

**Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, August 2, 2022
6:30 P.M.**

The Mount Pocono Borough Council meeting held on Tuesday, August 2, 2022, was called to order at 6:30 P.M. by President D. Struckle.

Roll Call: Councilman Norm DeLano, present; Councilwoman Debra Fulton, present; Councilwoman Ann Marie Harris, present; Vice President Lori Noonan, present; Councilwoman Ella Santiago, present; President Donald Struckle, present; Councilwoman Claudette Williams present; and, Mayor R. Altemose, present.

In Attendance: James Fareri, Solicitor; Joshua Walker, Borough Manager; Danielle Hewitt, Treasurer; and, Alexis Wilkinson, Zoning Officer.

Approval of Minutes – Councilwoman A. Harris moved to accept the Regular Meeting minutes of July 5, 2022, as presented. Councilwoman C. Williams seconded. Motion carried 7 – 0.

Presentations - None

Public Comment (agenda items only) –None

Unfinished Business

Consideration to adopt the proposed Keeping of Chickens Ordinance No 5 of 2022 – Councilman N. Delano moved to adopt The Keeping of Chickens Ordinance No. 5 of 2022 as presented:

ORDINANCE NO. 5 OF 2022

AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF MOUNT POCONO TO ADD A NEW CHAPTER 118 TO BE ENTITLED "KEEPING OF CHICKENS (NON-COMMERCIAL)".

THE INTENT OF THIS ORDINANCE IS TO PERMIT THE KEEPING OF BACKYARD CHICKENS IN RESIDENTIALLY ZONED AREAS BY THE RESIDENTS OF MOUNT POCONO BOROUGH WHILE PROTECTING THE HEALTH, SAFETY, AND GENERAL WELFARE OF THE RESIDENTS AND VISITORS OF THE BOROUGH.

Chapter 118

Article I

KEEPING OF CHICKENS (NON-COMMERCIAL)

Part I

General Provisions

§118-1 Findings and Intent.

§118-2 Responsibility.

§118-3 Definitions.

§118-4 Fees.

§118-5 Forms and Procedures.

Part II

Non-Commercial Backyard Chicken Keeping

§118-6 Permits Required.

§118-7 Standards and Conditions.

§118-8 Disposal of waste material.

§118-9 Nuisances.

Part III

Violations, Penalties and Costs

§118-10 Compliance.

§118-11 Fine.

§118-12 Other Remedies.

§118-13 Permit Revocation.

Part IV

Miscellaneous Provisions

§118-14 Repealer.

§118-15 Severability.

§118-16 Interpretation.

§118-17 Effective Date.

Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, August 2, 2022
6:30 P.M.

Part I General Provisions

§118-1 Findings and Intent.

The Borough Council finds that there is an increase in this Commonwealth among families desiring to be more self-sufficient in the production of food, including the non-commercial keeping of chickens; that the non-commercial keeping of chickens provides social, economic, educational, and environmental benefits; that many people are unfamiliar with chicken keeping, and as a result do not want these activities in their neighborhoods. By adopting this ordinance, Mount Pocono Borough intends to ensure that the interests of all residents are reasonably protected. In adopting this ordinance, this Borough intends to address the growing interest of keeping food producing animals in residential areas in a manner which endeavors to ensure public health, safety and welfare. This Article shall be construed to secure its expressed intent.

§118-2 Responsibility.

The owner and any long-term tenant in possession under the terms of a lease of the property shall be responsible for compliance with the provisions of this Article and the failure of an owner, tenant, agent, managing agency, or occupants to comply with this Article shall be deemed noncompliance by the owner and any tenant.

§118-3 Definitions. For the purpose of this Article II, certain terms, phrases and words are defined as follows:

A. **Tense, Gender and Number.** Words used in the present tense include the future; words in the masculine gender include the feminine and the neuter; the singular number includes the plural and the plural singular.

B. **General Terms.** The words "shall," "will" or "must" are always mandatory; the words "should" or "may" are permissive. The words "used for" includes "designed for," "arranged for," "intended for," "maintained for" or "occupied for." The word "building" includes "structure" and shall be construed as if followed by the phrase "or part thereof." The word "person" includes "individual," "profit or nonprofit organization," "partnership," "company," "incorporated association" or other similar entities.

