

**Mount Pocono Borough
Work Session Agenda
Tuesday, November 18, 2025 | 6:00 PM**

Call To Order

Pledge of Allegiance

Roll Call:

_____Norman DeLano, _____Debra Fulton, _____Erin Melbert, _____Joe Simeone,
_____Ella Santiago, _____Claudette Williams, _____Jazmin Rivas, _____Mayor
Altemose

Public Comment (Agenda Items Only, 3 Minute Limit)

Casella Waste Contract Extension

Public Borough Committees Discussion

Ranger NorthStar 570-4 Crew Equipment Purchase from Liquid Fuels

2026 Budget and Millage

Committee Updates:

- Budget: Debra Fulton
- Newsletter: Jazmin Rivas
- Police: Randy Altemose
- HR: Norman Delano Jr.
- Infrastructure: Joe Simeone
- MPA: Joe Simeone
- Centennial: Claudette Williams
- COG: Ella Santiago
- Parks: Debra Fulton

Public Comment (3 Minute Limit)

Adjournment

Trash and Recycling Collection Contract Extension

Parties:

Mount Pocono Borough ("Borough")
and
Casella Waste Inc. ("Contractor")

Purpose:

To confirm the extension of the existing agreement for municipal trash and recycling collection services.

1. Term of Extension

- The contract for trash and recycling collection services is extended through **December 31, 2026**.
- The Borough and Contractor may mutually agree to a **one-year extension through 2027**, subject to Borough Council approval.

2. Service Specifications

- Total units to be serviced: **1,202** (as listed in the original bid specifications).
- All service terms, collection schedules, and operational requirements shall remain consistent with the existing contract.

3. Pricing

Year	Annual Price	Annual Difference	Monthly Difference	Per-Unit Monthly Increase
2023–2025 (average)	\$474,929.53	—	—	—
2026	\$528,103.69	\$53,174.16	\$4,431.18	\$3.69

The total increase for 2026 is **\$53,174.16**, representing a **monthly increase of \$4,431.18** across all 1,202 units. This equates to a **per-unit monthly increase of \$3.69**.

4. Continuation of Terms

All other provisions of the existing contract between Mount Pocono Borough and Casella Waste Inc. remain in full force and effect.

Agreed and Accepted

For Mount Pocono Borough

Signature: _____

Name: Marissa Duffy

Title: Borough Manager

Date: _____

For Casella Waste Inc.



Mount Pocono Borough

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

1361 Pocono Blvd., Suite100
Mount Pocono, PA 18344

www.mountpocono-pa.gov

11/13/2025

Joint Recommendation
Budget Committee and Infrastructure Committee

Purchase of Polaris Ranger 570 for the Road Crew Department

The Budget Committee and Infrastructure Committee jointly recommend the purchase of a Polaris Ranger 570 to support ongoing public works operations, with funding through the Liquid Fuels Fund. This equipment will significantly improve the Borough's ability to maintain critical infrastructure in a safe, efficient, and cost-effective manner.

The Polaris Ranger 570 will be utilized for a wide range of tasks, including but not limited to:

- Snow operations on Borough-owned sidewalks, walkways, and trail systems
- Clearing and salting sidewalks, paths, and pedestrian corridors throughout town
- Maintaining downtown parking areas, small municipal lots, and hard-to-reach spaces
- Transporting salt and equipment for winter operations
- Assisting with park maintenance, trail inspections, and grounds upkeep
- Supporting event setup and breakdown for Borough functions
- Hauling tools, supplies, debris, and materials to job sites
- Accessing narrow or off-road areas where traditional trucks cannot operate
- Assisting with storm cleanup, downed branches, and debris removal
- Supporting general road maintenance and small-scale repair tasks
- Enhancing staff response time and efficiency for daily work orders
- Reducing physical strain on staff by limiting manual shoveling and equipment hauling
- Decreasing overtime costs through faster, more effective snow and maintenance operations

This purchase reflects a necessary modernization of the Road Crew's equipment to align with current operational demands. The Ranger 570 will enable the department to complete winter maintenance in a fraction of the time currently required, improve safety for staff and residents, and support year-round maintenance activities across the Borough.

Because these tasks directly relate to the maintenance, repair, and service of Borough roads and public infrastructure, the Liquid Fuels Fund is an appropriate and allowable funding source.

Both committees recommend approval of this purchase.

