

**Mount Pocono Borough Council
Work Session Agenda
Borough Council Chambers
Tuesday, August 19, 2025 | 6:00pm**

Call To Order

Pledge of Allegiance

Roll Call:

____ Norman DeLano, ____ Debra Fulton, ____ Erin Melbert, ____ Joe Simeone,
____ Ella Santiago, ____ Jazmine Rivas, ____ Claudette Williams, ____ Mayor Altemose

Public Comment (agenda items only):

New Business

New Maintenance Garage Discussion
Open Container of Alcoholic Beverage Policy
Trash Contract Renewal
Proposal for Amendment to the Borough Rental Ordinance
Harvest Fest
Tax Collector Salary Increase
Safety Committee Speeding Recommendations for The Knob

Committee Updates:

- **Budget and Finance:** Chair Debra Fulton,
- **Newsletter:** Chair Jazmin Rivas,
- **Regional Police:** Chair Randy Altemose,
- **Human Resources:** Chair Norman DeLano,
- **Public Infrastructure:** Chair Joe Simeone,
- **Liaison to the MPA:** Chair Joe Simeone
- **100th Anniversary:** Chair Claudette Williams,
- **COG:** Chair Ella Santiago
- **PMEMS:** Chair Jazmin Rivas
- **Parks and Rec:** Chair Debra Fulton