C. **Terms, Phrases and Words Not Defined.** When terms, phrases or words are not defined, they shall have their ordinarily accepted meaning or such as the context may imply.

D. **Specific Terms.** The following words and phrases when used in this Article shall have the meanings given to them in this section unless the context clearly indicates otherwise

"Chicken." Female poultry or fowl of the species *gallus domesticus*.

"Coop." A structure, either portable or permanent, to shelter chickens.

"Long Term Tenant"—a tenant with a written lease for one (1) year or longer.

"Owner." The owner of the land where the keeping is being performed. The owner bears responsibility for any legal action in this ordinance.

"Pen." A fenced area designed to contain the animal to a restricted area, and prevent animals roaming at large.

"Permit officer." Official designated to process permit applications and inspect locations to ensure compliance

with this ordinance. The Borough Council may appoint one (1) or more persons as Permit Officer(s), who may be the Borough Zoning Officer or Code Enforcement Officer, a Pocono Mountain Regional Police officer, or a contracted individual, firm or agency, to administer this Article.

"Permittee." The person to whom the permit is issued a permit for keeping.

"Receipt of notice." The typical time for a letter to arrive by mail. For this ordinance the typical time is three business days from the day the letter was mailed. Notice in person is receipt of notice.

"Rooster." Male poultry or fowl.

"Veterinarian." A veterinarian who cares for the specific animal type.

"Waste material." The natural waste produced by keeping activity, which may include feces, soiled hay or bedding. It does not include the carcass of any animal.

§118-4 Fees.

Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, August 2, 2022
6:30 P.M.

Fees for the administration of this Article shall be charged in accord with the fee schedule adopted by Resolution of the Borough Council.

§118-5 Forms and Procedures.

Registration and application forms and procedures shall be as required by this Article or as otherwise amended or adopted by Resolution of the Borough Council.

Part II
Non-Commercial Backyard Chicken Keeping

§118-6 Permits Required.

- A. General rule.--Permits for keeping chickens in the Borough shall be issued in accordance with this section. The keeping of any chickens in the Borough without a permit is a violation under this Article.

Application. --

- (1) An applicant must complete and submit an application provided by the permit officer and pay all fees required hereunder.
- (2) A complete application shall include:
 - (i) proof that the applicant is the owner of the land, or that the applicant is a lawful resident of the land and has express written permission from the owner where the activity will take place;
 - (ii) a statement that the location is in compliance with the section 118-7 requirements;
 - (iii) all fees paid in full;
 - (iv) a statement that the land contains at least one residential dwelling;
 - (v) a statement that contiguous neighbors have been notified of applicant's intent to keep chickens;
 - (vi) a statement that, upon the issuance of a permit hereunder, the proposed permittee and owner irrevocably consent to inspections by the permit officer, with or without notice, conducted in a reasonable manner and at a reasonable time, of the coop, the pen, the permittee's chicken keeping operation, and for compliance with this Article;
 - (vii) a statement that, upon the issuance of a permit hereunder, the proposed permittee and owner, agree to rely on the reasonable, good faith judgment of the permit officer as to the existence of noise or odor in violation of this Article;
 - (viii) a statement that, upon the issuance of a permit hereunder, the proposed permittee and owner, agree that the permit officer, or the permit officer's designee, shall be empowered to undertake, and permitted to enter the subject property for the purposes thereof, any corrective, abatement, or compliance action which the permittee has been directed to but has failed to undertake under this Article, and that all of the costs and the expenses of the same shall be the liability of the permittee and owner;
 - (ix) identify the permittee's intended Veterinarian.

- B. Issuance of permit:

- (1) A permit application will not be approved unless the applicant affirmatively demonstrates that the following conditions are met:
 - (i) the information contained in the application is correct;
 - (ii) the requirements for a permit have been met; and
 - (iii) the proposed location is consistent with section 118-7.
- (2) If all conditions are met, the officer shall issue the permit within ten (10) business days.

- C. Suspension and revocation of permit. --

- (1) The permit officer may suspend or revoke any permit issued for any of the following reasons:
 - (i) false statements made on the application or other misinformation provided to the permit officer by the applicant;
 - (ii) failure to pay any penalty, inspection, re-inspection, or reinstatement fee required by this section;
 - (iii) failure to correct deficiencies noted during inspections in the time specified by the permit officer;
 - (iv) failure to comply with the provisions of an approved mitigation/remediation plan by the permit officer; or
 - (v) failure to comply with any provision of this ordinance.
- (2) Notification:
 - (i) revocation, suspension, or denial of a permit shall be in writing, and delivered (A) by certified mail; (B) in person to the address indicated on the application; or (C) presented by hand delivery to the person.

