

**Mount Pocono Borough Council
Regular Meeting Agenda
Borough Council Chambers
Tuesday, April 5, 2022 | 6:30pm**

Executive Session was held today from 6:15pm to 6:30pm to discuss legal matters.

Call To Order

Roll Call:

_____Norm DeLano, _____Ann Marie Harris, _____Aida Montanez, _____Lori Noonan,
_____Ella Santiago, _____Don Struckle, _____Claudette Williams _____Mayor Altemose

Pledge of Allegiance

Approval of Minutes: March 1, 2022

Presentations

Charece Sanders-Watts – CEO of Metamorphosis Women's Empowerment Initiative

Public Comment (agenda items only):

Unfinished Business

New Business

- Consideration of letter from Terry Cramer for Planning Commission for a 4-year term to expire December 31, 2025
- Consideration of letter from Erin Melbert for Planning Commission for a 2-year term to expire December 31, 2023
- Consideration of letter from Karl Davis for Municipal Authority for the remainder of a term to expire December 31, 2024
- Consideration of letter from Raissa Simchak to move from an alternate on Zoning Hearing Board to a board member for a 4-year term to expire December 31, 2025
- Consideration of purchase order threshold dollar amounts
- Approval of the quote from Sunguard for Thermoplastic Striping in the amount of \$19,684.90
- Approval of purchase order M1 which includes sign posts and other items to be purchased from Reliable Signs totalling \$3,037
- Approval of purchase order M2 which includes shelving to be purchased from Lowes totalling \$1,316
- Approval to close People's Security Bank and Trust Account with a balance of \$782.06 to be deposited into the General Fund
- Consideration of hiring Jeff Weiss of Zelenkofske Axelrod, LLC as a consultant for \$9900 for ARPA program

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- Approval of one of the following cleaning services:
 - SPW for \$150/week
 - Jan Pro for \$125/week
 - Denise Ammerman for \$150/week
- Approval of one of the following tree removal services to completely remove the two dead pine trees on the south lawn of the borough building and grind the stumps:
 - Top Hat: \$3,850
 - Dunkelberger's Tree Service: \$2,700
 - KC Tree Service: \$1,175
- Adoption of Resolution No 5 of 2022 to approve the official fee schedule
- Set hearing date for 3360 SR 940 short term rental conditional use
- Consideration of One Summit settlement agreement
- Authorization to advertise an ordinance to decrease the Planning Commission from seven (7) members to five (5)

Officer Reports:

President

Mayor

Borough Manager – First Fridays Return – Friday, May 6 at 6pm at the Borough building park – Debra Fulton; Minor minutes correction;

Solicitor

Treasurer – Bill's List; Budget YTD; Cash Report

Zoning Officer

Public Comment

Adjournment

Motion:

Time:

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The Mount Pocono Borough Council meeting held on Tuesday, March 1, 2022, was called to order at 6:30 P.M. by President Don Struckle.

Roll Call: Councilman N. DeLano, present; Councilwoman Ann Marie Harris, present; Councilwoman Aida Montanez, present; Vice President Lori Noonan, present; Councilwoman Ella Santiago, present; President Don Struckle present; and, Councilwoman Claudette Williams, absent.

In Attendance: Randy Altemose, Mayor; James Fareri, Solicitor; Joshua Walker, Borough Manager; Danielle Hewitt, Treasurer; and, Alexis Wilkinson, Zoning Officer. Also present were Borough Engineer Chuck Niclaus and Alternate Borough Engineer Chris McDermott with Planning Commission Solicitor H. Clark Connor via phone.

Pledge of Allegiance was said by all. A moment of silence for the people of Ukraine was observed.

Approval of Minutes – Councilwoman A. Harris expressed that she was uncomfortable voting on the March 4, 2021, minutes as she was not on Borough Council and she was not in attendance for this meeting. Councilwoman A. Montanez pointed out that the previous Council had no objections. Solicitor J. Fareri noted that the minutes must be passed by necessity and that the sitting Borough Council can vote on them. After this clarification, Councilwoman A. Harris moved to accept the Regular Meeting minutes of March 4, 2021, as presented. Councilman N. DeLano seconded. Motion carried 6 – 0. Councilwoman A. Harris moved to accept the Regular Meeting minutes of February 1, 2022, as presented. Vice President L. Noonan seconded. Motion carried 6 – 0.

Presentations - Solicitor J. Fareri acknowledged a conflict for both projects. It was noted that Alternate Solicitor H. C. Connor was on the phone.

Harbor Freight Land Development Plan – In attendance representing this project were: Applicant's Solicitor, Marc Wolfe; Rhett Chiliberti, Lead Engineer; and, Pablo Medeiros of Heidenberg. Engineer R. Chiliberti gave a recap of the project including: 20,000 square feet of retrofit; with loading dock being rebuilt and relocated; proposed a sidewalk along SR 940 however, unfortunately due to the stormwater swales, sidewalks cannot be placed along Oak Street. He continued by reviewing his letter March 1, 2002, which included the following waiver requests:

1. *Waiver from §187-29.D.3 and §189-59 to not provide information on wetlands due to the scope of the improvements.*
Borough Engineer C. Niclaus supports this however it needs to be placed on the plans.
2. *Waiver is requested from §187-30.A, to not provide an existing resource and site analysis plan due to the scope of the improvements. (i.e. renovation)*
Borough Engineer C. Niclaus recommends this to Borough Council.
3. *Waiver is requested from 187-30.B, to not provide a Final Resource and Impact and Conservation Plan due to the scope of the improvements. (i.e. renovation)*
Borough Engineer C. Niclaus recommends this to Borough Council.
4. *Partial Waiver from §187-48 W. and X., to not provide curb and sidewalk along the property frontage, as Oak Street has minimal grass areas to install a sidewalk and a drainage swale, and steep slopes exist along the Oak Street frontage. The applicant is proposing sidewalk from the existing McDonald's sidewalk to the existing ADA ramp at the northeast corner of the parcel.*
The Planning Commission discussed this request as did Borough Engineer C. Niclaus agreed that Borough Council should give a partial waiver as the Applicant will provide sidewalks at SR 940 however at Oak Street it would be waived as the swales would make it impossible to place sidewalks there.
5. *Waiver is requested from §187-61 to not provide the recreational facility fee due to the scope of the improvements.*
6. *Waiver from §187-17 to process the application for both Preliminary and Final Land Development approval, due to the scope of the improvements.*
7. *Waiver from §187-51 to not require a submission to the Monroe County Conservation District due to the minimal disturbance and associated improvements. The earth disturbance is less than 8,000 sf and mostly within existing impervious areas.*
8. *Waiver from §187-56.G.2.f. to provide 2.5" caliper trees in lieu of the 4" caliper trees due to the difficulty to install large trees with the large caliper size and associated root-ball. The industry standard is 2.5".*
9. *Waiver from §187-33-39 and §187-42 to not provide the developer's agreement and improvement securities, due to the nature of the building renovation and very limited site work. We request to limit any performance/maintenance guarantee to the required landscaping only.*
10. *Waiver from 187-56.F.(4)(f) Buffers and Screens, Site Element Screens, Screen Type #2 is requested to provide appropriate landscaping based on the existing site conditions. The code requires a double row of evergreen trees placed 10 feet on center and offset 10 feet to provide a continuous screen with a 12 foot height at maturity. 62 evergreen trees are required due to existing site constraints, 31 evergreen trees, 2 deciduous trees, and 40 shrubs are proposed.*

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Councilwoman A. Montanez moved to accept the waivers as presented with the exception of #5 where the Applicant will pay the recreational fee. Vice President L. Noonan seconded. Motion went to a roll call vote: Vice President L. Noonan, "Yes"; Councilwoman A. Montanez, "Yes"; Councilwoman A. Harris, "Yes"; Councilwoman E. Santiago, "Yes"; Councilman N. DeLano, "Yes"; and, President D. Struckle, "Yes". Motion carried 6 – 0.

Vice President L. Noonan moved to conditional approval upon landscape and sidewalk installation also subject to the Borough Engineer's review letter dated January 18, 2022. Councilwoman A. Montanez seconded. Motion went to a roll call vote: Councilman N. DeLano, "Yes"; Councilwoman E. Santiago, "Yes"; Councilwoman A. Harris, "Yes"; Vice President L. Noonan, "Yes"; Councilwoman A. Montanez, "Yes"; and, President D. Struckle, "Yes". Motion carried 6 – 0.

Clarius Land Development Plan (LDP) – In attendance were Taivo Tammaru, Project Manager; and, Senior Engineer Josh Hoffman. Mr. T. Tammaru gave a recap of the project and Engineer J. Hoffman reviewed his letter dated February 7, 2022, pertaining to the waiver requests from the Borough's Subdivision & Land Development Ordinance (SALDO) for this project as listed below:

1. *Section 187-20 – Submission of a Separate Preliminary Plan, the applicant is requesting a waiver of this requirement due to consolidating / subdividing two (2) existing parcels into a single development tract for purposes of constructing a new warehouse / distribution facility and related improvements. Further, no phasing is being proposed and all of the requirements of both the preliminary and final plan can be adequately addressed in one plan submission.*
2. *Section 187-29.B.(4) – Plan Sheet Size the applicant is requesting a waiver of this requirement to provide a maximum sheet size of 24" x 36" due to the large size of the subject properties involved. The total area of the subject properties is 84.687 acres and the larger 30" x 42" sheet allows the project to be presented at a larger scale without the use of excessive match lines or multiple plan sheets permitting easier review and use during construction. It should also be noted that the plan set will be reduced to a 24" x 36" sheet size for recording in the Monroe County Recorder's Office. A note will be added to the Cover Sheet indicating that the recorded land development plan was prepared on 30" x 42" plan sheets and is not to scale.*
3. *Section 187-29.C – Site Context Map Scale, the applicant is requesting a waiver of this requirement to provide a site context map at a scale of 1" = 200' due to the large size of the subject properties involved. The total area of the subject properties is 84.687 acres which would require the site context map to take up most of the plan cover sheet, thus not allowing for signature blocks, certifications, etc. As such, the site context map on the plan cover sheet is provided at a scale of 1" = 2000'; however, the overall plan sheets within the land development plan set are provided a scale of 1" = 100'.*
4. *Section 187-48.G.(2) – Maximum Length of Cul-De-Sac Street, the applicant is requesting a waiver of this requirement which requires a cul-de-sac street to have a maximum length of 800 feet. Approximately 1,800 feet of Pocono Star Boulevard is being constructed by the applicant as agreed upon as part of the Conditional Use Application process. Further, the cul-de-sac is planned to be a temporary scenario until the public roadway eventually gets extended in the future by the Borough. Furthermore, there are multiple access points onto Pocono Star Boulevard which would allow for vehicles to get to Route 940 through the site in the event of an emergency.*
5. *Section 187-48.K – Maximum Street Width, the applicant is requesting a waiver of this requirement to provide a maximum street width (with curb) of 26 feet for Pocono Star Boulevard. Pocono Star Boulevard has been designed to accommodate truck turning maneuvers from intersecting streets and driveways. As such and in order to provide safety for all vehicles, a street width of 34 feet is being proposed. This width is similar to what is proposed for the project's site access driveways where truck traffic is anticipated.*
6. *Section 183-11B.(1) – Sidewalks on Both Sides of a New Street (Partial Waiver), the applicant is requesting a partial waiver of this Sidewalks Ordinance requirement along the northern side of Pocono Star Boulevard. Sidewalk is being proposed along the southern side of Pocono Star Boulevard and along the northern frontage of existing S.R. 940. Sidewalk is also being proposed from the right-in / right-out driveway up to the site's building as well as to connect with the Pocono Star Boulevard sidewalk in order to accommodate potential employees walking to work.*
7. *Section 187-56.B – Minimum Number of Trees (Partial Waiver), the applicant is requesting a partial waiver of this requirement which requires a minimum of twelve deciduous or evergreen trees for each one acre of the gross area of the development tract. The development tract totals 78.791 acres, which would require 946 proposed trees. The plan proposes 260 trees, due to the large area that is needed for meadow and stormwater management facilities to meet NPDES requirements.*
8. *Section 187-56.C.(2)(d) & (f) – Planting Strips, the applicant is requesting a waiver of this requirement for the proposed parking lot. The addition of the eight-foot-wide planting strips to break up parking areas into smaller parking areas of no more than 100 stalls would greatly decrease the amount of parking stalls.*

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Employee parking is essential for a warehouse use to ensure the amount of workers have enough parking spots between shift changes. Further, the number of total parking spaces proposed is equivalent to the number of total parking spaces required. Furthermore, all other landscape islands are being provided and there is a large amount of green space provided around the perimeter of the overall parking lot.

9. *Section 187-56.G.(1)(e) – Irrigation System or Frost Proof Hydrants, the applicant is requesting a waiver of this requirement to provide an irrigation system or frost proof hydrants at 200 feet apart since the project is proposing over one acre of landscaping. Given the native, drought tolerant trees or plants being proposed for the project, an irrigation system is not necessary for the vegetation to survive. The anticipated annual rainfall in Pennsylvania is sufficient to provide hydration for the proposed vegetation being provided.*
10. *Section 187-56.G.(2)(c), (d) & (f) – Plant Specifications Tree Size, the applicant is requesting a waiver of the minimum caliper of planting for canopy trees at 4" (187-56.G.(2)(c)), ornamental trees at 2.5" (187-56.G.(2)(d)), and evergreen trees having a minimum planting height of 8-10 feet (187-56.G.(2)(f)). We are asking that a standard nursery trade size of trees be allowed of 2-2.5" caliper for canopy trees, 1.5-2" caliper for ornamental trees and 6-7' height for evergreen trees at time of planting. This will help prevent the viability of smaller trees to withstand the transplanting from nursery to site along with the availability of plants that are grown at a standard nursery size.*

Councilwoman A. Montanez expressed concerns with waiver #7, minimum of trees. Vice President L. Noonan agreed. Alternate Engineer C. McDermott offered that there are opportunities to plant more trees. He requested that the applicant discuss the proposed retaining wall especially the height. President D. Struckle expressed that he likes the idea to stagger the tree line. Borough Council requested to add at least half of the required trees. Councilwoman A. Harris thanked the applicant for agreeing to add sidewalks along SR 940.

Councilwoman A. Montanez moved to accept the waivers presented from the Applicant's Engineer letter dated February 7, 2022, with the modification of #7 regarding the minimum number of trees. Vice President L. Noonan seconded. Motion went to a roll call vote: Councilman N. DeLano, "Yes"; Councilwoman E. Santiago, "Yes"; Councilwoman A. Harris, "Yes"; Vice President L. Noonan, "Yes"; Councilwoman A. Montanez, "Yes"; and, President D. Struckle, "Yes". Motion carried 6 – 0.

Alternate Borough Engineer C. McDermott, Reilly Associates, expressed the following items be addressed in the Borough Council's motion as per his review letter dated February 25, 2022.