Norman Delano Jr., Ella Santiago, Debra Fulton, Randy Altemose, Joe Simeone, Devin Frost, and Marissa Duffy

Status: Quote
 Invoice Date:
 Print Date: 11/14/2025

BILL CASE POLARIS LLC
408 WELCOME LAKE ROAD
BEACH LAKE, PA 18405
TEL: 570-729-7402
FAX: 570-729-0722

Quote #: 35283



BILLING ADDRESS
MOUNT POCONO BOROUGH
1361 POCONO BLVD, SUITE 100 MOUNT POCONO, PA 18344
570-839-8436 mduffy@mtpoconoboro.org

SHIP ADDRESS
MOUNT POCONO BOROUGH
1361 POCONO BLVD, SUITE 100 MOUNT POCONO, PA 18344
570-839-8436 mduffy@mtpoconoboro.org

Sales Rep	Terms	Tax Code	Customer PO	Sales Type	Ship Date
4 - COREY KIMBLE	NET	NT		Regular or Over the Counter	11/4/2025

Req	Fill	OEM Code	Item No.	Item Description	Bin Location	Sell	Your Price	Amount
1.00	1.00	POL	3NSM4U579TE093341	RANGER CREW SP 570 NORTHSTAR ZENITH BLUE CA Year/Make/Model: 2026/POL RNGR CREW SP 570 NS BLUE/R26M4U57B5 External Color: ZENITH BLUE Mileage: 0		22,899.00	22,899.00	22,899.00
1.00	1.00	FEE	DOCFEE	DOC AND SETUP FEE		400.00	200.00	200.00
1.00	1.00	FEE	DMV	TITLE FEE		22.50	22.50	22.50
(1.00)	-1.00			POLARIS GOVERNEMENT AND COMMUNITY SERVICE DISCOUNT		1,750.00	1,750.00	(1,750.00)
1.00	1.00	POL	2889577	K-ACCY,GL PRO,FRONT HOOK	UP CONTAIN	159.99	143.99	143.99
1.00	1.00	POL	2880260	K-PLOW FRAME,G-PRO	UP CONTAIN	484.99	436.49	436.49
1.00	1.00	POL	2890336	K-BLADE,66 ,G-PRO,UPDT	UP CONTAIN	399.99	359.99	359.99
1.00	1.00	POL	2889032	K-PLOW,ANGLE,SYS,MS UPD		649.99	584.99	584.99
1.00	1.00	POL	2889162	K-ACCY,PLOW,CNTRL	SHOWROOM	359.99	323.99	323.99
2.20	2.20		LABOR	PLOW AND POWER ANGLE INSTALL		125.00	125.00	275.00
(1.00)	-1.00			\$100 OFF COUPON		100.00	100.00	(100.00)
1.00	1.00	POL	2889187	K-ACCY,MIRROR,REARVIEW		99.99	89.99	89.99
1.00	1.00	POL	2889241	K-ACCY,MIRROR,SIDE,DOOR,R GR		179.99	161.99	161.99
1.00	1.00	POL	2889791	K-LTBAR,PA,33 SGL,COMBO		399.99	359.99	359.99
1.00	1.00	POL	2883126	K-LIGHT,POD,FLOOD	SHOWROOM	229.99	206.99	206.99
2.00	2.00	POL	2889161	K-ACCY,LIGHTBAR,HARNES		99.99	89.99	179.98
1.00	1.00	POL	2879860	K-HARNES,Y-LIGHTS,		24.99	22.49	22.49
6.00	6.00		LABOR	LIGHT, TURN SIGNAL, STROBE, AND MIRROR INSTALLATION		125.00	125.00	750.00
1.00	1.00		TSK-1928	WD ELECTRONICS TURN SIGNAL KIT WITH HORN		459.99	459.99	459.99
1.00	1.00	POL	2884609	K-BEACON,PULSE		299.98	269.98	269.98

Tax Authority Code

NT 0.0000

Total Invoice

Items:	3,140.86
Fees:	222.50
Labor:	1,025.00
Kits:	0.00
Units:	22,899.00
Misc:	(1,390.01)
Subtotal:	25,897.35
Ship by Will Call	0.00
Sales Tax:	0.00
Total Invoice:	25,897.35
Total Paid:	0.00
Balance Due:	25,897.35

Tracking No.