Public Comment

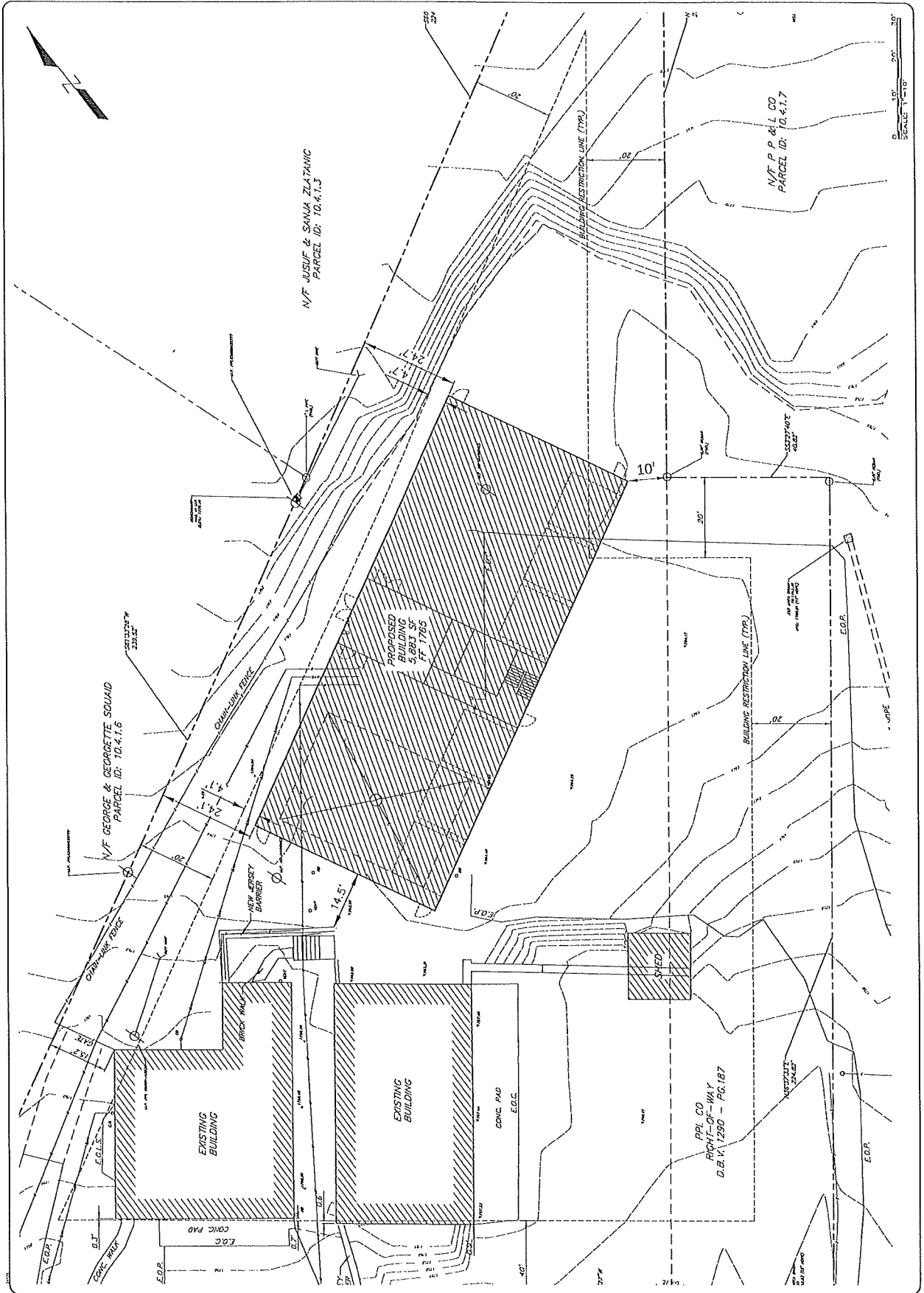
Adjournment

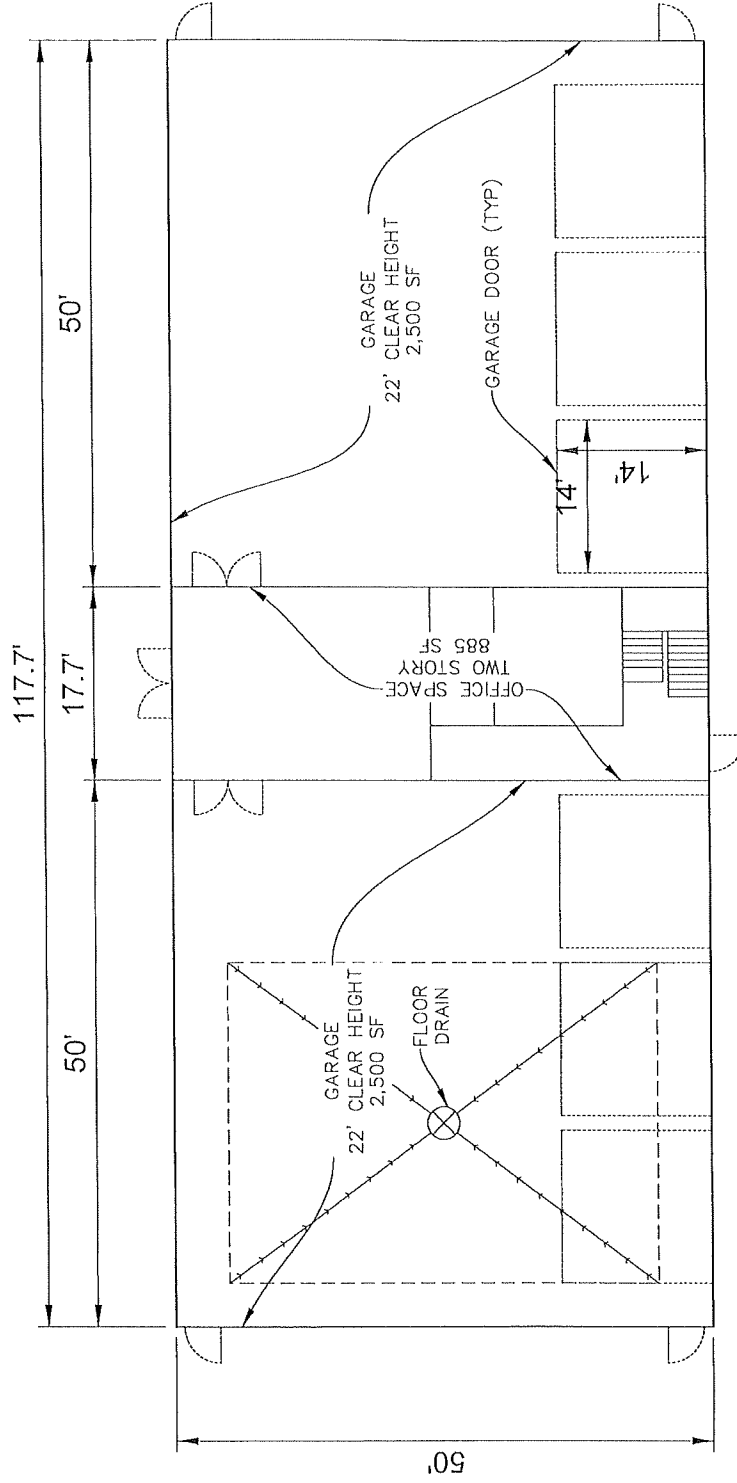
