

Mount Pocono Borough Council
Regular Meeting Agenda
Tuesday, April 2, 2024
6:30PM

Call To Order
Pledge of Allegiance

Roll Call:

_____Norman DeLano, _____Debra Fulton, _____Ann Marie Harris, _____Joe Simeone
_____Erin Melbert, _____Donald Struckle, _____Claudette Williams, _____Mayor Altemose

Public Comment:(agenda items only)

Announcements:

Approve Minutes: Regular Meeting 3/5/24 and special meeting on 3/19/24

New Business:

1. Act 537 Resolution
2. Motion to approved MPMA Lease
3. Authorize submission of 2024-2025 Pocono Forests and Waters Conservation Landscape (PFWCL) Mini Grant Program
4. Authorize Paving Bid Advertisement with Paradise Twp
5. Motion to Award RRFB Sign Install Bid
6. Pocket Park Acquisition Resolution/RE Agreement for DCNR C2P2 Grant
7. Dump Truck Estimates- Dump-bed/Plow/Spreader
 - E.M Kutz, Inc \$58,339
 - Powells \$47,569.37
 - Bradco Supply Co \$55,683.12

Officer Reports

President

Mayor

Borough Manager

Solicitor

Zoning

Treasurer(Bill's List)

-Motion to approve bills

Public Comment

Adjournment

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 DNCR 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

Mount Pocono Borough Council
Regular Meeting Minutes
Tuesday, March 5, 6:30 P.M.

The Mount Pocono Borough Council meeting held on Tuesday, March 5, 2024, was called to order at 6:30 P.M. by President D. Struckle.

Pledge of Allegiance – was said by all.

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

In Attendance: Borough Manager M. Duffy and Borough Treasurer D. Hewitt were present. Solicitor J. Fareri was absent.

Public Comments (agenda items only) - None

Approval of Minutes

Vice President N. DeLano moved to accept the Regular Meeting Minutes of February 6, 2024, as presented. Councilwoman J. Simeone seconded. Motion carried 6 – 0.

Presentations – Selective Insurance – Patrick Dugan postponed his presentation until the May regular meeting.

New Business

Appoint John Repetti to Zoning Hearing Board (ZHB) – Vice President N. DeLano moved to appoint John Repetti as a regular member of the ZHB. Councilwoman C. Williams seconded. Motion carried 6 – 0.

Possible Real Estate Acquisition – Tabled until the work session on March 19, 2024, when our Solicitor will be available.

DCNR Grant Application Submission for Phase Two Memorial Park Improvements Resolution – Bryan Smith of Barry Isett & Associates was in attendance and gave the cost estimate of the entire project at six million dollars noting that for this phase he would attempt to stay under \$600,000.00. After Mr. Smith's explanation of the project process including the DCNR application/resolution, Councilwoman D. Fulton moved to submit this plan for the grant in the amount of \$700,000.00 and to adopt Resolution of the DCNR Grant application for Memorial Park Improvements – Phase II 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 applicant is awarded a grant; and

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/guarantee 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.*

Vice President N. DeLano seconded. Motion carried 6 – 0.

DCNR C2P2 Grant Application Submission Resolution – Tabled until the work session on March 19, 2024, to obtain more information regarding the pocket park.

Mount Pocono Borough Council

Regular Meeting Minutes

Tuesday, March 5, 6:30 P.M.

Master Parks Plan Proposal – Upon reviewing the Master Parks Plan Proposal from Barry Isett & Associates, Vice President N. DeLano moved to accept Master Parks Plan Proposal from Barry Isett & Associates in the amount of \$19,969.00. Councilwoman D. Fulton seconded. Motion carried 6 – 0.

Pocono Mountains Visitors Bureau Beautification Grant Program – Borough Manager M. Duffy explained the Pocono Mountains Visitors Bureau Beautification Grant Program and presented the following variable quotes for the Knob Overlook:

- **Sign**
 - DelcomGraphics - \$1,252.00
 - Scott Signs - \$1,100 mockup/design of sign not included with quote.
 - FastSigns – “After discussing this project’s details, location and timeline, we will not be able to submit a bid at this time” – Ed Karpovich

- **Landscaping**
 - JE Home Improvements and Landscaping - \$23,500.00
 - Pocono Lawn and Landscaping – Not taking new clients booked until late Summer.
 - All Around Property Care – (PMVB member) - \$25,208.00

- **Trash can**
 - Uline – \$575.00
 - Sustainable Collection - \$2,047.00
 - Park Tables - \$724.95

Upon reviewing all the quotes for the Pocono Mountains Visitors Bureau Beautification Grant Program, Councilwoman D. Fulton moved to accept the Sign quote from DelcomGraphics in the amount of \$1,252.00; the landscaping from All Around Property Care in the amount of \$25,208.00; and the Trash Can in the amount of \$2,047.00. Councilman J. Simeone seconded and Vice President N. DeLano abstaining. Motion carried 5– 0.

Borough Office Hours – Upon reviewing the information of other office hours in the County and to be in conjunction with the Zoning Department and the Mount Pocono Municipal Authority, Vice President N. DeLano moved to change the Borough office hours from 8:00 A.M. to 4:00 P.M. Councilwoman E. Melbert seconded. Councilwoman C. Williams questioned, the need of having the office hours should be later and suggested to have survey in the next newsletter to get some feedback from the residents would need. Motion carried 5 – 1 with Councilwoman C. Williams against.

Manager’s Contract – This item has been tabled due to some items to be worked on with the Solicitor. This will be discussed in an Executive Session at the next work session.

Yard Sale Dates 2024 – Councilwoman D. Fulton moved that this year’s Community Yard Sale Dates as follows: May 17th – May 19th; June 21st – June 23rd; July 26th – July 28th; and August 23rd – 25th. Vice President N. DeLano seconded. Motion carried 6 – 0.

Planning Annual Report – The report has been tabled until the next meeting as Councilwoman A. Harris who is also the Planning Commission Chair was not in attendance to give the report.

Officer Reports:

President’s Report – President D. Struckle clarified that the County has raised its taxes 1 mil this year with no tax increase from Borough Council.

Mayor’s Report – Mayor R. Altemose stated that he and President D. Struckle attended the last Pocono Mountain Regional Police Commission meeting. Mayor R. Altemose asked them to be more proactive, especially at the no parking fire zones at all the businesses. He was told that they would take more of a role of enforcing no parking zones.

Borough Manager’s Report – No report.

Solicitor’s Report – No report.

**Mount Pocono Borough Council
Regular Meeting Minutes
Tuesday, March 5, 6:30 P.M.**

Zoning Officer's Report – Borough Manager M. Duffy gave the Zoning Officer's report for the month of January 2024 regarding Zoning and Code Enforcement issues as presented:

Following is a report of the Zoning Office's monthly activity for the month of **February 2024**:

- **Permits Issued:**
 - Fifteen (15) permits issued.
 - Six (6) Zoning Permits – Three (3) Commercial & Three (3) Residential
 - Six (56) Building Permits – Four (4) Commercial & Two (2) Residential
 - One (1) Building CO
 - One (1) Resale, Use and Occupancy – One (1) STR Permit

- **Resale Use and Occupancy Violations:**
 - 32 Mt Pocono Court

- **Properties of Interest:**
 - 1412 Pocono Boulevard – The Zoning Office was directed by the Borough Manager to conduct a site inspection at the subject property in reference to a complaint received by a neighboring property owner regarding stormwater management issues.
 - Knob Overlook – The Zoning Office has been working with the Borough Manager to determine what signage would require permits for the Knob Overlook grant project.

- **Public Hearing Matters:**
 - Kouassi Kouadio – 11 Cedar Road – A civil complaint has been filed against the property for violations of the Borough property maintenance ordinance. *The hearing has been scheduled for March 20, 2024, at 9:30 am.*

Councilwoman C. Williams was looking for an update regarding a sign request at her museum from last year.

President D. Struckle announced that there will be a seminar on Short-Term Rentals at Camelback on Thursday, March 7th and that the Borough Manager will be attending, who will make a report at the next meeting.

Treasurer's Report – Borough Treasurer D. Hewitt presented the Cash Report and Borough's bill list. Vice President N. DeLano moved to approve and pay the bills list of Tuesday, March 5, 2024, as outlined:

<u>NBT General Fund</u>		<u>NBT Liquid Fuels Fund</u>	
Beginning Balance	\$ 549,776.84	Beginning Balance	\$ 117,455.90
Deposit	46,095.63	Deposit	0.00
Interest	7.02	Interest	1.81
Expense	261,196.16	Expense	12,753.59
Service Charge	31.01	Ending Balance	<u>\$ 104,704.12</u>
Ending Balance	<u>\$ 334,652.32</u>		
<u>NBT Road Rehab Fund</u>		<u>NBT Park & Recreation Fund</u>	
Beginning Balance	\$ 124,672.33	Beginning Balance	\$ 56,654.82
Deposit	0.00	Deposit	0.00
Interest	297.16	Interest	135.04
Expense	0.00	Expense	0.00
Ending Balance	<u>\$ 124,969.39</u>	Ending Balance	<u>\$ 56,789.86</u>
<u>NBT Traffic Signal Maintenance Fund (5 Pts)</u>		<u>NBT Pine Hill Intersection Fund</u>	
Beginning Balance	\$ 130,719.82	Beginning Balance	\$ 328,192.28
Deposit	0.00	Deposit	0.00
Interest	311.58	Interest	5.21
Expense	0.00	Expense	874.75
Ending Balance	<u>\$ 131,031.40</u>	Ending Balance	<u>\$ 327,322.74</u>

**Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, February 6, 2024, 6:30 P.M.**

NBT Stormwater Fund

Beginning Balance	31,122.15
Deposit	0.00
Interest	74.18
Expense	0.00
Ending Balance	<u>\$ 31,196.33</u>

NBT Planning Commission Fund

Beginning Balance	\$ 6,156.56
Deposit	0.00
Interest	14.67
Expense	0.00
Ending Balance	<u>\$ 6,171.23</u>

PLGIT General Fund

Beginning Balance	\$ 359,975.21
Deposit	0.00
Deposit (EIT)	61,455.61
Deposit (LST)	19,037.95
Interest	1,608.77
Expense (to General Fund)	0.00
Ending Balance	<u>\$ 442,077.54</u>

PLGIT Liquid Fuels Fund

Beginning Balance	\$180.73
Deposit	0.00
Interest	.73
Expense	0.00
Ending Balance	<u>\$ 181.46</u>

PLGIT Capital Fund

Beginning Balance	\$105,016.84
Deposit	0.00
Interest	455.05
Expense	0.00
Ending Balance	<u>\$ 105,471.89</u>

PLGIT Reserve Fund Balance

Beginning Balance	\$105,016.84
Deposit	0.00
Interest	455.05
Expense	0.00
Ending Balance	<u>\$105,471.89</u>

NBT Payroll Fund

Beginning Balance	12,916.57
Deposit	29,949.16
Interest	.15
Expense	29,222.33
Ending Balance	<u>\$ 13,643.55</u>

From General Fund to PR

(w/e 2/7/24)	\$7,434.24
(w/e 2/14/24)	\$7,355.31
(w/e 2/21/24)	\$7,805.79
(w/e 2/28/24)	\$7,353.82
Total Payroll	<u>\$29,949.16</u>

Beautification

Beginning Balance	\$ 1,231.57
Deposit	0.00
Interest	2.94
Expense	0.00
Ending Balance	<u>\$ 1,234.51</u>

PLGIT Park & Rec and Other

Beginning Balance	\$620,742.15
Deposit	0.00
Interest	2,521.85
Expense	0.00
Ending Balance	<u>\$623,264.00</u>

E-Com - \$ 15.11

ESSA Line of Credit - \$103,118.37

***BILLS TO BE APPROVED AND PAID 2/1/2024 – 3/1/2024 FROM THE NBT GENERAL FUND ACCOUNT:**

ARGS Technology	(PP: Services Dec 23 & Jan 24)	\$529.00
AMTrust North America	(PP: Fire Co. Workers Compensation)	2,774.00
Barry Isett & Associates	(Garage Review/Fork Street Grant/DCED Greenways)	858.00
	(Reimb. Beyond Hello, Hirshland, Sheetz, Taco Bell)	1,944.00*
Berkheimer Associates	(Local Services Tax: Operating Comm. & Postage – Jan.)	61.13
Bill Beekman's Plumbing & Heating	(Garage Repairs Upper Shed Heater – No Heat)	314.00
Cintas Corporation	(PP: Boro Rugs & Mats/Maint Uniforms & Garage Mats)	515.65
Denise Clouse Cleaning Services	(Cleaning Borough – 1/2, 1/8, 1/22, 1/29/24)	600.00
ESSA	(PP: Feb. Building Loan Principal & Interest)	2,572.87
First Net	(PP: Road Supervisor & Manager)	124.07
Fuller Paper Company	(Borough Building Bath Tissue)	58.90
Gatehouse Media PA Holdings, Inc.	(Reimb. Ad ZHB Wengerd Timberbrook Terr)	170.88*
Geisinger Health Plan	(AWD: Feb. Road Crew Health Plan)	7,076.15
Highmark Blue Shield	(PP: Feb. Road Crew Vision & Dental)	270.58
JNK Hydrotect & Extinguisher Supply Co.	(Boeo Bldg. & Garage/Maint. Fire Extinguishers Tested)	468.52

**Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, February 6, 2024, 6:30 P.M.**

Lowe's	(PP: Antifreeze, Airwick, Wipes, General Supplies)	\$66.08
Marissa Duffy	(Reimb. Marissa (miles 29.5 @ .67) Emergency Mgmt. Train)	19.83
Met Life	(PP Highway: Feb. Life and Disability Insurance)	164.52
Nagle Elevator	(Routine Elevator/Lifting Devise Re-Inspection)	95.00
NAPA Auto Parts	(PP: Highway DEF & Maint. Gas, Oil, Grease)	116.10
Newman, Williams, Mishkin	(Reimb. Legal Mohammed 22 Brunswick)	1,346.39*
NBT Cardmember Service	(PP: Office/Zoning/Highway)	1,119.10
PA American Water Co.	(PP: Water – Garage/Borough & Hydrants)	930.25
PA One Call Systems, Inc.	(PA One Call)	17.27
PA State Association of Boroughs	(Annual Conference Reg. & 2 New Officials Boot Camp)	500.00
Payrolls Unlimited	(Payroll 2/2/24, 2/9/24, 2/16/24, 2/23/24)	96.30
Penn Security Bank & Trust	(Tax Refund – Court Settlement)	7,060.18
Plociniak Oil Co.	(Borough Bldg. & Maintenance Garage Heat)	4,821.81
Pocono Mountain Regional Police Dept.	(PP: March 2024 Payment)	85,660.17
PPL Electric Utilities	(PP: Lighting/Boro. Bldg. Garage)	358.26
Selective Insurance	(PP: Insurance)	4,074.00
SFM Consulting	(6 Building Permits)	907.48
	(4 UO Permits)	280.00
	(Zoning Hours – 32)	2,080.00
Sunoco Universal Fleet	(PP: Jan. Fuel Purchase)	2,938.43
The Law Offices of Michael V. Gazza	(Garage Variance Application Hearing)	625.00
	(Reimb. Legal Fees Mohamed 22 Brunswick)	1,152.50*
	(Legal Fees Guastella Hearing 8/22/23)	450.00
The Two Shields, LLC	(Outsource Repairs: State Inspection 2006 Pete & Repairs)	10,979.60
Topp Business Solutions	(Copier 1/14/23-2/3/24 B/W & Col. Overages)	205.46
Tulpehocken Spring Water	(Bottled Water)	58.24
Underdog Computer & Network Support	(Onboarding/setup & Prorate Feb. & March)	4,950.00
US Bank	(PP: Copier Contract Feb. 2024)	<u>128.45</u>
GRAND TOTAL:		<u>\$149,538.07</u>
*Reimbursable Items		

Councilwoman C. Williams seconded. Motion carried 6 – 0.

Councilwoman C. Williams questioned when the start date for the work on Candlewood Lane. Mayor R. Altemose responded that there isn't and that it still is being looked at for equipment and that it's on this year's list to do.

PUBLIC PARTICIPATION – None

Meeting adjourned at 7:07 P.M.

Respectfully submitted,

Marissa Duffy, Borough Manager

RESOLUTION # 3 OF 2024

OF THE COUNCIL OF MOUNT POCONO BOROUGH, MONROE COUNTY, PENNSYLVANIA
(hereinafter "the municipality").

WHEREAS, Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the "Pennsylvania Sewage Facilities Act," as amended, and the Rules and Regulations of the Department of Environmental Protection (Department) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, requires the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters and/or environmental health hazards with sewage wastes, and to revise said plan whenever it is necessary to meet the sewage disposal needs of the municipality, and

WHEREAS, Pocono Mountains Industries (hereinafter "PMI") and Pocono Mountains Industrial Park Authority (hereinafter "PMIPA") has prepared an Official Plan Update Revision to the Official Sewage Facilities Plan for Coolbaugh Township and Mount Pocono Borough. The purpose of plan update revises the institutional alternative related to the sewage collection, conveyance and treatment systems within the Pocono Mountains Industrial Park in Coolbaugh Township and transfers ownership including operation and maintenance responsibility to the Mount Pocono Municipal Authority in Mount Pocono Borough. The cost of the transfer of the systems is \$1. There are no anticipated adjustments to the rate structure for any existing customers at this time.

The key implementation activities/dates include adoption and approval of this Plan Update Revision by Coolbaugh Township and Mount Pocono Borough and submission and approval of the PADEP Application for Water Quality Management Permit Transfer from Pocono Mountains Industries and Pocono Mountains Industrial Park Authority to the Mount Pocono Municipal Authority.

WHEREAS, Mount Pocono Borough finds that the Facility Plan described above conforms to applicable zoning, subdivision, other municipal ordinances and plans and to a comprehensive and regional program of pollution control and water quality management.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Mount Pocono hereby adopts the recommendations and proposal of the portions of the Coolbaugh Township Official Sewage Facilities Plan Update Revision related to the transfer of the ownership of the Pocono Mountains Industrial Park sewage collection, conveyance and treatment systems to the Mount Pocono Municipal Authority. Mount Pocono Borough hereby adopts and submits to the Department of Environmental Protection this resolution as part of the "Official Plan" of Mount Pocono Borough.

Adopted this 2nd day of April 2024, by Mount Pocono Borough Council

Donald Struckle, President

Attested to by: _____
Marissa Duffy, Borough Manager



Mount Pocono Borough

Tel 570-839-8436
Fax 570-839-0981

1361 Pocono Blvd., Suite 100
Mount Pocono, PA 18344

www.mountpocono-pa.gov

April 2, 2024

Mount Pocono Borough and MPMA Agreement

This Lease Agreement ("Agreement") is entered into as of March 2024, by and between Mount Pocono Municipal Authority ("MPMA") and Mount Pocono Borough ("Landlord")

- **Premises:** MPMA hereby leases from Landlord, and Landlord hereby leases to MPMA, the premises located at 1361 Pocono Blvd, Mount Pocono Borough Building (the "Premises").
- **Term:** The term of this lease shall commence on March 2nd, 2024 and shall continue for a period of one 3 years thereafter, unless terminated earlier in accordance with the terms herein.
- **Rent:** MPMA shall pay Landlord rent in the amount of \$1,200 per month.
- **Utilities:** The cost of sewer services for the Borough Building and Maintenance Garage shall be waived during the term of this lease.
- **Termination:** Either party may terminate this lease upon six (6) months' written notice to the other party. In the event of early termination by MPMA, MPMA shall remain liable for the payment of rent for the remainder of the six-month notice period.
- **Governing Law:** This Agreement shall be governed by and construed in accordance with the laws of the State of Pennsylvania.
- **Entire Agreement:** This Agreement constitutes the entire understanding and agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements and understandings, whether written or oral, relating to such subject matter.

IN WITNESS WHEREOF, the parties hereto have executed this Lease Agreement as of the date first above written.

2024 Pocono Forests and Waters Conservation Landscape Mini Grant Program

Ends on Mon, Apr 29, 2024 5:00 PM

2024-2025 Pocono Forests and Waters Conservation Landscape Mini Grant Program

Instructions & Guidelines

General Information

The Pennsylvania Environmental Council (PEC) was awarded a total of \$60,000 from the Pennsylvania Department of Conservation and Natural Resources (DCNR) through their Community Conservation Partnership Program (C2P2) to administer the 2024-2025 Pocono Forests and Waters Conservation Landscape (PFWCL) Mini Grant Program. The DCNR funding is provided through the Environmental Stewardship Fund administered by the Bureau of Recreation and Conservation. The PFWCL mini grant is administered by PEC as a reimbursement funding program.

Mini grants of \$2,000 to \$10,000 that support and advance the priorities of the PFWCL will be considered. All projects, related costs and funding must conform to the guidelines of the DCNR C2P2 Program: Partnership Grants

Mini Grants require a 1:1 match in the form of cash and/or eligible non-cash (in-kind) services, or a combination of both cash and in-kind.

- Cash Match - No portion of the cash match can originate from DCNR funding.
- In-kind Match - the value of municipal labor and/or professional services is equal to the hourly billable rate multiplied by the number of hours performing that service or job. The value of volunteer in-kind will be valued at the current Independent Sector Volunteer Rate for Pennsylvania at the time the work was performed. No portion of the in-kind match can originate from a DCNR funded project.
- For more information on eligible and ineligible match and costs [click here](#).

As mentioned above, the 2024-2025 PFW Mini Grant Program is a reimbursement funding program. Costs should be described in the budget and will be paid only to the extent that they are incurred by the Grantee in

performance of the Project Scope of Work. Grantees can receive reimbursement distributions as they are incurred but reimbursement requests must include documentation and proof of expenditures. Grantees are also required to submit a mid-grant progress report and a final Success Story (template provided). All project deliverables (if applicable) must also be submitted at the close-out of the grant.

The Knob Overlook Enhancement Project stands as a testament to our unwavering commitment to transforming the visitor experience and accessibility to the majestic wonders of the Pocono Mountains. This endeavor is not merely about physical improvements but about creating a sanctuary where individuals can connect deeply with nature, each other, and the spirit of our community.

At the heart of this visionary project lie six meticulously placed recycled composite plastic park benches, strategically positioned to offer visitors unparalleled seating and unobstructed views of the awe-inspiring landscapes that define our region. These benches are more than just places to rest; they are invitations to pause, reflect, and be mesmerized by the beauty that surrounds us. Crafted from sustainable materials, they symbolize our dedication to preserving the very essence of the overlook itself—a testament to our commitment to environmental stewardship and the conservation of our natural resources.

In addition to the park benches, a towering flagpole will be displayed at the overlook, bearing flags that not only represent our nation but also celebrate the rich tapestry of diversity within our community.

Moreover, we recognize that true appreciation of our surroundings often requires a closer look. Adding the Mark III Binocular Head with colorblindness corrective lenses and ADA pad, allowing visitors to marvel at the intricate details of the landscape with newfound clarity and wonder. With each panoramic sweep of the binoculars, visitors embark on a journey of discovery, uncovering hidden treasures and forging deeper connections with the natural world.

In essence, the Knob Overlook Enhancement Project is not just about benches, flags, or binoculars—it's about passion, vision, and a shared commitment to creating spaces that inspire, uplift, and unite us. It's about honoring the past, embracing the present, and shaping a future where the beauty of the Pocono Mountains serves as a constant source of joy, inspiration, and renewal for generations to come.

Eligibility

Who is eligible?

Non-profit organizations with tax-exempt status 501(c)(3), municipalities, counties and educational institutions.

Non-profit organizations must submit proof of non-profit status and be registered with the PA Department of State Bureau of Charitable Organizations.

What kind of project is eligible?

Projects must be located within the PFWCL region which includes the counties of Carbon, Lackawanna, Luzerne, Monroe, Pike and Wayne.

Projects should advance the priorities of the PFWCL. To see past projects that have been funded by this mini grant program

PFWCL Vision - Amplify regional efforts to conserve the Landscape's natural resources through partnership and networking with core values of Conservation, Community, and Connections.

PFWCL Priorities:

Conservation – Conserve important natural landscape areas through methods such as acquisition, easements, and other land protection measures while championing stewardship of the region's array of natural resources.

Example of Projects:

- Mapping, Signage, Access Improvements
- Promote land stewardship through education and outreach
- Develop educational programs regarding land and water conservation
- Protect waterways by addressing AMD and non-point source pollution

Community - Engage communities to promote, enhance, and sustain local natural, cultural, and outdoor recreational resources.

Example of Projects:

- Promote recreational opportunities and use of land and water trails and conserved lands
- Implement projects identified in Open Space and Greenway Plans
- Create educational programs that engage participants using the natural, cultural, and outdoor recreational resources
- Develop tools to highlight the natural, cultural, and outdoor recreational assets and their benefits

Connections - Identify and create greenway and trail connections to public lands and communities throughout the landscape.

Example of Projects:

- Conduct trail corridor studies/feasibility studies
- Enhance and provide trailheads and trail amenities
- Develop wayfinding and educational signage
- Construct public access amenities

PLEASE NOTE:

Projects that incorporate Diversity, Equity, Inclusion and Belonging (DEIB) elements may receive bonus points.

Application Submission

Applicant Responsibility:

- For non-profit applicants: provide current proof of IRS 501(c)3 non-profit status and registration with the PA Bureau of Charitable Organizations. If you are not able to provide this documentation, a qualifying entity must serve as your fiscal agent.
- Identify projects within the conservation landscape region that advance the priorities of the PFWCL.
- Provide a budget that reflects realistic expenditures and complies with DCNR guidelines. (Eligible and Ineligible costs and match)
- Secure local match at a minimum ratio of 1:1 (can be cash, in-kind services, or a combination of both). No portion of the match can originate from DCNR funding or a DCNR funded project. Provide letters of commitment from partners providing local match; letters should describe the type of program assistance, match amount and how that partner is contributing to the success of the project.
- Provide letters of Support from partners for your proposed project.

