

**Mount Pocono Borough Council  
Regular Meeting Agenda  
Tuesday, July 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:** June 2, 2024 Borough Council Meeting

Motion to Authorize Submission of CFA Multimodal Grant Application for Pinehill Road Improvements

Motion to Hire Park Maintenance Specialist Matthew Laity

Motion to Appoint John Repetti as alternate on ZHB

Motion to Approve Repairs on Snow Plow Maintenance Truck

-E.M Kutz \$9,646

-Powells- N/A

- Summit Welding N/A

**Officer Reports**

President

Mayor

Borough Manager

Solicitor

Zoning Report

Treasurer's Report- Approve Bills List

Public Comment

**Adjournment**

**Mount Pocono Borough Council**  
**Regular Meeting Minutes**  
**Tuesday, June 4, 2024, 6:30 P.M.**

The Mount Pocono Borough Council meeting held on Tuesday, June 4, 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, present; Councilwoman E. Melbert, present; President D. Struckle, present; Councilwoman C. Williams, present; Councilman J. Simeone, present; and Mayor R. Altemose, present.

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

**Announcements:** President D. Struckle stated that Borough Council held an Executive Session this evening at 6:15 and ended at 6:22 P.M. regarding legal issues with no action needed to be taken.

**Public Comments** (agenda items only) – None

**Approval of Minutes** - Councilwoman A. Harris moved to accept the Regular Meeting Minutes of May 7, 2024, as presented. Councilman J. Simeone seconded. Motion carried 7 – 0.

**Presentations** – None

**Old Business** -

**Motion to Authorize Release of Financial Security Newland Capital Group and LOC** – Upon reviewing the recommendation letter from Alternate Borough Engineer Chris McDermott of Reilly Associates, Vice President N. DeLano moved to authorize the release of the security in the amount of \$369,550.00 and retaining \$7,963,550.00 in security. Councilwoman D. Fulton seconded. Motion carried 7 – 0.

**Motion to Approve Updated Employee Handbook with Maternity Leave Policy** – Vice President N. DeLano moved to approve the updated employee handbook with maternity leave policy as presented. Councilwoman C. Williams seconded. Motion carried 7 – 0.

**Motion to Approve MPMA (Mount Pocono Municipal Authority) Lease** – President D. Struckle stated that the lease states that the MPMA will be renting the Borough's space for \$1,200.00 per month for a three (3) year period. Vice President N. DeLano moved to approve the MPMA lease as presented. Councilman J. Simeone seconded. Motion carried 7 – 0.

**New Business** -

**Motion to Adopt Ordinance Amendment for Driveway Pipe Blockage** – Solicitor J. Fareri explained the amendment. Vice President N. DeLano moved to adopt Ordinance 2 of 2024 amending the driveway pipe blockage Ordinance. Councilwoman E. Melbert seconded.

**BOROUGH OF MOUNT POCONO**  
**ORDINANCE NO: 2 of 2024**  
**ORDINANCE AMENDING CHAPTER 84 OF THE BOROUGH CODE "DRIVEWAYS"**

*WHEREAS, in 1983 the Borough of Mount Pocono adopted a Driveway Ordinance, which is incorporated into the Borough Code of Ordinances at § 84-1 et seq; and*

*WHEREAS, the Ordinance addresses the maintenance of driveway for which permits have been issued under the Ordinance, but not pre-existing in other driveways for which no permit has been issued; and*

*WHEREAS, to protect the health, safety and welfare of residents of the Borough, as well as property owners, Borough Council believes that it is necessary and appropriate for additional regulation of all driveways in the Borough, irrespective of whether permits have been issued for such driveways or whether such driveways are pre-existing;*

*Now, therefore, being enacted and ordained as follows:*

1. Borough Code of Ordinances chapter 84, § 84-4 entitled "Maintenance" is repealed in its entirety and as written.
2. Code § 84-4 will now state as follows:

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- A. All driveways, whether a permit for the same has been issued under this Ordinance or not, adjacent areas and areas between such driveways including channelization, paving, drainage, etc. installed by the owner shall be maintained by the property owner in such a manner as not to interfere or be inconsistent with the design, maintenance and drainage of the street or the safe and convenient passage of traffic upon the street. The term "adjacent area" shall apply only to that area within the owner's property or property line extended.
- B. Property owners shall periodically inspect their driveway including channelization, paving, drainage and subterranean pipes beneath such driveways so as to ensure that the same are in proper and operable condition. Property owners shall keep clear all drainage swale and other channelization, as well as subterranean piping beneath driveways.
- C. Borough personnel are authorized by this Ordinance to enter upon private property, with due notice to the property owner and/or occupant, for the purpose of clearing any blockage of drainage swales or subterranean piping which may cause a threat of flooding, property damage, and a threat to public safety.
- (1) Upon receiving a report or identifying any blockage causing obstruction in drainage where there is subterranean piping, the Borough shall provide written notice to the property owner providing a reasonable time in which to clear the blockage. If the blockage is not cleared within the specified time frame or if it poses an immediate threat of flooding or property damage, the Borough personnel may proceed with clearance of such obstructions. In the event it is necessary for Borough personnel to remove obstructions, the property owner shall be charged for any labor, materials, and equipment used, at a reasonable rate to be determined by the Borough Council.
- (2) Any charges imposed hereunder may be appealed to the Borough Council within fourteen (14) days of Council advising property owner, in writing, of such charges. Any appeal will be conducted pursuant to the Local Agency Act and a hearing held before Borough Council. After hearing before Borough Council, Borough may file a lien on the property in accordance with the Municipal Lien Law.

*This Ordinance shall be effective five (5) days after its adoption.  
Any inconsistent Ordinances are repealed hereby.*

Motion carried 7 – 0.

**Motion to Approve IT Upgrades** – Councilwoman D. Fulton moved to approve IT Upgrades as presented. Councilwoman C. Williams seconded. Clarification that TVs will be purchased separately. Motion carried 7 – 0.

**Motion to Award 2024 Paving Bid with Paradise Township** – the following bids were submitted:

- Wayco Inc. - \$254,210.39
- Northeast Site Contractors - \$260,236.55
- H & K Group - \$246,749.75

Upon reviewing the bids, Councilwoman A. Hariss moved to award the 2024 Paving Bid to H & K Group in the amount of \$246,749.75 with Paradise Township. Vice President N. DeLano seconded. Motion carried 7 – 0.

**Motion to hire Paul Grady as Park Maintenance Specialist** – Councilwoman C. Williams moved to hire Paul Grady as Park Maintenance Specialist as of May 24, 2024, at \$15.00 per hour. Councilwoman A. Harris seconded. Motion carried 7 – 0.

**Joint Letter Agreement between Mount Pocono and Paradise Township** – Councilwoman A. Harris moved to authorize the acceptance of the joint letter agreement between Mount Pocono Borough and Paradise Township as presented. Vice President N. DeLano seconded.

JOINT LETTER AGREEMENT BETWEEN THE  
BOROUGH OF MOUNT POCONO AND PARADISE TOWNSHIP, RE:  
JOINT PAVING PROJECTS FOR DEVILS HOLE ROAD, KNOB ROAD, MAPLE AVENUE, HICKORY STREET, AND SCHOOL DRIVE

Borough of Mount Pocono Project No. 24-45403-001  
Township of Paradise Project No. 24-45208-001

1. The Borough of Mount Pocono is a municipal corporation and Pennsylvania Borough organized and existing under the laws of the Commonwealth of Pennsylvania and with authority granted under the Pennsylvania Borough Code, 8 Pa. C.S.A. §101, et seq.
2. The Township of Paradise, a Second-Class Pennsylvania Township, is a municipal corporation and organized and existing under the laws of the Commonwealth of Pennsylvania and with authority granted under the Second Class Township Code, 53 P.S. §§65101, et seq.
3. The municipalities are each authorized under their respective Codes to participate in intergovernmental cooperation agreements.

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4. *As municipal entities, the Borough of Mount Pocono and Paradise Township are responsible for the upkeep and maintenance of roadways owned by the respective municipalities. Each municipal entity is the recipient of Liquid Fuels monies from the Commonwealth of Pennsylvania to be used for paving projects within their respective municipal boundaries.*
5. *Kevin O'Donnell, Municipal Service Specialist, of the Pa. Department of Transportation, has authorized the municipalities to participate in a joint paving project for roads which transect both Paradise Township and the Mount Pocono Borough, as set forth in the attached document marked as **Exhibit A** and entitled "Location of Work (Attachment 1-B) which includes Base Bid Located Within Paradise Township and Base Bid Located Within Mount Pocono Borough." The work to be performed in the municipalities has been assigned the above-referenced project numbers.*
6. *The joint paving project shall include Paradise Township paving the road surfaces for the areas in Mount Pocono Borough delineated in **Exhibit A**, as follows:*
  - a. *Devils Hole Road from municipal line to municipal line;*
  - b. *Knob Road from beginning of one way to end of one way;*
  - c. *Maple Avenue from Oak Street to Hickory Street;*
  - d. *Hickory Street from Church Avenue to Maple Avenue; and*
  - e. *School Drive to Kinney Avenue.*
7. *Paradise Township shall take the lead and bid the PennDOT-approved paving projects within Paradise Township and shall include within its bid those roads in Mount Pocono Borough listed in paragraph 5 above. Each municipality shall abide by the terms and conditions and be responsible for awarding their respective portions of the contract as set forth in the Notice to Bidders which is attached hereto as **Exhibit B**.*
8. *Paradise Township and the Borough of Mount Pocono shall agree upon the lowest responsible bidder or this Agreement is null and void and each party shall be responsible for the paving of its own roads.*
9. *The Liquid Fuels monies applied to the joint road paving project are as set forth in an email from Kevin O'Donnell to Supervisor Peter Gonze, dated May 2, 2024, at 3:13 PM and which is attached hereto as **Exhibit C**.*
10. *If Paradise Township and the Borough of Mount Pocono proceed with the joint paving project, then each municipality shall complete the required forms provided by PennDOT in a document entitled, "Proposal and Contract (When Executed)" to include Attachment 1, Attachment 1-A, Attachment 1-B, Attachment 2, Attachment 3, Attachment 4, Anti-Collusion Affidavit, Notice of Completion, Public Works Employment Verification Form, Adjustment of Bituminous Material Form, Insurance Requirements, Contractor's Statement of Compliance with CDL Testing Program Requirements, Prevailing Wages Attachment with insert to be completed by the municipalities, all of which are attached hereto as **Exhibit D**.*
11. *Mount Pocono Borough shall pay its portion of the Liquid Fuels money it is to receive for the above-referenced road paving projects to Paradise Township upon completion of the paving project or upon completion of the Mount Pocono Borough portion of the joint paving project whichever occurs first.*
12. *If costs for paving exceed the monies allotted to the paving project from Liquid Fuels, the municipalities will meet and prioritize which projects shall proceed with the money allotted from Liquid Fuels.*

Motion carried 7 – 0.

**Officer Reports:**

**President's Report** – President D. Struckle thanked Mayor R. Altemose for his presentation during the Memorial Day Ceremony and acknowledged that more people were in attendance than in the past. President D. Struckle reminded that this coming Friday, June 7<sup>th</sup> is the First Friday and he noted that the last First Friday in May was a huge success. Councilwoman D. Fulton noted this Friday, June 7<sup>th</sup> that classic cars are scheduled to be displayed depending on the weather. President D. Struckle also noted that Borough Manager M. Duffy attended a conference at Kalahari, where Governor J. Shapiro's Kick-Off promoted tourism. He further noted that Governor J. Shapiro will be visiting other municipalities throughout the Commonwealth. President D. Struckle stated that Governor J. Shapiro will be returning to see the work that has been done at the Knob Overlook. President D. Struckle reported that our RRFBs are scheduled to be installed between June 6<sup>th</sup> through 10<sup>th</sup>, and a completion date of July 26<sup>th</sup>.

**Mayor's Report** – Mayor R. Altemose noted that research into who owns the roadway between SR 196 and SR 611 behind the Shop-Rite gas station is being done. This could help determine if signage of no turn going north from the Five Points Intersection can be erected. He discussed the drainage issue in front of Burger King with PennDOT and it will be fixed by the state.