Councilwoman A. Montanez moved to accept the subdivision plan, the consolidation of two (2) tracks and be part of the parcel for the land development. Subject to the following: access clear sight triangle easement road occupancy; plan from Borough; and, satisfaction of comments #1 and #3 posed by Reilly Associates letter dated February 25, 2022, below:

1. *The printed names of signatures should be added to the certifications on the cover sheet. Remains outstanding. Certifications need to be executed.*
3. *Revised closure calculations should be provided reflecting and documenting the reserved areas(s) for future road dedication and resultant lot.*

Councilman N. DeLano seconded. Motion carried 6 – 0.

The Clarius LDP approval discussion included: the status of traffic comments from Borough Traffic Engineer are pending; PennDOT Traffic Impact Study (TIS) comments are complete and Highway Occupancy Permit (HOP) is ongoing. At this time Alternate Borough Engineer C. McDermott questioned if restrictive covenants can be moved to site plan, if not repeal all covenants on every plan. He referred to his review letter dated February 28, 2022 with a number of items to be part of Borough Council's conditional approval.

Councilwoman A. Montanez moved to approve Clarius LDP with conditional approval subject to the items as outlined in the Alternate Borough Engineer's Review Letter #3 dated February 28, 2022 below:

Subdivision and Land Development Plan Comments (SALDO)

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3. Sheet sizes exceed 24x36 inches. SALDO 187-29.B(4). A modification has been requested.
6. Proposed utility easement should be shown, i.e., for water and sewer services. SALDO 187-29.F(13). An easement may be required if Pocono Star Boulevard is not dedicated. If dedicated, Municipal Occupancy permits may be required for utilities. Easement on the utility plan are difficult to identify and follow. Metes and bounds descriptions should be provided. A sewer easement has been proposed on the utility sheets. Easement should be shown on the site plans in addition. Easement should also be addressed in restrictive covenants.
10. Any proposed deed restriction should be provided. Plan covenants and restrictions must be added to plan. SALDO 187-29.G(3). Plan covenants for utility, drainage easements, sight triangles, etcetera are not provided. A covenant for the sight triangle has been added to the plan, others have not been addressed.
14. A Sewage Planning 0045 exemption request has been provided. A letter from the Mount Pocono Municipal Authority indicating sufficient capacity should be provided. The Borough will need to process and sign after proof of sufficient capacity to convey and treat sewage has been provided. DEP approval of the exemption will be required. SALDO 187-29.G(8). Remains outstanding. DEP approval required.
17. Highway Occupancy Permits from PennDOT and the Borough will be required. SALDO 187-29.G(15). Remains outstanding.
22. ESPC plan approval from MCCC and NPDES permits are required. (SALDO 187-30*7) and (9). Remains outstanding.
23. Final Approval to connect to the water system (PA American) and Sewer system (Mount Pocono Municipal Authority) must be provided. SALDO 187-30.C(1)(i). Remains outstanding.
24. Construction improvements must be guaranteed, developer's agreement, security and other provisions of SALDO article 5 will need to be addressed. SALDO 187-34 through 187-42. An estimate of cost for required improvements has been provided. It will be reviewed under separate cover.
29. Pavement markings, road name signs, traffic control devices, and signs must be provided SALDO (187-48.I(6). This has been partially addressed; however, pavement markings are not shown. White line markings along Pocono Star Boulevard. We recommend that center and sideline pavement marking be considered along the internal loop drive.
31. Easements in accordance with SALDO (187-48.I(2) and as necessary for drainage must be provided. Easements are now provided on multiple sheets within the plan sets. All easements should be shown on the site plan and covenants regarding easement, and should be consistent throughout the plan. As presented, there are multiple sets of restrictive covenants on different plan sheets. The wording of easements and covenants should be subject to the Borough Solicitor's review.
32. Provide clear sight triangles at intersection(s). SALDO 187-48.P. Clear sight triangles should be dimensioned and a restriction, if needed, should be provided in covenants. Clear sight triangles are missing dimensions on leg of triangles. All dimensions should be shown. The sight triangle at Industrial Park Drive does not include dimension for legs of the triangle(s). Note, a portion of the sight triangles appear to go over lands owned by others.
44. Information regarding trees to remain and be removed are shown on the existing conditions/demo plans rather than the landscaping plan. As the site is almost entirely disturbed, this is acceptable. The Council should determine if a waiver is necessary. SALDO 187-56.I.2(d) and (e). Remains outstanding.
47. Recreational fees or facilities must be provided. SALDO 187-61. Remains outstanding. This should be discussed with the Council. The applicant has indicated they would pay in-lieu of fees.

Stormwater Comments

2. HOP will be required for connection of storm sewers to inlets in the PennDOT right-of-way. SWM 179-10.I. Remains outstanding.
9. An approved NPDES permit will be required from Monroe County Conservation District. SWM 179-22. Remains outstanding.
12. A performance guarantee will be required. SWM 179-29. An estimate of cost for required improvements has been provided. It will be reviewed under separate cover.
13. A maintenance agreement will be required. SWM 179-31. Remains outstanding.
14. A deposit to the municipal stormwater maintenance fund will be required for future stormwater inspections. SWM 179-32. Remains outstanding.

General Comments

1. Grading Plans:
 - b. Applicant mentioned ADA ramps in their response. ADA ramps should be shown on the grading plans.
4. Curbing and pavement improvements are shown at the intersection of Pocono Star Boulevard and Industrial Park Drive lie outside of the proposed ROW. A detailed plan of the intersection should be provided and construction detail for improvements on Industrial Park Drive. Remains outstanding.
5. A subsurface stormwater control facility is proposed under Pocono Star Boulevard. Ongoing maintenance will be required. The Borough may want to consider if this location is desirable. This should be reviewed with the Council.

Councilwoman A. Harris seconded. Motion carried 6 – 0.

PUBLIC COMMENT (agenda items only) – there were no comments.

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UNFINISHED BUSINESS

Consideration of Purchasing MapLink – Zoning Officer A. Wilkinson gave a presentation of the MapLink software and the benefits for Borough residents.

Councilwoman A. Montanez moved to purchase the MapLink software for a three (3) year contract with the initial project build price of \$4,995.00 with annual maintenance of \$1,495.00. Councilwoman A. Harris seconded. There was discussion. Motion went to a roll call vote: Councilman N. DeLano, "Yes"; Councilwoman E. Santiago, "Yes"; Councilwoman A. Harris, "No"; Councilwoman A. Montanez, "Yes"; Vice President L. Noonan, "No"; President D. Struckle, "No"; with Mayor R. Altomose breaking the tie with a vote of "Yes". Motion carried 4 – 3.

Adoption of Resolution 1 of 2022 Banner Approval for Big Brother Big Sister Telethon – Vice President L. Noonan moved to approve Resolution #1 of 2022 to allow Big Brother Big Sister to hang a banner over SR 611 and to waive the fees.

RESOLUTION #1 OF 2022
BOROUGH OF MOUNT POCONO

WHEREAS, a State Highway, PA Route 611, traverses the business district of the Borough of Mount Pocono; and
WHEREAS, the Borough council has historically permitted non-profit entities to erect, on a temporary basis, banners across PA Route 611 advertising events to benefit such entities and the community; and
WHEREAS, Pa Route 611 is a State Highway under the jurisdiction and auspices of Commonwealth of Pennsylvania, Department of Transportation; and
WHEREAS, prior to approving the erection of such a banner, the Commonwealth requires compliance with applicable regulations, and the passage of a resolution addressing and approving a request to permit the same; and
WHEREAS, the organization known as Big Brothers/Big Sisters of Monroe county has requested that the Borough approve placement of a banner across Pa Route 611;
NOW, THEREFORE, be it RESOLVED as follows:
1. Borough Council approves placement of a banner across PA Route 611 which contains a message pertaining to the Big Brothers/Big Sisters telethon for the period March 14 to March 28.
2. The vertical clearance of said banner shall be 17'x 6".
3. The banner shall be no longer than 11'x 3' 6".
4. The Borough of Mount Pocono assumes full responsibility for erecting, maintaining and removing the banner and liability for damages occurring to persons or property, arising from any act of omission associated with banner.
5. Under no circumstances, will more than 20% of the message on said banner relate to a commercial product, Enterprise, business or entity regardless of whether any sponsorship of the event of banner installation.
Adopted this 1st day of March 2022 by Mount Pocono Borough Council

Councilwoman A. Montanez seconded. Motion carried 6 – 0.

Approval of Security Company – After reviewing the three (3) proposals from: Altronics; ADT; and, Vector, Vice President L. Noonan moved to award the security contract to Altronics. Councilwoman A. Harris seconded. There was discussion. Motion carried 6 – 0.

NEW BUSINESS

Adoption Resolution #2 of 2022 LSA Grant for Maintenance Garage – Vice President L. Noonan moved to adopt Resolution #2 of 2022 for a LSA Grant for the maintenance garage.

RESOLUTION NO. 2 OF 2022

A RESOLUTION OF MOUNT POCONO BOROUGH, COUNTY OF MONROE
REQUESTING A STATEWIDE LOCAL SHARE ACCOUNT (LSA) GRANT

Be it RESOLVED, that the Borough of Mount Pocono of Monroe County hereby request a Statewide Local Share Account grant of \$491,849 from the Commonwealth Financing Authority for the construction of a maintenance garage facility.

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Be it FURTHER RESOLVED, that the Applicant does hereby designate Joshua Walker, Borough Manager and Donald Struckle, Council President, as the officials 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, Joshua Walker, duly qualified Secretary of the Borough of Mount Pocono, Monroe County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Mount Pocono Borough Council at a regular meeting held March 1, 2022 and said Resolution has been recorded in the Minutes of Mount Pocono Borough 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 1st day of March, 2022.

Councilwoman A. Montanez seconded. Motion carried 6 – 0.

Adoption of Resolution #3 of 2022 Placing A Municipal Lien on 32 Brunswick Dr. – Councilwoman A. Montanez moved to adopt Resolution #3 of 2022 to place a municipal lien on the property of Olga Krawec located at 32 Brunswick Drive in the amount of \$12,536.22.

**BOROUGH OF MT. POCONO
RESOLUTION #3 of 2022**

A Resolution approving the filing of a Municipal Lien on property of Olga Krawec Tax Code No. 10/2A/1/37

WHEREAS, the Borough of Mt. Pocono authorized the Zoning Officer to issue a Demolition Order with respect to property of Olga Krawec, tax code No. 10/2a/1/37 directing that the fire damage structure on the property be removed); and

WHEREAS, said notice was issued on October 12, 2021 and posted on the property with direction that the structure be removed within 30 days; and

WHEREAS, the structure was not removed within 30 days as a result of which the Borough of Mount Pocono expended the sum of \$12,356.22 to cause the structure to be demolished; and

WHEREAS, the property maintenance code of the Borough of Mount Pocono authorizes the Borough to file a lien for any cost expended in demolition and removal of a hazardous structure.

NOW, THEREFORE, be it RESOLVED as follows:

1. The Borough Council for the Borough of Mount Pocono authorizes the Solicitor to file a Municipal Lien against the property for Olga Krawec in the amount of \$12,356.22.

IN WITNESS WHEREOF, approved this 1st day of March 2022.

Vice President L. Noonan seconded. Motion carried 6 – 0.

Adoption of Resolution #4 of 2022 Approving DCNR Small Communities Grant – Councilwoman A. Montanez moved to adopt Resolution # 4 of 2022 approving DCNR Small Communities Grant in the amount of \$110,000.00 for Borough Memorial Park improvements with the Borough's match in the amount of \$40,000.00.

RESOLUTION NO. 4 OF 2022

**A RESOLUTION OF MOUNT POCONO BOROUGH, COUNTY OF MONROE
REQUESTING A DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES GRANT
FOR MOUNT POCONO MEMORIAL PARK IMPROVEMENTS**

WHEREAS, MOUNT POCONO BOROUGH ("Applicant") desires to undertake the project, "Mount Pocono Memorial Park Improvements" ("Project Title"); and

WHEREAS, the applicant desires to receive from the Department of Conservation and Natural Resources (Department) a grant for the purpose of carrying out this project; and

WHEREAS, the application package includes a document entitled "Terms and Conditions of Grant" and

WHEREAS, the applicant understands that the contents of the document entitled "Terms and Conditions of Grant," including appendices referred to therein, will become the terms and conditions of a Grant Agreement between the applicant and the Department if the applicant is awarded a grant; and

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NOW THEREFORE, it is resolved that:

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

Duly adopted this 1st day of March, 2022, by the Borough Council of Mount Pocono Borough, Monroe County, Pennsylvania, in lawful session duly assembled.

Vice President L. Noonan seconded. Motion carried 6 – 0.

Consideration of Lease Agreement Mount Pocono Municipal Authority (MPMA) – Councilwoman A. Harris moved to lease office space to MPMA in the Borough building for the remainder of 2022 with the following stipulations: Increase the rent to \$1,000.00; do not allow MPMA to store anything in the basement; and, sign a nine (9) month lease indicating these changes effective April 1, 2022 and set to expire at 11:59 P.M. on December 31, 2022. Councilwoman E. Santiago seconded. Motion carried 6 – 0.

OFFICER'S REPORTS:

President's Report – President D. Struckle reported that he is implementing a mileage/ repair reports on a monthly basis for road department vehicles. He stated that he visited the Borough Manager of Bath and received some insight on the duties of a Borough Manager and that he could be a mentor for Borough Manager J. Walker. He discussed the consolidation of committees as he learned about the Bath Borough Council only having four (4) committees.

Mayor's Report – Mayor R. Altemose thanked the public for their participation. He addressed matters with the police and stated to bring any concerns to his attention.

Borough Manager's Report – Borough Manager J. Walker thanked Borough Council for improved workload. He noted that he is working with Road Supervisor J. Trombetta and road crew with structured changes. He noted that he has website training every Monday and Wednesday and that he will get right on the security issues.

Solicitor's Report – Solicitor J. Fareri gave the following update: The Shektman decision needs to be executed by Borough President and Manager; He filed a summary of judgement for 1 Summit drive and they have thirty (30) days to file; and, 10 Shelly Lane will be going to court.

Treasurer's Report – Borough Treasurer D. Hewitt presented the Borough's bill list. Vice President L. Noonan moved to approve and pay the bill list of Tuesday, March 1, 2022.

BILLS TO BE PAID ON 3/1/22 AND TO BE APPROVED FROM THE NBT GENERAL FUND CHECKING ACCOUNT:

ARGS Technology, LLC	(IT Service (Remote Service, Server Update, Cloud, etc.)	\$ 655.75
Alarm Installers Corp.	(Service Call: Repaired Pulled Wire from Transformer)	149.00
AMTrust North America	(PREPAID: Borough Worker's Compensation)	2,599.00
Barry Isett & Associates	(Reimb. McDonald's, Harbor Freight, Hirshland, Popeye's & Posh)	2,165.18*

Mount Pocono Borough Council
Regular Meeting Minutes
Tuesday, March 1, 2022
6:30 P.M.