Application Review

Project Details - Project Description - Scope of Work, Partners and Plan Integration = 15 points

- Scope of work well thought out and explained = 5 pts.
- Promotes partner collaboration = 5 pts.
- Consistency with existing plans = 5 pts.

Goals, Outcomes & Activities = 20 points

- Aligns and advances the priorities of the PFWCL and is clearly defined = 10 pts.
- Project goals, outcomes and activities are defined, implementable, and measurable = 10 pts.

Budget = 15 points

- Budget is complete and local match is documented and secured = 10 pts.
- Budget costs reflect realistic expenditures and complies with DCNR guidelines = 5pts.

WOW = Up to 5 bonus points

- You could earn up to an additional 5 points if you show that your project incorporates Diversity, Equity, Inclusion and Belonging (DEIB) elements = 0 - 5 pts.

Pocono Forests and Waters Conservation Landscape Mini Grant Budget



Project Name:

MATERIALS

Item	Units	Unit Cost	Cost	Source of Funding			
				Non-Cash Match (donated materials)	Cash Match (purchased with applicant funds)	Grant Funds (purchased with grant funds)	Funding Source (Non-cash or cash match)
Lumber for bench foundations	20	\$ 35.00	\$ 700			\$ 350	
Binocular Head and ADA stand	1	\$ 4,750.00	\$ 4,750			\$ 4,750	
Benches	6	\$ 600.00	\$ 3,600			\$ 3,600	
80lb bag of concrete	100	\$ 8.05	\$ 805		\$	\$ 800	
Flag pole	1	\$ 500.00	\$ 500			\$ 500	
Total Materials			\$ 10,355	\$ -	\$ -	\$ 10,000	

EQUIPMENT

Equipment Type	Units	Unit Cost	Cost	Source of Funding			
				Non-Cash Match (donated use of equipment or use of applicant's equipment)	Cash Match (paid with applicant funds)	Grant Funds (paid from grant funds)	Funding Source (Non-cash or cash match)
Excavator	10	\$ 28.75	\$ 288	\$ 288			\$ 288.00
Concrete mixer rental	7	\$ 65.00	\$ 455		\$ 455		
Utility truck use and gas	14	\$ 25.00	\$ 350	\$ 350			\$ 350.00
			\$ -				
Total Equipment			\$ 1,093	\$ 638	\$ 455	\$ -	

VOLUNTEER SERVICES & LABOR:

Volunteer	Units	Unit Cost	Cost	Source of Funding			
				Non-Cash Match (donated time and/or volunteer time)	Cash Match (paid with applicant funds)	Grant Funds (paid from grant funds)	Funding Source (Non-cash or cash match)
			\$ -				
			\$ -				
			\$ -				
			\$ -				
			\$ -				
Total Services & Labor: Implementation and Establishment			\$ -	\$ -	\$ -	\$ -	

PAID SERVICES & LABOR:

Service Name and Type	Units	Unit Cost	Cost	Source of Funding			
				Non-Cash Match (donated time and/or volunteer time)	Cash Match (paid with applicant funds)	Grant Funds (paid from grant funds)	Funding Source (Non-cash or cash match)
4 Road Crew Members	336	\$ 28.75	\$ 9,660	\$ 9,660	\$ -		\$ 9,660
Manager	5	\$ 32.00	\$ 160	\$ 160	\$ -		\$ 160
			\$ -				
			\$ -				
Total Services & Labor: Outreach and Administration			\$ 9,820	\$ 9,820	\$ -	\$ -	
			Total Costs	Total Non-Cash Match	Total Cash Match	Total Grant Funds	
TOTAL PROJECT COST			\$ 21,248	\$ 10,458	\$ 455	\$ 10,000	

Note: Volunteer hourly rate should be calculated at the current PA Independent Sector value of volunteer time rate.
 Donated Professional Services calculated at individual's professional hourly rate.
 Volunteers under 18 years of age, or those who are incarcerated use PA minimum wage of \$7.25 per hour.



POCONO MOUNTAINS™
VISITORS BUREAU

March 25, 2024

Ms. Janet Sweeney
Pennsylvania Environmental Council
Pocono Forest and Waters Conservation Landscape
105 Lt. Michael Cleary Drive Suite #103
Dallas, PA 18612

Dear Ms. Sweeney:

The Pocono Mountains Visitors Bureau (PMVB) is pleased to support Mount Pocono Borough's Pocono Forest and Waters Conservation Landscape mini-grant application for the Knob Overlook Enhancement Project.

The Knob Overlook Enhancement Project is poised to improve the experience for visitors as well as increase accessibility to the scenic wonders of the Pocono Mountains. Central to the project's design are six recycled composite plastic park benches, offering visitors great locations to take in the breathtaking view.

A flagpole will proudly display a variety of flags, symbolizing Mount Pocono's inclusive spirit. Furthermore, a set of mounted binoculars will help eyes zoom in on the gorgeous surroundings from the Knob Overlook in any season. This placemaking effort stands to celebrate diversity and provide enriching experiences to Pocono residents and visitors alike.

The PMVB wholeheartedly supports the efforts of Mount Pocono Borough as it seeks funding to complete this worthwhile project.

Sincerely,

Chris Barrett
President/CEO
Pocono Mountains Visitors Bureau



March 29, 2024
Project #313622.000 -01-06CDPTR

Ms. Marissa Duffy, Manager
Mount Pocono Borough
1361 Pocono Blvd, Suite 100
Mount Pocono, PA 18344

Dear Ms. Duffy:

**RE: SR 0611 RRFB & SDS Signs – Various Locations
Bid Results**

Three (3) bids were received on March 29, 2024, for the SR 0611 RRFB & SDS Signs – Various Locations Project.

Contractor	Bid Amount
Telco, Inc.	\$72,800.00
Wyoming Electric & Signal	\$105,000.00
Minichi, Inc	\$139,000.00

Telco, Inc. is the low bidder. We have reviewed their complete submission and believe that their bid is responsive.

Copies of the full bid submission will be filed with the Borough of Mount Pocono. We encourage the Borough Solicitor to review the bid package and to contact references, as necessary.

Please feel free to contact me if there are any questions.

Very truly yours,

Roberto Gonzalez, Senior Project Designer
Municipal Engineering Services Department -
Transportation

cc: file

NOTICE OF AWARD

Date of Issuance:

Owner:	Mount Pocono Borough	Owner's Contract No.:	
Engineer:	Barry Isett & Associates, Inc.	Engineer's Project No.:	313622.000
Project:	Mount Pocono Borough	Contract Name:	SR 0611 RRFB & SDS Signs – Various Locations

Bidder: Telco, Inc.

Bidder's Address: 1224 Cross Keys Road, Reading, PA 19605

TO BIDDER:

You are notified that Owner has accepted your Bid dated March 29, 2024 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

Base Bid

The Contract Price of the awarded Contract is: \$ 72,800.00 [unit price]

[3] unexecuted counterparts of the Bonding accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

a set of the Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 10 days of the date of receipt of this Notice of Award:

1. Deliver to Owner [3] counterparts of the Bonding, fully executed by Bidder.
2. Deliver with the executed Agreements the Contract security [e.g., performance and payment bonds] and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions: Proof of insurance listing the following as additional insured:
Barry Isett & Associates, Inc.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner:

Authorized Signature

By:

Title:

Copy: Engineer

DCNR-C2P2

Applicant Information (* indicates required information)

Applicant/Grantee Legal Name: **MOUNT POCONO BOROUGH DBA
BOROUGH OF MOUNT POCONO**

Web Application ID: **2010819**

Project Title: **Mt. Pocono Pocket Park Acquisition**

WHEREAS, **MOUNT POCONO BOROUGH DBA BOROUGH OF MOUNT POCONO** ("Applicant") desires to undertake the project, "**Mt. Pocono Pocket Park Acquisition**" ("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.

I hereby certify that this Resolution was adopted by the

(Identify the governing body of the applicant, e.g. city council, borough council, board of supervisors, board of directors)

of this applicant, this _____ day of _____, _____.

(signature of the governing body - cannot be the person with the same title as specified in paragraph 1)

(printed name)

(title)

Jim Trombetta

From: Nickole Campbell <ncampbell@emkutz.com>
Sent: Tuesday, March 19, 2024 8:33 AM
To: Jim Trombetta
Subject: FW: Estimate 1403 from E. M. Kutz, Inc. Mount Pocono F600
Attachments: Est_1403_from_E_M_Kutz_Inc_25128.pdf

Hey good morning Jim,
Please see attached proposal I put together for you on your one ton request.

Looking over the specs you provided me with, I will note some differences between their quote and mine.
The central hydraulic systems are pretty much the same. They do not note the brand pump or pto they are using, but we use all Muncie products.
Also they do not note what cables they are using for the plow and dump operations. We use an aircraft grade Quadco cables, so I am going to assume is an upgrade to theirs.
The body spec, they do not have much listed for their body information. I have a few upgrades to your body which will help with longevity and rusting.
I upgraded you to a crossmemberless understructure. This helps with keeping the underside clean and not getting a washboard look to your floor down the road.
I upgraded you to a AR hardened steel floor, this makes the floor stronger for whatever you need to use the body for.
I have a built in tarp deflector (made right into the cab shield) so you don't have those ugly tarp boxes on top of the cab shield anymore. One less thing to replace down the road.
We do have two different style hoists quoted. I prefer to use the scissor hoist with the subframe, they have a universal push style hoist.
The salt spreader. They are using a Buyers saltdogg with a buyers electronic spreader controller, which is an aftermarket salt spreader. I am using a brand name, Swenson under tailgate salt spreader with our Kutz electronic spreader controller. Price point, the Swenson is costing \$360.00 more, so why not go with the better brand. And I believe you already have this brand spreader, it's nicer to keep things uniform.
The spreader work light, they do not list a model light- so I can not compare it to mine. But I use a Ultra bright light with 3800 lumens b/c I know seeing is important.
The snowplow, we both are quoting the same plow. Western pro plus- central hydraulic set up. I see on their quote, they are not including the labor to install that plow. **They have noted T&M (time and material to install)**, which I think is odd, but I have included the whole installation labor.
The hitch plate, I see they have a bolt on 2" receiver tube. I am doing a solid 2" receiver tube hitch plate- no bolt on.
The fenders and mudflaps & other miscellaneous items- seem to be the same.
The strobe lighting is going to be different. They do not specify what brand strobe lighting they are using. I use all Whelen products, they are brighter and last longer.
I did not option the power tarp system, so that's included in my price.

And I think that's about all I can say.
Any questions, please do not hesitate to ask 😊

From: Nickole Campbell <ncampbell@emkutz.com>
Sent: Friday, March 15, 2024 12:11 PM
To: Nickole Campbell <ncampbell@emkutz.com>
Subject: Estimate 1403 from E. M. Kutz, Inc. Mount Pocono F600

Dear Customer :

Please review the attached estimate. Feel free to contact us if you have any questions.

We look forward to working with you.

Sincerely,

E. M. Kutz, Inc.
610-775-3528



Main Office:
 2456 Morgantown Road
 Reading, PA 19607
 610-775-3528/610-775-4848 fax

Branch Office:
 801 Front St., Suite 1
 Whitehall, PA 18052
 610-264-9777/610-264-9797 fax

MT POCONO BOROUGH
 1361 POCONO BLVD SUITE 100
 MOUNT POCONO, PA 18344

Proposal

Date: 3/13/2024
Proposal #: 1403
Project:
P.O. #:

Description	Total	
<p>Furnish & Install Reference: Ford F600, 60"CA, upfitter switches, PTO provision, Snowplow prep package and electric brake controller</p> <p>Body: Gallon Stainless Steel Crossmemberless Dump Body 9' overall length x 96" OD (84"ID) x 18" sides x 24" tailgate Sides, front and tailgate is 10 gauge 201 2B stainless steel body construction 7 gauge AR hardened steel floor . 7 gauge corten long sills Smooth sides 1/2 cab shield with oval light holes in each front corner & built-in tarp deflector Tailgate is manual release tailgate Tailgate hardware- 1" upper tailgate pins, 1" lower tailgate pins, 1/2" flame cut offset tailgate hinge Standard board gussets Two oval light cut out in each rear corner post PF624-09 double acting hoist assembly Safety body prop</p> <p>Hydraulics: Muncie "hot shift" style PTO mounted on transmission Direct mount gear pump (3) Quadco aircraft grade control levers and cables mounted in cab for dump body & plow operations 15-gallon aluminum hydraulic tank. Tank will have sight gauge shut off and 25-micron filter assembly. Electronic spreader control valve mounted inside on chassis frame EMK hydro-force controller to have on/off switch, blast switch, independent dials for auger circuit and spinner circuit. No live hydraulic lines or valving installed in the cab. Hydraulic lines run to rear of body for spreader will have quick couplers, plugs and caps.</p>		
Customer Approval	Price valid for 30 days from date of proposal.	Total

Name

Title

Date



Main Office:
 2456 Morgantown Road
 Reading, PA 19607
 610-775-3528/610-775-4848 fax