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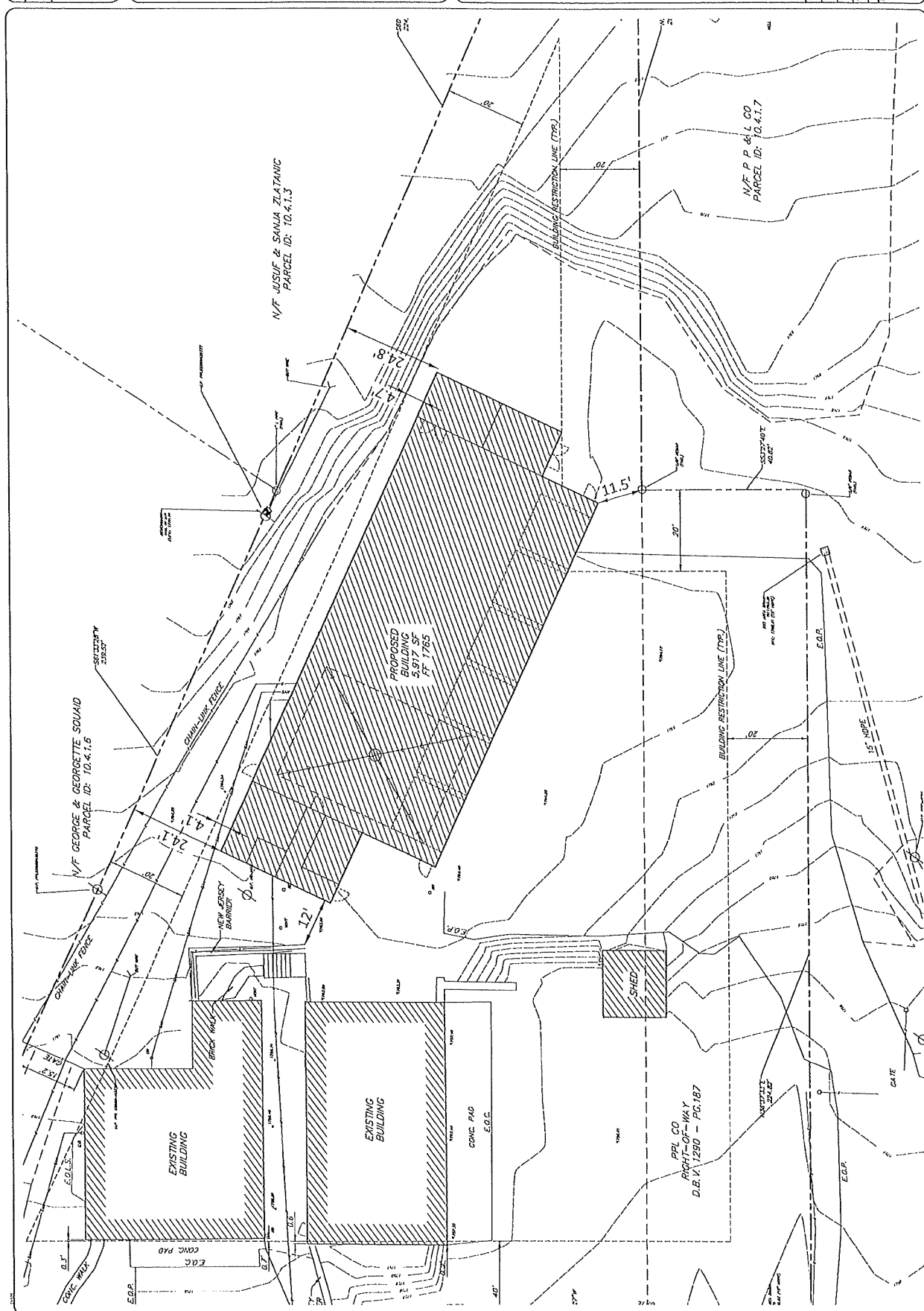
 BARRY & ASSOCIATES