	(General Eng. Services – List of Trees/Shrubs)	208.00
Berkheimer Associates	(Local Service Tax Operating Commission)	41.30
Campbell Durrant, PC	(General Labor & Employment Matter – Jan 22)	1,096.00
Cintas Corporation	(Maintenance Uniforms)	292.06
Claude S. Cyphers, Inc.	(In House Fix Vehicle Maintenance Hydraulic Quick Couplers)	86.92
District Court	(PREPAID: 134 Winona & 12 Devonshire)	383.50
Donna Kenderdine Reporting	(Reimb. Court Record B. Shekhtman Hearing)	150.00*
ESSA	(Building Loan: March Payment)	2,309.20
Fuller Paper Company	(Boro Building Hand Wash & Supplies)	100.26
Geisinger Health Plan	(PREPAID: Road Crew & Admin Manager Health Plan)	8,625.76
Highmark Blue Shield	(PREPAID: Road Crew & Admin Mgr Vision/ Dental)	296.64
Met Life	(Highway: Life and Disability Insurance)	135.00
Monroe County Treasurer's Office	(Reminder Bills: Tax Payer Notice Interim A&B)	66.79
National Water Specialties	(Garage & Boro Bldg Backflow Valve)	300.00
NBT Cardmember Service	(PREPAID: Misc. Highway, Offices & Zoning)	631.19
Newman, Williams, Mishkin, Corveleyn	(Reimb. Shekhtman Review & Attend Hearing)	150.00*
PA American Water Co.	(PREPAID: Hydrants)	714.59
	(Garage & Boro Bldg Water)	68.76
PA One Call System, Inc.	(PREPAID: PA One Call)	2.77
Payrolls Unlimited	(Payroll 2/4/22-2/25/22)	89.60
Plociniak Oil, Co.	(Boro Bldg. & Garage Heating Oil)	5,785.00
Pocono Mountain Reg. Police Dept.	(March Loan Payment)	2,792.12
PPL Electric Utilities	(Boro Bldg/Maint Garage/ P&R Concession Stand, etc.)	864.40
Purchase Power	(Postage)	237.98
Selective Insurance	(PREPAID: Insurance Payment)	3,225.00
Servpro	(Mold Remediation – Final Payment)	22,624.50
Sunoco Universal Fleet	(PREPAID VIA PHONE: Gas & Oil)	1,677.49
The Two Shields, LLC	(2015 #2 Brake Repair)	662.20
Topp Business Solutions	(Copier Contract Overcharge 11/4/21-2/3/22)	398.94
Tulpehocken Spring Water	(Bottled Water)	40.49
US Bank	(Copier Contract 1/1/22-1/30/22 & Fie Co. Network Switch)	128.45
Verizon	(PREPAID: Highway – Telephone)	75.10

GRAND TOTAL: **\$59,828.94**

*Reimbursable

NOTE: Proud City – Website: \$2,250.00 Approved – February 1, 2022 & Paid – February 7, 2022

Councilwoman A. Montanez seconded. Motion carried 6 – 0.

Zoning Officer's Report – Zoning Officer A. Wilkinson reported that she had filed against 12 Devonshire Lane and 134 Winona Road with the magistrate, noting that they are on prepaid bills under the Treasurer's Report. She stated that she needs a letter from the Borough to receive a new zoning map from the Monroe County Planning Commission, which she provided for the President's signature.

PUBLIC PARTICIPATION

Gary 12 Cedar Road – requested that Borough Council not limit motorcycles in future noise "nuisance" Ordinance, because louder bikes are safer bikes. He also requested that Borough Council take action against the firework offenders in Snowshoe.

**Mount Pocono Borough Council
Regular Meeting Minutes
Tuesday, March 1, 2022
6:30 P.M.**

Mike Reardon, 12 Cedar Road – echoed Gary's concern about motorcycles and noise. He elaborated on dispute with his neighbor and he does not feel it is right to restrict motorcycle owners.

There being no further business or public participation Councilwoman A. Montanez moved to adjourn the meeting at 9:58 P.M. Councilman N. DeLano seconded. Motion carried unanimously.

Respectfully submitted,

Joshua Walker
Borough Manager

SUNGUARD

2200 WILLOW PARK ROAD
BETHLEHEM, PA 18020
610.882.9900

Estimate

Name/Address

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

Date	Estimate No.
03/24/22	3390

Project Name

Description	Quantity	Cost	Total
Project Location: Mt. Pocono - Large Intersection plus some area by Lowes, and, on Main Street.	1,334	1.60	2,134.40
6" Thermoplastic Striping. Price per linear foot.			
24" White Thermoplastic Striping. Price per linear foot.	635	6.10	3,873.50
"Arrow" Stencil-White Thermoplastic Striping. Price per unit.	38	110.00	4,180.00
"Only" Stencil-White Thermoplastic Striping. Price per unit	38	124.00	4,712.00
"196N" Stencil-White Thermoplastic Striping. Price per unit.	3	110.00	330.00
"611N" Stencil-White Thermoplastic Striping. Price per unit.	3	110.00	330.00
24" Bar Crosswalks-White Thermoplastic Striping. Price per linear foot. (Main Street)	330	12.50	4,125.00
Approved by: _____			

Total \$19,684.90

MT. POCONO BOROUGH

Mount Pocono Borough
1361 Pocono Blvd. Suite 100
Mount Pocono
Pa. 18344

Purchase Order

Dated As: 3-7-22

Purchase Order #: M1

E-MAIL RELIABLE@PCN.COM

About Vendor:

Vendor Name: RELIABLE SIGNS 7:30am - 3:30pm
Company Name: SAME
Address: 354 W. Moorestown Rd. Margareth Pa. 18064
City, State, Zip Code: _____ Phone: 610-365-5500

Request By: [Signature] FAX # 610-882-9004

Committee Chairman: X

Details	Quantity	Unit Price	Total
2" X 10' SQUARE POSTS	12	69.00	828.00
2" X 10' SQUARE POSTS	6	74.00	444.00
R1-1 36" X 36" STOP SIGN	6	89.00	534.00
2 1/4" X 36" SQUARE BASES	12	36.00	432.00
5/16- NYLON WASHER	100	0.35	35.00
5/16- ONE WAY BOLTS B&W 5/16 X 2 1/2	100	2.30 A	230.00
5/16- BREAKAWAY NUTS	100	SET	
4' WHITE REFLECTIVE DELINEATORS	12	44.50	534.00
SUBTOTAL			3,037.00
TAX			
TOTAL			

Additional Notes:

X _____
Finance Committee Chairman

MT. POCONO BOROUGH

Mount Pocono Borough
1361 Pocono Blvd. Suite 100
Mount Pocono
Pa. 18344

Purchase Order

Dated As: 3-31-22

Purchase Order #: M2

About Vendor:

Vendor Name: LOWES

Company Name: _____

Address: 3207 PA-940, Mt Pocono, PA 18344

City, State, Zip Code _____ Phone: 570-839-6204

Request By: Joshua Walker

Committee Chairman: _____

Details	Quantity	Unit Price	Total
Kelbalt 84in W x 24in D x 84in H 4-Tier Heavy Duty Steel Utility Shelving Unit	4	\$329	\$1,316

Additional Notes:

To be used in the basement.

SUBTOTAL

TAX

TOTAL

\$1,316

Finance Committee Chairman

What are you looking for today?



MT. Pocono Lowe's Open until 9 PM >



Prices, Promotions, styles, and availability may vary. Our local stores do not honor online pricing. Prices and availability of products and services are subject to change without notice. Errors will be corrected where discovered, and Lowe's reserves the right to revoke any stated offer and to correct any errors, inaccuracies or omissions including after an order has been submitted.

Storage & Organization / Shelves & Shelving / Freestanding Shelving Units



\$329.00



Choose your Lowe's Advantage Card offers

\$55 / Month

Suggested payments with 6 month special financing.

Learn how

\$312.55

Save 5% on eligible purchases.

Learn how

Kobalt 84-in W x 24-in D x 84-in H 4-Tier Heavy Duty Steel Utility Shelving Unit
Item #2636704 Model #19019

Heavy duty steel construction can support 1500 lbs per shelf
Pre-assembled hardware for easy and quick assembly
4 Shelves adjust in 2-1/2-in increments for maximum storage flexibility

Height (Inches)
84

Width (Inches)
84

1

Qty

Hurry, Low In Stock

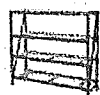
Add to Cart

Free Store Pickup
6 Nearby at Lehighton

Delivery
Scheduling Available



Online



**Kobalt 84-in W x 24-in D x 84-in H
4-Tier Heavy Duty Steel Utility
Shelving Unit**

\$329.00

Add to Cart

Overview

Specifications

Compare

Reviews

Q&A

Product Features



**Peoples
Security**
Bank & Trust | Est. 1905

82 Franklin Ave
Hallstead, PA 18822

Date 2/28/22
Check Images

Page 1

11522863

MOUNT POCONO BOROUGH
1361 POCONO BLVD SUITE 100
MOUNT POCONO PA 18344-1415

MAKE A STATEMENT. GO PAPERLESS.
Sign up for eStatements TODAY!
visit psbt.com/Online-Banking.aspx

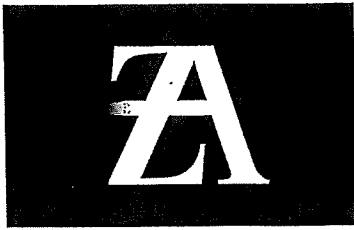
PSBT Checking Account

Small Business Checking		Check Safekeeping	
Account Number	[REDACTED]	Statement Dates	2/01/22 thru 2/28/22
Previous Balance	782.06	Days in the statement period	28
Deposits/Credits	.00	Average Ledger	782.06
Checks/Debits	.00	Average Collected	782.06
Service Charge	.00		
Interest Paid	.00		
Current Balance	782.06		

Daily Balance Information

Date	Balance
2/01	782.06

Peoples Security is a General Fund Bank Account that was opened March 2003 and has not been used since October 2020. This Bank account could be closed-out and the money, \$782.06, be placed into the current NBT General Fund.



Zelenkofske Axelrod LLC

CERTIFIED PUBLIC ACCOUNTANTS

EXPERIENCE | EXPERTISE | ACCOUNTABILITY

March 11, 2022

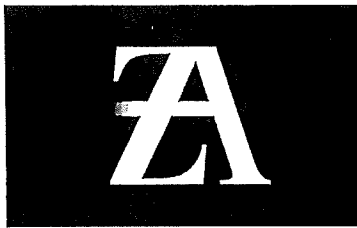
Joshua Walker
Borough Manager
Mount Pocono Borough
1361 Pocono Boulevard, Suite 100
Mount Pocono, PA 18344

Dear Mr. Walker:

As a follow up to our discussions and meetings, Zelenkofske Axelrod LLC ("ZA") is submitting this proposal to provide the following services to Mount Pocono Borough ("Borough"):

ZA will be available to provide technical assistance and advice in relation to the policies, procedures and accountability and American Rescue Plan Act funding program on a periodic basis at the request of the Joshua Walker. This engagement will continue through the entire period of the program. In order to maintain independence in relation to the Borough, ZA will not perform management functions or make management decisions. Those functions and decisions shall be made by management of the Borough. The services provided by ZA will not impair our independence as outlined in AICPA Professional Standards, including, but not limited to, Code of Professional Conduct, Interpretation 101-3 under Rule of Conduct 101: Performance of Other Services as Outlined with the applicable sections of Government Auditing Standards applicable to the engagement period. With respect to any nonattest services we perform, the Borough's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our fees are based on the amount of time required at various levels of responsibility. Our fees for these services will be \$9,900. These fees include out of pocket expenses.



Zelenkofske Axelrod LLC

CERTIFIED PUBLIC ACCOUNTANTS

EXPERIENCE | EXPERTISE | ACCOUNTABILITY

Joshua Walker
Mount Pocono Borough
March 11, 2022
Page 2

You have the option to pay 100% of the fee in 2022 or pay 50% of the fee in 2022 and 50% in 2023 as you receive your funding. We will invoice you in accordance with the option of payment you choose. All invoices are due and payable upon presentation. The Borough shall pay undisputed bills within (30) days. For invoices due over 30 days, a finance charge is incurred on unpaid balances at the rate of one and one half percent (1.5%) per month (eighteen percent (18%) per annum). We reserve the right to halt work if balances remain unpaid after ninety (90) or more days from the invoice date, and not to resume work until all overdue amounts are paid in full. Any balances remaining unpaid after ninety (90) days or more days may, at our option, be formalized by the execution of a promissory note.

All work performed by ZA shall be in accordance with acceptable practice in the profession and in accordance with law. ZA shall comply with all Federal, State, and Local Laws, Ordinances and Codes. In addition, ZA shall comply with the provisions of the Borough Code where applicable. The parties agree that ZA is and shall be at all times during the terms of this agreement an independent contractor or an independent consultant and not an employee or agent of the Borough.

In the event any dispute arises relating in any way to this engagement, the parties agree to first attempt to resolve such dispute through the non-binding mediation process in the manner set forth herein, with costs to be divided equally between the parties. To effect mediation, the party desiring mediation shall give the other party 10 days advance written notice of its desire to mediate. The other party shall respond within said 10-day period that it accepts or rejects the mediation process. Each party agrees that service of process in any such proceeding may be duly affected upon it by mailing a copy thereof, to the address as given above. In the event the parties are unable to resolve any disputes through non binding mediation, the parties agree that venue for any disputes involving this agreement shall be heard in the Court of Common Pleas of Monroe County, Pennsylvania and shall be heard by a judge and the parties waive their right to trial by jury. In addition, this agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania.