- (ii) The notification shall state the reasons for the action.

- D. Effect of revocation. --

- (1) When a permit is revoked, the applicant may not re-apply for a new permit for a period of twelve (12) months from the date of revocation; when a permittee has a permit revoked a second time, the permittee shall not be eligible to re-apply and no permittee on the subject property may receive a permit if the revoked permittee remains a resident of that land.
- (2) Within fourteen (14) days, all chickens shall be removed from the premises.
- (3) Any premises not in compliance shall be subject to the violations and penalties specified herein.
- (4) The Owner and Permittee shall be jointly and severally liable to the Borough for all costs incurred to remove, place, and/or dispose of animals, and for the costs of all fees, violations, and penalties hereunder.

- E. Duration of permit. -- A permit shall be valid for one (1) year from the date the permit was issued.

- F. Renewal of permit -- Permits must be renewed annually.

- (1) Permits are renewable if:
 - (i) There are no existing unresolved violations on record for the permittee at the time of renewal;
 - (ii) There are no unpaid fees or costs under this Chapter at the time of renewal; and
 - (iii) The permit is not suspended or revoked at the time of renewal,

Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, August 2, 2022
6:30 P.M.

The permit shall be renewed when the renewal fee is paid and the renewal application is submitted.

- (2) *Renewal applications shall contain all of the statements and provide same proof required by the original application and shall be submitted no later than ten (10) business days prior to existing permit expiration date.*

§118-7 Standards and Conditions.

- A. *General rule. --Chickens shall be permitted on residential property when in compliance with the provisions of this Article. The maximum number of chickens per property is five (5), regardless of lot size. No keeping of chickens is permitted on properties utilized as Short-term rental operations.*
- B. *Non-commercial use. --The keeping of chickens under this ordinance shall not be for commercial purposes. A permittee may not engage in commercial:*
- (1) *chicken breeding;*
 - (2) *sale of chickens;*
 - (3) *egg producing; or*
 - (4) *fertilizer production.*
 - (5) *slaughtering*
 - (6) *bartering*
- C. *Type. --*
- (1) *Chickens must be hens.*
 - (2) *Roosters may not be kept in the Borough.*
- D. *Coops. -- Chicken coops are required.*
- (1) *Chicken coops shall:*
 - (i) *Have a solid roof.*
 - (ii) *Be solid on all sides.*
 - (iii) *Have adequate ventilation.*
 - (iv) *Provide protection from predators.*
 - (v) *Be designed to secure the chickens.*
 - (vi) *Be readily accessible for cleaning.*
 - (vii) *Be climate-controlled to accommodate for both summer and winter conditions.*
 - (2) *Coops may be either:*
 - (i) *commercially built/designed; or*
 - (ii) *built by the owner or permittee.*
 - (3) *Coops must provide four (4) square feet of floor space and ten (10) cubic feet of total enclosed space per chicken.*
 - (4) *The exterior of coops must be clean and made of wood or similar material; the coop material shall be painted or stained and maintained in good condition.*
- E. *Pens. -- Pens are required.*
- (1) *Pens shall permit at least ten (10) square feet of area per chicken.*
 - (2) *The pen must be constructed in a way to prevent chickens from roaming free and keep predators from getting into the pen.*
 - (3) *The pen must be accessible by the hens from their coop when they are not secured in the coop.*
 - (4) *The pen must have a top sufficient to prevent predators from getting into the pen.*
- F. *Location. --*
- (1) *Pens and coops shall be located in the rear only and at least 25 feet from any street.*
 - (2) *No part of a pen or coop shall be closer than 25 feet from a property line or neighboring residence.*
 - (3) *The Pen and Coop must not be within or connected to the residence.*
 - (4) *Where reasonably practicable, Pens and Coops shall be situated on a property to provide maximum screening from adjacent properties and roadways.*
- G. *Appeal of permit denial or revocation--*
- (1) *Denial, non-renewal or revocation of a permit shall be subject to permittees right to appeal such decision to Borough Council.*
 - (2) *An appeal shall be in writing filed with the Borough within five (5) days of such denial, non-renewal or revocation.*
 - (3) *Such appeal will be heard by Borough Council or a Committee of Council under the local agency law.*
 - (4) *A written decision on such appeal shall be issued promptly.*
- H. *Living conditions. --*
- (1) *Chickens shall have access to feed and clean water at all times.*
 - (2) *Feed shall be secured to prevent rodents or other pests from accessing the feed.*
 - (3) *Chickens shall have adequate bedding of at least a 3-inch base of dry litter such as pine shavings.*
 - (4) *Bedding shall be added weekly and removed and replaced at least monthly, and whenever wet.*
 - (5) *Pens and coops shall be cleaned at regular intervals and whenever odor can be detected 20 feet from any part of the pen or coop.*
 - (6) *A veterinarian shall be identified by the permittee and used for any necessary medical care.*
- I. *Disposition of deceased chickens. --Chicken carcasses shall be disposed of in compliance with PA Domestic Animal Act- 3 PA Cons Stat § 2352 (latest revision). Slaughtering is prohibited.*