Branch Office:
 801 Front St., Suite 1
 Whitehall, PA 18052
 610-264-9777/610-264-9797 fax

MT POCONO BOROUGH
 1361 POCONO BLVD SUITE 100
 MOUNT POCONO, PA 18344

Proposal

Date: 3/13/2024
Proposal #: 1403
Project:
P.O. #:

Description	Total	
<p>Snowplow- Central Hydraulics Western 9' Proplus model snowplow Ultra Mount II hook up Full Trip moldboard, powder coated red 12 VDC electric hydraulic power unit with handheld controller Chassis specific plow light harness' Dual beam halogen style plow lights 10" rubber snow deflector at the top of the plow Plow markers Carbide cutting edge</p> <p>Spreader Swenson Stainless Steel Under Tailgate, Hydraulic, Gear Box. SADS Model Removable side shields for tailgate to be supplied and mounted Stainless steel hopper assembly with .201-2B material, left discharge. Top, bottom and spinner assembly constructed of stainless steel. Dual flight auger is constructed of hi-tensile carbon steel. Spinner assembly features on 18" polymer spinner disk mounted on a stainless-steel swing bracket</p> <p>Lights & Wiring-Use factory upfitter switches Body raise warning light in cab Back up alarm Amber Whelen mini lightbar cabsheild mounted on swivel bracket Amber Whelen LED flasher strobe lights mounted in each front corner of cab shield Amber Whelen LED flasher strobe lights in each rear corner posts LED red Stop/Tail/Turn light in each rear corner post Two super bright LED work lights installed at rear of body, one on each side for spreader. Two super bright LED worklights to rear upper posts, wired to reverse lights All wiring to be in weather resistant polymer or plastic wire loom. Junction box mounted at rear of truck.</p>		
Customer Approval	Price valid for 30 days from date of proposal.	Total

Name

Title

Date



Main Office:
 2456 Morgantown Road
 Reading, PA 19607
 610-775-3528/610-775-4848 fax

Branch Office:
 801 Front St., Suite 1
 Whitehall, PA 18052
 610-264-9777/610-264-9797 fax

MT POCONO BOROUGH
 1361 POCONO BLVD SUITE 100
 MOUNT POCONO, PA 18344

Proposal

Date: 3/13/2024
Proposal #: 1403
Project:
P.O. #:

Description	Total
<p>Miscellaneous Rear hitch plate with 2-1/2" receiver, Combination pintle & mount, and D rings. 7-way trailer plug Aero Model 575 automatic electric tarp system. Aluminum arms with power pack springs Expandable asphalt tarp Cab operated switch Stainless-steel spring-loaded shovel holder Ribbed Poly Fenders w/ Stainless steel mounting brackets Mudflaps mounted to front and rear of fenders Red and silver tape on sides and gate.</p> <p>Exterior of body will be bare stainless-steel finish. Welded/fabricated components and rear hitch plate to be painted gloss black</p> <p>Installed price</p> <p>Price as per COSTARS #025-E22-399</p>	58,339.00
Customer Approval	Price valid for 30 days from date of proposal.
Total	

Name

Title

Date



Main Office:
 2456 Morgantown Road
 Reading, PA 19607
 610-775-3528/610-775-4848 fax

Branch Office:
 801 Front St., Suite 1
 Whitehall, PA 18052
 610-264-9777/610-264-9797 fax

MT POCONO BOROUGH
 1361 POCONO BLVD SUITE 100
 MOUNT POCONO, PA 18344

Proposal

Date: 3/13/2024
Proposal #: 1403
Project:
P.O. #:

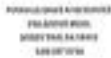
Description	Total		
<p>Paint - Due to the variety of colors currently being provided by chassis manufacturers, EM Kutz, Inc. can no longer guarantee a 100% match.</p> <p>All Claims are contingent upon strikes, accidents or other causes beyond our control, including similar contingencies to our shippers or vendors and relative to the subject matter hereof. Clerical errors are subject to correction.</p> <p>Note - All chassis to arrive with sufficient material to mount and install fuel tank or tank filler necks. Any additional material or labor needed for this there will be an upcharge. Any rerouting of exhaust needed to mount PTO or pumps there will be an upcharge.</p> <p>Chassis must provide speedometer output signal for upfitting.</p>			
Customer Approval	<table border="1"> <tr> <td data-bbox="1143 1734 1219 1766">Total</td> <td data-bbox="1308 1734 1466 1766">\$58,339.00</td> </tr> </table>	Total	\$58,339.00
Total	\$58,339.00		

Price valid for 30 days from date of proposal.

Name

Title

Date



2022-Powell's Sales and
 Service Inc
 Scott Township, PA 18411

Estimate

Date	Estimate #
12/16/2023	35854
Rep	
MS	

Name / Address
Mount Pocono Borough 1361 Pocono Boulevard Suite 100 Mount Pocono, PA 18344

Project

Description	Qty
TBD new chassis build based on a 9.5' body. Pricing As Per COSTARS 25 - Municipal Work Vehicles Powell's Contract # - COSTARS 025-090 Powell's State Vendor # 136442	
Central Hydraulic System To Power Dump Body, Plow, and Spreader, pump and PTO, Stainless Steel Frame Mounted Hydraulic Tank, Filter, All Lines, Hoses, Fittings, Quick Couplers routed out the side, not the back. In Cab Cable Controls for plow and hoist, electric Spreader Control Valve	1
Buyers, Electric-Hydraulic Spreader Valve Kit, 7 GPM Spinner, 16 GPM Auger Conveyor E-12	0
9.5' Galion Stainless Steel 18" sides, 24" tailgate Body & integral 1/2 Cab Shield only, 10 gauge 304 Stainless steel body. Tailgate Hardware is heavy duty all stainless cast quick release top hardware and cast overshot lower hardware with manual release handle.	1
Champion CS615T FF Hoist, cylinder and scissor assembly only	1
Labor - Shop to install subframe and dump body	1
Winter equipment	
Buyers Salt Dogg 96" Hydraulic Direct Drive 304 Stainless Steel Under Tailgate Spreader (installation kit # 3006717a)	1
Tailgate Side Shields, Sold as a Pair.WHSE E-11	1
ECCO LED Round Worklamp Removable with spreader on separate switch	2
Location: SHWRM Installation of salt spreader & spreader shields	1
SER# VIN#	
Freight Charge spreader, dump body, hoist	1
Western 9' Pro Plus snow plow, Ultra Mount 2, 837 #, halogen lights cable controlled	1
Western 9' Rubber Deflector 10"	1
Western 9' Pro Plus 3 Piece Carbide Cutting Edge Set	1

		Total
Phone #	Fax #	Web Site
(570) 587-2743	(570) 586-6553	www.powellsequip.com



2022-Powell's Sales and
 Chassis Inc.
 Scott Township, PA 18411

Estimate

Date	Estimate #
12/16/2023	35854
Rep	
MS	

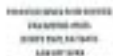
Name / Address
Mount Pocono Borough 1361 Pocono Boulevard Suite 100 Mount Pocono, PA 18344

Project

Description	Qty
T & M Installation Of Snow Plow SER# BLADE- SER# PUMP- VIN# Chassis components	1
TBD Plate hitch 2" Tube 15k 121 Lbs. (HITCH A-1)	1
Receiver tube, 2" bolt on (Showroom-E11)	1
Husky 7 pin RV 4 pin flat trailer light plug	1
Pollak Interlocking Conn/Harness	1
Back Up Alarm, 102DBA, 12-24VDC	1
Body-Up Indicator Kit, 1.4 Lbs.	1
Fleet Engineers Spray Master Black Poly Fender, FRX-22	2
Fleet Engineers Spray Master Multi Mount Fender Bracket Kit	2
Boomerang Rubber Mud Flaps w/ Powell's in White Lettering (SHOW ROOM) rear fender skirt, plus add deflector to cover hyd. connectors	2
Anti-Sail Mudflap Brackets, Chrome Plated, for 24" wide flap	2
MUD FLAP BRACKETS GALION / CHAMPION	1
Retractable Stainless steel Truck Step, 3-Rung (H-16)	1
ECCO LED Square Worklamp connect to reverse lights outside corner of box	2
Warning lights	
Combination STT and Reverse-Oval LED upgrade from standard STT light upper oval, rear post	2
360° Strobe Package for Dump Body (6" Amber Oval	1
Grommet-Mount LED Strobes) - Front of Cabshield, Sides	
of Cabshield & Rear Posts, Add 2 rear facing attached boxes to cab shield verticley	
Freight Charge for chassis and lighting material	1
Small quantity parts to complete job, welding gas/ supplies, environmental supplies	1
Options	
US Tarp Electric tarper with aluminum arms w/o deflector	0
\$2175.00	
customer selected side steps (running boards) budget figure \$500.00	

Total
Web Site
www.powellsequip.com

Phone #	Fax #
(570) 587-2743	(570) 586-6553



2022-Powell's Sales and
 Service Inc.
 Scott Township, PA 18411

Estimate

Date	Estimate #
12/16/2023	35854
Rep	
MS	

Name / Address
Mount Pocono Borough 1361 Pocono Boulevard Suite 100 Mount Pocono, PA 18344

Project

Description	Qty
<p>This quote is only valid for 15 days. All quotes must be signed and dated by the buyer before Powells sales will place orders on truck bodies or trailers. Powells requires a \$1,500.00 non refundable downpayment to order truck bodies and trailers. EXCLUDING CO-STARS DEALERS</p>	

		Total	\$47,569.37
Phone #	Fax #	Web Site	
(570) 587-2743	(570) 586-6553	www.powellsequip.com	

Quote

Bradco Supply Co
 80 Old Mills Rd
 Towanda, Pa 18848
 Bob Shewokis
 484.788.8304

Quote No 10752
Quote Date 3/21/2024
Page 1

Bill To

MT POCONO BORO MONROE
 MUNICIPAL BLDG
 303 POCONO BLVD
 MOUNT POCONO, PA 18344
 US

Ship to

MT POCONO BORO
 MUNICIPAL BLDG
 303 POCONO BLVD
 MOUNT POCONO, PA
 US

Customer No	Slspan	Payment terms	
61350	24	NET 30	
Loc	PPD/COL	Ship via	Ship Date
BR	-	-	A.S.A.P.

Qty Ordered	UOM	Item No	Unit price	Disc	Extended price
		PRICE PER COSTARS CONTRACT 025-E22-434 VENDOR NUMBER 130588 DEALER IS RESPONSIBLE FOR DROPPING OFF CHASSIS AT BRADCO SUPPLY BRADCO TO INSTALL UPFIT LISTED BELOW ON A 2024, FORD, F-600, GAS, 60"CA, WITH HALOGEN LIGHTS ONCE UPFIT IS COMPLETE CUSTOMER IS RESPONSIBLE FOR PICKING UP UNIT			
1.00	EA	103U9	11,076.0000		11,076.00
		9' GALION STAINLESS BODY 9' LONG x 96" WIDTH x 18" SIDE HEIGHT 24" HEADSHEET 24" TAILGATE FLOOR MATERIAL 7 GAUGE GRADE 50 SIDE - HEADSHEET - TAILGATE MATERIAL ALL 10 GAUGE 201-2B 6" CHANNEL LONGSILLS 3" CHANNEL 4.1# CROSSMEMBERS VERTICAL SIDE BRACING 10 GAUGE 201-2B STAINLESS CAB PROTECTOR 1/2 (23") CAB SHIELD 3 PANEL TAILGATE LADDER, STEP, AND GRAB HANDLE SINGLE FOLD SS LADDER 1 INSIDE STEP ON LEFT FRONT			
30.00	FT	250R/W 2" X 150' CONSPICUITY TAPE R/W	0.6000		18.00
4.00	EA	3965A LED 6" OVAL AMBER LIGHT W/GROM 8 FLASH PATTERNS, SAE CLASS I 2- FRONT FACING CAB SHIELD 2- FRONT SIDE FACING CAB SHIELD	54.4900		217.96
4.00	EA	SL66AC 6" OVAL STROBE LIGHT 50/50 AMBER/CLEAR 2- REAR CAB SHIELD FACING REAR 2- REAR SIDE POSTS	43.3900		173.56
2.00	EA	LB383SST S.S. SINGLE OVAL LIGHT BOX 308X3 MOUNTED REAR CAB SHIELD FACING REAR	50.4500		100.90
6.00	EA	5626432 LED ST/T/T, BACKUP & STROBE 6" COMBO LIGHTS 2 PER SIDE ON REAR POST 2 IN PINTLE PLATE	61.3300		367.98

Quote

Quote No 10752
 Quote Date 3/21/2024
 Page 2

Bradco Supply Co
 80 Old Mills Rd
 Towanda, Pa 18848
 Bob Shewokis
 484.788.8304

Bill To

MT POCONO BORO MONROE
 MUNICIPAL BLDG
 303 POCONO BLVD
 MOUNT POCONO, PA 18344
 US

Ship to

MT POCONO BORO
 MUNICIPAL BLDG
 303 POCONO BLVD
 MOUNT POCONO, PA
 US

Customer No 61350 Slspsn 24 Payment terms NET 30

Loc BR PPD/COL Ship via Ship Date A.S.A.P.