**Borough Manager's Report** – No report.

**Solicitor's Report** – No Report.

**Zoning Officer's Report** – Following is a report of the Zoning and Building Code Office's monthly activity for the month of May 2024:

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- **Permits Issued:** Thirty-two (32) permits were issued.
  - Six (6) Zoning Permits – One (1) Commercial & Five (5) Residential
  - One (1) New Construction – One (1) Residential
  - Nine (9) Building Permits – Four (4) Commercial & Five (5) Residential
  - Two (2) Driveway
  - Two (2) Building CO
  - No Zoning CO
  - Twelve (12) Resale, Use and Occupancy – Noe STR Permit & One (1) Road Excavation
- **Correspondence with Residents:**
  - 2 Elm Street – Various correspondence with the property owner regarding the building plans submitted for the new single-family dwelling being constructed.
  - 5 Sterling Road – Various correspondence with the applicant regarding the building plans submitted for the fit-out of the subject commercial property.
  - 1224 Pocono Boulevard – Various correspondence with the applicant regarding the building plans submitted for the fit-out of the subject commercial property.
  - 219 Nittany Court – Multiple interactions with the contractor for a project taking place on the subject property. The conversation focused on zoning permit application submissions and plan requirements.
  - PAWC and UGI – Various email correspondence and in-office visits took place with representatives from PA American Water and UGI regarding road excavation applications. Currently, PAWC has obtained its road excavation permit and UGI is working on obtaining a bond to cover the restoration work.
- **Enforcement Actions:**
  - 25 Fairview Avenue – Enforcement Notice – May 8, 2024 – A property maintenance NOV for permitting the accumulation of garbage and refuse on the subject property.
  - 10 Candlewood Lane – Enforcement Notice – May 8, 2024 – A property maintenance NOV for permitting the accumulation of garbage and refuse on the subject property.
  - 4 Summit Avenue – Enforcement Notice – May 10, 2024 – Construction of a residential accessory structure, fence, without a permit.
  - 426 Park Avenue – Enforcement Notices – May 10, 2024 – Construction of various accessory structures on the subject property and creation of a second driveway access. *The property owner has since submitted zoning and building permit applications, but we are waiting for a survey of the property to be completed before the issuance of permits.*
  - 39 Holly Forest Road – Enforcement Notices – May 10, 2024 – Construction of a residential accessory structure, fence, without a permit. *The property owner has since contacted the Zoning Office and has obtained a zoning permit application. Nothing has been submitted as of today.*
  - 5 Deerfield Drive – Letter – May 10, 2024 – Paving of an existing gravel driveway and installation of a walkway. *The property owner has now obtained a permit for paving and is submitting additional information to get approvals for the walkways.*
  - 3 Cedar Road – Letter – May 21, 2024 – Paving of an existing driveway without first obtaining approvals.
  - 16 Cedar Road – Letter – May 21, 2024 – Paving of an existing driveway without first obtaining approvals.
  - 18 Cedar Road – Letter – May 21, 2024 – Paving of an existing driveway without first obtaining approvals.
  - 46 Seneca Road – Letter – May 24, 2024 – Parking of a commercial vehicle within the public right of way.
- **Previously Discussed Properties:**
  - 56 Pine Hill Road – A follow-up inspection of the property was conducted on March 13<sup>th</sup> and April 19<sup>th</sup> and the contractor's yard use was still present on the property. *The Zoning Office has contacted the Borough Solicitor regarding executing the judgment that was granted.*
- **Hearing Matters:**
  - David and Emma Wengerd – An appeal of the Borough Zoning Hearing Board's determination regarding wetland buffer variance for the property located at Lot 21 Timberbrook Terrace

# Mount Pocono Borough Council

## Regular Meeting Minutes

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**Treasurer's Report** – Borough Treasurer D. Hewitt presented the Borough's bill list and Cash Report. Vice President N. DeLano moved to approve and pay the bills list of Tuesday, June 4, 2024, as outlined and seconded by Councilwoman C. Williams:

### \*BILLS TO BE APPROVED AND PAID 5/1/2024 – 6/1/2024 FROM THE NBT GENERAL FUND:

Altronics Security Systems	(Service Call & Battery Replacement)	\$84.75
Barry Isett & Associates	(Grant Application/Maint Garage Site Plan/Safety Bid Docs)	4,051.16
Berkheimer Associates	(Local Services Tax: Operating Comm. & Postage – May)	88.04
C.S. Davidson, Inc.	(Zoning Permit Manager Support 5/723-5/11/24)	1,850.00
Cintas Corporation	(PP: Boro Rugs & Mats/Maint Uniforms & Garage Mats)	384.95
Danielle Hewitt	(Refund Upgrade Quick Books from 2021-2024)	687.94
ESSA	(PP: May Building Loan Principal & Interest)	2,572.87
First Net	(PP: Road Supervisor & Manager)	124.61
Geisinger Health Plan	(AWD: May Road Crew Health Plan)	4,487.89
Gotta Go Potties	(P&R Port of Potties 4/18-5/15/24)	87.50
Highmark Blue Shield	(PP: May Road Crew Vision & Dental)	211.66
Kirk, Summa & Co., LLP	(Audit of Records – Year 2023)	9,500.00
Lowe's	(PP: Highway & Park Rec Supplies)	1,018.72
Martin's Power Sweeping, Inc.	(Street Sweeping Borough Roads)	3,375.00
Met Life	(PP Highway: May Life and Disability Insurance)	164.52
Miller's Automobile	(1997 Ford F 350 Brake Booster)	491.09
NBT Cardmember Service	(PP: Office/Zoning/Highway/Park & Rec)	5,548.01
PA American Water Co.	(PP: Water – Garage/Borough & Hydrants)	936.91
Payrolls Unlimited	(Payroll 5/3,5/17,5/24,5/31)	125.60
Pitney Bowes	(PP: Lease Payment of Stamp Machine)	241.42
Plociniak Oil Co.	(Borough Bldg. & Maintenance Garage Heat)	1,250.84
Pocono Mountain Public Library	(Library: RE & Delinquent Tax)	17,514.71
Pocono Mountain Regional EMS	(EMS: RE & Delinquent Tax)	8,811.88
Pocono Mountain Regional Police Dept.	(PP: June 2024 Payment)	85,660.17
Pocono Mountain Volunteer Fire Company	(FC: RE & Tax Delinquent Tax)	17,514.71
PPL Electric Utilities	(PP: Lighting/Boro. Bldg. Garage)	1,472.42
ProudCity	(Website – Annual Subscription Meeting)	600.00
Rann Tibbs	(Refund Yard Sale Permit)	10.62
Reilly Associates	(Maintenance Building – Land Development)	1,900.50
SFM Consulting	(8 Building Permits)	3,805.15
	(10 UO Permits)	700.00
	(Zoning Hours – 40.25)	2,606.25
Sunoco Universal Fleet	(PP: Maint. Gas & Oil)	652.17
The Two Shields, LLC	(#3–2014 Kenworth, State Inspect. /Replace Brake Chamber)	267.25
Topp Business Solutions	(Copier 2/14-5/3/24 – B/W & Col Overages)	208.17
Underdog Computer & Network Support	(PP: Network Support/Equipment Upgrades)	1,874.98
US Bank	(PP: Copier Contract May 2024)	128.45
Versalift East LLC	(Chevy Truck: Inspection, Filter Hydraulic Oil)	720.77
<b>GRAND TOTAL:</b>		<b><u>\$181,731.68</u></b>

Motion carried unanimously.

### Cash Report as of May 31, 2024

<u>NBT General Fund</u>		<u>NBT Liquid Fuels Fund</u>	
Beginning Balance	\$ 806,409.58	Beginning Balance	\$ 79,327.30
Deposit	597,658.53	Deposit	0.00
Interest	16.89	Interest	1.32
Expense	508,814.33	Expense	2,756.92
Service Charge	0.00	Ending Balance	<u>\$ 76,571.70</u>
Ending Balance	<u>\$ 895,270.67</u>		

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**NBT Road Rehab Fund**

Beginning Balance	\$ 148,307.42
Deposit	26,991.45
Interest	426.54
Expense	0.00
Ending Balance	\$ 175,725.41

**NBT Traffic Signal Maintenance Fund (5 Pts)**

Beginning Balance	\$ 130,356.80
Deposit	40,000.00
Interest	371.59
Expense	0.00
Ending Balance	\$ 170,728.39

**NBT Stormwater Fund**

Beginning Balance	31,352.94
Deposit	40,000.00
Interest	110.74
Expense	5,812.80
Ending Balance	\$ 65,650.88

**NBT Payroll Fund**

Beginning Balance	4,679.48
Deposit	47,294.43
Interest	.14
Expense	45,895.38
Ending Balance	\$ 6,078.67

**Beautification**

Beginning Balance	\$ 1,240.71
Deposit	0.00
Interest	3.05
Expense	0.00
Ending Balance	\$ 1,243.87

**PLGIT Capital Fund**

Beginning Balance	\$106,428.21
Deposit	50,000.00
Interest	579.94
Expense	0.00
Ending Balance	\$157,026.15

**PLGIT Park & Recreation**

Beginning Balance	\$528,087.70
Deposit	0.00
Interest	2,287.65
Expense	0.00
Ending Balance	\$530,375.35

**E-Com - \$ 35.13**

**ESSA Line of Credit - \$103,120.94**

**NBT Park & Recreation Fund**

Beginning Balance	\$ 12,643.39
Deposit	14,253.00
Interest	51.34
Expense	805.35
Ending Balance	\$ 26,142.38

**NBT Pine Hill Intersection Fund**

Beginning Balance	\$ 316,301.97
Deposit	0.00
Interest	5.35
Expense	2,598.00
Ending Balance	\$ 313,709.32

**NBT Planning Commission Fund**

Beginning Balance	\$ 6,202.21
Deposit	40,000.00
Interest	55.25
Expense	0.00
Ending Balance	\$ 46,257.46

**From General Fund to PR**

(w/e 5/1/24)	\$11,970.61
(w/e 5/8/24)	\$14,066.50
(w/e 5/15/24)	\$6,875.16
(w/e 5/22/24)	\$7,120.03
(w/e 5/29/24)	\$7,262.13
Total Payroll	\$47,294.43

**PLGIT General Fund**

Beginning Balance	\$480,139.03
Deposit (EIT)	103,864.08
Deposit (LST)	17,536.81
Interest	2,283.14
Expense	0.00
Ending Balance	\$603,823.06

**PLGIT Fund Balance**

Beginning Balance	\$106,428.21
Deposit	50,000.00
Interest	597.94
Expense	0.00
Ending Balance	\$157,026.15

**PLGIT Liquid Fuels**

Beginning Balance	\$183.09
Deposit	0.00
Interest	.79
Expense	0.00
Ending Balance	\$183.80

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Vice President N. DeLano noted that he took a social media class on-line.

Councilwoman A. Harris has been asked why the Hometown Banners aren't up. The answer given was that most of them are faded and potentially need to be replaced. The Park & Recreation Foundation will be notified of this concern.

**Public Participation - None**

The meeting was adjourned at 7:06 P.M.

Transcribed and Respectively Submitted by,

Diana Jackowski, Administrative Assistant

DRAFT

**RESOLUTION # 4 OF 2024**  
**OF THE COUNCIL OF MOUNT POCONO BOROUGH, MONROE COUNTY, PENNSYLVANIA**

**Be it RESOLVED**, that the Borough of Mount Pocono of Monroe County hereby requests a Multimodal Transportation Fund grant of \$857,510.00 from the Commonwealth Financing Authority to be used for Pinehill Road Improvements.

**Be it FURTHER RESOLVED**, that the Borough of Mount Pocono does hereby designate Marissa Duffy Borough Manager, as the official to execute all documents and agreements between the Borough of Mount Pocono and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Marissa Duffy duly qualified Manager of the Borough of Mount Pocono, Monroe County, PA, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Borough Council at a regular meeting held on July 2, 2024, and said Resolution has been recorded in the Minutes of the Borough of Mount Pocono and remains in effect as of this date.

**IN WITNESS THEREOF**, I affix my hand and attach the seal of the Borough of Mount Pocono, this 2nd day of July 2024.

**Borough of Mount Pocono**  
**Monroe County**

**ATTEST:**

**Marissa Duffy**  
**Borough of Mount Pocono**

Concept Plans & Cost Estimates completed for the Mount Pocono (Pine Hill Rd) project. - separated the improvements as summarized below.

### **Concept/Cost Estimate #1:**

- Scope of Improvements:

#### **Pine Hill Road between Pocono Boulevard (SR 0611) & Sterling Road (SR 0196)**

- Provide a three-lane cross section between Pocono Boulevard (SR 0611) and the Proposed Full-Movement Driveway. Based on a review of Mount Pocono Borough's Ordinance requirements for a Collector, the design of the three-lane cross section consists of the following:
  - Asymmetrical, half width widening of Pine Hill Road along the site frontage to provide a 12' center left-turn lane and a 13' curbed westbound travel lane.
  - Transition the center left-turn lane back to a two-lane cross section between the Proposed Full-Movement Driveway and Sterling Road (SR 0196). Note, PennDOT's programmed Sterling Road safety improvement project (Project ID No. 105966) includes construction of a separate left-turn lane on the eastbound Pine Hill Road approach to Sterling Road (SR 0196), thus completing the continuous three-lane cross section between Pocono Boulevard (SR 0611) & Sterling Road (SR 0196).
  - Overlay of the existing eastbound Pine Hill Road travel lane.
  - Provision of sidewalk along the site frontage to Pine Hill Road.
  - Provision of a 30' half-width right-of-way for Pine Hill Road along the site frontage.