§118-8 Disposal of waste material.

- A. *All waste shall be disposed of in a proper manner as follows:*

**Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, August 2, 2022
6:30 P.M.**

- (1) *Appropriate waste disposal may be any of the following:*
 - (i) *Waste is to be double bagged and placed into municipal waste;*
 - (ii) *Owner or Permittee may compost the waste; or*
 - (iii) *Permittee may give the waste to another person who composts.*
 - (2) *When waste is composted, the permittee shall notify any person given the waste that it contains chicken excrement, or notify any person given compost that the compost was made from chicken waste.*
 - (3) *Non-composted waste shall not be spread on lawns, in gardens, or on the ground.*
- B. *Waste may not be disposed of by any other manner, including dumping or washing away.*

§118-9 Nuisances.

- A. *General rule. --A nuisance may be either:*
- (1) *a health hazard; or*
 - (2) *activity that unreasonably interferes with the use or enjoyment of neighboring property.*
 - (3) *For the purposes of this Article, it shall be a nuisance if chicken keeping results in odors detectable on adjacent properties or roadways, or in any noise greater than, or with more frequency than, noises reasonably expected to be encountered in the subject permittee neighborhood.*
 - (4) *For the purposes of this Article, it shall be a nuisance if a chicken enters a neighboring property or roadway.*
- B. *It shall be a violation of this Article to fail to abate a nuisance within ten (10) days of the issuance of a notice from the permit officer.*

**Part III
Violations, Penalties and Costs**

§118-10 Compliance.

Failure to comply with any provision of this Article, and/or failure to comply with an order to abate an activity, use and/or condition, shall be a violation of this Article and subject to criminal prosecution and the revocation of a license.

§118-11 Fine.

Any person who has violated or permitted the violation of any provisions of this Article shall upon judgment thereof by any Magisterial District Judge be sentenced to pay a fine of not less than One Hundred Dollars (\$100) nor more than Six Hundred Dollars (\$600) per day of violation, together with the costs of suit including reasonable attorney fees. Each day of violation shall constitute a separate offense, for which a summary conviction may be sought. All judgments, administrative, enforcement, security firm or police response, and other costs, interest, and reasonable attorney fees collected for the violation of this Article, shall be paid over to the Borough.

§118-12 Other Remedies.

The Court of Common Pleas, upon petition, may grant an order of stay, upon cause shown, tolling the per diem fine pending a final adjudication of the violation and judgment. The Borough shall also have the right to seek injunctive relief for violations of this Article.

§118-13 Permit Revocation.

If permittee commits two (2) or more unresolved offenses within one year, the permit may be revoked.

**Part IV
Miscellaneous Provisions**

§118-14 Repealer.

All Ordinances or parts of Ordinances which are inconsistent herewith are hereby repealed.

§118-15 Severability.

If any sentence, clause, section, or parts of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared as the intent of the Borough Council that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein.

§118-16 Interpretation.

The object of interpretation and construction of this Ordinance and/or the provisions there of shall be, if possible, to give effect to all of its provisions. Whenever a provision in this Ordinance shall be in conflict with another provision in the same section or another part of this Ordinance or another Ordinance or part thereof, the two (2) shall be construed, if possible, so that the effect may be given to both.

**Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, August 2, 2022
6:30 P.M.**

§118-17 Effective Date.

This Ordinance shall become effective upon adoption.

Councilwoman E. Santiago seconded. After a lengthy discussion regarding the locations of the coops, motion went to a roll call vote: Councilman N. DeLano, "Yes"; Councilwoman D. Fulton, "Yes"; Councilwoman A. Harris, "No"; Vice President L. Noonan, "Yes"; Councilwoman E. Santiago, "Yes"; Councilwoman C. Williams, "No"; and, President D. Struckle, "No". Motion carried 4 – 3.

Solicitor J. Fareri noted that this Ordinance would require a fee and application which should be done quickly.

New Business

Consideration of the removal of Mount Pocono Municipal Authority (MPMA) Board member Adrien Bohdal as requested by Chair Matt Hensel. – A letter received on July 28, 2022, from Matthew Hensel, Chair of the MPMA was read aloud indicating Mr. Bohdal's four consecutive absences. Vice President L. Noonan moved to remove Adrien Bohdal from the Mount Pocono Municipal Authority (MPMA) Board. Councilwoman A. Harris seconded. Motion carried 7 – 0.

Consideration of appointing Christine Farrugia as a board member of the MPMA to fill the remainder of a term that expires December 31, 2023. – Prior to considering the appointment to the MPMA, Solicitor J. Fareri suggested researching the legality of the appointment due to Mrs. Farrugia not being a resident. This item will be acted on later in the meeting.

Authorization to work with the Borough Manager to advertise the Request for Proposal and Design Plans for the new maintenance garage. – Upon the advice from Solicitor J. Fareri, Vice President L. Noonan moved to amend the current Ordinance to exempt any municipal projects from the requirements of the SALDO. Councilwoman D. Fulton seconded. Motion carried 7 – 0.

Authorization to advertise the Sanitation Request for Bids upon the sanitation committee's final approval of bid specs. – Councilwoman C. Williams moved to authorize the Borough Manager to advertise the revised sanitation request for bids, upon Sanitation Committee approval. Vice President L. Noonan seconded. Motion carried 7 – 0.

Authorization to advertise the Shopping Cart Ordinance No 6 of 2002. – Councilman N. DeLano moved to advertise the proposed Shopping Cart Ordinance No 6 of 2022. Vice President L. Noonan seconded. Motion carried 7 – 0.

Consideration of adopting Resolution No 9 of 2022 which repeal the bond premium limit for employees. – Councilwoman A. Harris moved to adopt Resolution No. 9 of 2022 which repeals the bond premium limit for employees as presented:

RESOLUTION NO. 9 OF 2022

A RESOLUTION REPEALING RESOLUTION NO. 9 OF 2021 PERTAINING TO BONDING OF BOROUGH MANAGER

WHEREAS, on September 7, 2021, Borough Council adopted Resolution No. 9 of 2021 which provided that the Borough would fund bonding for the Borough Manager in an amount not to exceed \$400 of the annual premium; and

and
WHEREAS, Ordinance No. 2 of 2021 creating the position of Borough Manager provide at Section 4 that any premiums for a bond be paid by the Borough;

WHEREAS, Council believes that it is appropriate that Ordinance No. 9 of 2021 be repealed such that the Borough would pay the full cost of bonding for the Borough Manager.

Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, August 2, 2022
6:30 P.M.

NOW, THEREFORE, be it RESOLVED as follows:

1. Resolution No. 9 of 2021 is repealed in its entirety.
2. The Borough shall pay the annual premium for the bond of the Borough Manager in accordance with Section 4 of Ordinance No. 2 of 2021.

IN WITNESS WHEREOF, the Borough of Mt. Pocono approves this Resolution the 2nd day of August 2022.

Vice President L. Noonan seconded. Motion carried 7 – 0.

Consideration of granting the Mount Pocono Association request to set up farm stands in the parking spaces across the street from the Fork St. Bakery during the Harvest Fest on September 24, 2022 from 10:00 AM to 5:00 PM. – Vice President L. Noonan moved to grant the Mount Pocono Association's request to set up farm stands in the parking spaces on the same side of the street as the Fork St. Bakery during the Harvest Fest on September 24, 2022 from 10:00 AM to 5:00 PM. Councilman N. DeLano seconded. Motion carried 7 – 0.

