11/5/18 – Planning Commission still reviewing</p> <p>10/1/18 – Planning Commission still reviewing</p> <p>9/4/18 – Sample draft ordinance were forwarded to the Planning Commission for their review and recommendation. This is still in the review process.</p> <p>8/6/18 -Council received copies of a sample draft ordinance and the PA Fireworks Law. Does Council want the Planning Commission to review the sample draft ordinance?</p>
Anthony Lepre – donation of property Lot 103, Section 4 Brunswick Dr.	<p>03/04/19 – Permission to list property for sale on MuniBids (an online auction)</p> <p>02/04/19 – Property advertised for sale</p> <p>01/7/19 – Received Bid Docs &amp; Advertising will publish this week</p> <p>12/3/18 – Property being advertised for sale</p> <p>11/5/18 – For Sale Sign posted on property</p> <p>10/1/18 – For Sale Sign posted on property</p>

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	<p>9/4/18 – Appraisal of property has been received. What are Council's intentions for this property?</p> <p>8/6/18 - Property has been donated to the Borough and the deed received. Council also received the quarterly sewer bill. What are Council's intentions for this property?</p>
AED	<p>01/7/19 – Maint. Dept AED Cabinet received. Training on AED Needed</p> <p>12/3/18 – Training on AED's is needed.</p> <p>11/5/18 – AED's were delivered. Training needs to be scheduled and the Maintenance Dept. needs a protective cabinet for their AED. Cost \$190</p> <p>10/1/18 – AED's have been ordered. The AED's were Delivered on 9/28/18. Employees need to be trained. Rachel Moyer can provide training (2-3-hour class)</p> <p>9/4/18 – Rachel Moyer advised Council of a grant she received and the cost per AED is now \$500. Two (2) AED's were ordered on 8/23/18</p>
MCTA Bus Stop SR 940 & BK Entrance	<p>03/04/19 No Update</p> <p>02/04/2019 – Sol. J. Fareri reviewing Bus Parking Ord. to contact MCTA</p> <p>01/7/19 – Council adopted Bus Parking Ord on 10/3/11. On 11/7/11 meeting Council, per the Bus Parking Ord. designated bus stops. They designated ONE (1) stop: School Drive @ the municipal building. No other stops were designated at that meeting or any meeting after that.</p>

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	<p>11/1/18 – In review</p> <p>10/1/18 – Researching Minutes to determine if Council approved all MCTA bus stops in the Borough, particularly the SR940/BK Entrance stop</p> <p>9/4/18 – Solicitor J. Fareri &amp; Borough Secretary/Treasurer are working on this matter.</p> <p>8/6/18 - MCTA advised Council if the stop was moved, Council would be responsible to bring the new bus stop ADA compliant. Solicitor J. Fareri is to review and advise Council</p>
Borough Building Sidewalks & Ramp 3 Year Warranty	<p>03/04/19 – No Update</p> <p>02/04/2019 No Update</p> <p>01/7/19 – D. McGarry stated Potcher will honor the 3-year additional warranty. Waiting for weather to break.</p> <p>12/3/18 – No Update</p> <p>11/5/18 – No Update</p> <p>10/1/18 – VP O'Boyle &amp; Councilmember Hensel met with Dave McGarry on 9/24/18 – Mr. McGarry scheduling a meeting with Potcher Construction Representative &amp; Door manufacturer</p> <p>9/4/18 – Called Dave McGarry (he's on vacation) to schedule meeting.</p> <p>8/6/18 Three (3) year warranty will end on March 31, 2019. Meeting with Schoonover &amp; Vanderhoof will be scheduled during the month of September to inspect the current conditions on the sidewalks &amp; ramp</p>

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Bed & Breakfast Amendment	<p>12/3/18 – B&amp;B Ord. being advertised</p> <p>11/5/18 – Council reviewed the MCPC comments at the 10/15/18 work session. Council needs to advertise ordinance for adoption</p> <p>10/1/18 – Council reviewed the MCPC comments at their 9/17/18 work Session and sent the MCPC comments to the MPPC for their advisement.</p> <p>9/4/18 – Sent to MCPC for review &amp; comments. These will</p>
Emergency Management Coordinator (EMC)	<p>03/04/19 – No Update</p> <p>02/04/2019 – No Update</p> <p>12/3/18 – Paperwork under review by PEMA &amp; Governor</p> <p>11/5/18 – Paperwork &amp; background checks for J. Woehrle &amp; R. Altemose have been forwarded to the Monroe County Offices of Emergency Services for state approval/appointment by the Governor</p> <p>10/1/18 – Jeff Woehrle and Randy Altemose have agreed to serve as the Borough EMC &amp; Co-EMC respectfully. Council needs to formally appoint.</p> <p>9/4/18 – No change in status</p> <p>8/6/18 -Council has been provided with a “position description” provided by the County Offices of Emergency Services. Currently EMC is K. Transue and Claudette Williams is the Assistant EMC</p>

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<p>Traffic Signal SR 611 &amp; Pine Hill Road</p>	<p>03/04/19 – PMIPA seeking “legislator intervention” on this project  02/04/2019 – No Update  01/7/19 – No Update  12/3/18 – No Update  11/5/18 – No Update  10/1/18 – No Update  9/4/18 – No Update  8/6/18 - Project design is 95% complete. PA DOT Legal is reviewing documents forwarded to them to confirm compliance with PA DOT regulations. PA DOT requires indemnification from Project Sponsor due to inability to obtain contiguous property owner sign offs. Indemnification requirements must now be reviewed by Project Sponsor.</p>
<p>Permit Fee Schedule Amendments</p>	<p>03/04/19 – Council reviewed at 2/19/19 Work Session Ready for adoption  02/04/19 – Committee met on 2/1/19 – proposed revised fee schedule to be forthcoming  01/7/19 – No update  12/3/18 – ZHB &amp; Hearing fees still under review  11/5/18 – Council reviewed the proposed Permit Fee Schedule at the 10/15/18 work session. More research/review on several of the proposed fees is on-going.  10/1/18 – Council began reviewing the proposed Permit Fee Schedule amendment at the 9/17/18 Work Session.</p>

