

Mount Pocono Borough
Special Meeting Minutes
Tuesday, March 19, 2024
7:00 PM

The Mount Pocono Borough Council Special Meeting held on Tuesday, March 19, 2024, was called to order at 7:00 P.M. by President Don Struckle at the Borough Council Chambers.

Pledge of Allegiance – was said by all.

Roll Call: Vice President N. DeLano, present; Councilwoman D. Fulton, present; Councilwoman A. Harris, present; Councilman J. Simeone, present; Councilwoman E. Melbert, present; President D. Struckle, present; Councilwoman C. Williams, present; and Mayor R. Altomose, present.

In Attendance: Solicitor J. Fareri and Borough Manager M. Duffy.

Public Comment (agenda items only) - None

NEW BUSINESS

Possible Real Estate Acquisition and DCNR C2P2 Grant Application Submission Resolution – Solicitor J. Fareri advised that Borough Council needs to submit a grant with DCNR and to be contingent upon an agreement with the property owner. Councilwoman C. Williams moved submit a grant with DCNR and to be contingent upon agreement with the property owner and adopt the DCNR C2P2 Grant Application Submission Resolution as follows:

WHEREAS, MOUNT POCONO BOROUGH ("Applicant") desires to undertake the project, "Mount Pocono Memorial Park Improvements - Phase II" ("Project Title"); and WHEREAS, the applicant desires to receive from the Department of Conservation and Natural Resources ("Department") a grant for the purpose of carrying out this project; and WHEREAS, the application package includes a document entitled "Terms and Conditions of Grant," and WHEREAS, the applicant understands that the contents of the document entitled "Terms and Conditions of Grant," including appendices referred to therein, will become the terms and conditions of a Grant Agreement between the applicant and the Department if the applicant is awarded a grant; and NOW THEREFORE, it is resolved that:

1. *The grant application may be electronically signed on behalf of the applicant by "Marissa Duffy" who, at the time of signing, has a TITLE of "Borough Manager" and the email address of "mduffy@mtpoconoboro.org" ("Official").*
2. *If this Official signed the Grant Application Electronic Authorization prior to the passage of this Resolution, this grant of authority applies retroactively to the date of signing.*
3. *If the applicant is awarded a grant, the Grant Application Electronic Authorization, signed by the above Official, will become the applicant/grantee's executed signature page for the Grant Agreement, and the applicant/grantee will be bound by the Grant Agreement.*
4. *Any amendment to the Grant Agreement may be signed on behalf of the grantee by the Official who, at the time of signing of the amendment, has the "TITLE" specified in paragraph 1 and the grantee will be bound by the amendment.*

Councilwoman D. Fulton seconded. Motion carried 7 – 0.

Manager's Contract – Councilwoman A. Harris moved to accept the Manager's contract for Marissa Duffy as discussed in Executive Session. Councilman J. Simeone seconded. Motion went to a roll call vote: Councilwoman E. Melbert, "Yes"; Councilman J. Simeone, "Yes"; Councilwoman A. Harris, "Yes"; President D. Struckle, "Yes"; Vice President N. DeLano, "Yes"; Councilwoman D. Fulton, "Yes"; and Councilwoman C. Williams, "Yes". Motion carried 7 – 0.

Newland Letter of Credit – Solicitor J. Fareri brought up the letter of credit from Newland was discussed in Executive Session, noting that to have half of the release and the next reduction will have a new cost estimate from them. The total amount to be released is \$3,876,290 which was agreed to. Upon this discussion, Councilwoman A. Harris moved to approve this comprise as discussed. Councilwoman C. Williams seconded. Motion carried 7 – 0.

Meeting adjourned at 7:10 P.M.

Respectfully submitted,

Marissa Duffy, Borough Manager