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

2022 Mount Pocono Borough Fee Schedule

SUBDIVISION AND LAND DEVELOPMENT	
Informal Sketch Plan	
Application Fee	\$200.00
Professional Escrow Account	\$1,500.00
Minor Subdivision (Preliminary and Final)	
Application Fee	\$250.00
Professional Escrow Account	\$2,000.00
Major Subdivision (Preliminary and Final)	
Application Fee	\$300.00
Professional Escrow Account	\$2,500.00
Land Development Plan (Preliminary and Final)	
Application Fee	\$500.00
Professional Escrow Account	
5 acres or less	\$5,000.00
6 to 10 acres	\$10,000.00
11 to 20 acres	\$15,000.00
21 or more acres	\$20,000.00
Drainage Application Review	\$1,000.00
ZONING	
Construction (Residential/Commercial)	
Tier 1: Up to 3000 sq. ft	\$.30/SF
Tier 2: 3001 - 10,000 sq. ft	\$.35/SF
Tier 3: 10,001+sq. ft	\$.40/SF
Demolition	
Residential	\$50.00
Commercial	\$100.00
Re-Roof	
Tier 1: Up to 3000sq. ft	\$50.00
Tier 2: 3001+sq. ft	\$.02/SF
Signs (Permanent or Temporary)	
Bond required for a temporary sign	\$50.00
Off-site	\$6.50/SF
On-site	\$4.25/SF
Sign Permit Extension	\$50.00
Certificate of Nonconformance	\$120 (Zoning & Admin Fee)
Change of Use	\$50.00
Certificate of Occupancy (New & Resale)	\$50.00
Fences, Walls	\$.30/LF
Decks, Sheds, Other Accessory Structures	\$.30/SF
Pools: In-ground; Above-ground over 2' high:	\$50.00
Inflatable pools:	No charge
Driveways (New Install)	

2022 Mount Pocono Borough Fee Schedule

Under 450sq. ft	\$100.00
451+ sq. ft	\$.22/SF
Driveways (Repair/Repave)	
Under 450sq. ft	\$50.00
451+ sq. ft	\$.11/SF
Lot Consolidation (not a part of LDP)	
Application Fee	\$200.00
Professional Escrow Account	\$1,000.00
Vending Permit Fee	\$400.00/Month or \$30/Day
Alarm Permit	\$35.00
Past 30-day violation fee	\$70.00
Yard Sale (up to maximum of 3 per year/residence)	\$10 for a 3 – day sale
Liquor License Transfer (Public Hearing) – (Deposit)	\$1,000.00
Fireworks Permit	\$1,000.00
Temporary Structures (Commercial)	
Tents (Non-profit charitable organizations - exempt)	\$200.00/Event
Mobile Offices/Storage Trailers/Containers	\$200.00 + \$0.45/SF/month
Rentals	
Long-term Rentals: (Registration Fee)	\$100.00
(Inspection)	\$50.00/change of occupant
Bed & Breakfast: (Registration Fee)	\$200.00
(Renewal and Inspection)	\$150.00/yr
Short-term Rentals: (Registration Fee and Inspection)	\$500.00
(Renewal and Inspection)	\$250.00/yr
APPLICATIONS TO ZONING HEARING BOARD	
Commercial/Industrial/Planned Residential	
Application Fee	\$150.00
Professional Escrow Account	\$3,000.00 + \$1.50/sq. ft. of building in excess of 1,000 sq. ft. not to exceed \$10,000.00 Deposit*
Residential	
Application Fee	\$150.00
Professional Escrow Account	\$1,500.00
APPLICATIONS TO PLANNING COMMISSION	
Conditional Use – Residential (Senior Housing)	
Application Fee	\$200.00
Professional Escrow Account	\$1,000.00
Conditional Use – Commercial/Industrial	
Application Fee	\$200.00
Professional Escrow Account	\$2,500.00
Recreation Facility Fee (of impervious area)	\$0.25 per sq. ft.

2022 Mount Pocono Borough Fee Schedule

Petition to Vacate a Borough Street	\$1,000.00
Zoning Map/ Ordinance Change Request	\$550.00
APPLICATIONS TO PROPERTY MAINTENANCE BOARD OF APPEAL	
Application Fee (Residential and Commercial)	\$100.00
Professional Escrow Account (Residential and Commercial)	\$500.00
Road Cut Fee	
Road Cut Permit Fee	\$200.00 (for the first 50') plus \$1.00 for each linear foot thereafter.
Borough Supervision of Road Cut Restoration	\$75.00 per hour
On-Lot Septic Fees	
Deposit for on-lot septic reviews as listed below*	\$1,000.00
1. Site visit and/ or re-inspection	\$200.00 Each
2. Soil Probe witness (two soil probes)	\$200.00 Each
3. Witness each additional probe during same visit	\$50.00 Each \$260.00 Each
4. Percolation Test (6 holes) witness	
5. Permit application and inspection fee (4 inspections)	\$900.00 Each
6. Review fee for septic system design for individual on-lot system (each review)	\$275.00 Per Review
7. Review fee for septic system design for individual alternate on-lot system (each review)	\$450.00 Per Review Consultant time & material, plus 15%
8. Sewage Planning Module review	\$200.00 Each
9. Verification of prior testing	\$200.00 Each
10. Tank replacement permit fee	
11. Repair permit application	
Wireless Communication Facilities Fees:	
Application Fees	
Per each micro facility attached to an existing structure	\$1000.00 (Inclusive)
Per each other wireless communication facility	
<ul style="list-style-type: none"> Right-of-way use fee, per location Charge for attachment to Borough structures in the ROW, per each structure Rental charge for Borough structures not in the ROW 	Per FCC 18-133- "Declaratory Ruling and Third Report and Order" -Latest Revision
ADMINISTRATIVE SERVICES	
Mailing Fee	Actual Postage Rate
Return Check Fee	\$25.00 plus current bank charge
Mileage Reimbursement	Current IRS rate

2022 Mount Pocono Borough Fee Schedule

Black & White Photocopies	\$0.25/page
Color Photocopies	\$0.50/page
Borough Zoning Ordinance (USB drive)	\$10.00
Borough SALDO (USB drive)	\$10.00
Request to hang a banner on SR 611	\$100.00
Garbage Lien Certification	\$10.00
Administrative Lien Fee	\$70.00 plus costs

NOTE:

* Deposit is for the purpose of securing payment for Professional Fees incurred by the Borough. The Borough Secretary/ Treasurer will deduct Professional Fees as incurred from the Deposit: When the Deposit is depleted by 80% it must be reimbursed to 100% of the original amount as required by the Borough Secretary/ Treasurer and/ or the Zoning Officer. When the project is completed, any remaining balance will be returned to the applicant.

Notary Public Fee Schedule - Last Revised May 28, 2005

Executing affidavits (no matter how many signatures)	\$5.00	Executing acknowledgments	\$5.00
In Executing acknowledgments Each Additional Name	\$2.00	Executing certificates (per certified copy)	\$5.00
Executing verifications	\$5.00	Administering Oaths (per individual taking an oath)	\$5.00
Taking depositions, per page	\$3.00	Executing protests, per page	\$3.00

Disclaimer: No person, business or corporation will be relieved of paying the Application and Permit Fees Outlined above. To avoid confusion, or if you have questions, always confirm the Application & Permit Fee with the Borough Offices: via email: zoning@mountpocono-pa.gov or phone: 570-839-8436 Ext. 303

BOROUGH OF MOUNT POCONO

1361 POCONO BOULEVARD, SUITE 100
MONROE COUNTY, PENNSYLVANIA

PLANNING COMMISSION SUBMISSION APPLICATION FORM

Name of Proposed Development: 3360 Rt 940 Short Term Rentals

Proposed Number of lots: 1 Location/Street: 3360 Route 940

Pin #: 10.8.1.45-1

Applicant/Owner: Jean Costa

Address: 3429 Byrnes Street, Charlotte, NC 28205

Telephone: 570-243-1324 Fax #: _____

Email: orientebiz@gmail.com

Engineer/Contact: Not Applicable

Address: _____

Telephone: _____ Fax #: _____

Email: _____

Borough Application Fee: \$ 200 Date Fee Paid: 3/2/22 ck # 118

Deposit (if applicable): \$ 1000 Date Paid: 3/7/22 ck # 117

Narrative of Project (attached sheet can be used): CONDITIONAL USE -

Setting up short term rentals, a total of 2 units are being setup

The first unit is a 1 Bedroom, 1 Bath.

The second unit will have 4 Bedrooms and 2 bathrooms.

I plan on first furnishing up the 1 Bedroom, 1 Bath unit and shortly there
after starting to furnish the much larger second unit.

The total number of units is 3 in the building, however, I am only going to
use 2 of the units for short term rentals for now.

RECEIVED
MAR 02 2022
MT. POCONO BOROUGH

Borough of Mt. Pocono-General Fund
Bills To Be Approved and Paid
3/2/2022 - 3/31/2022

Type	Date	Num	Memo	Due Date	Amount
Altronics Security Systems					
Bill	03/21/2022		PREPAID Security Upgrade: For Key Card Access System	03/21/2022	4,452.42
Bill	03/21/2022		PREPAID: Intrusion Fire Alarm System	03/21/2022	1,911.67
Bill	03/21/2022		PREPAID: Surveillance System	03/21/2022	4,935.89
Total Altronics Security Systems					11,299.98
ARGS Technology, LLC					
Bill	03/28/2022	1807	IT Service (Remote Service, Server Update, Cloud Backup, Backup Logs)	03/31/2022	359.50
Total ARGS Technology, LLC					359.50
ACE Hardware					
Bill	03/21/2022		PREPAID: Drill Bits	03/21/2022	17.99
Total ACE Hardware					17.99
Alarm Installers Corp.					
Bill	03/21/2022		PREPAID: Commercial Service Call: Replaced Zone 19 (2nd Flr Hall Motion Detector)	03/21/2022	258.00
Total Alarm Installers Corp.					258.00
Barry Isett & Associates					
Bill	03/04/2022		PREPAID: Submitted Statewide LSA Grant	03/04/2022	100.00
Bill	03/28/2022	162322	Building Water Infiltration Report	03/31/2022	8,800.00
Total Barry Isett & Associates					8,900.00
Berkheimer Associates					
Bill	03/28/2022	373	Local Service Tax Operating Commission	03/31/2022	251.49
Total Berkheimer Associates					251.49
Campbell Durrant, PC					
Bill	03/28/2022	73607	General Labor & Employment Matter (for Feb work 22)	03/31/2022	375.80
Total Campbell Durrant, PC					375.80
CINTAS CORPORATION					
Bill	03/28/2022		2/2/2022- 4109422285 Maintenance Uniform and Mats	03/31/2022	129.77
Bill	03/28/2022		2/9/2022- 4110095331 Maintenance Uniform	03/31/2022	67.12
Bill	03/28/2022		2/16/2022- 4110784458 Maintenance Uniform	03/31/2022	56.26
Bill	03/28/2022		2/23/2022- 4111471055 Maintenance Uniform	03/31/2022	56.26
Total CINTAS CORPORATION					309.41
Claude S. Cyphers, Inc.					
Bill	03/28/2022	718926	In House Fix Vehicle Maintenance: 3 Truck Augers	03/31/2022	51.63
Total Claude S. Cyphers, Inc.					51.63
Cooper Electric					
Bill	03/28/2022		Decorative Light Replacement (near Pocono Rocks)	03/31/2022	7,281.83
Total Cooper Electric					7,281.83
D.G. Nicholas Co.					
Bill	03/28/2022	207148	CarQuest :(Big Trucks) Diesel Exhaust Fluid	03/31/2022	27.98
Total D.G. Nicholas Co.					27.98
E.M. Kutz, Inc.					
Bill	03/21/2022		PREPAID #8:2006 Peterbilt-Auger & Bearing & #4 2009 Kenworth-Fisher Pins:	03/21/2022	810.72
Total E.M. Kutz, Inc.					810.72
ESSA					
Bill	03/28/2022		Building Loan: April Payment	03/31/2022	2,309.20
Total ESSA					2,309.20
Geisinger Health Plan					
Bill	03/21/2022		PREPAID: Road Crew: Health Plan	03/21/2022	6,269.69
Bill	03/21/2022		PREPAID: Admin Manager: Health Plan & (retroactive 885.48)	03/21/2022	1,470.59
Total Geisinger Health Plan					7,740.28
Highmark Blue Shield					
Bill	03/21/2022		PREPAID: Road Crew: Vision & Dental April 2022	03/21/2022	267.14
Bill	03/21/2022		PREPAID: Admin. Manager: Vision & Dental (118.15 Retro) April 2022	03/21/2022	205.95
Total Highmark Blue Shield					473.09

Borough of Mt. Pocono-General Fund
Bills To Be Approved and Paid
3/2/2022 - 3/31/2022

Type	Date	Num	Memo	Due Date	Amount
JNK Hydrotest & Extinguisher Supply, Co.					
Bill	03/28/2022	29528	Boro Office: Yearly Fire Extinguishers/Tested	03/31/2022	233.75
Bill	03/28/2022	29528	Garage/Maint: Yearly Fire Extinguishers/Tested	03/31/2022	233.75
Total JNK Hydrotest & Extinguisher Supply, Co.					467.50
Kimball Midwest					
Bill	03/28/2022	9731359	Supplies:Plow Lubricant, Reciprocating Saw Blades	03/31/2022	325.48
Total Kimball Midwest					325.48
LOWE'S					
Bill	03/21/2022		PREPAID: Ice Melt Boro Building	03/21/2022	208.40
Bill	03/21/2022		PREPAID: Cleaning Supplies Highway	03/21/2022	31.85
Bill	03/21/2022		PREPAID: Replace Kitchen Faucet	03/21/2022	16.89
Total LOWE'S					257.14
Medico Construction Equip. Inc.					
Bill	03/28/2022	SM04987	Repair: 2004 Case Backhoe Loader,Hydraulic Leak, Brakes, King Pins	03/31/2022	14,583.18
Total Medico Construction Equip. Inc.					14,583.18
MET LIFE					
Bill	03/21/2022		PREPAID: Highway : Life and Disability Ins.	03/21/2022	135.34
Total MET LIFE					135.34
Metz, Inc.					
Bill	03/28/2022	59931/5...	Repair to control panel & Boiler	03/31/2022	1,557.34
Total Metz, Inc.					1,557.34
Monroe County Control Center					
Bill	03/28/2022	7199	Fire/EMS Dispatching Fees (2 of 4)	03/31/2022	953.45
Total Monroe County Control Center					953.45
NAPA Auto Parts					
Bill	03/28/2022		964525 Maintenance Supplies 2.5 Def	03/31/2022	38.98
Bill	03/28/2022		965276 P & R Oil Filters for Trap Rake Oil Filter	03/31/2022	19.29
Bill	03/28/2022		965214 Mower Oil Filter	03/31/2022	33.25
Bill	03/28/2022		963043 Flag Pole Rope Pully at C.Bnk,Cuttin Torch Tip	03/31/2022	6.60
Bill	03/28/2022		962280 Shop: Drill Bit	03/31/2022	38.99
Total NAPA Auto Parts					137.11
NBT Cardmember Service					
Bill	03/21/2022		PREPAID: Uattend Payroll Service (2)	03/21/2022	46.64
Bill	03/21/2022		PREPAID: Google Workspace	03/21/2022	119.78
Bill	03/21/2022		PREPAID: Paypal Website (2)	03/21/2022	60.00
Bill	03/21/2022		PREPAID: Cloud Communication (2)	03/21/2022	574.62
Bill	03/21/2022		PREPAID:Boro Supplies (Walmart, Scotts Signs)	03/21/2022	49.64
Bill	03/21/2022		PREPAID Council Microphones/Stands/Weights	03/21/2022	263.20
Bill	03/21/2022		PREPAID:Batteries, LED Lts	03/21/2022	70.92
Bill	03/21/2022		PREPAID: Park and Rec. Garbage Bags	03/21/2022	148.19
Bill	03/21/2022		PREPAID: Shop Supplies	03/21/2022	183.98
Total NBT Cardmember Service					1,516.97
PA American Water Co.					
Bill	03/07/2022		PREPAID: Fire Hydrant (43)	03/07/2022	714.59
Bill	03/21/2022		PREPAID: Boro Water	03/21/2022	23.67
Bill	03/21/2022		PREPAID: Maintenance Garage Water	03/21/2022	36.57
Total PA American Water Co.					774.83
PA State Association of Boroughs					
Bill	03/28/2022	30392	Maintenance:Random Alcohol & Drug Testing (2/23/22)	03/31/2022	90.68
Bill	03/29/2022	30447	Manager: Municipal Budgeting & Finance Class	03/31/2022	62.50
Total PA State Association of Boroughs					153.18
Payrolls Unlimited					
Bill	03/28/2022	42156	Payroll 3/4/22-3/25/22	03/31/2022	90.65
Total Payrolls Unlimited					90.65