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LSA Grant Application – Maintenance Garage	03/04/19 – No Update 02/04/19- - No Update 01/7/19 – No update 12/3/18 – LSA Grant Awards to be announced Spring 2019 11/5/18 – Under review by DCED/Commonwealth Finance Committee 10/1/18 – LSA Grant Application was successfully submitted to DCED/Commonwealth Finance Committee
MCPC Infrastructure System Planning Program	02/04/2019 – No Update 01/7/19 – No Update 12/3/18 – No Update 11/5/18 – Councilmember M. Hensel is scheduling the meeting with the County PC 10/1/18 – C-member M. Hensel advised Council that the MPMA met with Nate Staruch and Ken Brown regarding this program. Councilmember M. Hensel suggested that a committee of Council, Road Foreman, ZO/Codes Enforcement Officer meet with MCPC Representatives N. Staruch & K. Brown to discuss this program
ZHB Solicitor	3/4/19 – Council needs to appoint a ZHB Solicitor 1/7/19 – ZHB Candidates were forwarded to the ZHB for their review & recommendation
Shopping Cart Ord.	3/4/19 – Council will discuss at 3/18/19 work session 2/4/19 – Council in receipt of proposed Shopping Cart Ordinance
Savvy Citizen	3/4/19 notification system (text messages)

<p><b>ACTION LIST</b> <b>MOUNT POCONO BOROUGH COUNCIL</b> <b>REGULAR MEETING</b> <b>MARCH 4, 2019</b></p>

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February 10, 2019

To Whom It May Concern:

Thank you for your many attempts to reach out me. Due to an unforeseen family emergency I had to leave town without any prior notice known to me. I apologize for not reaching out to the Policy Council and Planning Commission sooner. All of the council members were located in my phone, which I didn't have access too. It was only recently I was informed of your attempts to reach out too me. I want to take the time thank everyone for the opportunity to serve on the Planning commission. At this time, I have currently relocated to Virginia, the duration of my time here is still unknown. Regretfully at this time I cannot re-join the Planning Commission, If the opportunity presents itself again, I would like to join the Planning Commission again with better attendance. I hope that this letter finds everyone healthy and well. If I am needed for anything further my email address is bevleader70@gmail.com.

Best Regards,

*Beverley Harper*

Beverley Harper

RECEIVED

FEB 15 2019

MT. POCONO BOROUGH

*Beverley Harper  
139 Crater Wood Ct.  
Petersburg, VA 23805*

RICHMOND VA 230

11 FEB 2019 PM 2 L

*Municipal Building  
1361 Pocono Boulevard, Suite 100  
Mount Pocono, PA 18344*

**Borough Secretary  
January/February 2019**

**Primary Activity Report**

**January 2019:**

Annual Reports Completed:

1. AG-385 Pension Form
2. MS 965 Actual Use Report (Liquid Fuels)
3. County Municipal Directory Updated
4. DCED Report of Elected & Appointed Officials
5. DCED Survey of Financial Condition
6. DCED Municipal Tax Information

Right to Know Requests Completed: 5

Attended PM COG Meeting

**February 2019:**

Annual & Misc. Reports:

1. US Census Boundary & Annexation Survey
2. Floodplain Management Activities
3. County Municipal Elections
4. County Control Center Emergency Contacts Updated
5. County Annual Recycling Report

Right to Know Requests Completed: 4

Attended PM COG Meeting

Attended Court Hearings on February 11 & March 1

**Council of Governments (COG) Committee Report**  
**February,2019**

I attended the Pocono Mountains COG meeting on Monday, February 25, 2019, at 10:00 A.M.

Monroe County Commissioner John Christy was present and gave a presentation on several protection devices that individuals such as: our road crew; and, our Zoning/ Codes Enforcement Officer could use to call for help should they need it when they are out in the “field”. The first was Solar Protect which works if you have cellphone service. This device is worn around your neck on a lanyard and is a little bit thicker than a credit card. If the person feels threatened, they could hit a button and a monitoring system would listen in on conversation that was going. Should the person monitoring the incident feel that the person is being threatened they can notify police or if the person wearing the device feels threatened immediately, they could push a button and send for help. The quote the County received for this device is \$26.00 per month, per employee. The device needs to be charged every evening and it is possible to have one device that could service multiple employees. Example of that would be if we purchase one for the Zoning/ Codes Enforcement Officer and another member of the office staff needs to use it we could program it in a way that it could serve up to three different employees.

The second item that they talked about is only used with a smartphone that is equipped with an ear bud jack. This device plugs into that jack, it’s on a cord type of thing and once it is removed from the phone the app on your phone would call for help.

I’m willing to do more research and get better costs and more detailed information on each of these, if Council is interested, please advise.

The Opioid Committee did not meet last month due to weather, but they will be meeting on February 26<sup>th</sup>.

Commissioner J. Christy also discussed that Narcan is now available for the police and ambulances. He noted that there was one police department that will not carry it.

The next COG meeting is being held on March 25, 2019.

Respectfully submitted,

Lori Noonan, Borough Secretary

**MOUNT POCONO BOROUGH COUNCIL  
SPECIAL MEETING MINUTES  
MONDAY, FEBRUARY 19, 2019  
6:30 P.M.**

President C. Williams opened the Special Meeting at 6:30 P.M. with the following members present: Vice President F. O'Boyle; Councilmembers D. Casole; M. Hensel; S. Stewart-Keeler; and T. Ford. Mayor M. Penn, Solicitor J. Fareri and Borough Secretary/ Treasurer L. Noonan were also present.

Junior Councilmembers S. Darwish and K. Rinaldi were absent.

The Pledge of Allegiance was said by all.

Councilmember A. Montanez arrived at 6:41 P.M.

Councilmember S. Stewart-Keeler moved to enter an Executive Session at 6:35 P.M. to discuss the Mike Oser litigation matter. Councilmember D. Casole seconded. Motion carried unanimously.

Borough Council reconvened at 6:54 P.M.

There be no further business during the Special Meeting, Vice President F. O'Boyle moved to adjourn. Councilmember A. Montanez seconded. Motion carried unanimously.