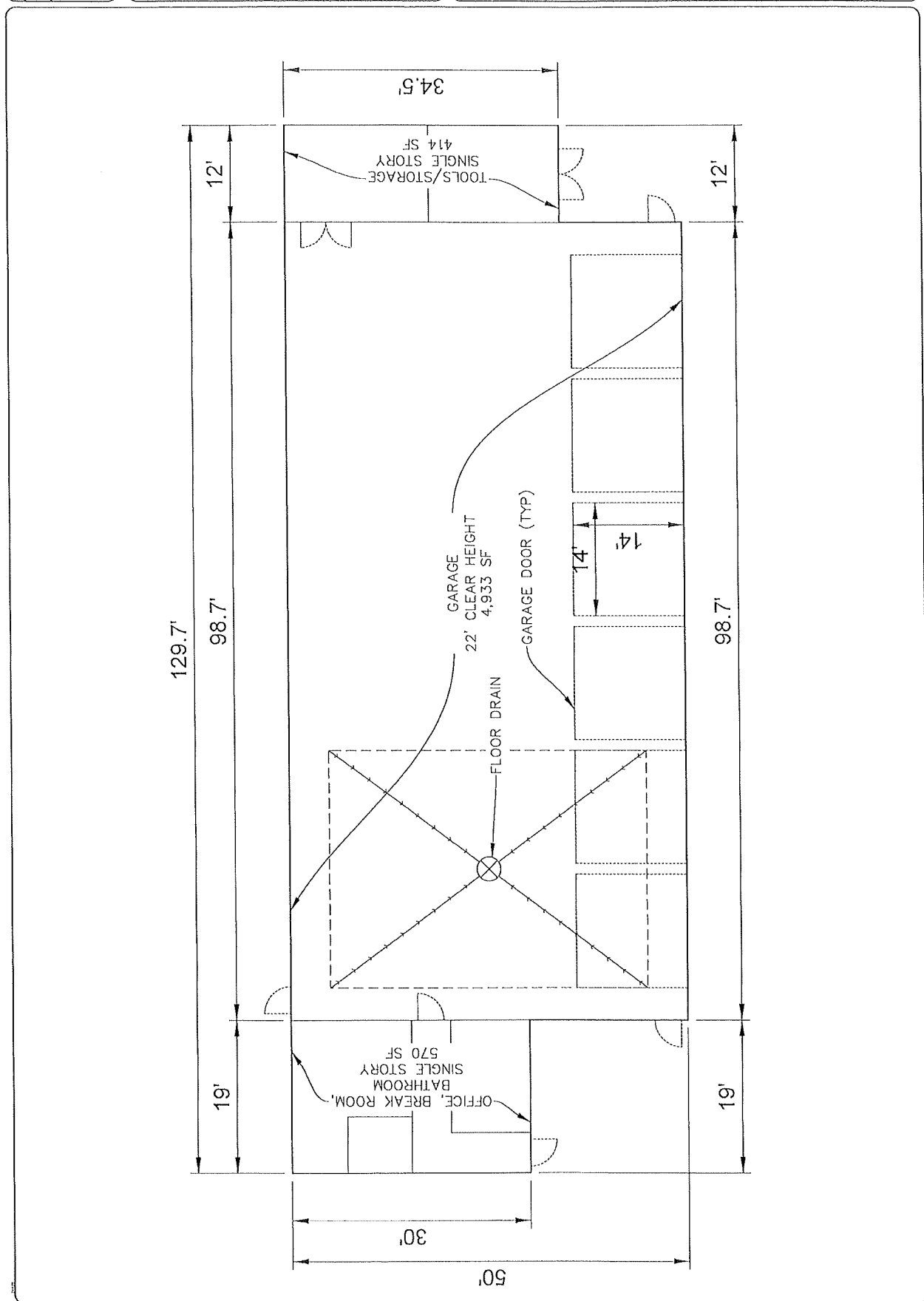
SKETCH PLAN - OPTION 2
 MOUNT POCONO MAINTENANCE BUILDING
 MOUNT POCONO BOUROUGH
 COUNTY, PA





PROPOSED OFFICE SPACE LAYOUT:
 1ST STORY (885 SF): OFFICE, BATHROOM, TOOLS
 2ND STORY (885 SF): BREAK ROOM, STORAGE
 SECOND FLOOR STORAGE TO BE OPEN TO GARAGE BAYS





Part 2. ALCOHOLIC BEVERAGES

§ 6-201. Definitions.