Borough of Mt. Pocono-General Fund
Bills To Be Approved and Paid
3/2/2022 - 3/31/2022

Type	Date	Num	Memo	Due Date	Amount
PLOCINIAK OIL CO.					
Bill	03/28/2022	21678	Garage: 3/10/22 @ 335.4 gals Heating Oil	03/31/2022	1,844.36
Bill	03/28/2022	21678	Borough Build: 3/10/22 / 256.4 gals Heating Oil	03/31/2022	1,409.94
Total PLOCINIAK OIL CO.					3,254.30
Pocono Mountain Public Library					
Bill	03/29/2022		Library Taxes (3/16,3/24,3/28)	03/31/2022	4,605.13
Total Pocono Mountain Public Library					4,605.13
Pocono Mountain Reg. Police Dept.					
Bill	03/28/2022		April Mortgage Payment	03/31/2022	2,792.12
Total Pocono Mountain Reg. Police Dept.					2,792.12
Pocono Mountain Regional EMS					
Bill	03/29/2022		EMS: RE Taxes (3/16,3/24,3/28)	03/31/2022	2,316.96
Total Pocono Mountain Regional EMS					2,316.96
Pocono Mountain Regional Police Departmen					
Bill	03/28/2022	January	January 2022 Payment	03/31/2022	70,510.16
Total Pocono Mountain Regional Police Departmen					70,510.16
Pocono Mountain Volunteer Fire Company					
Bill	03/29/2022		Fire Company (3/16,3/24,3/28)	03/31/2022	4,605.13
Total Pocono Mountain Volunteer Fire Company					4,605.13
Pocono Record					
Bill	03/28/2022		1050102: Ad. 2022 Reopened 2022 Budget & Dates (1/6/22)	03/31/2022	30.76
Bill	03/28/2022		1050118: Ad 2022 Council Vacancy Notice (1/6/22)	03/31/2022	51.00
Bill	03/28/2022		1050112: Ad 2022 Worksession/STRental Mgt (1/6/22)	03/31/2022	28.92
Bill	03/28/2022		1049661: Ad 2022 All Meeting Schedules (1/5/22)	03/31/2022	109.88
Bill	03/28/2022		1053156: Ad 2022 Proposed 2022 Budget Hearing/Tax Increase (1/21/22)	03/31/2022	98.84
Bill	03/28/2022		1053160: Ad Ordinance #1 Adopt Budget (1/21/22)	03/31/2022	102.52
Bill	03/28/2022		1053904: Ad Planning Commission Reorg (1/26/22)	03/31/2022	21.56
Bill	03/28/2022		1057410: Ad Vacancy Notice for Boards & Commissions (2/11/22)	03/31/2022	54.68
Total Pocono Record					498.16
PPL ELECTRIC UTILITIES					
Bill	03/16/2022		PREPAID: Meter 3	03/16/2022	52.01
Bill	03/16/2022		PREPAID: Meter 2	03/16/2022	60.13
Bill	03/16/2022		PREPAID: Meter 3	03/16/2022	76.11
Bill	03/16/2022		PREPAID: Boro Building	03/16/2022	253.60
Bill	03/16/2022		PREPAID: Maintenance Garage	03/16/2022	210.81
Bill	03/16/2022		PREPAID: Boro Outside Lighting	03/16/2022	44.27
Bill	03/16/2022		PREPAID: P & R Concession Stand	03/16/2022	28.17
Total PPL ELECTRIC UTILITIES					725.10
Servpro					
Bill	03/14/2022		PREPAID: Down Payment Document Restoration (1 of 4)	03/14/2022	16,074.99
Total Servpro					16,074.99
SUNOCO UNIVERSAL FLEET					
Bill	03/07/2022		PREPAID Gas & Oil	03/07/2022	1,176.30
Total SUNOCO UNIVERSAL FLEET					1,176.30
The Two Shields, LLC					
Bill	03/28/2022	77215	2014 Kenworth #3 Brake Repair	03/31/2022	889.90
Total The Two Shields, LLC					889.90
Tulpehocken Spring Water					
Bill	03/28/2022	7098190	Bottled Water	03/31/2022	78.99
Total Tulpehocken Spring Water					78.99
US Bank					
Bill	03/28/2022	467871...	Copier: Contract (3/1/22-3/28/22)	03/31/2022	141.30
Total US Bank					141.30

Borough of Mt. Pocono-General Fund

Bills To Be Approved and Paid

3/2/2022 - 3/31/2022

Type	Date	Num	Memo	Due Date	Amount
Verizon					
Bill	03/07/2022		PREPAID: Highway: Telephone	03/07/2022	73.10
Total Verizon					73.10
TOTAL					169,160.71

As of 3/31/22 - Gen Fund \$204,237.73
Not Reconciled

As of 3/31/22 - Liquid Fuels \$50,074.26
Not Reconciled

As of 3/31/2022

PREPAID INVOICES

Ace Steele's Hardware	17.99
Altronics Security Systems	11,299.98
Alarm Installers	258.00
Barry Isett: LSA Grant Application	100.00
E.M. Kutz	810.72
Geisinger Health Plan	7,740.28
Highmark Blue Shield	473.09
Lowe's	257.14
Met Life	135.34
NBT Credit Card	1,516.97
PA Water Co (43 Hydrants)	714.59
PA Water: Boro & Garage	60.24
PPL (5Boro,1Garage,1P&R)	725.10
Servpro Document Restoration (1 of 4 pymnts)	16,074.99
Sunoco Gas	1,176.30
Verizon	73.10
	41,433.83

TOTAL INVOICES \$169,160.71

PREPAID INV. -41,433.83

TO BE PAID \$127,726.88

03/30/22
Cash Basis

Borough of Mt. Pocono-General Fund
Income & Expenses
ONLY March 2 - 31, 2022

	Mar 2 - 31, 22
Income	
301.000 · REAL PROPERTY TAXES	
301.100 · Real Estate Taxes-Current Year	138,125.05
301.101 · RE Taxes Library	4,605.13
301.102 · Fire Co Taxes	4,605.13
301.103 · EMS Taxes	2,316.96
301.200 · Real Estate Taxes-Prior Year	2,306.94
301.400 · Real Estate Taxes - Delinquent	3,442.27
301.401 · Delinquent Library Taxes	185.20
301.402 · Delinquent Fire Co Taxes	185.20
301.403 · Delinquent EMS Taxes	92.82
Total 301.000 · REAL PROPERTY TAXES	155,864.70
310.000 · LOCAL TAX ENABLING ACT (ACT 511	
310.100 · Real Estate Transfer Taxes	6,541.21
310.210 · Earned Income Taxes-Current Yr	10,117.51
Total 310.000 · LOCAL TAX ENABLING ACT (ACT 511	16,658.72
331.000 · FINES	
331.110 · Vehicle & Crime Violations	1,007.95
331.120 · Zoning Fines & Violations	50.00
Total 331.000 · FINES	1,057.95
340.000 · INTEREST, RENTS, AND ROYALTIES	
342.200 · Rents and Royalties	500.00
Total 340.000 · INTEREST, RENTS, AND ROYALTIES	500.00
361.000 · GENERAL GOV'T REVENUES	
361.003 · Engineering Fees Reimbursable	1,397.80
361.300 · Application & Startup Fees	200.00
361.325 · Roof/ReRoof Permits	50.00
361.330 · CO Resale Permits	825.00
361.340 · Change of Use (Trash Cert)	170.00
Total 361.000 · GENERAL GOV'T REVENUES	2,642.80
362.000 · PUBLIC SAFETY REVENUES	
362.411 · Building Permits- UCC	67.00
Total 362.000 · PUBLIC SAFETY REVENUES	67.00
Total Income	176,791.17
Expense	
401.000 · ADMIN MANAGER	
401.120 · Manager Salary	5,770.00
401.156 · Manager Health Ins. (Geis.)	1,470.59
401.157 · Manager Dental&Vision (Highmrk)	205.95
401.161 · Manager Employers Fica	357.74
401.162 · Manager Employers U/C	21.88
401.163 · Manager Employers Medicare	83.67
401.460 · Mtgs/Training	62.50
Total 401.000 · ADMIN MANAGER	7,972.33
403.000 · TAX COLLECTION	
403.120 · Transfer Tax Commission	130.82
403.131 · LST Commission	251.49
Total 403.000 · TAX COLLECTION	382.31
404.000 · LEGAL	
404.356 · Labor Attorney	375.80
Total 404.000 · LEGAL	375.80

03/30/22
Cash Basis

Borough of Mt. Pocono-General Fund
Income & Expenses
ONLY March 2 - 31, 2022

	Mar 2 - 31, 22
405.000 · OFFICE-TREAS/ADMIN.	
405.120 · Salary of Treasurer	2,112.50
405.140 · Salary of Admin. Assistant	2,529.00
405.161 · Employers FICA	287.77
405.162 · Employers U/C	132.26
405.163 · Employers Medicare	67.29
405.310 · Payroll Service	137.29
405.320 · Communications/Telephone	522.00
405.321 · Website	60.00
405.340 · Advertising Gen./Mtgs	476.60
405.370 · Repair & Maint-Office Equip	233.75
405.454 · Contracted Copier	141.30
Total 405.000 · OFFICE-TREAS/ADMIN.	6,699.76
409.000 · GENERAL GOVERNMENT EXPENSES	
409.200 · Building Supplies	532.24
409.310 · Professional Services	1,815.34
409.360 · Public Water/ Sewer	23.67
409.361 · Public Electric	486.12
409.367 · Building Heat	1,409.94
409.369 · Information Technology (IT)	359.50
409.450 · Bottled Water	78.99
409.500 · Mold Remediation & Bid Repair	24,874.99
409.700 · Capital Purchase (Sec. Upgrade)	11,299.98
409.800 · Bldg Debt Service (ESSA)	2,309.20
Total 409.000 · GENERAL GOVERNMENT EXPENSES	43,189.97
410.000 · REGIONAL POLICE	
410.329 · Control Center Fees	953.45
410.370 · Police Service Fees	70,510.16
410.471 · Police - Loan Payment	2,792.12
Total 410.000 · REGIONAL POLICE	74,255.73
411.000 · FIRE	
411.370 · Hydrants	714.59
411.540 · Contributions to Volunteer Fire	4,605.13
Total 411.000 · FIRE	5,319.72
412.000 · AMBULANCE	
412.500 · Contribution	2,316.96
Total 412.000 · AMBULANCE	2,316.96
414.000 · PLANNING AND ZONING	
414.120 · Salaries - Zoning&Code Officer	3,140.00
414.161 · Employers FICA-	194.68
414.162 · Employers U/C -	89.50
414.163 · Employers Medicare	45.53
414.320 · Telephone	86.20
414.331 · Other Charges-Postage,Deeds,PM	21.56
Total 414.000 · PLANNING AND ZONING	3,577.47

Borough of Mt. Pocono-General Fund

Income & Expenses

ONLY March 2 - 31, 2022

03/30/22

Cash Basis

	Mar 2 - 31, 22
430.000 · HIGHWAY MAINT - GENERAL	
430.140 · Salaries - Highway	7,431.92
430.156 · Health Insurance	6,536.83
430.158 · Life/Disab Insurance	135.34
430.161 · Employers FICA	1,188.99
430.162 · Employers U/C	236.14
430.163 · Employers Medicare	278.07
430.200 · Highway Supplies	277.06
430.231 · Gas, Oil, Grease	1,176.30
430.251 · Vehicle Parts (In House Fix)	862.35
430.260 · Supplies - Small Tools & Minor	488.43
430.300 · Other Serv/Charges	324.43
430.320 · Telephone Communication	159.30
430.361 · Garage Heat	1,844.36
430.367 · Maintenance Building Electric	210.81
430.368 · Public Sewer/Water	36.57
430.374 · Maint/Equip Repairs Out Source	15,473.08
430.440 · Uniforms	229.41
Total 430.000 · HIGHWAY MAINT - GENERAL	36,889.39
431.000 · HIGHWAY MAINT - STREET CLEANING	
431.140 · Salaries - Cleaning Streets	3,116.60
Total 431.000 · HIGHWAY MAINT - STREET CLEANING	3,116.60
432.000 · HIGHWAY MAINT-SNOW & ICE REM.	
432.140 · Snow & Ice Salaries	1,785.60
432.141 · Snow/Ice Overtime	1,441.50
Total 432.000 · HIGHWAY MAINT-SNOW & ICE REM.	3,227.10
433.000 · HWY MAINT - TRAF SIGNAL/SIGN	
433.140 · Salaries - Traffic Signals/sign	1,910.68
433.200 · Supplies - signals/signs	7,281.83
Total 433.000 · HWY MAINT - TRAF SIGNAL/SIGN	9,192.51
437.000 · HWY MAINT - REPAIRS TOOLS/MACH	
437.140 · Salaries-Repairs Tools/Machine	2,350.56
Total 437.000 · HWY MAINT - REPAIRS TOOLS/MACH	2,350.56
439.000 · HIGHWAY CONST & REBUILDING	
439.600 · Capital Construction	100.00
Total 439.000 · HIGHWAY CONST & REBUILDING	100.00
451.000 · CULTURE-RECREATION ADMIN	
451.140 · Salaries - Recreation	1,140.64
451.200 · Supplies	131.36
451.300 · Park Electric	28.17
451.370 · Maint & Repairs - Recreation	52.54
Total 451.000 · CULTURE-RECREATION ADMIN	1,352.71
456.000 · LIBRARIES	
456.500 · Contributions,Grants, And Subs	4,605.13
Total 456.000 · LIBRARIES	4,605.13
Total Expense	204,924.05
Net Income	-28,132.88

Borough of Mt. Pocono-General Fund
Previous Year Comparison
For March 2022 & 2021