**Special Meeting Minutes  
Monday, February 19, 2019  
7:00 P.M.**

President C. Williams opened the Special Meeting at 6:30 P.M. with the following members present: Vice President F. O'Boyle; Councilmembers D. Casole; M. Hensel; S. Stewart-Keeler; A. Montanez; and T. Ford. Mayor M. Penn, Solicitor J. Fareri and Borough Secretary/ Treasurer L. Noonan were also present.

Junior Councilmembers S. Darwish and K. Rinaldi were absent.

President C. Williams announced that Borough Council met earlier this evening at 6:30 P.M. to hold an Executive Session regarding litigation.

Solicitor J. Fareri stated that the purpose of tonight's Special Meeting was to adopt Ordinance #2 of 2019 which guarantees the USDA Loan to the Mount Pocono Municipal Authority.

Vice President F. O'Boyle moved to adopt Ordinance #2 of 2019 guaranteeing the USDA Loan to the Mount Pocono Municipal Authority in the amount of 7.5 million dollars. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

**Public Participation**

None

There be no further business or public participation, Councilmember S. Stewart-Keeler moved to adjourn at 7:10 P.M. Vice President F. O'Boyle seconded. Motion carried unanimously.

Respectfully submitted,

Lori Noonan, Borough Secretary

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, FEBRUARY 4, 2019  
7:00 P.M.**

President C. Williams opened the Regular Meeting at 7:00 P.M. with the following members present: Vice President F. O'Boyle Councilmembers; D. Casole; T. Ford; M. Hensel; A. Montanez; and, S. Stewart-Keeler. Mayor M. Penn, Solicitor J. Fareri, Borough Secretary/ Treasurer L. Noonan, and Zoning/Codes Enforcement Officer D. Noonan were also present.

Junior Councilmembers S. Darwish and K. Rinaldi were absent.

The Pledge of Allegiance was said by all.

**PRELIMINARY ANNOUNCEMENTS**

President C. Williams announced that Borough Council held an Executive Session on Tuesday, January 22, 2019, regarding a personnel matter.

**APPROVAL MINUTES**

Vice President F. O'Boyle moved to accept the Regular Meeting minutes of Monday January 7, 2019, as presented. Councilmember S. Stewart-Keeler seconded. Councilmember D. Casole abstained as she was not present. Motion carried.

**OFFICERS' REPORTS**

**PRESIDENT**

President C. Williams stated that the road crew has been busy, they are out on the roads even if you don't see them, please note that it takes them a while to get around. She also advised the residents to be aware if the temperatures are below 25° the de-icing salt and anti-skid does not work, you need slightly warmer temperatures and ideally sunshine to activate the de-icing salt. She noted that if the Borough Building is cleared before your roads, there are reasons for that. It could be because of a piece equipment being down and keeping an employee busy using heavy piece equipment. She also noted that one (1) of the Borough road employees had another accident and he was offered to retire early. Lewis Gardner took that retirement and the road crew is managing with four (4) employees and four (4) trucks. She further noted that Public Participation is open for all to speak. She also stated that all of our meetings are open for Public Participation. If anyone has a particular item of concern, they want Council to discuss, they should email the Borough Secretary/ Treasurer and she will add that item to Borough Council's work session for them to discuss.

**MAYOR**

**UPDATE ON MONTHLY ACTIVITIES**

**LAND BANK – MONROE COUNTY RE-DEVELOPMENT AUTHORITY**

- Mount Pocono was the only borough that responded to the Redevelopment Authority with a letter of intent as a party of interest in the Land Bank.
- The Zoning Officer and I attended a meeting at the Redevelopment Authority offices with a representative of the school board in attendance.
- School district support is needed to share tax revenue with the land bank as properties are returned to the tax rolls. This is the next step in the process – a public hearing at the school board's meeting this week.

**MOUNT POCONO BOROUGH COUNCIL  
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Mayor M. Penn reported that there were no weddings in the month of January, however he does have one (1) scheduled for Saturday, February 9, 2019.

**TREASURER'S REPORT**

GENERAL FUND CHECKING ACCOUNT	\$ 10,719.83
PENN SECURITY GENERAL FUND ACCOUNT	311.36
CAPITAL RESERVE ACCOUNT	1,289.38
BANNER BEAUTIFICATION ACCOUNT	3,163.44
STATE LIQUID FUELS	2,871.01
PARK & RECREATION FUND	876.86
PLANNING COMMISSION REIMB. FUND	9,865.43
ROAD FUND – GENERAL FUND	2,791.77
STORMWATER FUND	48,481.02
GENERAL FUND RESERVE ACCOUNT	1,114.58
SANITATION FUND	1,005.84
INTERSECTION& SIGNALIZATION FUND	<u>344,057.20</u>
 GRAND TOTAL	 <u>\$429,547.72</u>

Vice President F. O'Boyle moved to approve the transfer of \$50,000.00 from the Intersection Signalization Fund to the General Fund. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

Councilmember A. Montanez moved to approve the Treasurer's Report dated Monday January 7, 2019, and pay the bills as presented. Councilmember D. Casole seconded.

Borough resident Mike Oser questioned a bill to Geisinger on the cost and questioned the increase in medical care coverages over last year. Motion carried unanimously.

**BILLS TO BE PAID FROM THE GENERAL FUND CHECKING ACCOUNT:**

AMTrust	(workers comp insurance)	\$ 3,457.00
Barry Iset & Associates	(engineering - Hirshland)	55.00
Berkheimer Associates	(LST Commission)	279.82
Blue Ridge Communications	(phones)	417.18
Cintas	(uniforms/rugs)	427.18
ESSA Bank	(loan)	2,309.20
FP Mailing Solutions	(postage meter)	75.00
FSSolutions	(CDL drug testing)	133.31
Geisinger	(two months)	20,746.36
Medico Industries	(replace window in loader)	866.84
MetLife	(life/disability)	306.52
Payrolls Unlimited	(January)	109.80
PA American Water Co	(water)	741.49
Palmerton Garage Door	(repairs to maint. Garage doors)	1,810.00
Plociniak Oil	(heating oil)	1,984.96
Pocono Mountain Regional Police	(February Mortgage Payment)	2,792.12
PM Public Library	(1 Mill dedicated RE & Delinq Taxes)	358.53
PM Vol. Fire Co.	(1 mill RE & Delinq. Taxes)	358.54
PM Regional EMS	(1/2 mill dedicated RE & Delinq. taxes)	179.26
Pocono Record	(advertising – December)	213.45
Quill	(battery back UPS for Diana's Computer)	144.95
Selective Insurance	(insurances)	2,814.00
Sunoco	(gas/diesel)	611.97
Tulpehocken Spring Water	(water)	73.48