#### **Pocono Boulevard (SR 0611) & Pine Hill Road/Private Driveway**

- Modify Mount Pocono Borough's programmed project (EPS #327327) at the subject intersection to incorporate the above referenced three-lane cross section along Pine Hill Road and provide optimized traffic signal timings.
- 2 separate cost estimates for this work, as follows:
  - Intersection of SR 0611 & Pine Hill Road/Private Driveway (total including modifications and Pine Hill Road three-lane cross section) = \$2,118,913.
  - Pine Hill Road three-lane cross section only = \$170,078





## DESIGNERS OPINION OF PROBABLE COST

**TYPE OF ESTIMATE:** CONCEPTUAL

**PROJECT:** Pocono Boulevard (SR 0611) and Pine Hill Road Improvement Plan  
**MUNICIPALITY:** Mount Pocono Borough, Monroe County, Pennsylvania  
**TPD JOB #:** SHTZ.00072 & NIEC.00002

**PLAN TITLE:** Pocono Boulevard (SR 0611) & Pine Hill Road Conceptual Plan  
**PLAN DATE:** 6/20/2024  
**ROAD(S):** Pocono Boulevard (SR 0611) & Pine Hill Road  
**DESCRIPTION OF WORK:** Install Traffic Signal at the Intersection of Pocono Boulevard (SR 0611) and Pine Hill Road  
Widen Pocono Boulevard (SR 0611) at Pine Hill Road for the following:  
100-ft Northbound Left Turn Lane  
150-ft Northbound Right Turn Lane  
130-ft Southbound Left Turn Lane  
Construct a Private Access as the Fourth Leg of the Pocono Boulevard (SR 0611) & Pine Hill Road Intersection  
Widen Pine Hill Road at Pocono Boulevard (SR 0611) for the following:  
75-ft Westbound Left Turn Lane  
Two Way Center Left Turn Lane ending prior to Sterling Road (SR 0196)  
Eight (8) ADA Curb Ramps

**ESTIMATE DATE:** 6/20/2024  
**PREPARED BY:** L. MacDonald  
**CHECKED BY:**  
**SOURCE FOR UNIT COSTS:** Penn DOT Publication 287, Bulletin 50 Construction Cost Catalog (ECMS) (1/3/22 to 1/3/24)  
Costs are based on PennDOT Statewide Average for previous 2 years of data, low 3 bidders

**NOTES:** Unit prices last revised 01/03/2024, Project total inflated based on ENR CCI Index, Jan 2024  
Construction Year of 2025

**DISCLAIMER:** TPD IS FURNISHING THIS COST ESTIMATE AS REQUESTED BY THE CLIENT. PLEASE NOTE THAT ESTIMATED COSTS ARE SUBJECT TO CHANGE BASED ON FIELD CONDITIONS, LOCAL OR REGIONAL DIFFERENCES, CHANGES TO THE PLANS, AND/ OR CHANGES IN UNIT COSTS. COST ESTIMATES ARE PROVIDED FOR USE IN BUDGETING, BUT IN NO WAY SHOULD THIS ESTIMATE BE CONSTRUED AS A FINAL COST FOR THE PROJECT. FINAL COSTS ARE CONTINGENT ON ACTUAL BIDS FROM CONTRACTORS.  
TPD WILL NOT BE HELD RESPONSIBLE FOR DIFFERENCES BETWEEN THIS COST ESTIMATE AND BID COSTS.

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	COST
<b>GRADING AND PREPARATION</b>				
CLASS 1 EXCAVATION	CY	900	\$35.00	\$31,500
SAWCUT	LF	3,228	\$5.20	\$16,786
<b>SUBTOTAL GRADING AND PREPARATION</b>				<b>\$48,286</b>
<b>PAVEMENT ITEMS</b>				
SUPERPAVE WEARING COURSE, 1.5" DEPTH, SRL-H	SY	6,837	\$14.00	\$95,718
SUPERPAVE BINDER COURSE, 2.5" DEPTH	SY	2,526	\$21.00	\$53,046
SUPERPAVE BASE COURSE, 7" DEPTH	SY	2,526	\$50.00	\$126,300
WEARING LEVELING COURSE	TON	128	\$140.00	\$17,920

SUBBASE 8" DEPTH (NO. 2A)	SY	2,526	\$22.00	\$55,572
GEOTEXTILE, CLASS 4, TYPE A	SY	2,526	\$3.70	\$9,346
MILLING OF BITUMINOUS PAVEMENT SURFACE, 2.25" DEPTH	SY	4,311	\$5.70	\$24,573
ASPHALT TACK COAT (NTT/CNTT)	SY	11,889	\$1.06	\$12,602
<b>SUBTOTAL PAVEMENT ITEMS</b>				<b>\$395,077</b>
<b>CURBING ITEMS</b>				
PLAIN CEMENT CONCRETE CURB, 8" HEIGHT	LF	1,782	\$61.00	\$108,702
CONCRETE MOUNTABLE CURB	LF	1,191	\$39.00	\$46,449
CONCRETE SIDEWALK FOR CURB RAMPS	SY	64	\$250.00	\$16,000
DETECTABLE WARNING SURFACE	SF	85	\$53.00	\$4,505
<b>SUBTOTAL CURBING ITEMS</b>				<b>\$175,656</b>
<b>DRAINAGE ITEMS</b>				
6" PAVEMENT BASE DRAIN	LF	555	\$21.00	\$11,655
18" REINFORCED CONCRETE PIPE (TYPE A)	LF	730	\$190.00	\$138,700
TYPE C INLET TOP UNIT W/ BICYCLE SAFE GRATE	SET	9	\$1,500.00	\$13,500
TYPE M INLET TOP UNIT W/ BICYCLE SAFE GRATE	SET	4	\$1,500.00	\$6,000
STANDARD INLET BOX <10' DEPTH	EA	12	\$3,300.00	\$39,600
TYPE 4 BOX <10' DEPTH	EA	1	\$5,100.00	\$5,100
TYPE 4 MANHOLE, STORM WATER >5' AND <=10'	EA	1	\$5,500.00	\$5,500
TYPE 5 MANHOLE, STORM WATER >5' AND <=10'	EA	2	\$9,500.00	\$19,000
GRADE ADJUSTMENT EXISTING INLET	SET	1	\$1,300.00	\$1,300
<b>SUBTOTAL DRAINAGE ITEMS</b>				<b>\$240,355</b>
<b>SIGNS AND LANE MARKINGS</b>				
POST MOUNTED SIGNS, TYPE B	SF	104	\$56.00	\$5,824
STRUCTURE MOUNTED FLAT SHEET ALUMINUM SIGNS	SF	23	\$69.00	\$1,587
MAST ARM FOR OVERHEAD SIGN (35')	EA	1	\$40,000.00	\$40,000
4" WHITE EPOXY PAVEMENT MARKINGS	LF	1,146	\$1.90	\$2,177
4" YELLOW EPOXY PAVEMENT MARKINGS	LF	2,044	\$2.00	\$4,088
6" WHITE EPOXY PAVEMENT MARKINGS	LF	415	\$2.00	\$830
6" WHITE HOT THERMOPLASTIC PAVEMENT MARKINGS	LF	443	\$2.70	\$1,196
24" WHITE HOT THERMOPLASTIC PAVEMENT TRANSVERSE MARKINGS	LF	330	\$16.00	\$5,280
24" YELLOW HOT THERMOPLASTIC PAVEMENT TRANSVERSE MARKINGS	LF	162	\$16.00	\$2,592
HOT THERMOPLASTIC LEGEND, "ONLY"	EA	4	\$300.00	\$1,200
HOT THERMOPLASTIC LEGEND, RIGHT ARROW	LF	1	\$230.00	\$230

HOT THERMOPLASTIC LEGEND, LEFT ARROW	LF	3	\$220.00	\$660
REMOVE EXISTNG SIGN	EA	9	\$77.00	\$693
<b>SUBTOTAL SIGNS AND LANE MARKINGS</b>				<b>\$66,358</b>
<b>LANDSCAPING, SEEDING &amp; EROSION CONTROL ITEMS</b>				
SEEDING & SOIL SUPPLEMENTS INCLUDING MULCH	ACRE	0.1	\$8,500.00	\$510
<b>SUBTOTAL LANDSCAPING ITEMS</b>				<b>\$510</b>
<b>MISCELLANEOUS CONSTRUCTION ITEMS</b>				
SIGNALIZATION *****FROM SEPARATE ESTIMATE*****	LS	1	\$365,000	\$365,000
PINE HILL ROAD IMPROVEMENTS *****FROM SEPARATE ESTIMATE*****	LS	1	\$170,078	\$170,078
<b>SUBTOTAL MISCELLANEOUS ITEMS</b>				<b>\$535,078</b>
<b>SUBTOTAL PAY ITEMS</b>				<b>\$1,461,319</b>
<b>OTHER ITEMS</b>				
MOBILIZATION (5%)	LS	1	\$73,066	\$73,066
MAINTENANCE AND PROTECTION OF TRAFFIC (6%)	LS	1	\$87,679	\$87,679
CONSTRUCTION SURVEY & STAKEOUT (2%)	LS	1	\$29,226	\$29,226
EROSION AND SEDIMENTATION CONTROL (3%)	LS	1	\$43,840	\$43,840
<b>SUBTOTAL OTHER ITEMS</b>				<b>\$233,811</b>
<b>TOTAL: PAY ITEMS + OTHER ITEMS</b>				<b>\$1,695,130</b>
ESCALATION (3% FOR 1 YEARS)				\$50,854
<b>ESTIMATE TO MID-CONSTRUCTION YEAR (2025)</b>				<b>\$1,745,984</b>
CONTINGENCY (25% FOR PRELIMINARY)				\$423,783
<b>TOTAL ESTIMATE FOR CONSTRUCTION*</b>				<b>\$2,118,913</b>

\* Does not include:

*Surveying/Engineering/Permitting/Legal Fees*

*Acquisition Costs for Right-of-Way/Easements/Releases*

*Utility pole relocation, underground utility relocation/exploration*

**Note:** Estimated number of utility poles to be relocated = 9 + 3 (PINE HILL ROAD)

*Construction Inspection*

*Construction Management*

*or any other items not specifically listed above.*

## DESIGNERS OPINION OF PROBABLE COST

TYPE OF ESTIMATE: CONCEPTUAL

PROJECT: Mount Pocono Sheetz  
MUNICIPALITY: Mount Pocono Borough, Monroe County, Pennsylvania  
TPD JOB #: SHTZ.00072

PLAN TITLE: Pocono Boulevard (SR 0611) & Pine Hill Road Conceptual Plan  
PLAN DATE: 6/20/2024  
ROAD(S): Pine Hill Road  
DESCRIPTION OF WORK: Widen Pine Hill Road to provide a three (3) lane cross section with a Two-Way Center Left Turn Lane

ESTIMATE DATE: 6/20/2024  
PREPARED BY: L.MacDonald  
CHECKED BY:  
SOURCE FOR UNIT COSTS: Penn DOT Publication 287, Bulletin 50 Construction Cost Catalog (ECMS) (1/3/22 to 1/3/24)  
Costs are based on PennDOT Statewide Average for previous 2 years of data, low 3 bidders

NOTES: Unit prices last revised 01/03/2024, Project total inflated based on ENR CCI Index, Jan 2024  
Construction Year of 2025

**DISCLAIMER:** TPD IS FURNISHING THIS COST ESTIMATE AS REQUESTED BY THE CLIENT. PLEASE NOTE THAT ESTIMATED COSTS ARE SUBJECT TO CHANGE BASED ON FIELD CONDITIONS, LOCAL OR REGIONAL DIFFERENCES, CHANGES TO THE PLANS, AND/ OR CHANGES IN UNIT COSTS. COST ESTIMATES ARE PROVIDED FOR USE IN BUDGETING, BUT IN NO WAY SHOULD THIS ESTIMATE BE CONSTRUED AS A FINAL COST FOR THE PROJECT. FINAL COSTS ARE CONTINGENT ON ACTUAL BIDS FROM CONTRACTORS.  
TPD WILL NOT BE HELD RESPONSIBLE FOR DIFFERENCES BETWEEN THIS COST ESTIMATE AND BID COSTS.