[Ord. No. 599, 12/19/1983]

Unless the context otherwise requires, the following words or phrases shall be construed according to the definitions set forth below:

ALCOHOLIC BEVERAGES

Any spirits, wine, beer, ale or other liquid containing more than 1/2% of alcohol by volume which is fit for beverage purposes.

CONTAINER

Any bottle, can or other vessel in which alcoholic beverages are contained.

§ 6-202. Consumption.

[Ord. No. 599, 12/19/1983]

No person, including those in vehicles, shall consume any alcoholic beverage in any quantity upon any street, avenue, alley, sidewalk, stairway, thoroughfare, or other public property within the Borough, nor shall any person consume any alcoholic beverage within five feet of any public way or thoroughfare while on a private stairway, doorway or other private property open to public view without the express or implied permission of the owner, his agent or other party in lawful possession thereof.

§ 6-203. Possession.

[Ord. No. 599, 12/19/1983]

No person shall possess any container of alcoholic beverage, whether wrapped or unwrapped, which has been opened or on which the seal has been broken in any manner, on any public street, avenue, alley, thoroughfare or other public property within the Borough, nor shall any person possess any container or alcoholic beverage within five feet of any public way or thoroughfare while on a private stairway, doorway, or other private property open to public view without the express or implied permission of the owner, his agent, or other person in lawful possession thereof.

§ 6-204. Exceptions.

[Ord. No. 599, 12/19/1983]

Provided however, that the provisions of §§ 6-202 and 6-203 above shall not apply to interior portions of any private dwelling, habitat, building or firehouse, nor to the consumption or possession by persons in the areas herein designated of any duly prescribed and dispensed medication having alcoholic content as set forth in § 6-201 hereof; and provided further that the provisions of said §§ 6-202 and 6-203 above shall not apply to premises duly licensed by the Pennsylvania Liquor Control Board and to persons then and there patrons of said licensee.

§ 6-205. Penalties.

[Ord. No. 599, 12/19/1983]

Whosoever violates any of the provisions of this Part 2 shall, upon conviction thereof, be sentenced to pay a fine of not more than \$300 plus costs of prosecution, or to be imprisoned for a period not to exceed 30 days.

MOUNT POCONO BOROUGH

BID OPTION ONE – Bid includes municipal waste collection; single stream recycling collection; leaf and yard waste collection; annual Christmas tree collection for years 2023, 2024, and 2025.

A. Three (3) year lump sum bid amount: \$ 1,424,788.58

Amount includes a container for municipal waste and single stream recycling for years 2023, 2024 and 2025. There is no container needed for leaf/yard waste.

Two (2) one-year extension amounts

2026 \$ 528,103.69

2027 \$ 557,149.39

B. Three (3) year lump sum bid amount without a container for municipal waste and single stream recycling: \$ 1,424,788.58

Two (2) one-year extension amounts

2026 \$ 528,103.69

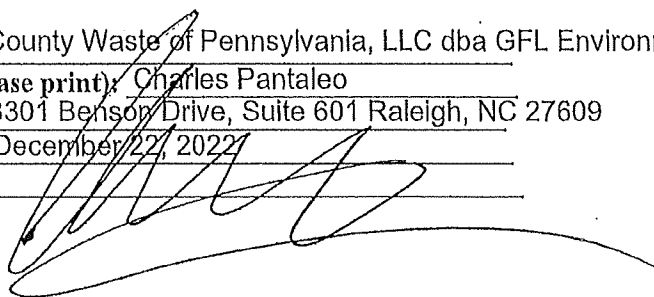
2027 \$ 557,149.39

Company name: County Waste of Pennsylvania, LLC dba GFL Environmental

Contact name (please print): Charles Pantaleo

Address: 3301 Benson Drive, Suite 601 Raleigh, NC 27609

Date: December 22, 2022

Signature 

POCONO TOWNSHIP TRANSIENT DWELLING UNIT
HEALTH, SAFETY & WELFARE REQUIREMENTS
as required by Ordinance 2019-07, Section 8
Exhibit A

Specific items to be inspected for compliance include, but are not limited to, the following:

- ☐ Visible Notice of TDU placard on or near front door detailing the following:
 - o Name of owner, or managing agent, and telephone number
 - o 911 Address for the property
 - o Maximum number of overnight guests
 - o Maximum number of vehicles allowed to park and parking regulations
 - o Trash pick up date and trash regulations
 - o Must note the following:
 - Occupant or guest may be cited for disturbance or violation of Pocono Township Code
 - Occupant or guest must provide access for inspection upon request by Pocono Township
- ☐ Functioning smoke detectors at each level, including basements and attics, and in each bedroom
- ☐ Carbon Monoxide detectors outside sleeping areas in dwellings with an attached garage or fuel-burning appliance.
- ☐ Egress window/door from each bedroom
- ☐ GFCI on all receptacles within 6 feet of a water source, outside or in garage
- ☐ Dryer must be vented to the outside (no plastic vent pipe)
- ☐ Fire extinguisher must be provided in kitchen, prominently mounted or location clearly posted (example, sticker on cabinet door)
- ☐ House number posted properly with green 911 address sign at entrance to driveway. Numbers must be visible from both directions unless within a cul-de-sac (4" x 5" minimum size with contrasting background)
- ☐ Anti-tip device is installed on the stove
- ☐ No visible exposed and uncapped electric wires or uncovered receptacles
- ☐ All exterior and interior flights of stairs having more than four risers shall have a continuous graspable handrail on one side of the stair for entire length. Required height of graspable handrail is 34"-38" measured from nose (edge) of tread to top of handrail. Deck rails are not graspable handrails.
- ☐ Every open portion of a stair, landing, balcony, porch, deck, ramp, or other walking surface which is more than 30 inches above the floor or grade below shall have guardrails. Required height of guardrail is 36". Maximum spacing of guardrail is 4".
- ☐ No unfilled openings in circuit breaker box
- ☐ Pools must be fenced or enclosed meeting the barrier requirements of the current building code.
- ☐ Attached garages must have fire separation of one layer of ½ inch drywall and a "C" rated door
- ☐ Exposed insulation must not have kraft paper showing – cover, remove or flip.
- ☐ The owner of the property shall supply the Township with a professional evaluation of the septic system and proof that the tank was pumped within 1 year.
- ☐ Advertising must be in compliance with maximum occupancy.

§ 302-9. Inspections.

- A. All TDUs shall be subject to inspection by the Zoning Officer and the Code Official to verify application information, license, license renewal and/or operating requirements are being complied with.
- B. The issuance of a TDU license or inspection is not a warranty that the dwelling unit is lawful, safe, habitable, or in compliance with this chapter or any other applicable ordinances. Rather, the TDU license indicates that the dwelling unit is either set to be inspected on a routine basis or, if inspected, the dwelling unit met this chapter or other applicable ordinance requirements on the day and at the time of the inspection.
- C. If there is reasonable cause to believe that any provision of this chapter is being violated, the Board of Commissioners of the Township may or may not cause, through an authorized representative of the Township, entry onto dwelling unit for the purpose of inspection of any and all premises, properties, buildings and/or structures located within the Township for ascertaining the existence of violations. In those matters where the nature of an alleged violation is such that an inspection of the interior of a dwelling unit is necessitated, prior arrangements must be made with the owner or the person in charge to secure access thereof. Upon such request, the owner or person in charge shall provide access.

A summary of my meeting with the MPA concerning the 2025 Harvest Fest.

The MPA requests the following from the Borough:

- As much advertisement as possible, such as displaying on our electronic Borough sign, on our Borough Facebook page, Savvy Citizen, or the use of any other media that would help get the word out.
- Distribute garbage cans throughout the area. If we don't have garbage cans, perhaps either those wire racks that hold garbage bags or the disposable cardboard box type can be acquired.
- Contact Rich Gannon to confirm he will be performing his usual safety tasks which include the following: emergency plan in place, supply safety signs for crosswalks, supply portable electronic signage to alert traffic of the festival, supply walkie talkies, invite EMS.
- Any participation from Borough officials on site would be greatly appreciated.