YOU SAVED: \$349.00

Invoice Payments

Type	Amount	Date
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THANK YOU FOR YOUR BUSINESS

- All returns are subject to a 20% restock fee.
- No returns without receipt.
- No returns on electrical items.
- No returns after 14 days.
- No returns on special orders or close out items.
- No warranty on used machines

Hamlin Motorsports

471 Easton Turnpike
Lake Ariel PA 18436
(570) 689-7600

MARISSA DUFFY

Buyer's Order

Date
Deal No.
Salesperson ANTHONY MATAACCHIERA
Lienholder None

H 570-954-8804 W C 570-954-8804 Email MDUFFY@MTPOCONOBORO.ORG

I hereby agree to purchase the following unit(s) from you under the terms and conditions specified. Delivery is to be made as soon as possible. It is agreed, however, that neither you nor the manufacturer will be liable for failure to make delivery.

Unit Information

New/U	Year	Make	Model	Serial No.	Stock No.	Price (Incl factory options)
New	2026	POLARIS	R26M4U57B5	3NSM4U572TE091415	PU1415	\$22,899.00

Options:

Dealer Unit Price	\$22,899.00
Factory Options	\$0.00
Added Accessories	\$0.00
Freight	\$895.00
Dealer Prep	\$4,650.00

Tag/Messenger Fee	\$60.00
Registration Fee	\$20.00

Cash Price	\$28,524.00
Trade Allowance	\$0.00
Payoff	\$0.00

Net Trade	\$0.00
Net Sale (Cash Price - Net Trade)	\$28,524.00
Sales Tax	\$1,706.64
Title/License/Registration Fees	\$22.50
Document or Administration Fees	\$199.00
Credit Life Insurance	\$0.00
Accident & Disability	\$0.00

Notes:

Trade Information

Total Other Charges	\$1,928.14
Sub Total (Net Sale + Other Charges)	\$30,452.14
Cash Down Payment	\$0.00
Amount to Pay/Finance	\$30,452.14

Monthly Payment of \$0.00 For 0 Months at 0.00% Interest

NOTICE TO BUYER: (1) Do not sign this agreement before you read it or if it contains any blank spaces to be filled in. (2) You are entitled to a completely filled in copy of this agreement. (3) If you default in the performance of your obligations under this agreement, the vehicle may be repossessed and you may be subject to suit and liability for the unpaid indebtedness evidenced by this agreement.

TRADE-IN NOTICE: Customer represents that all trade in units described above are free of all liens and encumbrances except as noted.

*With Approved Credit. Interest rates and monthly payment are approximate and may vary from those determined by the lender.

Customer Signature _____ Dealer Signature _____

Thank You for Your Business!

POCONO MOTORSPORTS

938 ROUTE 940
 POCONO LAKE PA 18347
 (570) 646-1515

Buyer's Order

Date
 Deal No.
 Salesperson **BLAKE MIRKIN**
 Lienholder **NONE**

+

H

W

C

Email

I hereby agree to purchase the following unit(s) from you under the terms and conditions specified. Delivery is to be made as soon as possible. It is agreed, however, that neither you nor the manufacturer will be liable for failure to make delivery.

Unit Information

New/U	Year	Make	Model	Serial No.	Stock No.	Price (Incl factory options)
New	2026	POLARIS	R26M4U57B5	3NSM4U576TE092762	PU2762	\$24,880.00

Options:

Dealer Unit Price	\$24,880.00
Factory Options	\$0.00
Added Accessories	\$0.00
Freight	\$0.00
Dealer Prep	\$0.00

Tag/Messenger Fee	\$60.00
Registration Fee	\$20.00

Cash Price	\$24,960.00
Trade Allowance	\$0.00
Payoff	\$0.00

Net Trade	\$0.00
Net Sale (Cash Price - Net Trade)	\$24,960.00
Sales Tax	\$1,492.80
Title/License/Registration Fees	\$22.50
Document or Administration Fees	\$199.00
Credit Life Insurance	\$0.00
Accident & Disability	\$0.00

Notes:

Trade Information

Total Other Charges	\$1,714.30
Sub Total (Net Sale + Other Charges)	\$26,674.30
Cash Down Payment	\$0.00
Amount to Pay/Finance	\$26,674.30

Monthly Payment of \$4,279.05 For 0 Months at 0.00% Interest

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*With Approved Credit. Interest rates and monthly payment are approximate and may vary from those determined by the lender.

Customer Signature _____

Dealer Signature _____

Thank You for Your Business!