03/30/22

Cash Basis

	Mar 2 - 31, 22	Mar 2 - 31, 21	\$ Change	% Change
Income				
301.000 · REAL PROPERTY TAXES				
301.100 · Real Estate Taxes-Current Year	138,125.05	0.00	138,125.05	100.0%
301.101 · RE Taxes Library	4,605.13	0.00	4,605.13	100.0%
301.102 · Fire Co Taxes	4,605.13	0.00	4,605.13	100.0%
301.103 · EMS Taxes	2,316.96	0.00	2,316.96	100.0%
301.200 · Real Estate Taxes-Prior Year	2,306.94	230.62	2,076.32	900.3%
301.400 · Real Estate Taxes - Delinquent	3,442.27	2,524.16	918.11	36.4%
301.401 · Delinquent Library Taxes	185.20	86.28	98.92	114.7%
301.402 · Delinquent Fire Co Taxes	185.20	86.28	98.92	114.7%
301.403 · Delinquent EMS Taxes	92.82	43.25	49.57	114.6%
301.600 · Real Estate Taxes - Interim A	0.00	47.78	-47.78	-100.0%
Total 301.000 · REAL PROPERTY TAXES	155,864.70	3,018.37	152,846.33	5,063.9%
310.000 · LOCAL TAX ENABLING ACT (ACT 511)				
310.100 · Real Estate Transfer Taxes	6,541.21	4,075.00	2,466.21	60.5%
310.210 · Earned Income Taxes-Current Yr	10,117.51	13,204.38	-3,086.87	-23.4%
310.410 · LST Tax - Current Year	0.00	2,913.04	-2,913.04	-100.0%
Total 310.000 · LOCAL TAX ENABLING ACT (ACT 511)	16,658.72	20,192.42	-3,533.70	-17.5%
331.000 · FINES				
331.110 · Vehicle & Crime Violations	1,007.95	452.43	555.52	122.8%
331.120 · Zoning Fines & Violations	50.00	70.00	-20.00	-28.6%
Total 331.000 · FINES	1,057.95	522.43	535.52	102.5%
340.000 · INTEREST, RENTS, AND ROYALTIES				
340.100 · Interest Earnings	0.00	1.23	-1.23	-100.0%
342.200 · Rents and Royalties	500.00	500.00	0.00	0.0%
Total 340.000 · INTEREST, RENTS, AND ROYALTIES	500.00	501.23	-1.23	-0.3%
355.000 · STATE SHARED REV & ENTITLEMENTS				
355.080 · Liquor Licenses	0.00	600.00	-600.00	-100.0%
Total 355.000 · STATE SHARED REV & ENTITLEMENTS	0.00	600.00	-600.00	-100.0%
361.000 · GENERAL GOV'T REVENUES				
361.002 · Legal Fee's Reimbursable ZHB	0.00	1,000.00	-1,000.00	-100.0%
361.003 · Engineering Fees Reimbursable	1,397.80	1,147.00	250.80	21.9%
361.300 · Application & Startup Fees	200.00	0.00	200.00	100.0%
361.301 · Building - (general permits)	0.00	458.00	-458.00	-100.0%
361.310 · Sign Permits	0.00	264.40	-264.40	-100.0%
361.325 · Roof/ReRoof Permits	50.00	0.00	50.00	100.0%
361.330 · CO Resale Permits	825.00	50.00	775.00	1,550.0%
361.340 · Change of Use (Trash Cert)	170.00	60.00	110.00	183.3%
Total 361.000 · GENERAL GOV'T REVENUES	2,642.80	2,979.40	-336.60	-11.3%
362.000 · PUBLIC SAFETY REVENUES				
362.411 · Building Permits- UCC	67.00	37,733.57	-37,666.57	-99.8%
Total 362.000 · PUBLIC SAFETY REVENUES	67.00	37,733.57	-37,666.57	-99.8%
364.000 · SANITATION REVENUES				
364.300 · Solid Waste Collection Liens	0.00	469.14	-469.14	-100.0%
Total 364.000 · SANITATION REVENUES	0.00	469.14	-469.14	-100.0%
Total Income	176,791.17	66,016.56	110,774.61	167.8%
Expense				
400.000 · LEGISLATIVE BODY				
400.300 · Other Services & Charges	0.00	193.46	-193.46	-100.0%
Total 400.000 · LEGISLATIVE BODY	0.00	193.46	-193.46	-100.0%

Borough of Mt. Pocono-General Fund

Previous Year Comparison

For March 2022 & 2021

03/30/22

Cash Basis

	Mar 2 - 31, 22	Mar 2 - 31, 21	\$ Change	% Change
401.000 · ADMIN MANAGER				
401.120 · Manager Salary	5,770.00	5,770.00	0.00	0.0%
401.156 · Manager Health Ins. (Geis.)	1,470.59	0.00	1,470.59	100.0%
401.157 · Manager Dental&Vision (Highmrk)	205.95	0.00	205.95	100.0%
401.161 · Manager Employers Fica	357.74	357.74	0.00	0.0%
401.162 · Manager Employers U/C	21.88	21.90	-0.02	-0.1%
401.163 · Manager Employers Medicare	83.67	83.67	0.00	0.0%
401.460 · Mtgs/Training	62.50	0.00	62.50	100.0%
Total 401.000 · ADMIN MANAGER	7,972.33	6,233.31	1,739.02	27.9%
403.000 · TAX COLLECTION				
403.120 · Transfer Tax Commission	130.82	81.50	49.32	60.5%
403.130 · EIT Commission	0.00	145.00	-145.00	-100.0%
403.131 · LST Commission	251.49	224.03	27.46	12.3%
403.200 · Supplies-Tax Coll	0.00	643.47	-643.47	-100.0%
Total 403.000 · TAX COLLECTION	382.31	1,094.00	-711.69	-65.1%
404.000 · LEGAL				
404.356 · Labor Attorney	375.80	0.00	375.80	100.0%
Total 404.000 · LEGAL	375.80	0.00	375.80	100.0%
405.000 · OFFICE-TREAS/ADMIN.				
405.120 · Salary of Treasurer	2,112.50	2,475.00	-362.50	-14.7%
405.140 · Salary of Admin. Assistant	2,529.00	2,556.00	-27.00	-1.1%
405.161 · Employers FICA	287.77	311.93	-24.16	-7.8%
405.162 · Employers U/C	132.26	143.35	-11.09	-7.7%
405.163 · Employers Medicare	67.29	72.94	-5.65	-7.8%
405.310 · Payroll Service	137.29	86.45	50.84	58.8%
405.320 · Communications/Telephone	522.00	189.46	332.54	175.5%
405.321 · Website	60.00	2,750.00	-2,690.00	-97.8%
405.325 · Bank Service Charges	0.00	59.25	-59.25	-100.0%
405.340 · Advertising Gen./Mtgs	476.60	0.00	476.60	100.0%
405.370 · Repair & Maint-Office Equip	233.75	0.00	233.75	100.0%
405.454 · Contracted Copier	141.30	282.04	-140.74	-49.9%
Total 405.000 · OFFICE-TREAS/ADMIN.	6,699.76	8,926.42	-2,226.66	-24.9%
409.000 · GENERAL GOVERNMENT EXPENSES				
409.200 · Building Supplies	532.24	166.72	365.52	219.2%
409.310 · Professional Services	1,815.34	0.00	1,815.34	100.0%
409.360 · Public Water/ Sewer	23.67	0.00	23.67	100.0%
409.361 · Public Electric	486.12	-1,614.15	2,100.27	130.1%
409.367 · Building Heat	1,409.94	1,464.88	-54.94	-3.8%
409.369 · Information Technology (IT)	359.50	1,820.00	-1,460.50	-80.3%
409.450 · Bottled Water	78.99	0.00	78.99	100.0%
409.500 · Mold Remediation & Bid Repair	24,874.99	0.00	24,874.99	100.0%
409.700 · Capital Purchase (Sec. Upgrade)	11,299.98	0.00	11,299.98	100.0%
409.800 · Bldg Debt Service (ESSA)	2,309.20	2,309.20	0.00	0.0%
Total 409.000 · GENERAL GOVERNMENT EXPENSES	43,189.97	4,146.65	39,043.32	941.6%
410.000 · REGIONAL POLICE				
410.329 · Control Center Fees	953.45	0.00	953.45	100.0%
410.370 · Police Service Fees	70,510.16	61,758.67	8,751.49	14.2%
410.471 · Police - Loan Payment	2,792.12	0.00	2,792.12	100.0%
Total 410.000 · REGIONAL POLICE	74,255.73	61,758.67	12,497.06	20.2%
411.000 · FIRE				
411.370 · Hydrants	714.59	685.77	28.82	4.2%
411.540 · Contributions to Volunteer Fire	4,605.13	0.00	4,605.13	100.0%
Total 411.000 · FIRE	5,319.72	685.77	4,633.95	675.7%

03/30/22
Cash Basis

Borough of Mt. Pocono-General Fund

Previous Year Comparison

For March 2022 & 2021

	Mar 2 - 31, 22	Mar 2 - 31, 21	\$ Change	% Change
412.000 · AMBULANCE				
412.500 · Contribution	2,316.96	0.00	2,316.96	100.0%
Total 412.000 · AMBULANCE	2,316.96	0.00	2,316.96	100.0%
414.000 · PLANNING AND ZONING				
414.120 · Salaries - Zoning&Code Officer	3,140.00	2,810.00	330.00	11.7%
414.161 · Employers FICA-	194.68	174.22	20.46	11.7%
414.162 · Employers U/C -	89.50	80.10	9.40	11.7%
414.163 · Employers Medicare	45.53	40.74	4.79	11.8%
414.200 · Supplies Plan & Zone	0.00	100.00	-100.00	-100.0%
414.320 · Telephone	86.20	151.56	-65.36	-43.1%
414.331 · Other Charges-Postage,Deeds,PM	21.56	1,270.00	-1,248.44	-98.3%
Total 414.000 · PLANNING AND ZONING	3,577.47	4,626.62	-1,049.15	-22.7%
430.000 · HIGHWAY MAINT - GENERAL				
430.140 · Salaries - Highway	7,431.92	2,353.26	5,078.66	215.8%
430.156 · Health Insurance	6,536.83	11,521.56	-4,984.73	-43.3%
430.158 · Life/Disab Insurance	135.34	0.00	135.34	100.0%
430.161 · Employers FICA	1,188.99	777.06	411.93	53.0%
430.162 · Employers U/C	236.14	206.78	29.36	14.2%
430.163 · Employers Medicare	278.07	181.73	96.34	53.0%
430.200 · Highway Supplies	277.06	0.00	277.06	100.0%
430.231 · Gas, Oil, Grease	1,176.30	67.38	1,108.92	1,645.8%
430.251 · Vehicle Parts (In House Fix)	862.35	130.40	731.95	561.3%
430.260 · Supplies - Small Tools & Minor	488.43	140.25	348.18	248.3%
430.300 · Other Serv/Charges	324.43	0.00	324.43	100.0%
430.320 · Telephone Communication	159.30	42.83	116.47	271.9%
430.361 · Garage Heat	1,844.36	1,756.80	87.56	5.0%
430.367 · Maintenance Building Electric	210.81	0.00	210.81	100.0%
430.368 · Public Sewer/Water	36.57	0.00	36.57	100.0%
430.374 · Maint/Equip Repairs Out Source	15,473.08	1,106.78	14,366.30	1,298.0%
430.440 · Uniforms	229.41	-40.00	269.41	673.5%
Total 430.000 · HIGHWAY MAINT - GENERAL	36,889.39	18,244.83	18,644.56	102.2%
431.000 · HIGHWAY MAINT - STREET CLEANING				
431.140 · Salaries - Cleaning Streets	3,116.60	2,170.37	946.23	43.6%
Total 431.000 · HIGHWAY MAINT - STREET CLEANING	3,116.60	2,170.37	946.23	43.6%
432.000 · HIGHWAY MAINT-SNOW & ICE REM.				
432.140 · Snow & Ice Salaries	1,785.60	980.46	805.14	82.1%
432.141 · Snow/Ice Overtime	1,441.50	277.50	1,164.00	419.5%
Total 432.000 · HIGHWAY MAINT-SNOW & ICE REM.	3,227.10	1,257.96	1,969.14	156.5%
433.000 · HWY MAINT - TRAF SIGNAL/SIGN				
433.140 · Salaries - Traffic Signals/sign	1,910.68	1,107.31	803.37	72.6%
433.200 · Supplies - signals/signs	7,281.83	0.00	7,281.83	100.0%
Total 433.000 · HWY MAINT - TRAF SIGNAL/SIGN	9,192.51	1,107.31	8,085.20	730.2%
437.000 · HWY MAINT - REPAIRS TOOLS/MACH				
437.140 · Salaries-Repairs Tools/Machine	2,350.56	5,196.45	-2,845.89	-54.8%
Total 437.000 · HWY MAINT - REPAIRS TOOLS/MACH	2,350.56	5,196.45	-2,845.89	-54.8%
439.000 · HIGHWAY CONST & REBUILDING				
439.600 · Capital Construction	100.00	0.00	100.00	100.0%
Total 439.000 · HIGHWAY CONST & REBUILDING	100.00	0.00	100.00	100.0%

Borough of Mt. Pocono-General Fund
Previous Year Comparison
For March 2022 & 2021

03/30/22

Cash Basis

	Mar 2 - 31, 22	Mar 2 - 31, 21	\$ Change	% Change
451.000 · CULTURE-RECREATION ADMIN				
451.140 · Salaries - Recreation	1,140.64	447.96	692.68	154.6%
451.200 · Supplies	131.36	0.00	131.36	100.0%
451.300 · Park Electric	28.17	0.00	28.17	100.0%
451.370 · Maint & Repairs - Recreation	52.54	0.00	52.54	100.0%
Total 451.000 · CULTURE-RECREATION ADMIN	1,352.71	447.96	904.75	202.0%
456.000 · LIBRARIES				
456.500 · Contributions, Grants, And Subs	4,605.13	0.00	4,605.13	100.0%
Total 456.000 · LIBRARIES	4,605.13	0.00	4,605.13	100.0%
486.000 · INSURANCE				
486.345 · Workers Comp	0.00	2,704.00	-2,704.00	-100.0%
Total 486.000 · INSURANCE	0.00	2,704.00	-2,704.00	-100.0%
Total Expense	204,924.05	118,793.78	86,130.27	72.5%
Net Income	-28,132.88	-52,777.22	24,644.34	46.7%