Thank you,

Joe Simeone



Mount Pocono Borough

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

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

www.mountpocono-pa.gov

MOUNT POCONO BOROUGH

RESOLUTION NO. 2

ESTABLISHING TAX COLLECTOR'S SALARY FOR TERM 2026-2030

WHEREAS, the Borough of Mount Pocono is responsible for setting the compensation for the elected Tax Collector in accordance with applicable laws; and

WHEREAS, the Borough Council recognizes the responsibilities and duties associated with the position of Tax Collector and finds it appropriate to adjust the salary to ensure fair compensation; and

WHEREAS, the current salary for the Tax Collector does not reflect the increasing demands of the position, and an adjustment is necessary to maintain efficiency and accuracy in tax collection services;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of Mount Pocono, Monroe County, Pennsylvania, as follows:

1. **Salary Adjustment:** The annual salary for the elected Tax Collector of Mount Pocono Borough shall be set at **\$6,500** per year.
2. **Effective Period:** This salary adjustment shall take effect beginning **January 1, 2026**, and remain in effect through **December 31, 2030**, unless amended by a subsequent resolution.
3. **Compliance:** The salary adjustment complies with the statutory requirements for setting compensation prior to the start of the Tax Collector's next term.
4. **Repealer:** Any prior resolutions or parts of resolutions conflicting with this resolution are hereby repealed.

RESOLVED AND ADOPTED by the Borough Council of Mount Pocono, Monroe County, Pennsylvania, this **February 4th, 2025**

Council President

Mayor

TWP	BOROUGH	REAL ESTATE TAXES	TAX COLLECTOR SALARY
BARRETT		\$ 960,000.00	\$ 10,000.00
COOLBAUGH		\$ 3,900,000.00	\$ 27,709.00
CHESTNUTHILL		\$ 3,170,000.00	\$ 133,000.00
POCONO		\$ 4,600,000.00	\$ 10,000.00
POLK		\$ 340,000.00	\$ 26,000.00
SMITHFIELD		\$ 1,200,000.00	\$ 9,000.00
TOBYHANNA		\$ 3,400,000.00	\$ 24,500.00
	DWG	\$ 100,000.00	\$ 6,500.00
	EAST STROUDSBURG	\$ 3,641,000.00	\$ 36,745.00
	MT POCONO	\$ 1,930,000.00	\$ 5,600.00
	STROUDSBURG	\$ 4,000,000.00	\$ 106,411.00

NOTES

TOTAL PERCENTAGE 1% WOULD BE

	1%		
	1%		
	4%		
	0.22%	\$	46,000.00
	8%		
PLUS COMMISSION	1%		
	1%		
	7%		
INC COMMISSION/BENEFITS	1%		
	0.29%	\$	19,300.00
INC INSURANCE	3%		

Knob Speeding and Pedestrian Safety: July 8, 2025, Safety Commission Workshop and Knob Resident Hearing Report