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Verizon Wireless	(cell phones)	138.47
Walmart	(maint. Supplies)	<u>23.60</u>
<b>GRAND TOTAL</b>		<b><u>\$41,428.03</u></b>
*Reimbursable		

**BILLS ALREADY PAID FROM THE GENERAL FUND CHECKING ACCOUNT:**

Mt Pocono Payroll	(w/e 01/09/19)	\$ 7,391.35
Mt Pocono Payroll	(w/e 01/16/19)	7,025.68
Mt Pocono Payroll	(w/e 01/23/19)	8,448.10
Mt Pocono Payroll	(w/e 01/30/19)	<u>7,746.90</u>

**GRAND TOTAL** **\$30,612.03**

**BILLS TO BE PAID FROM THE LIQUID FUELS ACCOUNT:**

Lehigh Hanson Aggregates	(anti-skid)	\$1,443.55
P P & L	(electric – 2 months)	<u>316.14</u>

**GRAND TOTAL** **\$1,759.69**

**ZONING/CODES ENFORCEMENT OFFICER**

Zoning/ Codes Enforcement Officer D. Noonan reviewed the following report for December 2018:

Permits / Certificates Issued (1/7 to 2/1):

Fence – 1  
Deck - 1  
Solar Installation - 1

Fees (1/4 to 2/1): \$562.25

Rental Inspections: 2

Additional Work / Activities:

- 1/7 - Council meeting.
- 1/16 - PC meeting.
- 1/17 – Information session re: Monroe County Land Bank.
- Final draft of revised Fee Schedule.
- Review of Zoning / SALDO ordinances ongoing.

Zoning/ Codes Enforcement Officer D. Noonan also noted that Permit Fee Schedule was reviewed by the committee and they believe they have finalized the schedule to be discussed by Borough Council. It was requested that this would be added to the next work session agenda on Tuesday, February 19, 2019.

**SOLICITOR**

**USDA Loan - MPMA**

Solicitor J. Fareri noted that the government is now back up and running the Mount Pocono Municipal Authority's (MPMA) USDA Loan and the paperwork is being reviewed and a Special Meeting is needed for Tuesday, February 19, 2019, to adopt the Ordinance. It was noted that the legal counsel for MPMA will be advertising that Special Meeting.

**PERSONS TO BE HEARD**

**MOUNT POCONO BOROUGH COUNCIL  
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**PMRP Foundation/ Pocono Raceway Fundraiser**

Jeanine Hoffbauer was present on behalf of the Pocono Mountain Regional Police (PMRP) Foundation and explained to Borough Council that beginning February 9<sup>th</sup>, anyone who wishes to purchase tickets for the 2019 event schedule at the Pocono Raceway, if they go to poconoracway.com/K9, 15% proceeds will be donated to the PMRP K-9 Unit. She noted that their goal is to reach \$4,900.00 to help train and feed K-9 Officers Creed & Milo. The events that people can purchase tickets to benefit the K-9 Unit are the June 2<sup>nd</sup>, Pocono 400; July 28<sup>th</sup>, Gander Outdoors 400; August 18<sup>th</sup>, ABC Supply 500; and August 24<sup>th</sup>, and 25<sup>th</sup>, The Great Pocono Raceway Air Show.

**Robin LaForge, Park & Recreation Foundation**

Ms. LaForge was present before Borough Council, advising them that the Foundation is having a basket raffle which contains \$350.00 worth of merchandise. Tickets are \$5.00 each and are available at the Casino Theatre and Pocono Rocks. She stated that the Foundation would like to hold some events and requested that the vendor fees be waived.

After some questions regarding the fundraising and if the Foundation is raising for only Borough parks or other parks, Councilmember A. Montanez moved waive fees for the Park & Recreation Foundation events for up to four (4) events a year and that funds raised be allocated to Park & Recreation in the Borough. Councilmember S. Stewart-Keeler seconded. Motion went to a roll call vote: Councilmember T. Ford, "No"; Councilmember A. Montanez, "Yes"; Councilmember M. Hensel, "Yes"; Councilmember S. Stewart-Keeler, "Yes"; Vice President F. O'Boyle, "Yes"; Councilmember D. Casole, "Yes" and, President C. Williams, "Yes". Motion carried 6 to 1.

Ms. LaForge asked if they could utilize the Borough address for the foundation or they would have to spend funds for PO Box.

Solicitor J. Fareri stated that they he would prefer they not use the Borough address.

Ms. LaForge noted that they are working on golf outing in August and they could use committed volunteers.

**UNFINISHED BUSINESS**

**Action Items List**

The Borough Secretary/ Treasurer reviewed and updated the Action Item List accordingly.

**Proposed Fireworks Ordinance**

Vice President F. O'Boyle stated that this only applies to the Fire Company noting that this would be very costly to them. He requested that we notify the Fire Company and discuss this with them at a work session.

Mayor M. Penn read a statement from the PMRP Chief Wagner regarding fireworks complaints, noting there were forty-one (41) incidents in all jurisdictions of the PMRP listed as fireworks complaints last year.

**Sale of the Chevy Tahoe**

Borough Secretary/ Treasurer noted that she received two (2) bids for the 2010 Chevy Tahoe:

Yousef Dabbagh in the amount of \$1,368.00

Mike Veneciano in the amount of \$2,106.00

Vice President F. O'Boyle moved to award the bid to the highest bidder to Mike Vencziano in the amount of \$2,106.00. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

**Sale of Timberbrook & Brunswick Properties**



**MOUNT POCONO BOROUGH COUNCIL  
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7:00 P.M.**

No bids received.