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	COST
<b>GRADING AND PREPARATION</b>				
SAWCUT	LF	490	\$5.20	\$2,548
SUBTOTAL GRADING AND PREPARATION				\$2,548
<b>PAVEMENT ITEMS</b>				
SUPERPAVE WEARING COURSE, 1.5" DEPTH, SRL-H	SY	2,066	\$14.00	\$28,924
SUPERPAVE BINDER COURSE, 2.5" DEPTH	SY	710	\$21.00	\$14,910
SUPERPAVE BASE COURSE, 6" DEPTH	SY	710	\$47.00	\$33,370
WEARING LEVELING COURSE	TON	81	\$140.00	\$11,340
SUBBASE 6" DEPTH (NO. 2A)	SY	710	\$19.00	\$13,490
GEOTEXTILE, CLASS 4, TYPE A	SY	710	\$3.70	\$2,627
MILLING OF BITUMINOUS PAVEMENT SURFACE, 2" DEPTH	SY	1,356	\$5.70	\$7,729
ASPHALT TACK COAT	SY	1,356	\$1.06	\$1,437
SUBTOTAL PAVEMENT ITEMS				\$113,828
<b>CURBING ITEMS</b>				
PLAIN CEMENT CONCRETE CURB, 8" HEIGHT	LF	118	\$61.00	\$7,198

SUBTOTAL CURBING ITEMS				\$7,198
<i>SIGNS AND LANE MARKINGS</i>				
POST MOUNTED SIGNS, TYPE B	SF	20	\$56.00	\$1,120
4" WHITE EPOXY PAVEMENT MARKINGS	LF	605	\$1.90	\$1,150
4" YELLOW EPOXY PAVEMENT MARKINGS	LF	1,315	\$2.00	\$2,630
6" WHITE EPOXY PAVEMENT MARKINGS	LF	60	\$2.00	\$120
24" WHITE HOT THERMOPLASTIC PAVEMENT TRANSVERSE MARKINGS	LF	25	\$16.00	\$400
24" YELLOW HOT THERMOPLASTIC TRANSVERSE PAVEMENT MARKINGS	LF	110	\$17.00	\$1,870
HOT THERMOPLASTIC LEGEND, "ONLY"	EA	1	\$300.00	\$300
HOT THERMOPLASTIC LEGEND, LEFT ARROW	LF	5	\$220.00	\$1,100
REMOVE EXISTNG SIGN	EA	2	\$77.00	\$154
SUBTOTAL SIGNS AND LANE MARKINGS				\$8,844
<i>LANDSCAPING, SEEDING &amp; EROSION CONTROL ITEMS</i>				
TOPSOIL, FURNISHED AND PLACED (4" DEPTH)	CY	35	\$92.00	\$3,220
SEEDING & SOIL SUPPLEMENTS INCLUDING MULCH	ACRE	0.05	\$8,500.00	\$425
SUBTOTAL LANDSCAPING ITEMS				\$3,645
<i>MISCELLANEOUS CONSTRUCTION ITEMS</i>				
NON-QUANTIFIED ITEMS (25%)	LS	1	\$34,016	\$34,016
SUBTOTAL MISCELLANEOUS ITEMS				\$34,016
SUBTOTAL PAY ITEMS				\$170,078
<b>TOTAL ESTIMATE FOR CONSTRUCTION*</b>				<b>\$170,078</b>

\* Does not include:

*Surveying/Engineering/Permitting/Legal Fees*

*Acquisition Costs for Right-of-Way/Easements/Releases*

*Utility pole relocation, underground utility relocation/exploration*

**Note: Estimated number of utility poles to be relocated = 3 Poles**

*Construction Inspection*

*Construction Management*

*or any other items not specifically listed above.*

## **Concept/Cost Estimate #2:**

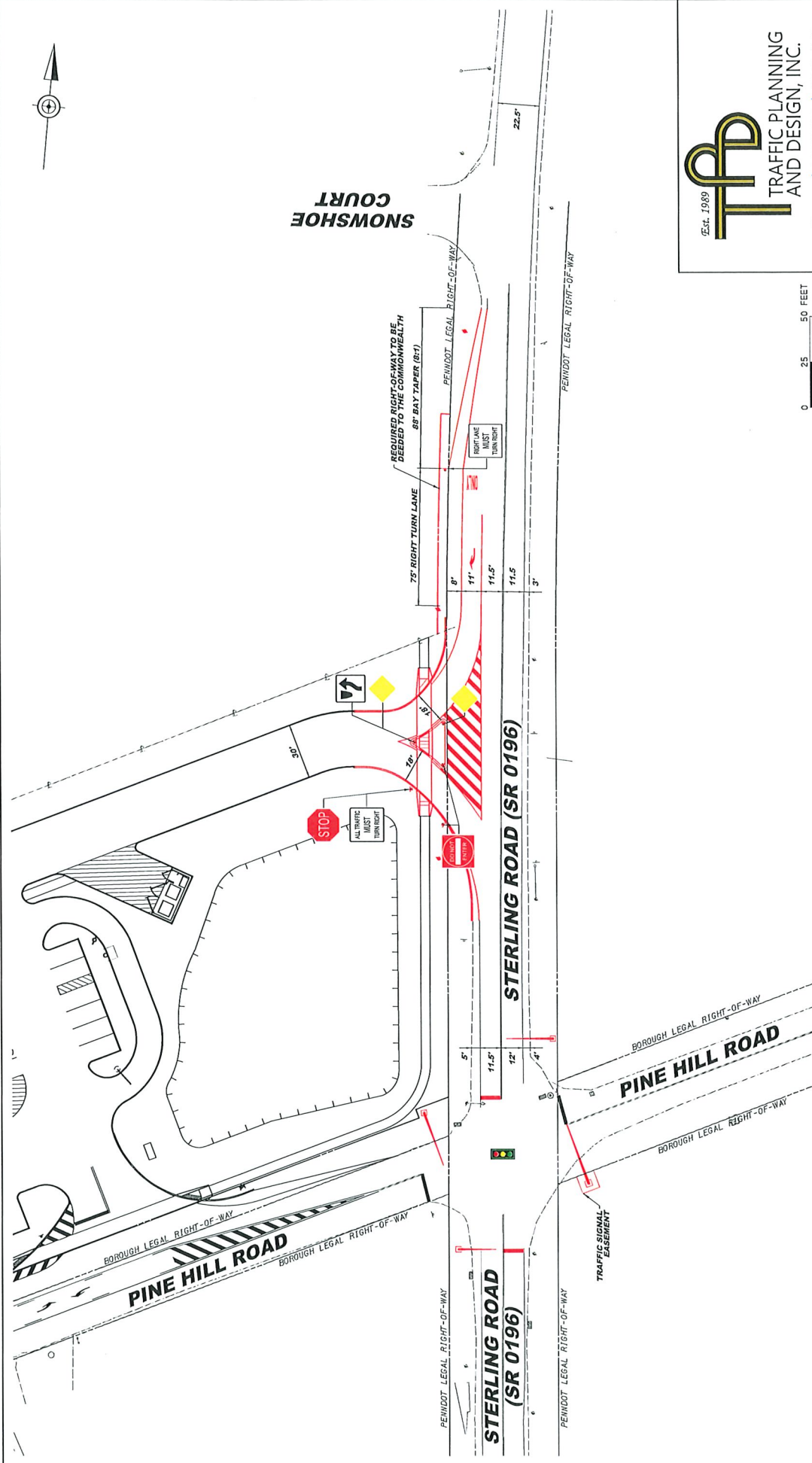
- Scope of Improvements:

### **Sterling Road (SR 0196) & Pine Hill Road**

- » Install a traffic signal at the subject intersection. The location of the traffic signal mast arms and associated equipment have been located so they will not conflict with the improvements to be constructed at the subject intersection in conjunction with PennDOT's programmed Sterling Road safety improvement project (Project ID No. 105966).

### **Sterling Road (SR 0196) & Proposed Right-In/Right-Out Driveway**

- Design the proposed driveway with right-in/right-out access only. Non-permitted left-turns should be prohibited with proper channelization and the placement of appropriate signing.
- Provide a 75' right-turn lane with an 88' bay taper on the southbound Sterling Road (SR 0196) approach.
- Design the radii to/from the proposed driveway to accommodate turning movements by the design vehicle (i.e. fire trucks & garbage trucks).
- Single cost estimate for this work = \$687,432.



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TRAFFIC PLANNING  
AND DESIGN, INC.

DISTRICT

COUNTY

ROUTE

SECTION

SHEET

5-0

MONROE

0196

--

1 OF 1

STERLING ROAD (SR 0196)

CONCEPTUAL PLAN

06/20/2024

**CONCEPT PLAN NOTES**

- THESE NOTES ARE PART OF THIS CONCEPT PLAN. THIS CONCEPT PLAN HAS BEEN PREPARED AT THE REQUEST OF THE CLIENT AND IS FOR INFORMATION ONLY. IT IS NOT TO BE USED FOR ANY PURPOSES OTHER THAN THAT FOR WHICH IT WAS PREPARED. THE CLIENT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
- THE ENGINEER DOES NOT MAKE ANY REPRESENTATION REGARDING THE ACCURACY OF THE INFORMATION CONTAINED HEREIN. THE CLIENT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
- THE CLIENT MUST OBTAIN WRITTEN APPROVAL FROM THE PREPARED PRIOR TO RELEASE OF THIS PLAN TO ANY THIRD PARTY. ANY OTHER USE BY A THIRD PARTY IS STRICTLY PROHIBITED.
- THIS PROJECT DESIGN SHALL BE BASED ON ACTUAL SURVEY PREPARED UNDER THE SUPERVISION AND CONTROL OF A PROFESSIONAL ENGINEER. ANY CHANGES TO THE DESIGN SHALL BE MADE BY THE ENGINEER AND MUST BE CONFIRMED BY A PROFESSIONAL ENGINEER. ANY CHANGES TO THE DESIGN SHALL BE MADE BY THE ENGINEER AND MUST BE CONFIRMED BY A PROFESSIONAL ENGINEER.
- ANY RIGHT-OF-WAY LINES OR PROPERTY LINES SHOWN ON THIS PLAN ARE UNVERIFIED AND MUST BE CONFIRMED BY THE CLIENT. ANY CHANGES TO THE DESIGN SHALL BE MADE BY THE ENGINEER AND MUST BE CONFIRMED BY A PROFESSIONAL ENGINEER.
- ANY CHANGES TO THE DESIGN SHALL BE MADE BY THE ENGINEER AND MUST BE CONFIRMED BY A PROFESSIONAL ENGINEER.

**ANY UTILITY FACILITIES** DEPICTED ON THIS PLAN ARE UNVERIFIED AND MUST BE CONFIRMED THROUGH SURVEY AND UTILITY RECORDS. SUBSIDIARY UTILITY FACILITIES MAY BE NECESSARY TO ACCURATELY LOCATE AND LOCATE AS PART OF THIS PROJECT. UTILITY RELOCATIONS SHALL BE BASED ON ENGINEERED AND APPROVED PLANS.

**ANY ROADWAY STRUCTURES** (E.G. BRIDGES, CULVERTS, RETAINING WALLS) DEPICTED ON THIS PLAN ARE UNVERIFIED AND MUST BE CONFIRMED THROUGH SURVEY AND UTILITY RECORDS. SUBSIDIARY ROADWAY STRUCTURES MAY BE NECESSARY TO ACCURATELY LOCATE AND LOCATE AS PART OF THIS PROJECT. ROADWAY STRUCTURES SHALL BE BASED ON ENGINEERED AND APPROVED PLANS.

**ANY ENVIRONMENTAL RESOURCES** (E.G. WETLANDS, WILDLIFE HABITAT, HISTORIC RESOURCES) DEPICTED ON THIS PLAN ARE UNVERIFIED AND MUST BE CONFIRMED THROUGH SURVEY AND UTILITY RECORDS. SUBSIDIARY ENVIRONMENTAL RESOURCES MAY BE NECESSARY TO ACCURATELY LOCATE AND LOCATE AS PART OF THIS PROJECT. ENVIRONMENTAL RESOURCES SHALL BE BASED ON ENGINEERED AND APPROVED PLANS.

**ANY TRAFFIC SIGNALS** DEPICTED ON THIS PLAN ARE UNVERIFIED AND MUST BE CONFIRMED THROUGH SURVEY AND UTILITY RECORDS. SUBSIDIARY TRAFFIC SIGNALS MAY BE NECESSARY TO ACCURATELY LOCATE AND LOCATE AS PART OF THIS PROJECT. TRAFFIC SIGNALS SHALL BE BASED ON ENGINEERED AND APPROVED PLANS.

**ANY LANDSCAPE** DEPICTED ON THIS PLAN ARE UNVERIFIED AND MUST BE CONFIRMED THROUGH SURVEY AND UTILITY RECORDS. SUBSIDIARY LANDSCAPE MAY BE NECESSARY TO ACCURATELY LOCATE AND LOCATE AS PART OF THIS PROJECT. LANDSCAPE SHALL BE BASED ON ENGINEERED AND APPROVED PLANS.

**ANY FENCE** DEPICTED ON THIS PLAN ARE UNVERIFIED AND MUST BE CONFIRMED THROUGH SURVEY AND UTILITY RECORDS. SUBSIDIARY FENCE MAY BE NECESSARY TO ACCURATELY LOCATE AND LOCATE AS PART OF THIS PROJECT. FENCE SHALL BE BASED ON ENGINEERED AND APPROVED PLANS.