03/30/22

Cash Basis

Borough of Mt. Pocono-General Fund

Profit & Loss Budget vs. Actual

January through December 2022

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
Income				
301.000 · REAL PROPERTY TAXES				
301.100 · Real Estate Taxes-Current Year	173,649.54	1,165,814.00	-992,164.46	14.9%
301.101 · RE Taxes Library	5,932.14	39,111.00	-33,178.86	15.2%
301.102 · Fire Co Taxes	5,932.14	39,111.00	-33,178.86	15.2%
301.103 · EMS Taxes	2,984.74	19,556.00	-16,571.26	15.3%
301.200 · Real Estate Taxes-Prior Year	3,109.31	10,000.00	-6,890.69	31.1%
301.300 · RE Taxes - Interest	21.90	150.00	-128.10	14.6%
301.400 · Real Estate Taxes - Delinquent	6,939.49	70,000.00	-63,060.51	9.9%
301.401 · Delinquent Library Taxes	326.68	3,232.00	-2,905.32	10.1%
301.402 · Delinquent Fire Co Taxes	326.68	3,232.00	-2,905.32	10.1%
301.403 · Delinquent EMS Taxes	162.03	1,616.00	-1,453.97	10.0%
301.600 · Real Estate Taxes - Interim A	0.00	110,834.00	-110,834.00	0.0%
301.610 · Real Estate Taxes - Interim B	0.00	0.00	0.00	0.0%
301.620 · Real Estate Taxes - Interim C	0.00	0.00	0.00	0.0%
Total 301.000 · REAL PROPERTY TAXES	199,384.65	1,462,656.00	-1,263,271.35	13.6%
310.000 · LOCAL TAX ENABLING ACT (ACT 511)				
310.100 · Real Estate Transfer Taxes	45,697.90	55,000.00	-9,302.10	83.1%
310.210 · Earned Income Taxes-Current Yr	77,417.03	290,000.00	-212,582.97	26.7%
310.410 · LST Tax - Current Year	19,327.44	75,000.00	-55,672.56	25.8%
Total 310.000 · LOCAL TAX ENABLING ACT (ACT 511)	142,442.37	420,000.00	-277,557.63	33.9%
321.000 · CABLE TELEVISION FRANCHISE TAX				
321.800 · Cable Television Franchise	16,620.71	15,000.00	1,620.71	110.8%
321.801 · Small Cell Fees	0.00	0.00	0.00	0.0%
Total 321.000 · CABLE TELEVISION FRANCHISE TAX	16,620.71	15,000.00	1,620.71	110.8%
331.000 · FINES				
331.110 · Vehicle & Crime Violations	5,749.95	20,000.00	-14,250.05	28.7%
331.120 · Zoning Fines & Violations	3,230.25	3,000.00	230.25	107.7%
Total 331.000 · FINES	8,980.20	23,000.00	-14,019.80	39.0%
340.000 · INTEREST, RENTS, AND ROYALTIES				
340.100 · Interest Earnings	15.66	200.00	-184.34	7.8%
342.200 · Rents and Royalties	1,500.00	0.00	1,500.00	100.0%
Total 340.000 · INTEREST, RENTS, AND ROYALTIES	1,515.66	200.00	1,315.66	757.8%
354.000 · STATE CAPITAL & OPERATING GRANT				
352.530 · Federal Entitlement Grant	0.00	0.00	0.00	0.0%
354.080 · Recycling Grant - State	25,173.04	0.00	25,173.04	100.0%
354.090 · State Cap.Op Grant-ARLE	0.00	0.00	0.00	0.0%
354.095 · County Cares Grant	0.00	0.00	0.00	0.0%
Total 354.000 · STATE CAPITAL & OPERATING GRANT	25,173.04	0.00	25,173.04	100.0%
355.000 · STATE SHARED REV & ENTITLEMENTS				
355.010 · Public Utility Realty	0.00	1,500.00	-1,500.00	0.0%
355.051 · PA Severe Weather Reimbursement	0.00	0.00	0.00	0.0%
355.052 · PA DOT Winter Contract	0.00	0.00	0.00	0.0%
355.080 · Liquor Licenses	0.00	900.00	-900.00	0.0%
355.130 · Firemen's Relief	0.00	17,000.00	-17,000.00	0.0%
355.140 · Police Pension State Aid	0.00	0.00	0.00	0.0%
355.150 · Boro Empl. Pension State Aid	0.00	23,074.00	-23,074.00	0.0%
Total 355.000 · STATE SHARED REV & ENTITLEMENTS	0.00	42,474.00	-42,474.00	0.0%

03/30/22
Cash Basis

Borough of Mt. Pocono-General Fund

Profit & Loss Budget vs. Actual

January through December 2022

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
361.000 · GENERAL GOV'T REVENUES				
361.002 · Legal Fee's Reimbursable ZHB	0.00	5,000.00	-5,000.00	0.0%
361.003 · Engineering Fees Reimbursable	11,972.80	50,000.00	-38,027.20	23.9%
361.004 · Mayor's Marriage Receipts	0.00	0.00	0.00	0.0%
361.005 · Insurance Reimb.	0.00	6,000.00	-6,000.00	0.0%
361.006 · Insurance Reimb (Mold)	0.00	11,400.00	-11,400.00	0.0%
361.010 · Paradise Township Fire W/C Ins.	0.00	6,500.00	-6,500.00	0.0%
361.011 · Paradise Twp Line Painter	0.00	0.00	0.00	0.0%
361.300 · Application & Startup Fees	1,050.00	5,000.00	-3,950.00	21.0%
361.301 · Building - (general permits)	35.00	5,000.00	-4,965.00	0.7%
361.302 · Building - (new construction)	0.00	500.00	-500.00	0.0%
361.310 · Sign Permits	846.15	5,000.00	-4,153.85	16.9%
361.315 · Sheds, Pools, Deck Permits	0.00	1,000.00	-1,000.00	0.0%
361.320 · Driveway Permits	0.00	2,500.00	-2,500.00	0.0%
361.325 · Roof/ReRoof Permits	100.00	750.00	-650.00	13.3%
361.330 · CO Resale Permits	1,275.00	1,000.00	275.00	127.5%
361.340 · Change of Use (Trash Cert)	350.00	2,000.00	-1,650.00	17.5%
361.530 · Sale of Subdivision and Land De	0.00	0.00	0.00	0.0%
361.540 · Sale of Zoning Ordinance	0.00	0.00	0.00	0.0%
361.560 · Sale of Copies (RTK and Other)	0.00	0.00	0.00	0.0%
361.740 · Reimb. of COG/Holiday Dinners	0.00	0.00	0.00	0.0%
361.741 · 32 Brunswick Ins. Reimb	5,617.78	5,617.00	0.78	100.0%
Total 361.000 · GENERAL GOV'T REVENUES	21,246.73	107,267.00	-86,020.27	19.8%
362.000 · PUBLIC SAFETY REVENUES				
362.111 · Charge for Police Services	0.00	0.00	0.00	0.0%
362.120 · Ball Field Usage Fee	0.00	0.00	0.00	0.0%
362.411 · Building Permits- UCC	542.40	20,000.00	-19,457.60	2.7%
Total 362.000 · PUBLIC SAFETY REVENUES	542.40	20,000.00	-19,457.60	2.7%
364.000 · SANITATION REVENUES				
364.300 · Solid Waste Collection Liens	0.00	3,000.00	-3,000.00	0.0%
Total 364.000 · SANITATION REVENUES	0.00	3,000.00	-3,000.00	0.0%
380.000 · OTHER REVENUES				
380.100 · Proceeds of Sales of Assets	0.00	0.00	0.00	0.0%
380.200 · Miscellaneous Non-Revenue Recei	0.00	0.00	0.00	0.0%
380.300 · Donations/Contributions/Sponsor	0.00	0.00	0.00	0.0%
Total 380.000 · OTHER REVENUES	0.00	0.00	0.00	0.0%
392.000 · INTERFUND OP TRANSFERS IN				
392.101 · Planning Fund	0.00	0.00	0.00	0.0%
392.102 · Projects Fund	0.00	0.00	0.00	0.0%
392.104 · 5 Pt Intersection Fund	0.00	0.00	0.00	0.0%
392.200 · Stormwater Acct	0.00	0.00	0.00	0.0%
392.300 · Road Rehab Fund	0.00	0.00	0.00	0.0%
392.400 · Park & Rec Fund	16,200.00	16,200.00	0.00	100.0%
392.500 · Park & Rec. Other Op. Transfers	0.00	0.00	0.00	0.0%
Total 392.000 · INTERFUND OP TRANSFERS IN	16,200.00	16,200.00	0.00	100.0%
393.000 · ESSA Loan Proceeds	0.00	0.00	0.00	0.0%
394.000 · Sale of Fixed Assets	0.00	0.00	0.00	0.0%
395.000 · Refunds of Prior Yr Expenditure	0.00	0.00	0.00	0.0%
396.000 · Donations from Private & Public	0.00	0.00	0.00	0.0%
399.000 · Fund Balance Forward	310,568.73	310,568.00	0.73	100.0%
Total Income	742,674.49	2,420,365.00	-1,677,690.51	30.7%

03/30/22

Cash Basis

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
 January through December 2022

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
Expense				
400.000 · LEGISLATIVE BODY				
400.110 · Salary of Elected Officials	0.00	7,300.00	-7,300.00	0.0%
400.161 · Employers FICA	0.00	0.00	0.00	0.0%
400.162 · Employers U/C	0.00	0.00	0.00	0.0%
400.163 · Employers Medicare	0.00	0.00	0.00	0.0%
400.300 · Other Services & Charges	0.00	1,000.00	-1,000.00	0.0%
400.331 · Travel Expenses	0.00	500.00	-500.00	0.0%
400.420 · Dues,Subscriptions, & Membershi	1,263.00	1,500.00	-237.00	84.2%
400.460 · Meetings & Conferences	0.00	500.00	-500.00	0.0%
Total 400.000 · LEGISLATIVE BODY	1,263.00	10,800.00	-9,537.00	11.7%
401.000 · ADMIN MANAGER				
401.120 · Manager Salary	15,002.00	60,000.00	-44,998.00	25.0%
401.156 · Manager Health Ins. (Geis.)	4,996.88	18,266.00	-13,269.12	27.4%
401.157 · Manager Dental&Vision (Highmrk)	294.45	720.00	-425.55	40.9%
401.158 · Manager Life/Dish (Met Life)	0.00	1,620.00	-1,620.00	0.0%
401.161 · Manager Employers Fica	930.13	3,700.00	-2,769.87	25.1%
401.162 · Manager Employers U/C	285.03	300.00	-14.97	95.0%
401.163 · Manager Employers Medicare	217.53	870.00	-652.47	25.0%
401.200 · Supplies/Equipment	0.00	300.00	-300.00	0.0%
401.331 · Travel Expenses	0.00	500.00	-500.00	0.0%
401.350 · Bonding/Insurance	0.00	400.00	-400.00	0.0%
401.420 · Dues, Subscriptions,Membership	150.00	400.00	-250.00	37.5%
401.460 · Mtgs/Training	62.50	250.00	-187.50	25.0%
Total 401.000 · ADMIN MANAGER	21,938.52	87,326.00	-65,387.48	25.1%
403.000 · TAX COLLECTION				
403.110 · Salary - Tax Collector	0.00	5,600.00	-5,600.00	0.0%
403.120 · Transfer Tax Commission	913.95	1,100.00	-186.05	83.1%
403.130 · EIT Commission	1,098.42	3,027.00	-1,928.58	36.3%
403.131 · LST Commission	562.37	828.00	-265.63	67.9%
403.161 · Employers FICA-Tax Coll	0.00	348.00	-348.00	0.0%
403.162 · Employers U/C-Tax Coll	0.00	0.00	0.00	0.0%
403.163 · Employers Medicare-Tax Coll	0.00	90.00	-90.00	0.0%
403.200 · Supplies-Tax Coll	114.75	1,500.00	-1,385.25	7.7%
403.350 · Insurance and Bonding	779.00	1,000.00	-221.00	77.9%
403.351 · Refund of RE Taxes Paid	0.00	0.00	0.00	0.0%
Total 403.000 · TAX COLLECTION	3,468.49	13,493.00	-10,024.51	25.7%
404.000 · LEGAL				
404.310 · Professional Services-Retainer	0.00	22,000.00	-22,000.00	0.0%
404.330 · Alternate Solicitor Fees	0.00	1,500.00	-1,500.00	0.0%
404.331 · Addition Solicitor Fees	0.00	5,000.00	-5,000.00	0.0%
404.356 · Labor Attorney	4,628.00	20,000.00	-15,372.00	23.1%
Total 404.000 · LEGAL	4,628.00	48,500.00	-43,872.00	9.5%
405.000 · OFFICE-TREAS/ADMIN.				
405.120 · Salary of Treasurer	5,556.25	20,800.00	-15,243.75	26.7%
405.140 · Salary of Admin. Assistant	6,579.00	26,208.00	-19,629.00	25.1%
405.156 · Health Ins.	0.00	0.00	0.00	0.0%
405.158 · Life/Disab Ins	0.00	0.00	0.00	0.0%
405.161 · Employers FICA	752.39	2,914.00	-2,161.61	25.8%
405.162 · Employers U/C	345.81	500.00	-154.19	69.2%
405.163 · Employers Medicare	175.96	680.00	-504.04	25.9%
405.190 · Temporary Help	0.00	0.00	0.00	0.0%
405.200 · Office Supplies	248.96	2,000.00	-1,751.04	12.4%
405.220 · Office Postage	394.98	1,500.00	-1,105.02	26.3%
405.310 · Payroll Service	737.09	1,450.00	-712.91	50.8%
405.311 · Additional Audit (AUP)	0.00	0.00	0.00	0.0%
405.312 · Professional Cost-Audit	0.00	8,000.00	-8,000.00	0.0%
405.320 · Communications/Telephone	1,218.14	4,000.00	-2,781.86	30.5%
405.321 · Website	2,370.00	6,300.00	-3,930.00	37.6%
405.325 · Bank Service Charges	61.23	1,200.00	-1,138.77	5.1%