Commonwealth of Pennsylvania
STATE TAX EQUALIZATION BOARD
Harrisburg

CERTIFICATION
2026 COUNTY ASSESSED VALUATION OF TAXABLE REAL
PROPERTY ON WHICH TAXES ARE LEVIED

COUNTY **MONROE**

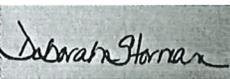
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Total County Assessed Valuation of Taxable real Property	14,687,176,440
School District Municipality	County Assessed Valuation of Taxable Real Property By School Districts
EAST STROUDSBURG AREA	2,531,092,310
East Stroudsburg Borough	445,657,620
Middle Smithfield Township	1,122,562,280
Price Township	279,696,180
Smithfield Township	683,176,230
Lehman Township (Pike County)	
Porter Township (Pike County)	
PLEASANT VALLEY	2,302,646,970
Chestnuthill Township	1,141,121,420
Eldred Township	214,858,000
Polk Township	562,545,790
Ross Township	384,121,760
POCONO MOUNTAIN	7,139,564,580
Barrett Township	499,415,680
Coolbaugh Township	1,575,065,650
Jackson Township	639,498,020
Mt. Pocono Borough	298,471,500
Paradise Township	351,191,040
Pocono Township	1,432,793,550
Tobyhanna Township	1,771,250,280
Tunkhannock Township	571,878,860
STROUDSBURG AREA	2,713,872,580
Delaware Water Gap Borough	54,661,410
Hamilton Township	729,657,220
Stroud Township	1,534,883,460
Stroudsburg Borough	394,670,490

In compliance with Section 10 of Act 447, P.L. 1046, as amended, I hereby certify that the figures hereon are correct totals of the individual assessments for each school district by municipality, as of this date.

11/7/2025
Date

Recoverable Signature

X 

Deborah Storman
Chief Assessor

Signed by: 9f2801d2-3767-4ec8-b484-3a0afb66eb6a

Tax Breakdown

Assessed Valuation: 298,471,500

Real Estate 5.875

Road Rehab. .240

Library 0.155

Fire. 0.155

EMS. 0.078

Total: 6.503

1 Millage = 298,471.50



DRAFT

Project	Grant	Match	Total Cost for Project
Maintenance Garage	LSA(1)\$490k	LSA(2) \$150,000/Boro \$560K*****	\$1.2M
Boro Park	DCNR \$350,000	DCNR/LSA \$250,000	\$600,000
Pinehill Intersection	LSA(1) \$773,608	DCED \$600,000/ Pinehill Fund \$280,000	\$1,595,000
Fork Street	DCED \$646,027	Pending Phase II \$361,699	\$1.229,991
Main Street Matters Downtown Revitalization Plan	DCED \$65,000	0	\$65,000
Walk Works Active Transportation Plan	\$25,000	0	\$25,000
Pocket Park Phase II	PMVB \$20,000	Parks Fund \$20,000	\$40,000
Youth Mentoring NRPA	\$65,000	0	\$65,000
Salt Shed	LSA \$371,250(pending Sept 2026)	0	\$371,250
T-Mobile Hometown Grant Pocket Park Phase II	\$70,000	0	\$70,000

2.8M in current grant projects not including pending grant awards

Borough Funded from Tax Dollars*****

Main Street Matters Downtown Revitalization Plan and Active Transportation Plan = Grant Projects/Applications

Grants that Support Manager Salary

- DCNR Phase Two – \$350,000
Salary Support: \$10,000
-LSA Phase Two- \$285,000-salary support \$4,865
- DCNR Phase Three (Pending) – \$300,000 Award Announcement in November 2025
Eligible Salary Support: \$6,000
- DCED Phase Three Park Improvement (*Pending but confirmed award with Review Analyst*) – \$285,000
Eligible Salary Support: \$4,865
- NRPA – \$65,000
2-year *Eligible Salary Support: \$26,000 in 2026 and another \$26,000 in 2027- \$2,500 in route for salary support in 2025*
- DCED WalkWorks \$25,000- \$10,000 *Salary Support this should arrive in 2025 to apply to 2025 salary(fed gov. shutdown delay)*
- DCED MSM- Award Announcement by January 2026
\$65,000-(\$5,000 in salary support)
- DCED Fork Street Phase One – \$646,000
Eligible Salary Support: \$14,000
- DCED Fork Street Phase Two (*Pending*) – \$361,699
Eligible Salary Support: \$6,182
- Pine Hill Project – \$600,000
Eligible Salary Support: \$12,000
- LSA Grant #1 Maintenance Garage – \$498,000
Eligible Salary Support: Up to \$24,900 (5% allowable under Monroe County LSA)
- LSA Grant (2025 Award)Maintenance Garage – \$150,000
Eligible Salary Support: Up to \$7,500 (5% allowable under Monroe County LSA)

Current Total Salary Support from Grant Funds(Admin Fees): \$123,812