**ANY OTHER** DEPICTED ON THIS PLAN ARE UNVERIFIED AND MUST BE CONFIRMED THROUGH SURVEY AND UTILITY RECORDS. SUBSIDIARY OTHER MAY BE NECESSARY TO ACCURATELY LOCATE AND LOCATE AS PART OF THIS PROJECT. OTHER SHALL BE BASED ON ENGINEERED AND APPROVED PLANS.

## DESIGNERS OPINION OF PROBABLE COST

**TYPE OF ESTIMATE:** CONCEPTUAL  
**PROJECT:** Mount Pocono Sheetz  
**MUNICIPALITY:** Mount Pocono Borough, Monroe County, Pennsylvania  
**TPD JOB #:** SHTZ.00037  
  
**PLAN TITLE:** Sterling Road (SR 0196) Conceptual Plan  
**PLAN DATE:** 6/20/2024  
**ROAD(S):** Sterling Road (SR 0196) and Pine Hill Road  
**DESCRIPTION OF WORK:** Install Traffic Signal at the Intersection of Sterling Road (SR 0196) and Pine Hill Road  
Construct Right-In/Right-Out Driveway along the Western Side of Sterling Road with an associated 75-foot Right Turn Lane  
Four (4) ADA Curb Ramps  
  
**ESTIMATE DATE:** 6/20/2024  
**PREPARED BY:** L.MacDonald  
**CHECKED BY:**  
**SOURCE FOR UNIT COSTS:** Penn DOT Publication 287, Bulletin 50 Construction Cost Catalog (ECMS) (1/3/22 to 1/3/24)  
Costs are based on PennDOT Statewide Average for previous 2 years of data, low 3 bidders  
  
**NOTES:** Unit prices last revised 01/03/2024, Project total inflated based on ENR CCI Index, Jan 2024  
Construction Year of 2025

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TPD WILL NOT BE HELD RESPONSIBLE FOR DIFFERENCES BETWEEN THIS COST ESTIMATE AND BID COSTS.

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	COST
<b>GRADING AND PREPARATION</b>				
SAWCUT	LF	350	\$5.20	\$1,820
<b>SUBTOTAL GRADING AND PREPARATION</b>				<b>\$1,820</b>
<b>PAVEMENT ITEMS</b>				
SUPERPAVE WEARING COURSE, 1.5" DEPTH, SRL-H	SY	810	\$14.00	\$11,340
SUPERPAVE BINDER COURSE, 2.5" DEPTH	SY	810	\$21.00	\$17,010
SUPERPAVE BASE COURSE, 6" DEPTH	SY	810	\$47.00	\$38,070
SUBBASE 6" DEPTH (NO. 2A)	SY	810	\$19.00	\$15,390
GEOTEXTILE, CLASS 4, TYPE A	SY	810	\$3.70	\$2,997
<b>SUBTOTAL PAVEMENT ITEMS</b>				<b>\$84,807</b>
<b>CURBING ITEMS</b>				
PLAIN CEMENT CONCRETE CURB, 8" HEIGHT	LF	210	\$61.00	\$12,810
CONCRETE MOUNTABLE CURB	LF	80	\$39.00	\$3,120

CONCRETE SIDEWALK FOR CURB RAMPS	SY	30	\$250.00	\$7,500
DETECTABLE WARNING SURFACE	SF	45	\$53.00	\$2,385
<b>SUBTOTAL CURBING ITEMS</b>				<b>\$25,815</b>
<b>SIGNS AND LANE MARKINGS</b>				
POST MOUNTED SIGNS, TYPE B	SF	50	\$56.00	\$2,800
4" WHITE EPOXY PAVEMENT MARKINGS	LF	515	\$1.90	\$979
6" WHITE EPOXY PAVEMENT MARKINGS	LF	60	\$2.00	\$120
6" WHITE HOT THERMOPLASTIC PAVEMENT MARKINGS	LF	95	\$2.70	\$257
24" WHITE HOT THERMOPLASTIC PAVEMENT TRANSVERSE MARKINGS	LF	235	\$16.00	\$3,760
HOT THERMOPLASTIC LEGEND, "ONLY"	EA	1	\$300.00	\$300
HOT THERMOPLASTIC LEGEND, RIGHT ARROW	LF	1	\$230.00	\$230
REMOVE EXISTNG SIGN	EA	2	\$77.00	\$154
<b>SUBTOTAL SIGNS AND LANE MARKINGS</b>				<b>\$8,599</b>
<b>LANDSCAPING, SEEDING &amp; EROSION CONTROL ITEMS</b>				
TOPSOIL, FURNISHED AND PLACED (4" DEPTH)	CY	30	\$92.00	\$2,760
SEEDING & SOIL SUPPLEMENTS INCLUDING MULCH	ACRE	0.05	\$8,500.00	\$425
<b>SUBTOTAL LANDSCAPING ITEMS</b>				<b>\$3,185</b>
<b>MISCELLANEOUS CONSTRUCTION ITEMS</b>				
NON-QUANTIFIED ITEMS (25%)	LS	1	\$31,057	\$31,057
SIGNALIZATION *****FROM SEPARATE ESTIMATE*****	LS	1	\$305,000	\$305,000
<b>SUBTOTAL MISCELLANEOUS ITEMS</b>				<b>\$336,057</b>
<b>SUBTOTAL PAY ITEMS</b>				<b>\$460,283</b>
<b>OTHER ITEMS</b>				
MOBILIZATION (5%)	LS	1	\$23,014	\$23,014
MAINTENANCE AND PROTECTION OF TRAFFIC (6%)	LS	1	\$27,617	\$27,617
CONSTRUCTION SURVEY & STAKEOUT (2%)	LS	1	\$9,206	\$9,206
EROSION AND SEDIMENTATION CONTROL (3%)	LS	1	\$13,808	\$13,808
<b>SUBTOTAL OTHER ITEMS</b>				<b>\$73,645</b>
<b>TOTAL: PAY ITEMS + OTHER ITEMS</b>				<b>\$533,928</b>
ESCALATION (3% FOR 1 YEARS)				\$16,018
<b>ESTIMATE TO MID-CONSTRUCTION YEAR (2025)</b>				<b>\$549,946</b>

CONTINGENCY (25% FOR PRELIMINARY)				\$137,486
<b>TOTAL ESTIMATE FOR CONSTRUCTION*</b>				<b>\$687,432</b>

\* Does not include:

*Surveying/Engineering/Permitting/Legal Fees*

*Acquisition Costs for Right-of-Way/Easements/Releases*

*Utility pole relocation, underground utility relocation/exploration*

**Note: Estimated number of utility poles to be relocated = 3 Poles**

*Construction Inspection*

*Construction Management*

*or any other items not specifically listed above.*



**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:** 4/11/2024  
**Proposal #:** 1456  
**Project:**  
**P.O. #:**

Description	Total
Furnish & Install or Repair longsills Reference: 2012 Peterbilt w/TBEI 10' body. s/n #1012019	
Replacement Longsills Left and right inners and outers, rear crossmember, gussets & dirt shedder	9,646.00
Repair existing Longsills  Repair price \$6,500.00      Approved: _____  Price as per COSTARS #025-E22-399  Pricing is valid for 30 days from date of Proposal.  Sales Rep: Nickole Campbell NCAMPBELL@EMKUTZ.COM 610-587-2537  Please Note: Should there be any supplier surcharges after your order has been placed, those increased charges will be documented and passed along and added to your final invoice.	
<div>THIS TRUCK NEEDS TO GET REPAIRED</div>	
Customer Approval	
Price valid for 30 days from date of proposal.	
<b>Total</b>	<b>\$9,646.00</b>

Name

Title

Date

**Proudly celebrating 70 years in business!**



# Zoning Department

## MOUNT POCONO BOROUGH MONTHLY ZONING REPORT

**TO:** Mount Pocono Borough Council  
**FROM:** Lindsay Scerbo, Zoning Administrator  
**CC:** Shawn McGlynn, Zoning Officer  
**DATE:** June 26, 2024

.....

Following is a report of the Zoning and Building Code Office's monthly activity for the month of **June 2024:**

Permits Issued: 25

Zoning Permits: 5	New Construction: 0	Building Permits: 8
Commercial – 3	Commercial – 0	Commercial – 5
Residential – 2	Residential – 0	Residential – 3
Driveway – 3	Building CO – 1	Zoning CO – 0
Resale Use and Occupancy – 6	STR Permit – 0	Road Excavation – 2

- **Enforcement Actions:**

- June 5, 2024 – 43 Reeder Street – Letter – A property maintenance notice for permitting the grass and vegetation on the property to exceed a height of 6”.
- June 5, 2024 – 405 Park Avenue – Letter – A property maintenance notice for permitting the grass and vegetation on the property to exceed a height of 6”. **The property owner's sister contacted the Code Enforcement Office on 6/19/24 and informed us that she will arrange to have the grass cut the following week. A follow-up inspection will be conducted this week to confirm that the grass has been cut.**
- June 5, 2024 – 64 Pine Hill Road – Enforcement Notice – Establishing a contractor's yard on the subject property. **The property owner contacted the Zoning Office to confirm receipt of their Notice and stated that they believed the property was zoned for commercial use. They were advised that they are zoned R-1 and that they have thirty days to bring the property into compliance.**
- June 12, 2024 – 131 Knob Road – Letter – A property maintenance notice for permitting the grass and vegetation on the property to exceed a height of 6”.
- June 14, 2024 – 8 Smith Aly – Letter – A resale, use, and occupancy letter for failure to obtain a CO for a residential rental. **The tenant has since contacted the Zoning Office and requested a copy of the application as well as additional information on the inspection process. Nothing has been submitted as of today.**

- **Previously Discussed Properties:**

- 56 Pine Hill Road – A follow-up inspection of the property was conducted on March 13<sup>th</sup> and April 19<sup>th</sup> and the contractor's yard use was still present on the property. **The Zoning Office has contacted the Borough Solicitor regarding executing the judgment that was granted.**
- 10 Candlewood Lane – Enforcement Notice – May 8, 2024 – A property maintenance NOV for permitting the accumulation of garbage and refuse on the subject property. **The property owner has contacted the Borough Zoning Office and reported that the waste has been removed from the property. Follow-up inspections were conducted, and while it appears that most of the waste has been removed, it seems they may have relocated it to the rear of the home, which is not fully visible from the street. An additional inspection will take place this week.**
- 25 Fairview Avenue – Enforcement Notice – May 8, 2024 – A property maintenance NOV for permitting the accumulation of garbage and refuse on the subject property. **A follow-up inspection was conducted, and the waste was removed from the property. Violation closed.**
- 4 Summit Avenue – Enforcement Notice – May 10, 2024 – Construction of a residential accessory structure, fence, without a permit. **The property owner has since obtained all approvals to bring the property into compliance. Violation closed.**
- 426 Park Avenue – Enforcement Notices – May 10, 2024 – Construction of various accessory structures on the subject property and creation of a second driveway access. **The property owner has submitted permit applications for a fence, hot tub, pool, alterations to the existing porch, and the creation of a second driveway. The permit for the fence has been issued, the permit for the second driveway access has been denied, and the other applications are still pending review.**
- 39 Holly Forest Road – Enforcement Notices – May 10, 2024 – Construction of a residential accessory structure, fence, without a permit. **The property owner has since submitted a zoning permit application, but they will need to revise their plot plan to include the distance of the fencing to their property boundaries.**
- 3 Cedar Road – Letter – May 21, 2024 – Paving of an existing driveway without first obtaining approvals. **The property owner has since obtained a permit. Violation closed.**
- 16 Cedar Road – Letter – May 21, 2024 – Paving of an existing driveway without first obtaining approvals. **The property owner has since obtained a permit. Violation closed.**

- **Public Hearing Matters:**

- David and Emma Wengerd – An appeal of the Borough Zoning Hearing Board's determination regarding wetland buffer variance for the property located at Lot 21 Timberbrook Terrace
- 28 Murray Avenue – A Variance application requesting relief from Section 215-21 (C) 12 to allow a gift shop (retail or wholesale sales) to be operated in an attached garage. This hearing has been scheduled for July 23<sup>rd</sup> at 6:00 P.M.