Time & Date: 6 pm, July 8, 2025 **Place:** Borough Building

1. Roll Call: Ella Santiago, Eddie Gonzalez, Joe Simeone & Master Kim

2. Workshop Agenda:

- 1) Knob Speeding and Pedestrian Safety

3. Safety Commission and Residents' Suggestions (Residents: Tom Neville and Tony Fuentes)

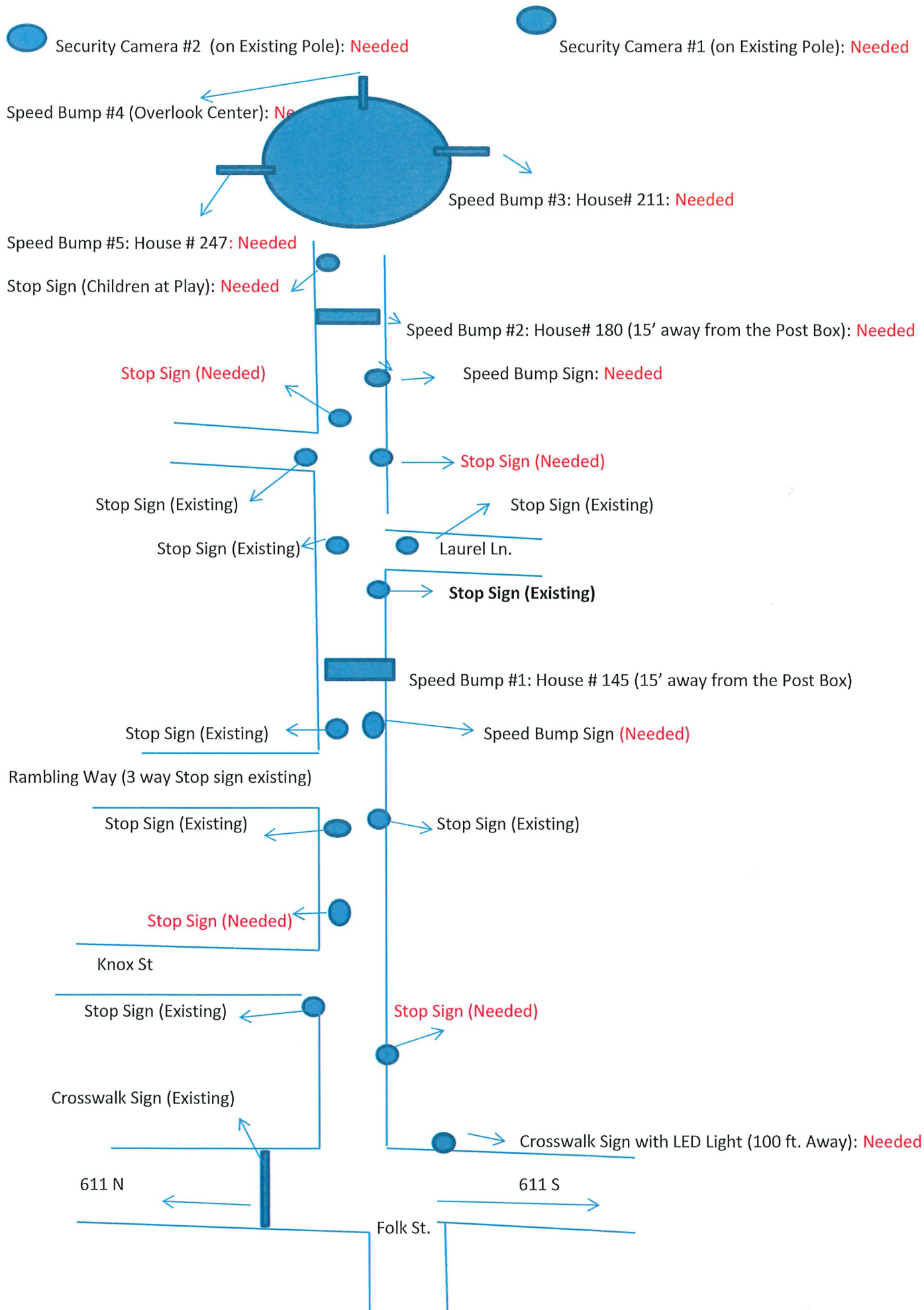
- 1) Five Permanent Speed Bumps: In researching who has the ROW on the road, and construction costs.
- 2) Six Stop Signs: 3-way stop signs at the intersection of James Street & Knob Rd and Knox St and Knob Rd. In researching the price and permits (If the ROW is in PennDOT)
- 3) Warning Signs: "Slow, Children at Play" for the exit of the Knob overlook (near the Welcome Sign Wall with the American flag at the entrance of the Knob overlook).
- 4) Two Crimewatch Cameras: at the Knob Overlook (due to the Knob residents' privacy invasion matter and legal considerations, the Safety Commission will need to hold a hearing for consent).
- 5) Neighbourhood Watching Program (due to the Knob residents' privacy invasion matter and legal considerations, the Safety Commission will need to hold a hearing for consent)
- 6) More Police patrols between dusk and 2 am.

Conclusion:

Today, 7/11/2025, three commission members met at the Knob Overlook to discuss the installation locations of the stop signs and speed bumps. We will discuss this agenda at the August 26 regular meeting to finalize the solution for the speed and pedestrian safety matters on Knob Rd. After that, I will provide you with more specific information, including a location diagram for the bumps, cameras, and stop signs.

Respectfully submitted,

Master Kim
Safety Commission Chair
&
Ella Santiago
Safety Commission Secretary



Safety Commission:
Summary of the Knob Project

Mt. Pocono Borough Safety Commission
August 19, 2025

Mt. Pocono Borough Council
1361 Pocono Blvd #100,
Mt. Pocono, PA 18344

Dear Council Members:

As you know, due to the increasing number of visitors in the area, the Knob residents are worried about their safety. Please review the items listed below! They will be invaluable in improving the safety of Knob Rd. and the overlook.

Thank you for your hard work for Mt. Pocono Borough always!

Safety Items

1. 5-Speed Bumps
2. 5-Speed Bump signs
3. 5-Stop signs
4. 1-Crosswalk Sign with LED Light

Respectfully Submitted,

Master Kim & all the members
Safety Commission