**NEW BUSINESS**

**1<sup>st</sup> Amendment to Traffic Signal Easement Agreement**

It was noted that this was in regard to the Hirshland Land Development.

Vice President F. O'Boyle moved to accept the 1<sup>st</sup> Amendment to the Hirshland Traffic Signal Easement Agreement. Councilmember D. Casole seconded. Motion carried unanimously.

**STANDING COMMITTEES**

**Junior Councilmember Report**

Borough Secretary/ Treasurer L. Noonan stated that she received a report from Junior Councilmember K. Rinaldi that the high school raised \$150.00 for the local rescue dogs and that she will be reaching out to Mr. Ron Emilie to donate those funds.

**Planning**

Councilmember D. Casole submitted the following report:

The Planning Commission Meeting on Wednesday, January 16, 2019, the commission re-organized and the results are as follows: Kevin Kirkwood – Chairman; Rich Dorkoski-Vice-Chairman; Norman Delano-Secretary; and, Zoning Hearing Board Liaison – Mayor Mike Penn.

Chairman Kirkwood welcomed newly appointed Commissioner Richard Varney to the Planning Commission and explained the different aspects, duties and responsibilities of serving on the Commission.

The Purpose of Chapter 163 of the Borough's Proposed Shopping Cart Ordinance underwent further discussion. Abandoned shopping carts create potential hazards to the health and safety of the public and interferes with pedestrian and vehicular traffic within the Borough. Wrecked, dismantled and/or abandoned shopping carts on public or private property create conditions that reduce property values and promote blight and deterioration within the Borough's neighborhoods. The removal of shopping carts from the premises of a business establishment will be a Violation of Borough Code. This Ordinance will ensure Storeowners take appropriate action to reduce the removal of shopping carts from the business establishment's premises. It also requires Business Owners to facilitate the retrieval of shopping carts removed from the establishments' premises.

- ✚ Enforcement-Zoning/Code Enforcement Officer-Letters to Business Owners by Registered or Certified Mail
- ✚ Mandatory –Identification Posted on Carts and Premises.
- ✚ Impoundment of Abandoned Carts-Code Enforcement Officer or Designated Borough Employee
- ✚ Costs & Fines for Impounded Carts-Released to Owner upon notification within 3 business days-no charge
- ✚ Disposition of Carts after 30 Days – Discretion of the Borough

**Department of Public Works**

President C. Williams stated that this update was given earlier in the meeting.

**Utilities**

Councilmember M. Hensel stated that they are continuing the rebirth of the MPMA. He thanked the MPMA's Executive Director Jonathan Klotz for his work. The MPMA reorganized; the Chair is Mike Oser; Vice Chair Ron Emelie; and, the Treasurer is Aida Montanez.

**Water**

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, FEBRUARY 4, 2019  
7:00 P.M.**

There were no water quality issues reported or major Main Water Lines broken due to the recent very extreme frigid temperatures of wind chill factors of -30 degrees below zero.

There were 4 - 5 Mt. Pocono Residential interior Frozen Pipe issues adding to the approximately 30 total of Residential interior Frozen Pipes covering PA American's District in this entire area.

Frozen Interior Water Lines pose serious problems for PA American even though the frozen pipes are inside of the home.

Residents must be made aware that if the house water lines are not properly winterized; and/or precautionary measures taken to keep their crawlspaces warm preventing frozen pipes are the equivalent of major water line breaks and exhausting water reserves from tank reservoirs when the frozen pipes become thawed.

#### **Recreation**

Councilmember S. Stewart-Keeler noted that the new officers are: Chair, Randy Altemose; Vice Chair is Deb Fulton; and, Secretary is Erin Melber.

#### **Sanitation**

Councilmember A. Montanez stated that the Sanitation Committee met on January 14<sup>th</sup>, with some representatives from the PRDs and County Waste. She also stated that the committee is doing what we can to get the PRDs to help with the delinquencies. There is a follow-up meeting scheduled for Friday, February 22<sup>nd</sup>, at noon.

#### **Buildings**

Vice President F. O'Boyle stated that there was water in the basement coming from the front side of the building. He noted that the downspout extenders needed to be hooked up. He also mentioned flooding on Center Avenue that has been affecting Shirley Lansdowne. He also noted that the road crew has been cleaning the ditch often but once the weather breaks the pipes need to be installed to alleviate this flooding concern. He further noted that he requested that sand bags be placed on her property.

#### **Budget and Finance**

President C. Williams stated that the Budget & Finance Committee will meet possibly this Wednesday or next Wednesday afternoon after 2:00 P.M. She will let the Borough Secretary/Treasurer know which date works best.

#### **Personnel**

President C. Williams noted that Lewis Gardner has retired and that we are now down to four (4) road crew members and that this is working out well.

#### **Regional Police**

#### **December Police Report – Mount Pocono Statistics**

- 166 total calls [138 complaints + 28 accidents]
- 25 criminal arrests
- 46 traffic arrests
- 38 vehicle code warnings
- 7 ordinance arrests
- Overall down from prior month, except criminal arrests, which went from 13 to 25.

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, FEBRUARY 4, 2019  
7:00 P.M.**

- Patrol hours were down and Investigative hours were up a bit
- Overall, about 37 hours under budget for the month
- End of year targets: we were 43 hours under budget vs our purchased hours
- Cumulative carry-over from the previous year: 73 hours under balance, about 0.06%
  
- *Mount Pocono Borough Crime Stats:*
  - 14 larceny & theft (14 commercial & 0 residential)
  - 7 disorderly conduct
  - 10 domestics
  - 4 assault
  - 1 forgery
  - 2 vandalism
  - 1 DUI
  - 2 drug violations
  - 2 stolen vehicles
  - 1 burglary
  - 1 rape
  
- *Trends:*
  - Burglaries were high in the borough. They're all retail, and it was the holiday season. Burglaries were also high in Tobyhanna and Coolbaugh, notably PCP.
  - 2018 over 2017 trends:
    - Homicides down
    - Rapes up
    - Robberies up
    - Assaults up
    - Burglaries up
    - Fraud up
    - Sex crimes up
    - Drug crimes down
    - DUI's down
    - Minor offenses down
    - Major offenses up
  
- *Hiring:*
  - One new officer started. Another 4 started Police Academy training and will graduate in July. An offer was extended for another officer to start in July.