**AS of June 30, 2024**

**PREPAID INVOICES**

AmTrust (WC)	3,326.00
Cintas Uniform & Mats	428.50
Essa Bank & Trust	2,572.87
First Net	124.61
Geisinger	5,782.02
Highmark (Dental&Vision)	241.12
Lowe's	467.06
Met Life	164.52
NBT Credit Card	6,202.31
PA Water Co (43 Hydrants \$20.30ea)	871.50
PA Water Borough	24.86
PA Water Garage	40.55
Pitney Bowes Monthly Lease	99.00
PPL	918.85
Selective Insurance	4,982.00
Sunoco Gas	561.11
Underdog Computer & Network (Mnthly)	1,555.25
Underdog AV Project (Cap. Purchase)	11,411.66
US Bank Equipment Finance (Copier)	128.45
	<b>39,902.24</b>

**Pine Hill Account**

Traffic Planning & Design  
11,333.62  
Barry Isett 66.00  
Barry Isett 198.00

**Traffic Maint. Fund**

Signal Service 780.00

**6/30/2024**

TOTAL INVOICES	\$	168,518.38
PREPAID INVOICES	\$	39,902.24
AMOUNT NOT PP	\$	128,616.14

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

6/1/2024 -7/1/2024

Type	Date	Num	Memo	Due Date	Amount
<b>ACELA Architects &amp; Engineers, PC</b>					
Bill	06/27/2024	2518	Reimb. Hannig 142 Knob Rd	06/27/2024	200.00
Bill	06/27/2024	2547	Reimb. Hannig 142 Knob Rd	06/27/2024	260.00
Total ACELA Architects & Engineers, PC					460.00
<b>Altronics Security Systems</b>					
Bill	06/27/2024	152779	Yearly Maintenance Access Control & Radio Monitoring (7/1/2024-6/30/2025)	06/27/2024	1,176.00
Bill	06/27/2024	ISC006628	Trip Charge, Labor Charge, Replace Zone 049 Reception Motion	06/27/2024	384.50
Total Altronics Security Systems					1,560.50
<b>AMTrust North America</b>					
Bill	06/03/2024	PP	PP Fire Company Compensation	06/03/2024	3,326.00
Total AMTrust North America					3,326.00
<b>Barry Isett &amp; Associates</b>					
Bill	06/27/2024	189373	Gen. Eng. Drainage Review & Attend Council Mtg.. (Candlewood & Happy Nails)	06/27/2024	500.86
Total Barry Isett & Associates					500.86
<b>Berkheimer Associates</b>					
Bill	06/27/2024	400	Local Service Tax: Operating Commission & Postage (June)	06/27/2024	304.78
Total Berkheimer Associates					304.78
<b>CINTAS CORPORATION</b>					
Bill	06/07/2024	PP	PP Borough Logo Rugs & Mats	06/07/2024	87.36
Bill	06/07/2024	PP	PP Maintenance Uniforms	06/07/2024	296.84
Bill	06/07/2024	PP	PP Garage Mats	06/07/2024	44.30
Total CINTAS CORPORATION					428.50
<b>District Court 43-4-02</b>					
Bill	06/27/2024		Violations of Ordinance; 6 Shelly Lane	06/27/2024	212.25
Total District Court 43-4-02					212.25
<b>ESSA</b>					
Bill	06/04/2024	PP	PP June Building Loan Principal	06/04/2024	1,644.30
Bill	06/04/2024	PP	PP June Building Loan Int.	06/04/2024	928.57
Total ESSA					2,572.87
<b>First Net</b>					
Bill	06/13/2024	PP	PP: Manager Phone	06/13/2024	43.44
Bill	06/13/2024	PP	PP: Highway Phone & Laptop	06/13/2024	81.17
Total First Net					124.61
<b>Geisinger Health Plan</b>					
Bill	06/04/2024	AWD	AWD: June Maintenance Health Insurance	06/04/2024	5,782.02
Total Geisinger Health Plan					5,782.02
<b>Gotta Go Potties</b>					
Bill	06/27/2024	13331	P&R: Port of Potties (5/16/24-6/12/24)	06/27/2024	87.50
Bill	06/27/2024	11522	P&R: Port of Potties (4/16/24-5/13/24)	07/07/2024	87.50
Bill	06/27/2024	13495	P&R: Port of Potties (5/15/24-6/10/24)	07/07/2024	87.50
Bill	06/27/2024	13495	P&R: Port of Potties (6/7/24-6/10/24)	07/07/2024	9.39
Total Gotta Go Potties					271.89
<b>Highmark Blue Shield</b>					
Bill	06/04/2024	PP	PP June Maintenance Vision & Dental	06/04/2024	241.12
Total Highmark Blue Shield					241.12
<b>LOWE'S</b>					
Bill	06/11/2024	PP	PP Pressure Washer, Shop Parts	06/11/2024	343.38
Bill	06/11/2024	PP	PP P&R Knob Signs	06/11/2024	123.68
Total LOWE'S					467.06
<b>Marissa Duffy</b>					
Bill	06/27/2024		Reimb.M. Duffy Overnight Letter of Credit Postage (Warehouse)	06/27/2024	30.45
Total Marissa Duffy					30.45

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

6/1/2024 -7/1/2024

Type	Date	Num	Memo	Due Date	Amount
<b>MET LIFE</b>					
Bill	06/03/2024	PP	PP Highway June Life and Disability Ins.	06/03/2024	164.52
Total MET LIFE					164.52
<b>Monroe County Control Center</b>					
Bill	06/27/2024	75564	Fire/EMS Dispatching Fees (3 of 4)	06/27/2024	1,402.79
Total Monroe County Control Center					1,402.79
<b>Monroe County Treasurer's Office</b>					
Bill	06/27/2024	101-4172-34...	2024 County: Tax Mailers, Blanks, CD & Postage	06/27/2024	690.84
Total Monroe County Treasurer's Office					690.84
<b>NBT Cardmember Service</b>					
Bill	06/04/2024	PP	PP: Manager: Microsoft Office Monthly Subscription	06/04/2024	6.12
Bill	06/04/2024	PP	PP: Sec.& Treas.: Microsoft Office Monthly Subscription	06/04/2024	12.22
Bill	06/04/2024	PP	PP: Zoning: Microsoft Office Monthly Subscription	06/04/2024	6.11
Bill	06/04/2024	PP	PP: Road: Microsoft Office Monthly Subscription	06/04/2024	6.11
Bill	06/04/2024	PP	PP: File Compression	06/04/2024	21.19
Bill	06/04/2024	PP	PP: P & R Knob Solar Nite Lites & First Friday Supplies	06/04/2024	626.34
Bill	06/04/2024	PP	PP McCarthy Tires	06/04/2024	205.90
Bill	06/04/2024	PP	PP: Batteries, Pressure Washer Hose & Reel, AED Battery	06/04/2024	772.26
Bill	06/04/2024	PP	PP: New Pressure Washer	06/04/2024	3,875.99
Bill	06/04/2024	PP	PP: Water Cooler Cups, Business Card Holder, AED Battery	06/04/2024	414.64
Bill	06/04/2024	PP	PP: Desk Monitor Stand, Tray Organizer, Adjustable Monitor Arm	06/04/2024	90.06
Bill	06/04/2024	PP	PP: Indeed Ad -Part Time Maintenance	06/04/2024	165.37
Total NBT Cardmember Service					6,202.31
<b>Newman, Williams, Mishkin, Corveleyn, Wol</b>					
Bill	06/27/2024	127470	Review Amended Complaint Tax Appeal 2021 (incorrect bill)	06/27/2024	<del>155.00</del>
Total Newman, Williams, Mishkin, Corveleyn, Wol					<del>155.00</del>
<b>PA American Water Co.</b>					
Bill	06/04/2024	PP	PP Borough Water	06/04/2024	24.86
Bill	06/04/2024	PP	PP Garage Water	06/04/2024	40.55
Bill	06/11/2024	PP	PP Hydrants	06/11/2024	871.50
Total PA American Water Co.					936.91
<b>Pitney Bowes</b>					
Bill	06/17/2024	PP	PP Lease Contact	06/17/2024	99.00
Total Pitney Bowes					99.00
<b>PLOCINIAK OIL CO.</b>					
Bill	06/27/2024	836204	Garage Heat: 6/13/2024, 38.9 Gallons@ \$2.48	06/27/2024	96.82
Bill	06/27/2024	836112	Boro Heat: 6/13/2024, 364.1 Gallons,@ \$2.48	06/27/2024	906.24
Total PLOCINIAK OIL CO.					1,003.06
<b>Pocono Lake Supply Company</b>					
Bill	06/27/2024		Borough; Concrete Mix, Sand, for Moument Flag Stone	06/27/2024	23.01
Bill	06/27/2024		Borough: Landscaping Stones around Flag Poles	06/27/2024	107.50
Total Pocono Lake Supply Company					130.51
<b>Pocono Mountain Public Library</b>					
Bill	06/27/2024		Library: RE Tax & Delinquent Tax	06/27/2024	735.03
Total Pocono Mountain Public Library					735.03
<b>Pocono Mountain REgional EMS</b>					
Bill	06/27/2024		EMS: RE Tax & Delinquent Tax	06/27/2024	368.16
Total Pocono Mountain REgional EMS					368.16
<b>Pocono Mountain Regional Police Departmen</b>					
Bill	07/01/2024	July	July 2024 Payment	07/01/2024	85,660.17
Total Pocono Mountain Regional Police Departmen					85,660.17
<b>Pocono Mountain Volunteer Fire Company</b>					
Bill	06/27/2024		FC: RE Tax & Delinquent Tax	06/27/2024	735.03
Total Pocono Mountain Volunteer Fire Company					735.03

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

6/1/2024 -7/1/2024

Type	Date	Num	Memo	Due Date	Amount
<b>PPL ELECTRIC UTILITIES</b>					
Bill	06/04/2024	PP	PP: Meter 1	06/04/2024	72.13
Bill	06/04/2024	PP	PP: Meter 2	06/04/2024	108.72
Bill	06/04/2024	PP	PP: Meter 3	06/04/2024	100.78
Bill	06/04/2024	PP	PP: 36 Pocono Blvd. Lighting	06/04/2024	51.47
Bill	06/04/2024	PP	PP: Maintenance Garage	06/04/2024	177.09
Bill	06/04/2024	PP	PP: P&R Concession Stand	06/04/2024	28.46
Bill	06/13/2024	PP	PP: Borough Building	06/13/2024	380.20
Total PPL ELECTRIC UTILITIES					918.85
<b>Reliable Sign &amp; Striping, Inc.</b>					
Bill	06/27/2024	5487	Road Maintenance: Sign & Posts Nuts/Bolts	06/27/2024	934.00
Total Reliable Sign & Striping, Inc.					934.00
<b>Schwaab, Inc.</b>					
Bill	06/27/2024	4530454	Borough : Preink Imprint Stamps	06/27/2024	82.40
Total Schwaab, Inc.					82.40
<b>Selective Insurance</b>					
Bill	06/03/2024	PP	PP Insurance	06/03/2024	4,982.00
Total Selective Insurance					4,982.00
<b>SFM Consulting</b>					
Bill	06/27/2024	Z-007	Zoning Hours (38.5)	06/27/2024	2,502.50
Bill	06/27/2024	BC-007	Building Permits (5)	06/27/2024	1,472.95
Bill	06/27/2024	UO/CO -07	Use & Occupance Permits (7)	06/27/2024	490.00
Total SFM Consulting					4,465.45
<b>Signal Service, Inc.</b>					
Bill	06/27/2024	054708	Yrly Preventive Maintenance Contract (5/1/24-4/30/25)	06/27/2024	1,700.00
Total Signal Service, Inc.					1,700.00
<b>Steele's Hardware</b>					
Bill	06/27/2024	501230	New Gas Weed Wacker	06/27/2024	336.98
Bill	06/27/2024	501760	P&R Cement Mixer Rental Knob Flag Pole	06/27/2024	66.00
Total Steele's Hardware					402.98
<b>STR Business Solutions</b>					
Bill	06/27/2024	8917	Ink Cartridge for Postage Machine	06/27/2024	84.00
Total STR Business Solutions					84.00
<b>SUNOCO UNIVERSAL FLEET</b>					
Bill	06/13/2024	PP	PP Maintaine Vehicle Gas	06/13/2024	561.11
Total SUNOCO UNIVERSAL FLEET					561.11
<b>Telco, Inc.</b>					
Bill	06/27/2024	34149	Rectangular Rapid Flashing Beacons & Speed Display Signs (Partial Payment)	06/27/2024	26,208.00
Total Telco, Inc.					26,208.00
<b>The Two Shields, LLC</b>					
Bill	06/27/2024	80685	State Inspection: 2012 Peterbilt Trk; Brakes & Tires	06/27/2024	74.75
Total The Two Shields, LLC					74.75
<b>Travelers</b>					
Bill	06/27/2024	9066K02222...	Public Officer Bond: M. Duffy (6/8/2024- 6/8/2025)	06/27/2024	490.00
Total Travelers					490.00
<b>Tulpehocken Spring Water</b>					
Bill	06/27/2024	7380326	Bottled Water (21314)	06/27/2024	108.24
Total Tulpehocken Spring Water					108.24
<b>Underdog Computer &amp; Network Support LLC</b>					
Bill	06/20/2024	PP	PP: Reg. IT Services and Office TV	06/20/2024	1,555.25
Bill	06/20/2024	PP	PP: Capital Purchase of A/V Upgrade Project	06/20/2024	11,411.66
Total Underdog Computer & Network Support LLC					12,966.91

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

6/1/2024 -7/1/2024

Type	Date	Num	Memo	Due Date	Amount
US Bank					
Bill	06/06/2024	PP	PP Copier Monthly Contract	06/06/2024	128.45
Total US Bank					128.45
TOTAL					168,673.38