03/30/22
Cash Basis

Borough of Mt. Pocono-General Fund

Profit & Loss Budget vs. Actual

January through December 2022

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
405.331 · Mileage Reimb.	0.00	0.00	0.00	0.0%
405.340 · Advertising Gen./Mtgs	679.28	1,500.00	-820.72	45.3%
405.350 · Insurance/Bonding	0.00	400.00	-400.00	0.0%
405.370 · Repair & Maint-Office Equip	233.75	1,000.00	-766.25	23.4%
405.454 · Contracted Copier	925.59	3,000.00	-2,074.41	30.9%
405.460 · Meetings/Confer	0.00	0.00	0.00	0.0%
405.740 · Office Equip	0.00	0.00	0.00	0.0%
Total 405.000 · OFFICE-TREAS/ADMIN.	20,278.43	81,452.00	-61,173.57	24.9%
409.000 · GENERAL GOVERNMENT EXPENSES				
409.100 · Salaries - Custodial	0.00	0.00	0.00	0.0%
409.161 · Employee FICA	0.00	0.00	0.00	0.0%
409.162 · Employee U/C	0.00	0.00	0.00	0.0%
409.163 · Employee Medical	0.00	0.00	0.00	0.0%
409.200 · Building Supplies	1,338.67	2,500.00	-1,161.33	53.5%
409.300 · Other Serv/Charges-Buildings	0.00	0.00	0.00	0.0%
409.310 · Professional Services	2,114.34	15,000.00	-12,885.66	14.1%
409.360 · Public Water/ Sewer	94.15	500.00	-405.85	18.8%
409.361 · Public Electric	4,006.65	8,000.00	-3,993.35	50.1%
409.367 · Building Heat	6,976.28	10,000.00	-3,023.72	69.8%
409.369 · Information Technology (IT)	2,039.75	5,000.00	-2,960.25	40.8%
409.370 · Repairs & Maintenance	444.80	2,500.00	-2,055.20	17.8%
409.450 · Bottled Water	192.97	600.00	-407.03	32.2%
409.500 · Mold Remediation & Bid Repair	71,499.49	140,000.00	-68,500.51	51.1%
409.600 · Capital Construction (Garage)	0.00	100,000.00	-100,000.00	0.0%
409.700 · Capital Purchase (Sec. Upgrade)	11,299.98	20,000.00	-8,700.02	56.5%
409.800 · Bldg Debt Service (ESSA)	9,236.80	30,000.00	-20,763.20	30.8%
409.900 · ARPA (Am.Rescue Plan Act)	0.00	0.00	0.00	0.0%
Total 409.000 · GENERAL GOVERNMENT EXPENSES	109,243.88	334,100.00	-224,856.12	32.7%
410.000 · REGIONAL POLICE				
410.329 · Control Center Fees	1,906.90	3,100.00	-1,193.10	61.5%
410.370 · Police Service Fees	70,510.16	846,121.00	-775,610.84	8.3%
410.420 · M.M.O. - Pension	0.00	50,331.00	-50,331.00	0.0%
410.471 · Police - Loan Payment	11,168.48	17,000.00	-5,831.52	65.7%
410.480 · Other (Non Uniform Police)	0.00	1,298.00	-1,298.00	0.0%
Total 410.000 · REGIONAL POLICE	83,585.54	917,850.00	-834,264.46	9.1%
411.000 · FIRE				
411.345 · Fire Work/Comp	0.00	13,000.00	-13,000.00	0.0%
411.370 · Hydrants	2,143.27	8,500.00	-6,356.73	25.2%
411.540 · Contributions to Volunteer Fire	5,932.14	42,343.00	-36,410.86	14.0%
411.541 · Firemens Relief Disbursement	0.00	17,000.00	-17,000.00	0.0%
411.542 · Fire Truck Fuel Expense	0.00	3,000.00	-3,000.00	0.0%
Total 411.000 · FIRE	8,075.41	83,843.00	-75,767.59	9.6%
412.000 · AMBULANCE				
412.500 · Contribution	2,984.74	21,172.00	-18,187.26	14.1%
412.542 · Fuel Reimb - Ambulance	0.00	500.00	-500.00	0.0%
Total 412.000 · AMBULANCE	2,984.74	21,672.00	-18,687.26	13.8%

03/30/22

Cash Basis

Borough of Mt. Pocono-General Fund

Profit & Loss Budget vs. Actual

January through December 2022

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
414.000 · PLANNING AND ZONING				
414.120 · Salaries - Zoning&Code Officer	7,395.00	41,600.00	-34,205.00	17.8%
414.140 · Salary - Typing of Z.O.	0.00	0.00	0.00	0.0%
414.156 · Health Insurance	0.00	0.00	0.00	0.0%
414.161 · Employers FICA-	458.49	2,579.00	-2,120.51	17.8%
414.162 · Employers U/C -	210.77	385.00	-174.23	54.7%
414.163 · Employers Medicare	107.23	603.00	-495.77	17.8%
414.200 · Supplies Plan & Zone	0.00	500.00	-500.00	0.0%
414.300 · General Engineering	2,495.50	700.00	1,795.50	356.5%
414.312 · Legal Fees Reimb	150.00	5,000.00	-4,850.00	3.0%
414.313 · Engineering Reimb.	5,379.18	50,000.00	-44,620.82	10.8%
414.314 · Legal Services - Planning Comm.	0.00	2,000.00	-2,000.00	0.0%
414.315 · Legal Fee ZHB	0.00	2,000.00	-2,000.00	0.0%
414.316 · Court Reporter-ZHB (Reimb)	150.00	1,000.00	-850.00	15.0%
414.320 · Telephone	156.64	1,200.00	-1,043.36	13.1%
414.321 · 32 Brunswick Demolition	17,974.00	17,974.00	0.00	100.0%
414.330 · Transportation - Zoning Officer	0.00	800.00	-800.00	0.0%
414.331 · Other Charges-Postage,Deeds,PM	405.06	4,200.00	-3,794.94	9.6%
414.332 · Other - Codification	0.00	0.00	0.00	0.0%
414.341 · Advertising - PC Reimb.	196.36	500.00	-303.64	39.3%
414.342 · Advertising - ZHB Reimb	0.00	250.00	-250.00	0.0%
414.460 · Meetings/Conferences	0.00	500.00	-500.00	0.0%
414.700 · Capital Purchases (Map Link)	0.00	6,500.00	-6,500.00	0.0%
Total 414.000 · PLANNING AND ZONING	35,078.23	138,291.00	-103,212.77	25.4%
415.000 · SAFETY COMMISSION				
415.100 · Mid Block Crosswalk	0.00	0.00	0.00	0.0%
415.200 · Solar LED Radar Speed Signs	0.00	50,000.00	-50,000.00	0.0%
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%
Total 415.000 · SAFETY COMMISSION	0.00	50,000.00	-50,000.00	0.0%
430.000 · HIGHWAY MAINT - GENERAL				
430.140 · Salaries - Highway	20,367.96	71,347.00	-50,979.04	28.5%
430.156 · Health Insurance	26,147.32	100,000.00	-73,852.68	26.1%
430.158 · Life/Disab Insurance	541.36	3,000.00	-2,458.64	18.0%
430.161 · Employers FICA	3,155.33	11,514.00	-8,358.67	27.4%
430.162 · Employers U/C	1,140.00	2,000.00	-860.00	57.0%
430.163 · Employers Medicare	737.95	2,693.00	-1,955.05	27.4%
430.200 · Highway Supplies	600.70	1,500.00	-899.30	40.0%
430.231 · Gas, Oil, Grease	3,612.78	15,000.00	-11,387.22	24.1%
430.251 · Vehicle Parts (In House Fix)	1,187.30	3,000.00	-1,812.70	39.6%
430.260 · Supplies - Small Tools & Minor	488.43	1,000.00	-511.57	48.8%
430.300 · Other Serv/Charges	1,995.34	2,000.00	-4.66	99.8%
430.320 · Telephone Communication	404.37	2,000.00	-1,595.63	20.2%
430.331 · Transportation	0.00	0.00	0.00	0.0%
430.361 · Garage Heat	8,519.67	10,500.00	-1,980.33	81.1%
430.367 · Maintenance Building Electric	920.62	3,500.00	-2,579.38	26.3%
430.368 · Public Sewer/Water	150.94	400.00	-249.06	37.7%
430.374 · Maint/Equip Repairs Out Source	18,156.39	45,000.00	-26,843.61	40.3%
430.392 · Equip Rental Center	0.00	500.00	-500.00	0.0%
430.440 · Uniforms	963.39	4,500.00	-3,536.61	21.4%
430.460 · Meetings/Conferences	0.00	100.00	-100.00	0.0%
430.700 · Highway Capital Purchases	0.00	0.00	0.00	0.0%
430.701 · Capital Reserve - Equipment	0.00	0.00	0.00	0.0%
Total 430.000 · HIGHWAY MAINT - GENERAL	89,089.85	279,554.00	-190,464.15	31.9%
431.000 · HIGHWAY MAINT - STREET CLEANING				
431.140 · Salaries - Cleaning Streets	4,475.64	58,645.00	-54,169.36	7.6%
Total 431.000 · HIGHWAY MAINT - STREET CLEANING	4,475.64	58,645.00	-54,169.36	7.6%

03/30/22

Cash Basis

Borough of Mt. Pocono-General Fund

Profit & Loss Budget vs. Actual

January through December 2022

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
432.000 · HIGHWAY MAINT-SNOW & ICE REM.				
432.140 · Snow & Ice Salaries	3,414.64	10,752.00	-7,337.36	31.8%
432.141 · Snow/Ice Overtime	4,587.00	5,000.00	-413.00	91.7%
432.200 · Salt & Cinders	0.00	1,343.00	-1,343.00	0.0%
Total 432.000 · HIGHWAY MAINT-SNOW & ICE REM.	8,001.64	17,095.00	-9,093.36	46.8%
433.000 · HWY MAINT - TRAF SIGNAL/SIGN				
433.140 · Salaries - Traffic Signals/sign	3,705.72	9,768.00	-6,062.28	37.9%
433.200 · Supplies - signals/signs	7,281.83	5,000.00	2,281.83	145.6%
433.201 · Street Painting/Line Striping	0.00	10,000.00	-10,000.00	0.0%
Total 433.000 · HWY MAINT - TRAF SIGNAL/SIGN	10,987.55	24,768.00	-13,780.45	44.4%
437.000 · HWY MAINT - REPAIRS TOOLS/MACH				
437.140 · Salaries-Repairs Tools/Machine	12,665.32	35,191.00	-22,525.68	36.0%
Total 437.000 · HWY MAINT - REPAIRS TOOLS/MACH	12,665.32	35,191.00	-22,525.68	36.0%
439.000 · HIGHWAY CONST & REBUILDING				
439.200 · Supplies - Hwy	12.20	5,500.00	-5,487.80	0.2%
439.313 · Engineering Fees	0.00	1,000.00	-1,000.00	0.0%
439.450 · Contracted Services/Paving	0.00	0.00	0.00	0.0%
439.451 · Stormwater	0.00	5,000.00	-5,000.00	0.0%
439.600 · Capital Construction	100.00	0.00	100.00	100.0%
Total 439.000 · HIGHWAY CONST & REBUILDING	112.20	11,500.00	-11,387.80	1.0%
451.000 · CULTURE-RECREATION ADMIN				
451.140 · Salaries - Recreation	1,676.32	12,000.00	-10,323.68	14.0%
451.200 · Supplies	131.36	1,000.00	-868.64	13.1%
451.300 · Park Electric	115.10	500.00	-384.90	23.0%
451.370 · Maint & Repairs - Recreation	52.54	1,000.00	-947.46	5.3%
451.392 · Rentals - Port a Potties	0.00	1,200.00	-1,200.00	0.0%
451.700 · Capital Purchases - Recreation	0.00	500.00	-500.00	0.0%
451.705 · PARC Per Capita	0.00	0.00	0.00	0.0%
451.706 · Weed & Feed	0.00	0.00	0.00	0.0%
Total 451.000 · CULTURE-RECREATION ADMIN	1,975.32	16,200.00	-14,224.68	12.2%
456.000 · LIBRARIES				
456.500 · Contributions,Grants, And Subs	5,932.14	42,343.00	-36,410.86	14.0%
Total 456.000 · LIBRARIES	5,932.14	42,343.00	-36,410.86	14.0%
458.000 · SENIOR CITIZEN'S CENTER				
458.500 · Contributions, Grants, and Subs	0.00	1,500.00	-1,500.00	0.0%
Total 458.000 · SENIOR CITIZEN'S CENTER	0.00	1,500.00	-1,500.00	0.0%
471.000 · DEBT SERVICE				
471.002 · HIGHWAY				
471.200 · L/P - Ford Motor Credit	0.00	0.00	0.00	0.0%
471.201 · L/P - PACCAR Financial	0.00	0.00	0.00	0.0%
471.202 · L/P - Paccar - Kenworth 2014	0.00	0.00	0.00	0.0%
471.203 · L/P - Truck Loan Payment	0.00	35,000.00	-35,000.00	0.0%
Total 471.002 · HIGHWAY	0.00	35,000.00	-35,000.00	0.0%
471.000 · DEBT SERVICE - Other	0.00	0.00	0.00	0.0%
Total 471.000 · DEBT SERVICE	0.00	35,000.00	-35,000.00	0.0%
486.000 · INSURANCE				
486.345 · Workers Comp	7,847.00	14,000.00	-6,153.00	56.1%
486.351 · Insurance Premiums	9,675.00	35,000.00	-25,325.00	27.6%
486.352 · Insurance - Casualty	0.00	0.00	0.00	0.0%
Total 486.000 · INSURANCE	17,522.00	49,000.00	-31,478.00	35.8%

03/30/22
Cash Basis

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2022

	<u>Jan - Dec 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
487.000 · EMPLOYEE BENEFITS				
487.160 · Pension/Retiremnt Boro Employee	<u>0.00</u>	<u>23,074.00</u>	<u>-23,074.00</u>	<u>0.0%</u>
Total 487.000 · EMPLOYEE BENEFITS	<u>0.00</u>	<u>23,074.00</u>	<u>-23,074.00</u>	<u>0.0%</u>
492.000 · Interfund Transfers Out				
492.600 · Transfer to 5 points fund	<u>0.00</u>	<u>39,168.00</u>	<u>-39,168.00</u>	<u>0.0%</u>
Total 492.000 · Interfund Transfers Out	<u>0.00</u>	<u>39,168.00</u>	<u>-39,168.00</u>	<u>0.0%</u>
Total Expense	<u>441,305.90</u>	<u>2,420,365.00</u>	<u>-1,979,059.10</u>	<u>18.2%</u>
Net Income	<u>301,368.59</u>	<u>0.00</u>	<u>301,368.59</u>	<u>100.0%</u>

Account Nickname	Account Name	Account	Current Balance	Available Balance	
General Fund	Government Interest Checking	x9987	\$359,933.71	\$359,933.71	Order Checks
Payroll	Government Interest Checking	x0039	\$10,984.00	\$6,020.30	Order Checks
Liquid Fuels	Government Interest Checking	x0063	\$50,075.64	\$50,075.64	Order Checks
Parks and Recreation	Government Money Market	x0071	\$124,351.88	\$124,351.88	Order Checks
Five Point Intersection	Government Money Market	x0101	\$94,990.69	\$94,990.69	Order Checks
Planning Commission	Government Money Market	x0152	\$6,754.77	\$6,754.77	Order Checks
Stormwater Fund	Government Money Market	x0187	\$43,283.77	\$43,283.77	Order Checks
Road Rehab Fund	Government Money Market	x0217	\$126,712.51	\$126,712.51	Order Checks
Beautification Fund	Government Money Market	x0268	\$1,195.26	\$1,195.26	Order Checks
E-Commerce	Government Checking	x5230	\$16.00	\$16.00	Order Checks
Government Interest Checking	Government Interest Checking	x8936	\$158,832.02	\$158,832.02	Order Checks
Totals:			\$977,130.25	\$972,166.55	