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, FEBRUARY 4, 2019  
7:00 P.M.**

- Reorganization meeting – re-elected Chair, Vice-Chair, Treasurer, and Secretary
- Approved the 2019 Budget
- The March Subscription drive has begun via Hofbauer Strategies and a social media and mailer campaign. EMS is asking all municipalities to include subscription signup information on our websites and newsletters (March 1).

**COG**

Borough Secretary/ Treasurer L. Noonan stated that she attended the COG meeting on January 28, 2019, noting that they didn't have a guest speaker but are continuing working on the DARE program and the opioid epidemic. They are also continuing in looking into bidding out safety measures for municipal buildings.

Councilmember A. Montanez stated that a woman from the Center of Excellence with Pocono Medical Center will be on an upcoming meeting agenda to discuss the opioid epidemic.

**PUBLIC PARTICIPATION**

**Mike Oser, 39 Fairview Avenue**, noted that the municipal elections are coming up and if anyone needs help passing their petition, he is willing help pass the petitions if they are a Republican. He also noted that he filed a lawsuit against the Borough alleging unconstitutional free speech. It is case file number 915 CV 19.

**Mike Reardon, 14 Cedar Road**, discussed the opioid epidemic and stated that the Borough needs a decent YMCA for the young people to go.

**Tom Neville, 209 Knob Road**, advised Council that he spoke with businesses in town. He noted that the businesses would like to see the Harvest Fest be moved back down on SR 611 with it being moved up to the Fire Company it does not promote the downtown area. He also noted that come May the Old Village Trader will be closing.

**Karen Struckle, Owner of the Casino Theatre and resides on Devil's Hole Road**, stated with the Harvest Fest moving up to the Fire House and now the Fire Company moving their carnival this will hurt their business as they don't see the business that they would if the Harvest Fest was held downtown and now the carnival has been moved up two (2) weeks near the 4<sup>th</sup> of July this will also impact their business as it is during the first two (2) weeks of July when they make most of their money for the year.

There being no further business or any further public participation coming before the Board, Councilmember A. Montanez moved to adjourn at 8:33 P.M. Councilmember S. Stewart-Keeler seconded. Motion carried unanimously.

Respectfully submitted,

Lori Noonan, Borough Secretary

**THE LAW OFFICE OF MICHAEL V. GAZZA**

63 FAIRVIEW AVENUE  
MOUNT POCONO, PA 18344  
VOICE & FAX (570) 839-9900  
E-MAIL MVGESQ@PTD.NET

\*ADMITTED NY AND PA

VIA EMAIL lori@mountpocono-pa.gov

January 22, 2019

Mount Pocono Zoning Hearing Board  
Mount Pocono Borough Council  
1361 Pocono Boulevard, Suite 100  
Mount Pocono, PA 18344

RE: ZHB solicitor vacancy

Dear Board and Council Members:

It is my understanding that the Zoning Hearing Board is in need of a new solicitor and I am writing to express my interest in serving.

I have been practicing law in Pennsylvania since 1995 with a concentration in real estate, land use, and related matters. I served as in-house counsel to LTS Builders from 2003-2009 and brought various projects through the municipal entitlements process. In my private practice I frequently appear before zoning hearing boards, planning commissions, and township supervisors for land development and related matters. Accordingly, I have a strong knowledge base of the municipalities planning code, various subdivision and land development ordinances, zoning ordinances, stormwater management practices, building codes, and the sewage facilities act.


I am generally available in the evening, with the exception of occasional municipal hearings. My understanding is that your zoning board only meets when necessary so I do not think scheduling will be an issue.

My regular rates for 2019 are increasing from \$200 to \$225 per hour, but for this position I would compromise my rate to \$150/hour for meetings/hearings, \$175/hour for office work (research and writing), and \$200/hour for litigation in common pleas court. Fees for appellate work beyond common pleas court to be determined with the possibility of hiring outside counsel.

Kindly contact me as shown above if you would like to schedule an interview.

Thank you.

Sincerely yours,



Michael V. Gazza

**BILLS TO BE PAID FROM THE GENERAL FUND CHECKING ACCOUNT:**

Ace Hardware	(maint. supplies & rock salt)	\$ 236.95
AMTrust	(workers comp insurance)	3,457.00
Association of Mayors	(annual dues)	60.00
Barry Iset & Associates	(engineering - Hirshland)	150.50*
Berkheimer Associates	(LST Commission)	41.80
Blue Ridge Communications	(phones)	461.64
Cintas	(uniforms/rugs)	534.93
EM Kutz, Inc.	(tire chains)	247.20
Ed's Auto	(repairs to Bucket truck & '06 Pete)	1,566.48
Ehrlich	(pest control)	92.00
FNB Visa	(shop supplies, postage, Go-daddy)	500.13
Geisinger	(health insurance)	10,373.18
H. Clark Connor	(planning comm. Solicitor)	510.00
Highmark Blue Shield	(eye/dental)	484.64
JNK Hydrotest & Extinguisher	(fire extinguisher service/recharge)	419.95
MetLife	(life/disability)	306.52
Metz, Inc.	(heating repair)	589.00
NAPA Auto Parts	(hydraulic fluid)	291.96
NEPA	(2019 annual dues)	275.00
Newman, Williams, Mishkin	(Oser Open Records Appeal)	155.00
PP & L	(electric)	985.76
Payrolls Unlimited	(February)	86.65
Pennon	(traffic engineer)	2,198.00*
PA American Water Co	(water)	741.49
PA One Call	(monthly service)	17.22
PSAB	(CDL Renewal Fee)	75.00
PSAB	(Membership Directory & Boro News)	140.00
PA Assoc of Municipal Admin.	(membership dues)	150.00
Plociniak Oil	(heating oil)	3,408.65
Pocono Mountain Regional Police	(March Mortgage Payment)	2,792.12
Pocono Record	(advertising – January)	548.61
Response Computers	(trend micro Max installed in 3 computers)	280.00
Selective Insurance	(insurances)	5,626.00
Sunoco	(gas/diesel)	1,747.71
Tulpehocken Spring Water	(water)	120.48
Verizon Wireless	(cell phones)	138.47
Walmart	(maint. Supplies)	<u>4.54</u>