(155.00)

\$168,518.38

# TREASURER'S REPORT

JULY 2, 2024

## \*BILLS TO BE APPROVED AND PAID 6/1/2024 – 7/1/2024 FROM THE NBT GENERAL FUND:

ACELA Architects & Engineering, PC	(Reimb. Hannig 142 Knob Rd)	\$460.00*
Altronics Security Systems	(Yearly Maint. 7/1/24-6/30/25 Labor/ Replace Motion)	1,560.50
AMTrust North America	(PP: Fire Company Compensation)	3,326.00
Barry Isett & Associates	(Gen Eng. Draining Review & Attend BC Mtg.)	500.86
Berkheimer Associates	(Local Services Tax: Operating Comm. & Postage – June)	304.78
Cintas Corporation	(PP: Boro Rugs & Mats/Maint Uniforms & Garage Mats)	428.50
District Court 43-4-02	(Violations of Ordinance – 6 Shelly Lane)	212.25
ESSA	(PP: June Building Loan Principal & Interest)	2,572.87
First Net	(PP: Road Supervisor & Manager)	124.61
Geisinger Health Plan	(AWD: June Road Crew Health Plan)	5,782.02
Gotta Go Potties	(P&R Port of Potties)	271.89
Highmark Blue Shield	(PP: June Road Crew Vision & Dental)	241.12
Lowe's	(PP: Highway & Park & Rec Supplies)	467.06
Marissa Duffy	(Reimb. M. Duffy Overnight Postage Warehouse)	30.45*
Met Life	(PP Highway: June Life and Disability Insurance)	164.52
Monroe County Control Center	(Fire/EMS Dispatching Fees 3 of 4)	1,402.79
Monroe County Treasurer's Office	(2204 County Tax Mailers, Blanks, CD & Postage)	690.84
NBT Cardmember Service	(PP: Office/Zoning/Highway/Park & Rec)	6,202.31
PA American Water Co.	(PP: Water – Garage/Borough & Hydrants)	936.91
Pitney Bowes	(PP: Lease Contact)	99.00
Plociniak Oil Co.	(Borough Bldg. & Maintenance Garage Heat)	1,003.06
Pocono Lake Supply Company	(Concrete Mix, Sand for Monument Flag Stone)	130.51
Pocono Mountain Public Library	(Library: RE & Delinquent Tax)	735.03
Pocono Mountain Regional EMS	(EMS: RE & Delinquent Tax)	368.16
Pocono Mountain Regional Police Dept.	(PP: July 2024 Payment)	85,660.17
Pocono Mountain Volunteer Fire Company	(FC: RE & Tax Delinquent Tax)	735.03
PPL Electric Utilities	(PP: Lighting/Boro. Bldg. Garage)	918.85
Reliable Sign & Striping, Inc.	(Road Maintenance Sign & Posts Nuts/Bolts)	934.00
Schwaab, Inc.	(Pre-ink Stamps)	82.40
Selective Insurance	(PP: Insurance)	4,982.00
SFM Consulting	(5 Building Permits)	1,472.95
	(7 UO Permits)	490.00
	(Zoning Hours – 38.5)	2,502.50
Signal Services, Inc.	(Yearly Preventive Maintenance Contract 5/1/24-4/30/25)	1,700.00
Steele's Hardware	(Gas Weed Wacker P&R Cement Mixer Rental Knob)	402.98
STR Business Solutions	(Ink Cartridge for Postage Machine)	84.00
Sunoco Universal Fleet	(PP: Maint. Gas)	561.11
Telco, Inc.	(RRF Beacons & Spead Display Signs Partial Payment)	26,208.00
The Two Shields, LLC	(State Inspection 2012 Peterbilt Trk: Brakes & Tires)	74.75
Travelers	(Public Officer Bond: M Duffy 6/8/24-6/8/25)	490.00
Tulpehocken Spring Water	(Bottled Water – 21314)	108.24
Underdog Computer & Network Support	(PP: Reg IT Services & Capital Purchase of A/V Upgrade)	12,966.91
US Bank	(PP: Copier Monthly Contract)	128.45
<b>GRAND TOTAL:</b>		<b><u>\$168,518.38</u></b>

\*Reimbursable

1:48 PM

06/27/24

Cash Basis

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

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
300.000 · REAL ESTATE PROPERTY TAXES				
300.001 · RE Tax-Current Year (Discount)	1,199,035.62	1,234,736.00	-35,700.38	97.1%
300.002 · RE Tax-Current Year (Face Amt)	15,612.43	97,250.00	-81,637.57	16.1%
300.003 · RE Tax-Current Yr (Penalty Amt)	0.00	87,250.00	-87,250.00	0.0%
<b>Total 300.000 · REAL ESTATE PROPERTY TAXES</b>	<b>1,214,648.05</b>	<b>1,419,236.00</b>	<b>-204,587.95</b>	<b>85.6%</b>
301.000 · REAL PROPERTY TAXES				
301.101 · RE Taxes Library	32,335.16	37,444.00	-5,108.84	86.4%
301.102 · RE Fire Co Taxes	32,335.16	37,444.00	-5,108.84	86.4%
301.103 · RE EMS Taxes	16,268.38	18,843.00	-2,574.62	86.3%
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	23,134.19	42,000.00	-18,865.81	55.1%
301.401 · Delinquent Library Taxes	644.46	1,300.00	-655.54	49.6%
301.402 · Delinquent Fire Co Taxes	644.46	1,300.00	-655.54	49.6%
301.403 · Delinquent EMS Taxes	312.90	700.00	-387.10	44.7%
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%
<b>Total 301.000 · REAL PROPERTY TAXES</b>	<b>116,055.04</b>	<b>149,131.00</b>	<b>-33,075.96</b>	<b>77.8%</b>
310.000 · LOCAL TAX ENABLING ACT ACT 511				
310.100 · Real Estate Transfer Taxes	47,367.42	70,000.00	-22,632.58	67.7%
310.210 · Earned Income Taxes-Current Yr	216,208.26	260,000.00	-43,791.74	83.2%
310.410 · LST Tax - Current Year	44,939.49	70,000.00	-25,060.51	64.2%
<b>Total 310.000 · LOCAL TAX ENABLING ACT ACT 511</b>	<b>308,515.17</b>	<b>400,000.00</b>	<b>-91,484.83</b>	<b>77.1%</b>
321.000 · CABLE TELEVISION FRANCHISE TAX				
321.800 · Cable Television Franchise	13,833.77	15,000.00	-1,166.23	92.2%
<b>Total 321.000 · CABLE TELEVISION FRANCHISE TAX</b>	<b>13,833.77</b>	<b>15,000.00</b>	<b>-1,166.23</b>	<b>92.2%</b>
331.000 · FINES				
331.110 · Vehicle & Crime Violations	21,392.19	20,000.00	1,392.19	107.0%
331.120 · Zoning Fines & Violations	12,000.00	3,000.00	9,000.00	400.0%
<b>Total 331.000 · FINES</b>	<b>33,392.19</b>	<b>23,000.00</b>	<b>10,392.19</b>	<b>145.2%</b>
340.000 · INTEREST, RENTS, AND ROYALTIES				
340.100 · Interest Earnings	14,477.38	5,000.00	9,477.38	289.5%
342.200 · Rents and Royalties	6,600.00	12,000.00	-5,400.00	55.0%
343.100 · Rebates/Refunds/Dividends	12,479.83	0.00	12,479.83	100.0%
<b>Total 340.000 · INTEREST, RENTS, AND ROYALTIES</b>	<b>33,557.21</b>	<b>17,000.00</b>	<b>16,557.21</b>	<b>197.4%</b>
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%
<b>Total 354.000 · STATE CAPITAL &amp; OPERATING GRA...</b>	<b>0.00</b>	<b>30,000.00</b>	<b>-30,000.00</b>	<b>0.0%</b>
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%
<b>Total 355.000 · STATE SHARED REV &amp; ENTITLEMEN...</b>	<b>600.00</b>	<b>57,100.00</b>	<b>-56,500.00</b>	<b>1.1%</b>

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Cash Basis

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

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
<b>361.000 · GENERAL GOV'T REVENUES</b>				
361.002 · Legal Fee's Reimbursable ZHB	0.00	2,000.00	-2,000.00	0.0%
361.003 · Engineering Fees Reimbursable	56,418.14	50,000.00	6,418.14	112.8%
361.010 · Paradise Township Fire W/C Ins.	6,940.00	6,500.00	440.00	106.8%
361.300 · Application & Startup Fees	9,045.20	5,000.00	4,045.20	180.9%
361.301 · Building - (general permits)	1,383.01	5,000.00	-3,616.99	27.7%
361.302 · Building - (new construction)	733.70	5,000.00	-4,266.30	14.7%
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	603.80	750.00	-146.20	80.5%
361.320 · Driveway Permits	525.00	1,000.00	-475.00	52.5%
361.330 · CO Resale Permits	6,150.00	1,500.00	4,650.00	410.0%
361.335 · Building Permit & UCC Fee	32,674.65	400,000.00	-367,325.35	8.2%
361.340 · Change of Use (Trash Cert)	310.00	500.00	-190.00	62.0%
<b>Total 361.000 · GENERAL GOV'T REVENUES</b>	<b>116,881.50</b>	<b>483,750.00</b>	<b>-366,868.50</b>	<b>24.2%</b>
<b>362.000 · PUBLIC SAFETY REVENUES</b>				
362.111 · Charge for Police Services	14,091.77	0.00	14,091.77	100.0%
362.120 · Ball Field Usage Fee	250.00	250.00	0.00	100.0%
<b>Total 362.000 · PUBLIC SAFETY REVENUES</b>	<b>14,341.77</b>	<b>250.00</b>	<b>14,091.77</b>	<b>5,736.7%</b>
<b>364.000 · SANITATION REVENUES</b>				
364.300 · Solid Waste Collection Liens	0.00	1,500.00	-1,500.00	0.0%
<b>Total 364.000 · SANITATION REVENUES</b>	<b>0.00</b>	<b>1,500.00</b>	<b>-1,500.00</b>	<b>0.0%</b>
<b>392.000 · INTERFUND OP TRANSFERS IN</b>				
392.400 · Park & Rec Fund	30,700.00	30,700.00	0.00	100.0%
392.600 · Plgit General Fund	240,337.00	240,337.00	0.00	100.0%
<b>Total 392.000 · INTERFUND OP TRANSFERS IN</b>	<b>271,037.00</b>	<b>271,037.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>399.000 · Fund Balance Forward</b>	<b>176,878.00</b>	<b>176,878.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Total Income</b>	<b>2,299,739.70</b>	<b>3,043,882.00</b>	<b>-744,142.30</b>	<b>75.6%</b>
<b>Expense</b>				
<b>400.000 · LEGISLATIVE BODY</b>				
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	295.00	1,500.00	-1,205.00	19.7%
<b>Total 400.000 · LEGISLATIVE BODY</b>	<b>1,238.00</b>	<b>6,800.00</b>	<b>-5,562.00</b>	<b>18.2%</b>
<b>401.000 · ADMIN MANAGER</b>				
401.120 · Manager Salary	0.00	0.00	0.00	0.0%
401.121 · Manager Salary	40,750.03	68,500.00	-27,749.97	59.5%
401.164 · M. ERs Fica	2,526.50	4,247.00	-1,720.50	59.5%
401.165 · M. ERs U/C	499.98	500.00	-0.02	100.0%
401.166 · M. ERs Medicare	590.87	994.00	-403.13	59.4%
401.331 · Travel Expenses	297.80	650.00	-352.20	45.8%
401.350 · Bonding/Insurance	490.00	490.00	0.00	100.0%
401.420 · Dues, Subscriptions,Membership	253.92	200.00	53.92	127.0%
401.460 · Mtgs/Training	424.07	600.00	-175.93	70.7%
<b>Total 401.000 · ADMIN MANAGER</b>	<b>45,833.17</b>	<b>76,181.00</b>	<b>-30,347.83</b>	<b>60.2%</b>