Qty Ordered	UOM	Item No	Unit price	Disc	Extended price
1.00	EA	60-107-12 STAR BACK UP ALARM 12V DC OR 24V-36V DC	30.9100		30.91
1.00	EA	895 BODY UP SWITCH	22.0400		22.04
1.00	EA	1173699 PTO/PUMP, F250-F600, 2020+ GAS ENGINE	4,393.2600		4,393.26
1.00	EA	1063455 VT15 VALVE ENCLOSED TANK COMBO W/ ACCESSORIES SS	3,588.0000		3,588.00
1.00	EA	1058121 FILTER REP 16 MIC GLASS ELEMENT	70.0600		70.06
1.00	EA	1084355 1-1/4" BRASS BALL VALVE 600PSI FULL PORT TANK SHUTOFF	57.6000		57.60
1.00	EA	1118908 AAS2512 VALVE HOIST, FLOW STR ELEC SANDER D/A HOIST W/ DOWNSIDE RELIEF S/A FLOW LIFT W/ FLOAT D/A FLOW ANGLE AUGER SPINNER	2,826.0000		2,826.00
1.00	EA	1058032 CABLE CONNECTION KIT FORCE	54.0000		54.00
2.00	EA	1058020 CABLE CONNECTION KIT FORCE	54.0000		108.00
3.00	EA	1081833 6" BULKHEAD RVC CABLE FOR USE WITH VALVE ENCLOSURE	36.0000		108.00
1.00	EA	1088522 HOIST LEVER - SINGLE AXIS W/ CENTER LOCK - 10.38"L	67.2000		67.20

Quote

Bradco Supply Co
 80 Old Mills Rd
 Towanda, Pa 18848
 Bob Shewokis
 484.788.8304

Quote No 10752 **Quote Date** 3/21/2024 **Page** 3

Bill To

MT POCONO BORO MONROE
 MUNICIPAL BLDG
 303 POCONO BLVD
 MOUNT POCONO, PA 18344
 US

Ship to

MT POCONO BORO
 MUNICIPAL BLDG
 303 POCONO BLVD
 MOUNT POCONO, PA
 US

Customer No 61350 **Slpsn** 24 **Payment terms** NET 30

Loc BR **PPD/COL** - **Ship via** - **Ship Date** A.S.A.P.

Qty Ordered	UOM	Item No	Unit price	Disc	Extended price
2.00	EA	1081746 RVC CONTROL LEVER W/ FLAT HEAD KNOBS - FLOW&ANGLE LEVERS	50.4000		100.80
1.00	EA	1069171 REMOTE VALVE CONTROL CONSOLE FOR 3 LEVERS RVC	62.4000		62.40
1.00	EA	1108607 MANUAL SPREADER CONTROLL KIT SSC3100-3F	1,020.0000		1,020.00
1.00	EA	14113A001 ARMREST PAD MINI-JOYSTICK CONTROLLER DWG#2647 REV.A	12.0000		12.00
1.00	EA	14112A001 BRACKET, WRIST PAD	15.6000		15.60
1.00	EA	12X12ALUMCONS 12" X 12" CENTER TRUCK CONSOLE ALUMINUM CUSTOM CENTER CONSOLE FOR CUP HOLDER AND ARM REST PAD TO BE INSTALLED	300.0000		300.00
1.00	EA	76920 BLADE ASSY 10" PRO PLUS HD	3,456.9600		3,456.96
1.00	EA	76910 BB ASSY PRO PLUS HD CH H9/H11	1,748.1600		1,748.16
1.00	EA	29047 ADAPT LIGHTS	27.3600		27.36
1.00	EA	31270 mount Ford 2017	527.7600		527.76
1.00	EA	85973 HEADLAMP HARNESS FORD FISHER/WESTERN HALOGEN	227.5200		227.52
1.00	EA	72525 LED headlight kit	781.2000		781.20
1.00	EA	A29070 MODULE 3 PORT	133.2000		133.20
1.00	EA	57425	372.9600		372.96

Quote

Quote No 10752
 Quote Date 3/21/2024
 Page 4

Bradco Supply Co
 80 Old Mills Rd
 Towanda, Pa 18848
 Bob Shewokis
 484.788.8304

Bill To

MT POCONO BORO MONROE
 MUNICIPAL BLDG
 303 POCONO BLVD
 MOUNT POCONO, PA 18344
 US

Ship to

MT POCONO BORO
 MUNICIPAL BLDG
 303 POCONO BLVD
 MOUNT POCONO, PA
 US

Customer No 61350 Slpsn 24 Payment terms NET 30

Loc BR PPD/COL Ship via Ship Date A.S.A.P.

Qty Ordered	UOM	Item No	Unit price	Disc	Extended price
		RUBBER DEFLECTOR10'X10" WP KIT			
1.00	EA	SAB-WPP10-HD 3 pc Western 10' Pro+ edge Sabre 14-5/8H HD	1,576.2200		1,576.22
14.00	EA	5/8X5CARRASY 5/8XS GRS CARRIAGE ASSY INC-BOLT, NUT, & LOCK WASHER	4.9300		69.02
		Feature/Kit Components- 5/8X5CARRASY			
	0.00	EA 5/8X5CB 5/8XS GRS CARRIAGE BOLT			
	0.00	EA 5/8SN 5/8" STD NUT GRADE 5 45RH662C			
	0.00	EA 5/8LW 5/8" LOCK WASHER			
1.00	EA	SADS-DD-SS MODEL S-SERIES SWENSON SPREADR 96" W, DIRECT DR, 6" AUG, SS	6,740.0000		6,740.00
2.00	EA	10X30"SS SS TAILGATE SHIELD	69.4200		138.84
2.00	EA	1492110 LED SPREADER LIGHT	24.9000		49.80
1.00	EA	1810281 BULLET 30 TARP SYS ROCKER SW	2,182.4000		2,182.40
1.00	EA	1216 DONOVAN ALUM WIND DEFLECTOR 1801919	222.0000		222.00
1.00	EA	VINYL VINYL BLACK SHOCK CORD TARP	252.0000		252.00
1.00	EA	1809060A HITCH PLATE W/ DRING RECEIVER TUBE	495.1400		495.14
1.00	EA	48323 CURT PINTLE MOUNT, 3 POSITION 8.5" SHANK, 7" PLATE, 10K GTW	61.6900		61.69
1.00	EA	48200 2-5/16" 8TON PINTLE COMBO	94.9200		94.92

Quote

Bradco Supply Co
 80 Old Mills Rd
 Towanda, Pa 18848
 Bob Shewokis
 484.788.8304

Quote No 10752
Quote Date 3/21/2024
Page 5

Bill To

MT POCONO BORO MONROE
 MUNICIPAL BLDG
 303 POCONO BLVD
 MOUNT POCONO, PA 18344
 US

Ship to

MT POCONO BORO
 MUNICIPAL BLDG
 303 POCONO BLVD
 MOUNT POCONO, PA
 US

Customer No 61350 **Slipsn** 24 **Payment terms** NET 30

Loc BR **PPD/COL** - **Ship via** - **Ship Date** A.S.A.P.

Qty Ordered	UOM	Item No	Unit price	Disc	Extended price
1.00	PK	58170 CURT 7 ROUND PIN CONNECTOR SOCKET - CAR END	14.3000		14.30
1.00	EA	031-01539 SPRAYMASTER POLY FENDERS, PAIR 19.5, FULL ROUND, BLACK	443.9900		443.99
1.00	EA	031-01537 BRUSH KIT SPRAYMASTER POLY FENDERS	113.9900		113.99
1.00	EA	031-02014 ADJ. OFFSET MOUNT KIT	173.2500		173.25
1.00	EA	1702600 18x18x24 S.S. TOOLBOX	576.8100		576.81
1.00	EA	1701031 STAINLESS STEEL WELDED TOOLBOX BRACKETS, 18" X 18"	165.9000		165.90
1.00	EA	WST001-BF2 DUAL SHAKER WIPER INSTALL KIT	74.5200		74.52
2.00	EA	ED5051A AMBER LED STROBE GRILL MOUNT	117.6400		235.28
1.00	EA	BS00T 5 LB. FIRE EXTINGUISHER	56.1600		56.16
1.00	EA	3006007 TRIANGLE FLARE KIT 950 TRIANGLE FLARE	31.5000		31.50
1.00	EA	PAINT9SS PAINT A 9" STAINLESS DUMP BODY FRAME AND TOUCH UP WELD	500.0000		500.00
170.00	HR	50 LABOR LABOR TO INSTALL BUILD ABOVE	55.0000		9,350.00

Quote

Bradco Supply Co
80 Old Mills Rd
Towanda, Pa 18848
Bob Shewokis
484.788.8304

Quote No 10752
Quote Date 3/21/2024
Page 6

Bill To

MT POCONO BORO MONROE
MUNICIPAL BLDG
303 POCONO BLVD
MOUNT POCONO, PA 18344
US

Ship to

MT POCONO BORO
MUNICIPAL BLDG
303 POCONO BLVD
MOUNT POCONO, PA
US

Customer No 61350
Slpsn 24
Payment terms NET 30

Loc BR
PPD/COL -
Ship via -
Ship Date A.S.A.P.

Qty Ordered UOM Item No Unit price Disc Extended price

THE QUOTE TOTAL MAY NOT REFLECT MISCELLANEOUS CHARGES, FREIGHT OR SALES TAX

Quote Total

55,683.12



Zoning Department

MOUNT POCONO BOROUGH MONTHLY ZONING REPORT

TO: Mount Pocono Borough Council
FROM: Lindsay Scerbo, Zoning Administrator
CC: Shawn McGlynn, Zoning Officer
DATE: March 27, 2024



Following is a report of the Zoning Office's monthly activity for the month of **March 2024**:

Permits Issued: 23

Zoning Permits: 4	New Construction: 1	Building Permits: 7
Commercial – 2	Commercial – 0	Commercial – 3
Residential – 2	Residential – 1	Residential – 4
Driveway – 1	Building CO – 3	Zoning CO – 3
Resale Use and Occupancy – 4	STR Permit – 0	

- **Resale Use and Occupancy Violations:**

- 139 Foxfire Drive – Unit 301
- 115 Foxfire Drive – Unit 307
- 107 Snowshoe Court – Unit 104

- **Alarm Violations:**

- 15 Stonegate Court
- 1151 Pocono Boulevard
- 1318 Pocono Boulevard
- 247 Nittany Court

- **Enforcement Actions:**

- 22 Quay Avenue – Enforcement Notice – March 25, 2024 – Establishment of a Boarding House on the subject property without first obtaining a zoning permit and certificate of occupancy for the new and/or change of use.
- 18 Fairview Avenue – Enforcement Notice – March 25, 2024 – Demolition of an accessory building on the subject property without first obtaining a building permit. **The property owner has since contacted the building code office and has obtained a building permit to commence demolition activities.**

- **Properties of Interest:**

- 56 Pine Hill Road – A follow-up inspection of the property was conducted on March 13th and the contractor's yard use was still present on the property. **The Zoning Office has contacted the Borough Solicitor in regard to executing the judgment that was granted.**
- 1361 Pocono Boulevard – The Zoning and Building Code Office is in the process of retroactively issuing zoning and building permits for the installation of playground equipment on the existing public recreation facility behind the Municipal Building.