**GRAND TOTAL****\$39,814.58**

\*Reimbursable

**BILLS ALREADY PAID FROM THE GENERAL FUND CHECKING ACCOUNT:**

Mt Pocono Payroll	(w/e 02/06/19)	\$ 6,356.09
Highmark Blue Shield	(dental/eye insurance)	631.24
Mt Pocono Payroll	(w/e 02/13/19)	6,821.15
AMTrust	(workers comp)	3,189.00
Mt Pocono Payroll	(w/e 02/20/19)	6,662.37
US Bank	(copier lease)	291.58
ESSA	(loan)	2,309.20
Mt Pocono Payroll	(w/e 02/27/19)	<u>6,581.92</u>

**GRAND TOTAL****\$32,742.55**

**BILLS TO BE PAID FROM THE LIQUID FUELS ACCOUNT:**

Cargill Salt	(de-icing salt)	\$20,978.01
Lehigh Hanson Aggregates	(anti-skid)	4,853.09
P P & L	(electric)	<u>1,943.59</u>

**GRAND TOTAL****\$27,774.69****FNB GENERAL FUND DEPOSITS:**

EIT/LST – January 2019: \$66,431.16

February 8, 2019: \$2,008.61 – District Court, Rental, Alarm, Re-Roof permits, Sale of Tahoe Deposit

February 15, 2019: \$680.68 – RE Tax 2018 Interest, Alarm, Rental & deck permits, wedding, sale of re-addressing signs

February 26, 2019: \$17,347.67 – MPMA February Rent, Blue Ridge Cable Franchise Fees, RE Taxes Int. A.

**STATE LIQUID FUELS ALLOCATION:**

Deposit received 3/1/2019 via direct deposit: \$117,219.33



# March 2019



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 Council Mtg – 7 pm	5 10 am Mt Pocono Assoc. Mardi Gras Day (Fat Tuesday)	6 Library Mtg 7 pm Trash Pickup	7 MPMA Const. Mtg 10:00 am	8	9
10 Daylight Saving Time Begins	11	12 PMRPC 7 pm ZHB – 7 pm (no mtg)	13 Trash Pickup	14 Municipal Auth 7 pm	15	16
17 St. Patrick's Day	18 Council W/S – 7 pm	19	20 Planning – 7 pm Trash Pickup 1 <sup>st</sup> Day of Spring	21 Park & Rec Mtg 7 pm Open Space 7 pm	22	23
24	25 COG @ 10 am	26	27 Trash Pickup	28 MPMA W/S 5 pm EMS 7 pm @Toby Twp.	29	30
31						



THE MT. POCONO PLANNING COMMISSION SCHEDULED FOR FEBRUARY 20, 2019 @ 7 P.M. WAS CANCELLED DUE TO INCLEMENT WEATHER.

PENNSYLVANIA AMERICAN WATER COMPANY HAPPILY REPORTING NO WATER QUALITY ISSUES OR ANY MAJOR WATER MAIN BREAKS THROUGHOUT THE ENTIRE MONTH OF FEBRUARY 2019 FOR THE BOROUGH OF MT. POCONO.

RESPECTFULLY SUBMITTED, DONNA CASOLE, MT. POCONO  
COUNCIL MEMBER

**RESOLUTION \_\_\_\_ of 2019**

**A RESOLUTION OF THE MOUNT POCONO BOROUGH COUNCIL  
OF THE BOROUGH OF MOUNT POCONO  
MONROE COUNTY, PENNSYLVANIA**

**A RESOLUTION IN SUPPORT OF A CITIZENS REDISTRICTING COMMISSION FOR LEGISLATIVE AND  
CONGRESSIONAL REDISTRICTING**

**WHEREAS**, the citizens of Mount Pocono Borough and the Commonwealth of Pennsylvania deserve a fair, fully transparent, impartial and depoliticized process of the decennial drawing of state legislature and congressional districts of near equal population; and

**WHEREAS**, legislative and congressional redistricting has at times resulted in gerrymandered districts that favor one political party over others; and

**WHEREAS**, such gerrymandering of legislative and congressional districts has worked at times to the detriment of our representative democracy; and

**WHEREAS**, the creation of a truly independent citizens redistricting commission devoid of political motivation or partisanship will: ensure a fair, transparent, and accurate legislative and congressional redistricting process that respects political subdivisions; prohibit districts from being drawn to favor or discriminate against a political party or candidate; require the use of impartial and sound methodology when setting district boundaries; require public input; and fully comply with the constitutional requirement that “no county, city, incorporated town, borough, township or ward” be divided “unless absolutely necessary,” and

**WHEREAS**, legislation to amend the Pennsylvania Constitution to reform the decennial legislative and congressional redistricting process with the intent of using fairness and sound methodology in a non-partisan fashion is required to ensure these reforms.

**NOW, THEREFORE, BE IT RESOLVED** that the Mount Pocono Borough Council does hereby support legislative efforts to amend the Pennsylvania Constitution to assign the decennial task of both legislative and congressional redistricting to an independent citizens redistricting commission; and

**BE IT FURTHER RESOLVED** that we call upon all those elected officials and party leaders in the Commonwealth of Pennsylvania who represent the citizens of Mount Pocono Borough (see list below) to publicly announce their support of and commitment to work towards passage of such legislative efforts, and that a copy of this resolution be delivered to each of them.

Governor Tom Wolf  
Lieutenant Governor John Fetterman  
Attorney General Josh Shapiro  
Acting Secretary of State Kathy Boockvar  
United States Senator Bob Casey  
United States Senator Pat Toomey  
United States Representative Matt Cartwright  
Pennsylvania Senator Mario M. Scavella  
Pennsylvania Representative Jack Rader, Jr.