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Cash Basis

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

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
<b>403.000 · TAX COLLECTION</b>				
403.110 · Salary - Tax Collector	3,360.00	5,600.00	-2,240.00	60.0%
403.120 · Transfer Tax Commission	947.35	3,000.00	-2,052.65	31.6%
403.130 · EIT Commission	3,646.16	4,000.00	-353.84	91.2%
403.131 · LST Commission	778.67	1,500.00	-721.33	51.9%
403.161 · Employers FICA-Tax Coll	208.32	348.00	-139.68	59.9%
403.162 · Employers U/C-Tax Coll	0.00	0.00	0.00	0.0%
403.163 · Employers Medicare-Tax Coll	48.72	90.00	-41.28	54.1%
403.200 · Supplies-Tax Coll	1,183.31	1,400.00	-216.69	84.5%
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%
<b>Total 403.000 · TAX COLLECTION</b>	<b>18,924.28</b>	<b>32,938.00</b>	<b>-14,013.72</b>	<b>57.5%</b>
<b>404.000 · LEGAL</b>				
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%
<b>Total 404.000 · LEGAL</b>	<b>11,423.00</b>	<b>26,000.00</b>	<b>-14,577.00</b>	<b>43.9%</b>
<b>405.000 · OFFICE-TREAS/ADMIN.</b>				
405.120 · Salary of Treasurer	13,162.50	26,000.00	-12,837.50	50.6%
405.140 · Salary of Admin. Assistant	19,292.80	38,557.00	-19,264.20	50.0%
405.161 · Employers FICA	2,012.23	4,630.00	-2,617.77	43.5%
405.162 · Employers U/C	1,016.26	1,000.00	16.26	101.6%
405.163 · Employers Medicare	454.36	1,083.00	-628.64	42.0%
405.200 · Office Supplies	1,216.07	1,650.00	-433.93	73.7%
405.220 · Office Postage	1,116.23	2,000.00	-883.77	55.8%
405.310 · Payroll Service	754.70	2,000.00	-1,245.30	37.7%
405.312 · Professional Cost-Audit	9,500.00	9,500.00	0.00	100.0%
405.320 · Communications/Telephone	1,534.43	5,000.00	-3,465.57	30.7%
405.321 · Website	2,545.14	2,000.00	545.14	127.3%
405.325 · Bank Service Charges	116.28	350.00	-233.72	33.2%
405.331 · Mileage Reimb.	0.00	0.00	0.00	0.0%
405.340 · Advertising Gen./Mtgs	713.38	2,500.00	-1,786.62	28.5%
405.350 · Insurance/Bonding	325.00	325.00	0.00	100.0%
405.370 · Repair & Maint-Office Equip	269.72	1,000.00	-730.28	27.0%
405.454 · Contracted Copier	1,184.33	3,000.00	-1,815.67	39.5%
<b>Total 405.000 · OFFICE-TREAS/ADMIN.</b>	<b>55,213.43</b>	<b>100,595.00</b>	<b>-45,381.57</b>	<b>54.9%</b>
<b>409.000 · GENERAL GOVERNMENT EXPENSES</b>				
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	2,136.24	3,000.00	-863.76	71.2%
409.300 · Other Serv/Charges-Buildings	715.94	25,000.00	-24,284.06	2.9%
409.310 · Professional Services	4,144.20	15,000.00	-10,855.80	27.6%
409.360 · Public Water/ Sewer	148.59	500.00	-351.41	29.7%
409.361 · Public Electric	2,967.05	10,000.00	-7,032.95	29.7%
409.366 · Public Sewer	0.00	0.00	0.00	0.0%
409.367 · Building Heat	8,437.60	15,000.00	-6,562.40	56.3%
409.369 · Information Technology (IT)	10,183.73	25,000.00	-14,816.27	40.7%
409.370 · Repairs & Maintenance	1,350.12	4,000.00	-2,649.88	33.8%
409.380 · Lighting Repair & Maintenance	154.44	500.00	-345.56	30.9%
409.450 · Bottled Water	412.69	900.00	-487.31	45.9%
409.600 · Capital Construction	0.00	50,000.00	-50,000.00	0.0%
409.700 · Capital Purchase	18,888.05	20,000.00	-1,111.95	94.4%
<b>Total 409.000 · GENERAL GOVERNMENT EXPENSES</b>	<b>49,538.65</b>	<b>169,150.00</b>	<b>-119,611.35</b>	<b>29.3%</b>

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Cash Basis

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

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
<b>410.000 · REGIONAL POLICE</b>				
410.329 · Control Center Fees	4,208.37	5,612.00	-1,403.63	75.0%
410.370 · Police Service Fees	599,621.19	1,029,312.00	-429,690.81	58.3%
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%
<b>Total 410.000 · REGIONAL POLICE</b>	<b>603,829.56</b>	<b>1,034,924.00</b>	<b>-431,094.44</b>	<b>58.3%</b>
<b>411.000 · FIRE</b>				
411.345 · Fire Work/Comp	2,774.00	13,000.00	-10,226.00	21.3%
411.370 · Hydrants	5,230.40	10,500.00	-5,269.60	49.8%
411.540 · Contributions to Volunteer Fire	32,979.62	37,444.00	-4,464.38	88.1%
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%
<b>Total 411.000 · FIRE</b>	<b>40,984.02</b>	<b>80,944.00</b>	<b>-39,959.98</b>	<b>50.6%</b>
<b>412.000 · AMBULANCE</b>				
412.500 · Contribution	16,581.28	18,843.00	-2,261.72	88.0%
412.542 · Fuel Reimb - Ambulance	0.00	500.00	-500.00	0.0%
<b>Total 412.000 · AMBULANCE</b>	<b>16,581.28</b>	<b>19,343.00</b>	<b>-2,761.72</b>	<b>85.7%</b>
<b>414.000 · PLANNING AND ZONING</b>				
414.140 · SFM Planning/ Zoning Consults	15,768.75	30,000.00	-14,231.25	52.6%
414.141 · SFM Building Permits	21,057.51	280,000.00	-258,942.49	7.5%
414.142 · SFM Resale U&O Permits	3,640.00	1,000.00	2,640.00	364.0%
414.200 · Supplies Plan & Zone	465.40	250.00	215.40	186.2%
414.300 · General Engineering	1,219.86	10,000.00	-8,780.14	12.2%
414.312 · Legal Fees Reimb	2,529.89	5,000.00	-2,470.11	50.6%
414.313 · Engineering Reimb.	59,939.64	50,000.00	9,939.64	119.9%
414.314 · Legal Services - Planning Comm.	297.50	2,500.00	-2,202.50	11.9%
414.315 · Legal Fee ZHB	2,203.18	2,000.00	203.18	110.2%
414.316 · Court Reporter-ZHB (Reimb)	781.25	1,000.00	-218.75	78.1%
414.317 · PA UCC Fees	0.00	300.00	-300.00	0.0%
414.320 · Telephone	340.23	500.00	-159.77	68.0%
414.331 · Other Charges-Postage,Deeds,PM	2,272.50	4,000.00	-1,727.50	56.8%
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%
<b>Total 414.000 · PLANNING AND ZONING</b>	<b>110,686.59</b>	<b>390,745.00</b>	<b>-280,058.41</b>	<b>28.3%</b>
<b>415.000 · SAFETY COMMISSION</b>				
415.100 · Mid Block Crosswalk	30,831.16	25,000.00	5,831.16	123.3%
415.200 · Solar LED Radar Speed Signs	12,117.43	25,000.00	-12,882.57	48.5%
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	430.81	1,000.00	-569.19	43.1%
<b>Total 415.000 · SAFETY COMMISSION</b>	<b>43,379.40</b>	<b>51,000.00</b>	<b>-7,620.60</b>	<b>85.1%</b>

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Cash Basis

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

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
<b>430.000 · HIGHWAY MAINT - GENERAL</b>				
430.140 · Salaries - Highway	104,258.08	206,528.00	-102,269.92	50.5%
430.145 · Other Overtime	452.66	200.00	252.66	226.3%
430.150 · Snow & Ice Overtime	7,366.96	7,300.00	66.96	100.9%
430.156 · Health Insurance	38,795.14	85,000.00	-46,204.86	45.6%
430.157 · Dental/Vision	1,535.10	3,500.00	-1,964.90	43.9%
430.158 · Life/Disab Insurance	1,151.64	2,500.00	-1,348.36	46.1%
430.161 · Employers FICA	7,019.04	14,075.00	-7,055.96	49.9%
430.162 · Employers U/C	2,061.50	2,500.00	-438.50	82.5%
430.163 · Employers Medicare	1,641.55	2,991.00	-1,349.45	54.9%
430.200 · Highway Supplies	11,714.05	40,000.00	-28,285.95	29.3%
430.231 · Gas, Oil, Grease	7,146.71	15,000.00	-7,853.29	47.6%
430.300 · Other Serv/Charges	2,678.24	3,000.00	-321.76	89.3%
430.320 · Telephone Communication	826.74	1,250.00	-423.26	66.1%
430.361 · Garage Heat	8,663.40	15,000.00	-6,336.60	57.8%
430.367 · Maintenance Building Electric	1,490.27	2,000.00	-509.73	74.5%
430.368 · Public Sewer/Water	250.12	400.00	-149.88	62.5%
430.374 · Maint/Equip Repairs Out Source	13,029.76	35,000.00	-21,970.24	37.2%
430.392 · Equip Rental Center	0.00	500.00	-500.00	0.0%
430.440 · Uniforms	1,155.24	2,000.00	-844.76	57.8%
430.500 · Street Cleaning	3,375.00	4,000.00	-625.00	84.4%
430.600 · Capital Construction (Garage)	31,447.70	50,000.00	-18,552.30	62.9%
430.700 · Highway Capital Purchases	0.00	150,000.00	-150,000.00	0.0%
<b>Total 430.000 · HIGHWAY MAINT - GENERAL</b>	<b>246,058.90</b>	<b>642,744.00</b>	<b>-396,685.10</b>	<b>38.3%</b>
<b>451.000 · CULTURE-RECREATION ADMIN</b>				
451.140 · Salaries - Recreation	1,132.50	9,000.00	-7,867.50	12.6%
451.200 · Supplies	750.02	8,000.00	-7,249.98	9.4%
451.300 · Park Electric	207.17	500.00	-292.83	41.4%
451.370 · Maint & Repairs - Recreation	3,067.13	1,000.00	2,067.13	306.7%
451.392 · Rentals - Port a Potties	534.39	1,200.00	-665.61	44.5%
451.700 · Capital Purchases - Recreation	2,768.80	10,000.00	-7,231.20	27.7%
451.706 · Weed & Feed	2,500.00	1,000.00	1,500.00	250.0%
<b>Total 451.000 · CULTURE-RECREATION ADMIN</b>	<b>10,960.01</b>	<b>30,700.00</b>	<b>-19,739.99</b>	<b>35.7%</b>
<b>456.000 · LIBRARIES</b>				
456.500 · Contributions, Grants, And Subs	32,979.62	37,444.00	-4,464.38	88.1%
<b>Total 456.000 · LIBRARIES</b>	<b>32,979.62</b>	<b>37,444.00</b>	<b>-4,464.38</b>	<b>88.1%</b>
<b>458.000 · DONATIONS/CONTRIBUTIONS</b>				
458.500 · Contributions, Grants, and Subs	0.00	2,000.00	-2,000.00	0.0%
<b>Total 458.000 · DONATIONS/CONTRIBUTIONS</b>	<b>0.00</b>	<b>2,000.00</b>	<b>-2,000.00</b>	<b>0.0%</b>
<b>471.000 · DEBT SERVICE BUILDING LOAN</b>				
471.110 · Essa Building Loan-Principal	9,904.99	20,010.00	-10,105.01	49.5%
471.472 · Essa Building Loan - Interest	5,532.23	10,866.00	-5,333.77	50.9%
<b>Total 471.000 · DEBT SERVICE BUILDING LOAN</b>	<b>15,437.22</b>	<b>30,876.00</b>	<b>-15,438.78</b>	<b>50.0%</b>
<b>480.000 · MISCELLANEOUS EXPENSES</b>				
480.001 · Miscellaneous Expenditures	0.00	0.00	0.00	0.0%
<b>Total 480.000 · MISCELLANEOUS EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>486.000 · INSURANCE</b>				
486.345 · Workers Comp	11,648.00	14,000.00	-2,352.00	83.2%
486.351 · Insurance Premiums	17,220.00	40,000.00	-22,780.00	43.1%
<b>Total 486.000 · INSURANCE</b>	<b>28,868.00</b>	<b>54,000.00</b>	<b>-25,132.00</b>	<b>53.5%</b>
<b>487.000 · EMPLOYEE BENEFITS</b>				
487.160 · Pension/Retiremnt Boro Employee	0.00	37,498.00	-37,498.00	0.0%
<b>Total 487.000 · EMPLOYEE BENEFITS</b>	<b>0.00</b>	<b>37,498.00</b>	<b>-37,498.00</b>	<b>0.0%</b>

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Cash Basis

**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	40,000.00	40,000.00	0.00	100.0%
492.150 · Transfer to Storm Water Fund	40,000.00	40,000.00	0.00	100.0%
492.200 · Trans to Park & Rec Fund	0.00	0.00	0.00	0.0%
492.500 · Transfer to Planning Fund	40,000.00	40,000.00	0.00	100.0%
492.600 · Transfer to Capital Fund	50,000.00	50,000.00	0.00	100.0%
492.700 · Transfer to Fund Balance Res.	50,000.00	50,000.00	0.00	100.0%
Total 492.000 · Interfund Transfers Out	220,000.00	220,000.00	0.00	100.0%
Total Expense	1,551,935.13	3,043,882.00	-1,491,946.87	51.0%
Net Income	747,804.57	0.00	747,804.57	100.0%