- **Public Hearing Matters:**

- Kouassi Kouadio – 11 Cedar Road – A civil complaint has been filed against the property for violations of the Borough Property Maintenance Ordinance. **The Zoning Office received Notice on March 25th that the case was Dismissed without Prejudice. The Zoning Office contacted the District Magistrate and was informed that the property owner was unable to be served, so we would have to pay the fee to reinstate the filing and attempt to serve them again.**

AS of March 29, 2024

PREPAID INVOICES

AmTrust -Workers Comp	2,774.00
Cintas Uniform & Mats	355.47
Essa Bank & Trust	2,572.87
First Net	124.67
Geisinger	7,076.15
Highmark (Dental&Vision)	270.58
Lowe's	138.59
Marissa Duffy	286.76
Met Life	164.52
NBT Credit Card	1,037.23
PA Water Co (43 Hydrants \$20.30ea)	871.50
PA Water Borough	26.27
PA Water Garage	52.77
PPL (2)	343.67
Quill	239.94
Selective Insurance	4,072.00
Sunoco Gas (Feb. Bill)	1,060.29
US Bank Equipment Finance (Copier)	128.45

21,595.73

Park & Rec. Bnk Acct

Kobalt Const. Sidewalks

Dog Park **12,685.62**

Tri-Boro Fencing

New Gate Fencing
3,166.00

Recreation Resource USA

Playground Equip/Site Work
92,174.00

McKeown:Commercial Appraisal

Lot 1406-1408 Pocono Blvd.
\$2,850.00

Barry Isset

Lot 1406-1408 Environment Assessment
\$2,000.00

Pine Hill Intersection

Barry Isset

PennDot Mtg, Status Report
360.00

Traffic Signal Maint Fund

Signal Services **\$1,267.00**
Ins. Claim Pymt \$767.60

3/29/2024

TOTAL INVOICES	\$	178,021.55
PREPAID INVOICES	\$	-21,595.73
AMOUNT NOT PP	\$	156,425.82

**Borough of Mt. Pocono-General Fund
Bills To Be Approved and Paid**

3/1/2024 - 4/1/2024

Type	Date	Num	Memo	Due Date	Amount
ARGS Technology, LLC					
Bill	03/26/2024	2156	IT Service Cloud Backup (Final Invoice)	03/29/2024	74.50
Total ARGS Technology, LLC					74.50
AMTrust North America					
Bill	03/04/2024	PP	PP Borough Workers Compensation	03/04/2024	2,774.00
Total AMTrust North America					2,774.00
Barry Isett & Associates					
Bill	03/26/2024	0186906	Registered Landscape Architect, Design Phase 2 Master Plan	03/29/2024	2,254.80
Bill	03/26/2024	0187228	Safety: RFRB&SDS Bid Documents, Survey RFRB Easement LD, Secondary SDS Install ...	03/29/2024	9,717.43
Bill	03/26/2024	0186762	Maintenance Garage: LDP Revisions, Grant Documents, Fire System, Budget Cost	03/29/2024	396.00
Total Barry Isett & Associates					12,368.23
Berkheimer Associates					
Bill	03/26/2024	397	Local Service Tax: Operating Commission & Postage (March)	03/29/2024	282.00
Total Berkheimer Associates					282.00
CINTAS CORPORATION					
Bill	03/08/2024	PP	PP 3/10/24 Borough Logo Rugs & Mats	03/08/2024	87.36
Bill	03/08/2024	PP	PP 3/10/24 Maintenance Uniforms	03/08/2024	236.53
Bill	03/08/2024	PP	PP 3/10/24 Garage Mats	03/08/2024	31.58
Total CINTAS CORPORATION					355.47
Denise Clouse Cleaning Services					
Bill	03/26/2024	Feb	Cleaning Borough (2/5, 2/12, 2/19, 2/26)	03/29/2024	600.00
Total Denise Clouse Cleaning Services					600.00
ESSA					
Bill	03/06/2024	PP	PP Mar. Building Loan Principal	03/06/2024	1,644.49
Bill	03/06/2024	PP	PP Mar. Building Loan Int.	03/06/2024	928.38
Total ESSA					2,572.87
First Net					
Bill	03/13/2024	PP	PP Manager Phone	03/13/2024	43.47
Bill	03/13/2024	PP	PP Road Lap Top & Phone	03/13/2024	81.20
Total First Net					124.67
Geisinger Health Plan					
Bill	03/01/2024	AWD	AWD Road Crew: Health Plan	03/01/2024	7,076.15
Total Geisinger Health Plan					7,076.15
Highmark Blue Shield					
Bill	03/04/2024	PP	PP March Road Crew: Vision & Dental	03/04/2024	270.58
Total Highmark Blue Shield					270.58
Kimball Midwest					
Bill	03/26/2024	101895845	Supplies: Snow Plow Lubricant	03/29/2024	182.54
Total Kimball Midwest					182.54
LOWE'S					
Bill	03/07/2024	PP	PP Borough Black LED Post Lights	03/07/2024	121.51
Bill	03/07/2024	PP	PP Borough Batteries	03/07/2024	17.08
Total LOWE'S					138.59
Marissa Duffy					
Bill	03/25/2024	PP	PP Emergency Management: Reimb. Marissa: (Miles 428 @ .67) (4/5, 4/6, & 4/7)	03/25/2024	288.76
Bill	03/26/2024		Reimb. Marissa: (Miles 19.83 @ .67) (3/11/24) Emergency Management Training	03/29/2024	19.83
Bill	03/26/2024		Reimb. Marissa: (Miles 16 @ .67) (3/7/24) In & Outs of Short Term Rentals	03/29/2024	10.72
Bill	03/26/2024		Reimb. Marissa: (Miles 30.8 @ .67) (2/29/24) Nature Grant Awards	03/29/2024	20.63
Total Marissa Duffy					337.94
MET LIFE					
Bill	03/04/2024	PP	PP Highway : March Life and Disability Ins.	03/04/2024	164.52
Total MET LIFE					164.52

**Borough of Mt. Pocono-General Fund
Bills To Be Approved and Paid**

3/1/2024 - 4/1/2024

Type	Date	Num	Memo	Due Date	Amount
Miller's Automotive					
Bill	03/26/2024	1095459	2022 Ford F 350 State Inspection	03/29/2024	33.02
Total Miller's Automotive					33.02
Monroe County Control Center					
Bill	03/26/2024	7563	Fire/EMS Dispatching Fees (2 of 4)	03/29/2024	1,402.79
Total Monroe County Control Center					1,402.79
National Water Specialties					
Bill	03/26/2024	9715	Garage: Tested Backflow Valve per PA DEP & OSHA	03/29/2024	150.00
Bill	03/26/2024	9715	Borough Building: Tested Backflow Valve per PA DEP & OSHA	03/29/2024	150.00
Total National Water Specialties					300.00
NBT Cardmember Service					
Bill	03/05/2024	PP	PP Borough Cloud Communication	03/05/2024	173.73
Bill	03/05/2024	PP	PP Planning Cloud Communication	03/05/2024	37.22
Bill	03/05/2024	PP	PP Maintenance Cloud Communication	03/05/2024	37.22
Bill	03/05/2024	PP	PP Manager Microsoft Monthly Subscription	03/05/2024	22.92
Bill	03/05/2024	PP	PP Sec./Treas Microsoft Monthly Subscription	03/05/2024	45.84
Bill	03/05/2024	PP	PP Plan/Zone Microsoft Monthly Subscription	03/05/2024	22.92
Bill	03/05/2024	PP	PP Maintenance Microsoft Monthly Subscription	03/05/2024	22.92
Bill	03/05/2024	PP	PP Adobe File Compression	03/05/2024	21.19
Bill	03/05/2024	PP	PP Advertise Re Appointments	03/05/2024	23.04
Bill	03/05/2024	PP	PP Harbor Freight Tools, Greese, Oil	03/05/2024	44.02
Bill	03/05/2024	PP	PP Amazon/Walmart, Boro Therometer, Seat Covers, Hanging File, Conference Table	03/05/2024	340.56
Bill	03/05/2024	PP	PP Small Tools, Grab Handles 2022 Ford	03/05/2024	93.70
Bill	03/05/2024	PP	PP Treasurer New Calculator	03/05/2024	9.53
Bill	03/05/2024	PP	PP Manager Conference Deposit	03/05/2024	5.00
Bill	03/05/2024	PP	PP Zoning Labels, File Folders, Laminator	03/05/2024	137.42
Total NBT Cardmember Service					1,037.23
Newman, Williams, Mishkin, Corveleyn, Wol					
Bill	03/26/2024	126814	Reimb. Legal: F. Mohammed (22 Brunswick) Ltr to M. Duffy Settlement Funds	03/29/2024	31.00
Bill	03/26/2024	126985	Legal Services Retainer	03/29/2024	11,000.00
Total Newman, Williams, Mishkin, Corveleyn, Wol					11,031.00
PA American Water Co.					
Bill	03/06/2024	PP	PP Borough Water	03/06/2024	26.27
Bill	03/06/2024	PP	PP Garage Water	03/06/2024	52.77
Bill	03/13/2024	PP	Prepaid: Hydrants (43)	03/13/2024	871.50
Total PA American Water Co.					950.54
PA Assoc. of Municipal Administrators					
Bill	03/26/2024	44710	PAMA 2024 Manager Membership Dues (1/1/24-12/31/24)	03/29/2024	150.00
Total PA Assoc. of Municipal Administrators					150.00
PA One Call System, Inc					
Bill	03/26/2024	1043040: M...	PA One Call	03/29/2024	4.56
Total PA One Call System, Inc					4.56
PA State Association of Boroughs					
Bill	03/26/2024	R65836	Training: Role of an Administrator	03/29/2024	150.00
Total PA State Association of Boroughs					150.00
Payrolls Unlimited					
Bill	03/26/2024	47942	Payroll (3/1/24,3/8/24,3/15/24,3/22/24,3/29/24)	03/29/2024	119.00
Total Payrolls Unlimited					119.00
PLOCINIAC OIL CO.					
Bill	03/26/2024	738202	Borough Heat 3/7/24 -227.7 Gallons @ \$2.85	03/29/2024	648.95
Bill	03/26/2024	753241	Borough Heat 3/22/24 -224.7 Gallons @ \$2.849	03/29/2024	640.17
Bill	03/26/2024	738228	Garage Heat 3/7/24 -228.6 Gallons @ \$2.85	03/29/2024	651.51
Bill	03/26/2024	753252	Garage Heat 3/22/24 -248.3 Gallons @ \$2.849	03/29/2024	707.41
Total PLOCINIAC OIL CO.					2,648.04
Pocono Mountain Public Library					
Bill	03/26/2024		Library: RE Tax & Delinquent Tax	03/29/2024	3,667.88
Total Pocono Mountain Public Library					3,667.88

**Borough of Mt. Pocono-General Fund
Bills To Be Approved and Paid**

3/1/2024 - 4/1/2024

Type	Date	Num	Memo	Due Date	Amount
Pocono Mountain REgional EMS					
Bill	03/26/2024		EMS: RE Tax & Delinquent Tax	03/29/2024	1,835.92
Total Pocono Mountain REgional EMS					1,835.92
Pocono Mountain Regional Police Departmen					
Bill	04/01/2024		April 2024 Payment	04/01/2024	85,660.17
Total Pocono Mountain Regional Police Departmen					85,660.17
Pocono Mountain Volunteer Fire Company					
Bill	03/26/2024		FC: RE Tax & Delinquent Tax	03/29/2024	3,667.88
Total Pocono Mountain Volunteer Fire Company					3,667.88
PPL ELECTRIC UTILITIES					
Bill	03/11/2024	PP	PP 36 Pocono Blvd Lighting	03/11/2024	43.92
Bill	03/11/2024	PP	PP Garage Electric	03/11/2024	291.69
Total PPL ELECTRIC UTILITIES					335.61
Quill Corp					
Bill	03/26/2024	PP	PP Office Supplies (Copy Paper)	03/26/2024	59.98
Bill	03/26/2024	PP	PP File Folders (Legal)	03/26/2024	179.96
Total Quill Corp					239.94
Reilly Associates					
Bill	03/26/2024	19030.04	Reimb: PMIA-Act 537 Plan Update	03/29/2024	1,136.50
Total Reilly Associates					1,136.50
Schoonover & Vanderhoof, Architects, LLC					
Bill	03/26/2024	16781	Maintenance Garage	03/29/2024	2,000.00
Bill	03/26/2024	16784	Maintenance Garage	03/29/2024	2,600.00
Total Schoonover & Vanderhoof, Architects, LLC					4,600.00
SCOTT'S SIGNS & PRINTING					
Bill	03/26/2024	15781	Planning Commission: Name Plate (Greg Melbert)	03/29/2024	28.00
Total SCOTT'S SIGNS & PRINTING					28.00
Selective Insurance					
Bill	03/04/2024	PP	March: Insurance Premium	03/04/2024	4,072.00
Total Selective Insurance					4,072.00
SFM Consulting					
Bill	03/26/2024	Z-004	Zoning:37 Hours	03/29/2024	2,405.00
Bill	03/26/2024	UO Resale	UO Permits (7)	03/29/2024	490.00
Bill	03/26/2024	BP -004	Building Permits (3)	03/29/2024	434.70
Total SFM Consulting					3,329.70
Strunk-Albert Engineering					
Bill	03/26/2024	12157	Maintenance Garage: Mechanical & Electric Engineering	03/29/2024	15,480.00
Total Strunk-Albert Engineering					15,480.00
SUNOCO UNIVERSAL FLEET					
Bill	03/21/2024	PP	PP Maintenance Fleet Gas	03/21/2024	1,080.29
Total SUNOCO UNIVERSAL FLEET					1,080.29
Tulpehocken Spring Water					
Bill	03/26/2024	7355332 & 7...	Bottled Water	03/29/2024	153.98
Total Tulpehocken Spring Water					153.98
Underdog Computer & Network Support LLC					
Bill	03/26/2024	2022527	Work on Manager & Secretary Computers	03/29/2024	7,476.39
Total Underdog Computer & Network Support LLC					7,476.39
US Bank					
Bill	03/07/2024	PP	PP Copier Contract (March)	03/07/2024	128.45
Total US Bank					128.45
TOTAL					178,021.55