**NOW THEREFORE BE IT RESOLVED**, that the Borough Council of the Borough of Mount Pocono, Monroe County, Pennsylvania.

**ADOPTED AND APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2019.

**MOUNT POCONO BOROUGH COUNCIL**

**By:** \_\_\_\_\_  
Claudette Williams, Council President      Date

**By:** \_\_\_\_\_  
Mayor Michael Penn      Date

**Attest:** \_\_\_\_\_  
Lori Noonan      Date  
Borough Secretary/ Treasurer

**Sanitation Committee Report  
February 2019**

The following is important “by the number” information for the month of February regarding sanitation/recycling:

# OF TRASH CERTS GIVEN	10
# OF SHERIFF’S SALES PROVIDED	1
RECYCLING TONAGE	Information Not Received Yet
GARBAGE/REFUSE TONAGE	Information Not Received Yet
# EMAIL COMMUNICATIONS (sent & received from Secretary/Treasurer)	48

Respectfully submitted,

Lori Noonan, Borough Secretary

**Sanitation Committee Report  
January 2019**

The following is important “by the number” information for the month of January regarding sanitation/recycling:

# OF TRASH CERTS GIVEN	5
# OF SHERIFF’S SALES PROVIDED	0
RECYCLING TONAGE	20.34 Tons collected
GARBAGE/REFUSE TONAGE	45.99
# EMAIL COMMUNICATIONS (sent & received from Secretary/Treasurer)	33

Respectfully submitted,

Lori Noonan, Borough Secretary

RECEIVED

FEB 28 2019

MT. POCONO BOROUGH

February 28, 2019

Mount Pocono Borough  
Municipal Building  
1362 Pocono Blvd, Suite 100  
Mount Pocono, PA 18344

Dear Borough Council and Zoning Hearing Board Members,

I am writing this letter to submit my resignation as Mount Pocono Borough Zoning Hearing Board Member/Chairman effective immediately. Having recently retired, I will be out of the area more often and unavailable to attend the business of this board.

It has been a genuine pleasure serving on the Zoning Hearing Board for the past 25 years. I have enjoyed working with the council and numerous mayors, and will miss the many associations made. I wish you all the best in the future.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to be "Walter 'Bud' Harrison", written in a cursive style.

Walter "Bud" Harrison

# Memo

**Date:** January 4, 2019  
**To:** Borough Council  
**From:** Borough Secretary/ Treasurer L. Noonan  
**RE:** Zoning Hearing Board Solicitor - Vacancy

---

As you will recall, Robert M. Maskrey, Jr. resigned as the Solicitor to the Zoning Hearing Board last fall. I asked Diana to contact attorneys from a list provided by the MPMA and attorneys in Monroe County. The following is a list of attorneys' that returned our calls and were interested/available to fill the vacancy:

**Attorney Andy Wolf**, (*Cramer, Swetz, McManus & Jordan, PC*, Stroudsburg, PA) is available and interested in the position. Hourly rate is \$200.00.

**Attorney Todd Witesman**, (Stroudsburg, PA) is available and interested in the position. Hourly rate is \$185.00.

**Attorney Michael A. Gaul**, (*King, Spry, Herman, Freund, Faul, LLC*, Bethlehem, PA) is available and interested in the position. Hourly rate is \$135.00, Paralegal services hourly rate is \$60.

**Attorney Scott Steirer**, (*Pierce & Steirer, LLC*, Nazareth, PA) expressed interest, however his hourly rate was never confirmed. We were quoted \$135.00, but then received a phone call that Attorney Steirer was not happy with that amount and stated he would negotiate/get back to us. A firm quote was never received.

Diana contacted five (5) other firms and left messages. We received no return calls or letters of interest.

Thank you for your consideration on this matter.

# Memo

**Date:** February 27, 2019  
**To:** Borough Council  
**From:** Borough Secretary/ Treasurer L. Noonan  
**RE:** ZHB Solicitor

---

Please be advised that in January the attached memo and information was sent to the Zoning Hearing Board members asking them to review and advise Council of the Board's recommended candidate to fill the ZHB Solicitor vacancy.

The email went to all the ZHB members and since ZHB member Shirley Lansdowne does not have email a copy of the email and the attachment was mailed to her via US mail. Upon receipt of the email ZHB Secretary Jean E. Simchak called and asked if we had asked Attorney Michael Gazza, who lives on Fairview Avenue, if he would be interested in the vacancy. I said I had not. About a week later I received a letter of interest from Attorney Gazza (attached). This was emailed to all the ZHB members and a paper copy mailed via US mail to ZHB member Shirley Lansdowne. A month ago, I emailed Jean Simchak asking her if the ZHB had a recommendation so Borough Council could fill the vacancy at the February meeting. She has never replied to that email. On Monday, February 25<sup>th</sup>, I called Ms. Simchak and asked what the status was, and she said she doesn't know that I need to contact the Chair of ZHB Mr. Walter Harrison. I called Mr. Harrison Monday and again Tuesday and he finally called me. He said that they have not met and doesn't know when they will meet. He said he couldn't make any recommendation to me and he acted like he hasn't checked his emails and wasn't aware of the situation.

The issue right now is that the Zoning/ Codes Enforcement Officer has been receiving emails and he is expecting an application to the ZHB for their April Meeting. Once we receive the application, the ZHB Solicitor handles the advertising of the meeting, and the ZHB will need to meet by the 2<sup>nd</sup> week in April on this matter. Borough Council will need to make an appointment, possibly without any recommendations from the ZHB. Jean E. Simchak just called me and inquired if I was able to speak with Mr. Harrison. I explained the above to her. Ms. Simchak stated as the Secretary to the ZHB she will send an email to all the ZHB Board Members and try to "poll" them on their recommendation. I explained that this matter will need to be discussed and acted on at Monday's meeting. Ms. Simchak stated she would try to gather the information and get back to me.

Should you have any questions, please don't hesitate to contact me.



**Zoning / Code Enforcement Office**  
**February 2019 - Report to Council**

Permits / Certificates Issued (2/4 to 2/28):

Roof – 1

Deck - 1

Fees (2/4 to 2/28): \$185.00

Rental Inspections: 1

Additional Work / Activities:

- 2/4 - Council meeting.
- 2/19 – Council work session.
- Final draft of revised Fee Schedule.
- Review of Zoning / Saldo ordinances ongoing.

Respectfully submitted,

Dennis Noonan  
Zoning / Codes Enforcement