TREASURER'S REPORT

APRIL 2, 2024

***BILLS TO BE APPROVED AND PAID 3/1/2024 – 4/1/2024 FROM THE NBT GENERAL FUND ACCOUNT:**

ARGS Technology	(IT Service – Final Invoice)	\$74.50
AMTrust North America	(PP: Borough Workers Compensation)	2,774.00
Barry Isett & Associates	(P&R Landscape Architect/Garage Review/Safety Signs)	12,368.23
Berkheimer Associates	(Local Services Tax: Operating Comm. & Postage – March)	282.60
Cintas Corporation	(PP: Boro Rugs & Mats/Maint Uniforms & Garage Mats)	355.47
Denise Clouse Cleaning Services	(Cleaning Borough – 2/5,2/12,2/19,2/26)	600.00
ESSA	(PP: Feb. Building Loan Principal & Interest)	2,572.87
First Net	(PP: Road Supervisor & Manager)	124.67
Geisinger Health Plan	(AWD: March Road Crew Health Plan)	7,076.15
Highmark Blue Shield	(PP: March Road Crew Vision & Dental)	270.58
Kimball Midwest	(Supplies: Snowplow Lubricant)	182.54
Lowe's	(PP: Borough LED Post Lights & Batteries)	138.59
Marissa Duffy	(PP: Emergency Management Reimb 428 Miles – 4/5 & 4/7)	286.76
	(Reimb. Miles – 3/11, 3/7 & 2/29/24)	51.18
Met Life	(PP Highway: March Life and Disability Insurance)	164.52
Miller's Automotive	(2022 Ford F 350 State Inspection)	33.02
Monroe County Control Center	(Fire/EMS Dispatching Fees 2 of 4)	1,402.79
National Water Specialties	(Garage & Borough Building Backflow Testing)	300.00
NBT Cardmember Service	(PP: Office/Zoning/Highway)	1,037.23
Newman, Williams, Mishkin	(Reimb. Legal Mohammed 22 Brunswick)	31.00*
	(Legal Services Retainer)	11,000.00
PA American Water Co.	(PP: Water – Garage/Borough & Hydrants)	950.64
PA Association of Municipal Administrators	(PAMA 2024 Manager Membership Dues: 1/1/24-12/31/24)	150.00
PA One Call Systems, Inc.	(PA One Call)	4.56
PA State Association of Boroughs	(Training: Role of an Administrator)	150.00
Payrolls Unlimited	(Payroll 3/1,3/8,3/15,3/22,3/29)	119.00
Plociniak Oil Co.	(Borough Bldg. & Maintenance Garage Heat)	2,648.04
Pocono Mountain Public Library	(Library: RE & Delinquent Tax)	3,667.88
Pocono Mountain Regional EMS	(EMS: RE & Delinquent Tax)	1,835.92
Pocono Mountain Regional Police Dept.	(PP: April 2024 Payment)	85,660.17
Pocono Mountain Volunteer Fire Company	(FC: RE & Tax Delinquent Tax)	3,667.88
PPL Electric Utilities	(PP: Lighting/Boro. Bldg. Garage)	335.61
Quill	(PP: Copy Paper & File Folders)	239.94
Reilly Associates	(Reimb. PMIA-Act 537 Plan Update)	1,136.50*
Schoonover & Vanderhoof, Architects	(Maintenance Garage)	4,600.00
Scott's Signs & Printing	(New Planning Commission Member Greg Melbert)	28.00
Selective Insurance	(PP: March Insurance Premium)	4,072.00
SFM Consulting	(3 Building Permits)	434.70
	(7 UO Permits)	490.00
	(Zoning Hours – 37)	2,405.00
Strunk-Albert Engineering	(Maint. Garage Mechanical/Electronic Engineering)	15,480.00
Sunoco Universal Fleet	(PP: Maint. Fuel Purchase)	1,060.29
Tulpehocken Spring Water	(Bottled Water)	153.98
Underdog Computer & Network Support	(Work on Manager & Secretary Computers)	7,476.39
US Bank	(PP: Copier Contract March 2024)	128.45
GRAND TOTAL:		<u>\$178,021.55</u>

*Reimbursable Items

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
 January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
Income				
300.000 - REAL ESTATE PROPERTY TAXES				
300.001 - RE Tax-Current Year (Discount)	131,152.40	1,234,736.00	-1,103,583.60	10.6%
300.002 - RE Tax-Current Year (Face Amt)	0.00	97,250.00	-97,250.00	0.0%
300.003 - RE Tax-Current Yr (Penalty Amt)	0.00	87,250.00	-87,250.00	0.0%
Total 300.000 - REAL ESTATE PROPERTY TAXES	131,152.40	1,419,236.00	-1,288,083.60	9.2%
301.000 - REAL PROPERTY TAXES				
301.101 - RE Taxes Library	3,742.65	37,444.00	-33,701.35	10.0%
301.102 - RE Fire Co Taxes	3,742.65	37,444.00	-33,701.35	10.0%
301.103 - RE EMS Taxes	1,882.97	18,843.00	-16,960.03	10.0%
301.200 - Real Estate Taxes-Prior Year	9,619.62	10,000.00	-380.38	96.2%
301.300 - RE Taxes - Interest	210.92	100.00	110.92	210.9%
301.400 - Real Estate Taxes - Delinquent	8,765.00	42,000.00	-33,235.00	20.9%
301.401 - Delinquent Library Taxes	259.17	1,300.00	-1,040.83	19.9%
301.402 - Delinquent Fire Co Taxes	259.17	1,300.00	-1,040.83	19.9%
301.403 - Delinquent EMS Taxes	120.82	700.00	-579.18	17.3%
301.600 - Real Estate Taxes - Interim A	549.79	0.00	549.79	100.0%
301.610 - Real Estate Taxes - Interim B	0.00	0.00	0.00	0.0%
301.620 - Real Estate Taxes - Interim C	0.00	0.00	0.00	0.0%
Total 301.000 - REAL PROPERTY TAXES	29,152.76	149,131.00	-119,978.24	19.5%
310.000 - LOCAL TAX ENABLING ACT ACT 511				
310.100 - Real Estate Transfer Taxes	18,157.82	70,000.00	-51,842.18	25.9%
310.210 - Earned Income Taxes-Current Yr	87,120.56	260,000.00	-172,879.44	33.5%
310.410 - LST Tax - Current Year	22,006.75	70,000.00	-47,993.25	31.4%
Total 310.000 - LOCAL TAX ENABLING ACT ACT 511	127,285.13	400,000.00	-272,714.87	31.8%
321.000 - CABLE TELEVISION FRANCHISE TAX				
321.800 - Cable Television Franchise	13,833.77	15,000.00	-1,166.23	92.2%
Total 321.000 - CABLE TELEVISION FRANCHISE TAX	13,833.77	15,000.00	-1,166.23	92.2%
331.000 - FINES				
331.110 - Vehicle & Crime Violations	11,260.66	20,000.00	-8,739.34	56.3%
331.120 - Zoning Fines & Violations	12,000.00	3,000.00	9,000.00	400.0%
Total 331.000 - FINES	23,260.66	23,000.00	260.66	101.1%
340.000 - INTEREST, RENTS, AND ROYALTIES				
340.100 - Interest Earnings	5,145.73	5,000.00	145.73	102.9%
342.200 - Rents and Royalties	3,000.00	12,000.00	-9,000.00	25.0%
343.100 - Rebates/Refunds/Dividends	12,104.83	0.00	12,104.83	100.0%
Total 340.000 - INTEREST, RENTS, AND ROYALTIES	20,250.56	17,000.00	3,250.56	119.1%
354.000 - STATE CAPITAL & OPERATING GRANT				
354.080 - Recycling Grant - State	0.00	15,000.00	-15,000.00	0.0%
354.085 - PM Visitors Bureau Grant	0.00	15,000.00	-15,000.00	0.0%
Total 354.000 - STATE CAPITAL & OPERATING GRA...	0.00	30,000.00	-30,000.00	0.0%
355.000 - STATE SHARED REV & ENTITLEMENTS				
355.010 - Public Utility Realty	0.00	1,600.00	-1,600.00	0.0%
355.080 - Liquor Licenses	600.00	1,000.00	-400.00	60.0%
355.130 - Firemen's Relief	0.00	17,000.00	-17,000.00	0.0%
355.150 - Boro Empl. Pension State Aid	0.00	37,500.00	-37,500.00	0.0%
Total 355.000 - STATE SHARED REV & ENTITLEMEN...	600.00	57,100.00	-56,500.00	1.1%

**Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2024**

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
361.000 · GENERAL GOV'T REVENUES				
361.002 · Legal Fee's Reimbursable ZHB	0.00	2,000.00	-2,000.00	0.0%
361.003 · Engineering Fees Reimbursable	62.50	50,000.00	-49,937.50	0.1%
361.010 · Paradise Township Fire W/C Ins.	0.00	6,500.00	-6,500.00	0.0%
361.300 · Application & Startup Fees	0.00	5,000.00	-5,000.00	0.0%
361.301 · Building - (general permits)	563.60	5,000.00	-4,436.40	11.3%
361.302 · Building - (new construction)	0.00	5,000.00	-5,000.00	0.0%
361.305 · Rentals	1,650.00	5,000.00	-3,350.00	33.0%
361.310 · Sign Permits	448.00	1,500.00	-1,052.00	29.9%
361.315 · Sheds, Pools, Deck Permits	50.40	750.00	-699.60	6.7%
361.320 · Driveway Permits	0.00	1,000.00	-1,000.00	0.0%
361.330 · CO Resale Permits	2,100.00	1,500.00	600.00	140.0%
361.335 · Building Permit & UCC Fee	13,269.90	400,000.00	-386,730.10	3.3%
361.340 · Change of Use (Trash Cert)	70.00	500.00	-430.00	14.0%
Total 361.000 · GENERAL GOV'T REVENUES	18,214.40	483,750.00	-465,535.60	3.8%
362.000 · PUBLIC SAFETY REVENUES				
362.120 · Ball Field Usage Fee	0.00	250.00	-250.00	0.0%
Total 362.000 · PUBLIC SAFETY REVENUES	0.00	250.00	-250.00	0.0%
364.000 · SANITATION REVENUES				
364.300 · Solid Waste Collection Liens	0.00	1,500.00	-1,500.00	0.0%
Total 364.000 · SANITATION REVENUES	0.00	1,500.00	-1,500.00	0.0%
392.000 · INTERFUND OP TRANSFERS IN				
392.400 · Park & Rec Fund	30,700.00	30,700.00	0.00	100.0%
392.600 · Pglit General Fund	240,337.00	240,337.00	0.00	100.0%
Total 392.000 · INTERFUND OP TRANSFERS IN	271,037.00	271,037.00	0.00	100.0%
399.000 · Fund Balance Forward	176,878.00	176,878.00	0.00	100.0%
Total Income	811,664.68	3,043,882.00	-2,232,217.32	26.7%
Expense				
400.000 · LEGISLATIVE BODY				
400.110 · Salary of Elected Officials	0.00	3,700.00	-3,700.00	0.0%
400.420 · Dues,Subscriptions, & Membershi	943.00	1,600.00	-657.00	58.9%
400.460 · Meetings & Conferences	250.00	1,500.00	-1,250.00	16.7%
Total 400.000 · LEGISLATIVE BODY	1,193.00	6,800.00	-5,607.00	17.5%
401.000 · ADMIN MANAGER				
401.120 · Manager Salary	0.00	0.00	0.00	0.0%
401.121 · Manager Salary	17,125.02	68,500.00	-51,374.98	25.0%
401.164 · M. ERs Fica	1,061.75	4,247.00	-3,185.25	25.0%
401.165 · M. ERs U/C	499.98	500.00	-0.02	100.0%
401.166 · M. ERs Medicare	248.31	994.00	-745.69	25.0%
401.331 · Travel Expenses	31.35	650.00	-618.65	4.8%
401.350 · Bonding/Insurance	0.00	490.00	-490.00	0.0%
401.420 · Dues, Subscriptions,Membership	218.76	200.00	18.76	109.4%
401.460 · Mtgs/Training	405.00	600.00	-195.00	67.5%
Total 401.000 · ADMIN MANAGER	19,590.17	76,161.00	-56,590.83	25.7%

**Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2024**

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
403.000 · TAX COLLECTION				
403.110 · Salary - Tax Collector	0.00	5,600.00	-5,600.00	0.0%
403.120 · Transfer Tax Commission	363.16	3,000.00	-2,636.84	12.1%
403.130 · EIT Commission	1,433.00	4,000.00	-2,567.00	35.8%
403.131 · LST Commission	357.99	1,500.00	-1,142.01	23.9%
403.161 · Employers FICA-Tax Coll	0.00	348.00	-348.00	0.0%
403.162 · Employers U/C-Tax Coll	0.00	0.00	0.00	0.0%
403.163 · Employers Medicare-Tax Coll	0.00	90.00	-90.00	0.0%
403.200 · Supplies-Tax Coll	492.47	1,400.00	-907.53	35.2%
403.350 · Insurance and Bonding	0.00	0.00	0.00	0.0%
403.351 · Refund of RE Taxes Paid	8,751.75	17,000.00	-8,248.25	51.5%
Total 403.000 · TAX COLLECTION	11,398.37	32,938.00	-21,539.63	34.6%
404.000 · LEGAL				
404.310 · Professional Services-Retainer	11,000.00	22,000.00	-11,000.00	50.0%
404.330 · Alternate Solicitor Fees	0.00	500.00	-500.00	0.0%
404.331 · Addition Solicitor Fees	0.00	500.00	-500.00	0.0%
404.356 · Labor Attorney	423.00	3,000.00	-2,577.00	14.1%
Total 404.000 · LEGAL	11,423.00	26,000.00	-14,577.00	43.9%
405.000 · OFFICE-TREAS/ADMIN.				
405.120 · Salary of Treasurer	6,525.00	26,000.00	-19,475.00	25.1%
405.140 · Salary of Admin. Assistant	8,869.96	38,557.00	-29,687.04	23.0%
405.161 · Employers FICA	954.49	4,630.00	-3,675.51	20.6%
405.162 · Employers U/C	769.76	1,000.00	-230.24	77.0%
405.163 · Employers Medicare	223.24	1,083.00	-859.76	20.6%
405.200 · Office Supplies	564.03	1,650.00	-1,085.97	34.2%
405.220 · Office Postage	266.36	2,000.00	-1,733.64	13.3%
405.310 · Payroll Service	516.70	2,000.00	-1,483.30	25.8%
405.312 · Professional Cost-Audit	0.00	9,500.00	-9,500.00	0.0%
405.320 · Communications/Telephone	810.52	5,000.00	-4,189.48	16.2%
405.321 · Website	63.57	2,000.00	-1,936.43	3.2%
405.325 · Bank Service Charges	42.52	350.00	-307.48	12.1%
405.331 · Mileage Reimb.	0.00	0.00	0.00	0.0%
405.340 · Advertising Gen./Mtgs	295.16	2,500.00	-2,204.84	11.8%
405.350 · Insurance/Bonding	0.00	325.00	-325.00	0.0%
405.370 · Repair & Maint-Office Equip	269.72	1,000.00	-730.28	27.0%
405.454 · Contracted Copier	590.81	3,000.00	-2,409.19	19.7%
Total 405.000 · OFFICE-TREAS/ADMIN.	20,761.84	100,595.00	-79,833.16	20.6%
409.000 · GENERAL GOVERNMENT EXPENSES				
409.100 · Salaries - Custodial	0.00	250.00	-250.00	0.0%
409.161 · Employee FICA	0.00	0.00	0.00	0.0%
409.162 · Employee U/C	0.00	0.00	0.00	0.0%
409.163 · Employee Medical	0.00	0.00	0.00	0.0%
409.200 · Building Supplies	1,047.80	3,000.00	-1,952.20	34.9%
409.300 · Other Serv/Charges-Buildings	28.00	25,000.00	-24,972.00	0.1%
409.310 · Professional Services	1,445.00	15,000.00	-13,555.00	9.6%
409.360 · Public Water/ Sewer	74.16	500.00	-425.84	14.8%
409.361 · Public Electric	775.86	10,000.00	-9,224.14	7.8%
409.366 · Public Sewer	0.00	0.00	0.00	0.0%
409.367 · Building Heat	6,006.42	15,000.00	-8,993.58	40.0%
409.369 · Information Technology (IT)	5,553.50	25,000.00	-19,446.50	22.2%
409.370 · Repairs & Maintenance	340.89	4,000.00	-3,659.11	8.5%
409.380 · Lighting Repair & Maintenance	66.46	500.00	-433.54	13.3%
409.450 · Bottled Water	277.46	900.00	-622.54	30.8%
409.600 · Capital Construction	0.00	50,000.00	-50,000.00	0.0%
409.700 · Capital Purchase	7,476.39	20,000.00	-12,523.61	37.4%
Total 409.000 · GENERAL GOVERNMENT EXPENSES	23,091.94	169,150.00	-146,058.06	13.7%

**Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2024**

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
410.000 - REGIONAL POLICE				
410.329 - Control Center Fees	2,805.58	5,612.00	-2,806.42	50.0%
410.370 - Police Service Fees	342,640.68	1,029,312.00	-686,671.32	33.3%
410.420 - M.M.O. - Pension	0.00	0.00	0.00	0.0%
410.471 - Police - Loan Payment	0.00	0.00	0.00	0.0%
410.480 - Other (Non Uniform Police)	0.00	0.00	0.00	0.0%
Total 410.000 - REGIONAL POLICE	345,446.26	1,034,924.00	-689,477.74	33.4%
411.000 - FIRE				
411.345 - Fire Work/Comp	2,774.00	13,000.00	-10,226.00	21.3%
411.370 - Hydrants	2,615.90	10,500.00	-7,884.10	24.9%
411.540 - Contributions to Volunteer Fire	4,001.82	37,444.00	-33,442.18	10.7%
411.541 - Firemens Relief Disbursement	0.00	17,000.00	-17,000.00	0.0%
411.542 - Fire Truck Fuel Expense	0.00	3,000.00	-3,000.00	0.0%
Total 411.000 - FIRE	9,391.72	80,944.00	-71,552.28	11.6%
412.000 - AMBULANCE				
412.500 - Contribution	2,003.79	18,843.00	-16,839.21	10.6%
412.542 - Fuel Reimb - Ambulance	0.00	500.00	-500.00	0.0%
Total 412.000 - AMBULANCE	2,003.79	19,343.00	-17,339.21	10.4%
414.000 - PLANNING AND ZONING				
414.140 - SFM Planning/ Zoning Consults	8,889.98	30,000.00	-21,110.02	29.6%
414.141 - SFM Building Permits	8,736.35	280,000.00	-271,263.65	3.1%
414.142 - SFM Resale U&O Permits	1,260.00	1,000.00	260.00	126.0%
414.200 - Supplies Plan & Zone	465.40	250.00	215.40	186.2%
414.300 - General Engineering	719.00	10,000.00	-9,281.00	7.2%
414.312 - Legal Fees Reimb	2,529.89	5,000.00	-2,470.11	50.6%
414.313 - Engineering Reimb.	6,230.20	50,000.00	-43,769.80	12.5%
414.314 - Legal Services - Planning Comm.	297.50	2,500.00	-2,202.50	11.9%
414.315 - Legal Fee ZHB	450.00	2,000.00	-1,550.00	22.5%
414.316 - Court Reporter-ZHB (Reimb)	175.00	1,000.00	-825.00	17.5%
414.317 - PA UCC Fees	0.00	300.00	-300.00	0.0%
414.320 - Telephone	192.44	500.00	-307.56	38.5%
414.331 - Other Charges-Postage,Deeds,PM	210.25	4,000.00	-3,789.75	5.3%
414.332 - Other - Codification	0.00	1,200.00	-1,200.00	0.0%
414.341 - Advertising - PC Reimb.	0.00	300.00	-300.00	0.0%
414.342 - Advertising - ZHB Reimb	170.88	200.00	-29.12	85.4%
414.450 - Plan&Zone Refunds	0.00	1,000.00	-1,000.00	0.0%
414.700 - Capital Purchases (Map Link)	0.00	1,495.00	-1,495.00	0.0%
Total 414.000 - PLANNING AND ZONING	30,326.89	390,745.00	-360,418.11	7.8%
415.000 - SAFETY COMMISSION				
415.100 - Mid Block Crosswalk	1,200.00	25,000.00	-23,800.00	4.8%
415.200 - Solar LED Radar Speed Signs	9,717.43	25,000.00	-15,282.57	38.9%
415.300 - Solar LED Flashing Beacon	0.00	0.00	0.00	0.0%
415.460 - Pedestrian Stop Signs	0.00	0.00	0.00	0.0%
415.500 - Median Gateway	0.00	0.00	0.00	0.0%
415.600 - Emergency Management	326.42	1,000.00	-673.58	32.6%
Total 415.000 - SAFETY COMMISSION	11,243.85	51,000.00	-39,756.15	22.0%

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
430.000 · HIGHWAY MAINT - GENERAL				
430.140 · Salaries - Highway	51,281.10	206,528.00	-155,246.90	24.8%
430.145 · Other Overtime	215.55	200.00	15.55	107.8%
430.150 · Snow & Ice Overtime	7,366.96	7,300.00	66.96	100.9%
430.156 · Health Insurance	21,449.08	85,000.00	-63,550.92	25.2%
430.157 · Dental/Vision	811.74	3,500.00	-2,688.26	23.2%
430.158 · Life/Disab Insurance	658.08	2,500.00	-1,841.92	26.3%
430.161 · Employers FICA	3,652.81	14,075.00	-10,422.19	26.0%
430.162 · Employers U/C	2,007.50	2,500.00	-492.50	80.3%
430.163 · Employers Medicare	854.29	2,991.00	-2,136.71	28.6%
430.200 · Highway Supplies	3,135.09	40,000.00	-36,864.91	7.8%
430.231 · Gas, Oil, Grease	5,055.15	15,000.00	-9,944.85	33.7%
430.300 · Other Serv/Charges	865.58	3,000.00	-2,134.42	28.9%
430.320 · Telephone Communication	435.44	1,250.00	-814.56	34.8%
430.361 · Garage Heat	7,238.48	15,000.00	-7,761.52	48.3%
430.367 · Maintenance Building Electric	772.75	2,000.00	-1,227.25	38.6%
430.368 · Public Sewer/Water	124.05	400.00	-275.95	31.0%
430.374 · Maint/Equip Repairs Out Source	11,270.00	35,000.00	-23,730.00	32.2%
430.392 · Equip Rental Center	0.00	500.00	-500.00	0.0%
430.440 · Uniforms	565.85	2,000.00	-1,434.15	28.3%
430.500 · Street Cleaning	0.00	4,000.00	-4,000.00	0.0%
430.600 · Capital Construction (Garage)	25,019.20	50,000.00	-24,980.80	50.0%
430.700 · Highway Capital Purchases	0.00	150,000.00	-150,000.00	0.0%
Total 430.000 · HIGHWAY MAINT - GENERAL	142,778.70	642,744.00	-499,965.30	22.2%
451.000 · CULTURE-RECREATION ADMIN				
451.140 · Salaries - Recreation	52.50	9,000.00	-8,947.50	0.6%
451.200 · Supplies	0.00	8,000.00	-8,000.00	0.0%
451.300 · Park Electric	69.29	500.00	-430.71	13.9%
451.370 · Maint & Repairs - Recreation	0.00	1,000.00	-1,000.00	0.0%
451.392 · Rentals - Port a Potties	0.00	1,200.00	-1,200.00	0.0%
451.700 · Capital Purchases - Recreation	2,254.80	10,000.00	-7,745.20	22.5%
451.706 · Weed & Feed	0.00	1,000.00	-1,000.00	0.0%
Total 451.000 · CULTURE-RECREATION ADMIN	2,376.59	30,700.00	-28,323.41	7.7%
456.000 · LIBRARIES				
456.500 · Contributions, Grants, And Subs	4,001.82	37,444.00	-33,442.18	10.7%
Total 456.000 · LIBRARIES	4,001.82	37,444.00	-33,442.18	10.7%
458.000 · DONATIONS/CONTRIBUTIONS				
458.500 · Contributions, Grants, and Subs	0.00	2,000.00	-2,000.00	0.0%
Total 458.000 · DONATIONS/CONTRIBUTIONS	0.00	2,000.00	-2,000.00	0.0%
471.000 · DEBT SERVICE BUILDING LOAN				
471.110 · Essa Building Loan-Principal	4,860.75	20,010.00	-15,149.25	24.3%
471.472 · Essa Building Loan - Interest	2,857.86	10,866.00	-8,008.14	26.3%
Total 471.000 · DEBT SERVICE BUILDING LOAN	7,718.61	30,876.00	-23,157.39	25.0%
480.000 · MISCELLANEOUS EXPENSES				
480.001 · Miscellaneous Expenditures	0.00	0.00	0.00	0.0%
Total 480.000 · MISCELLANEOUS EXPENSES	0.00	0.00	0.00	0.0%
486.000 · INSURANCE				
486.345 · Workers Comp	5,548.00	14,000.00	-8,452.00	39.6%
486.351 · Insurance Premiums	12,220.00	40,000.00	-27,780.00	30.6%
Total 486.000 · INSURANCE	17,768.00	54,000.00	-36,232.00	32.9%
487.000 · EMPLOYEE BENEFITS				
487.160 · Pension/Retiremnt Boro Employee	0.00	37,498.00	-37,498.00	0.0%
Total 487.000 · EMPLOYEE BENEFITS	0.00	37,498.00	-37,498.00	0.0%

**Borough of Mt. Pocono-General Fund
 Profit & Loss Budget vs. Actual
 January through December 2024**

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
492.000 - Interfund Transfers Out				
492.100 - Transfer To 5 Point Account	0.00	40,000.00	-40,000.00	0.0%
492.150 - Transfer to Storm Water Fund	0.00	40,000.00	-40,000.00	0.0%
492.200 - Trans to Park & Rec Fund	0.00	0.00	0.00	0.0%
492.500 - Transfer to Planning Fund	0.00	40,000.00	-40,000.00	0.0%
492.600 - Transfer to Capital Fund	0.00	50,000.00	-50,000.00	0.0%
492.700 - Transfer to Fund Balance Res.	0.00	50,000.00	-50,000.00	0.0%
Total 492.000 - Interfund Transfers Out	0.00	220,000.00	-220,000.00	0.0%
Total Expense	660,514.55	3,043,882.00	-2,383,367.45	21.7%
Net Income	151,150.13	0.00	151,150.13	100.0%