Continued, the consideration of appointing Christine Farrugia as a board member of the MPMA to fill the remainder of a term that expires December 31, 2023. – Solicitor J. Fareri noted after researching it was confirmed that as long as the individual is a taxpayer and/or maintains a business in the municipality they can be a board member. Vice President L. Noonan moved to appoint Christine Farrugia as a MPMA board member with her term to expire December 31, 2023. Councilwoman D. Fulton seconded. Motion carried 7 – 0.

Consideration of advertising a Zoning/Code Enforcement Official position. – Councilman N. DeLano moved to table the advertisement for the Zoning/Code Enforcement Official position until the job description is reviewed by the Personnel Committee. Councilwoman C. Williams seconded. Motion carried 7 – 0.

Consideration of flooring estimates. Decide on a company to sand and finish; then have other companies revise proposals for the remaining floors. – After some discussion and reviewing the quotes for the sanding of the floors on the second floor, Councilwoman A. Harris moved to table any floor estimates until there are revised proposals to include the risers and stringers. Councilwoman C. Williams seconded. Motion carried 7 – 0.

Consideration of the request to appoint Jerrid Dinnen from Barry Isett as Traffic Engineer replacing Earl Armitage from Pennoni. – Councilwoman C. Williams moved to appoint Jerrid Dinnen from Barry Isett as the Borough's Traffic Engineer. Motion was amended to include appointing Earl Armitage of Pennoni Associates as the Alternate Traffic Engineer and to keep him on his current projects. Councilman N. DeLano seconded. Motion carried 7 – 0.

Officer Reports:

President's Report – President D. Struckle thanked the resident who came out this evening and appreciates any input from the residents. He is very committed to this Town Hall Meeting coming up on Saturday, August 13th, at 10:00 A.M.

Mayor's Report – Mayor R. Altemose updated Borough Council that he has spoken with Mr. Bill Bracey regarding his property at the corner of SR 611 and Fairview Avenue and asked to get some dates so a meeting can be scheduled. He noted that he spoke with State Representative M. Scavello about the property. He stated that the Chief of Police is being pressured to have the police be more visible in the Borough and to do foot patrols up and down the main street and the downtown area.

Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, August 2, 2022
6:30 P.M.

Borough Manager's Report – Borough Manager J. Walker gave the following updates: the streetlights at Pocono Rocks and at the vacant lot on SR 611 have been installed; a few streetlight bulbs that have been burnt out will be replaced with more efficient LED bulbs; the road improvements on Church Avenue and Edgewood have been completed and part of Brunswick; Road Supervisor J. Trombetta has already started a list for next year's street improvements; pictures were passed around to show how much work the road crew has been accomplishing.

Solicitor's Report – no report.

Treasurer's Report – Borough Treasurer D. Hewitt presented the Cash Report and Borough's bill list. Vice President L. Noonan moved to approve and pay the bill list of Tuesday, August 2, 2022, as outlined:

Cash Report As Of July 31, 2022

NBT General Fund

Beginning Balance	\$ 734,766.49
Deposit	99,233.68
Interest	6.53
Expense	157,850.80
Service Charge	0.44
Ending Balance	\$ 676,154.86
Uncleared Transactions	\$152,929.40

NBT Liquid Fuels Fund

Beginning Balance	\$ 107,715.69
Deposit	0.00
Interest	1.82
Expense	1,745.76
Ending Balance	105,971.71

NBT Road Rehab Fund

Beginning Balance	\$ 221,334.90
Deposit	3,627.79
Interest	9.52
Expense	0.00
Ending Balance	\$ 224,972.14

NBT Park & Recreation Fund

Beginning Balance	\$ 123,117.30
Deposit	0.00
Interest	5.23
Expense	0.00
Ending Balance	\$ 123,122.53

NBT Five Points Intersection Fund

Beginning Balance	\$ 92,248.44
Deposit	0.00
Interest	3.26
Expense (Sunguard)	25,249.50
Ending Balance	\$ 67,002.204

NBT Beautification Fund

Beginning Balance	\$ 1,195.41
Deposit	0.00
Interest	.05
Expense	0.00
Ending Balance	\$ 1,195.46

NBT Stormwater Fund

Beginning Balance	\$ 43,375.16
Deposit	0.00
Interest	1.80
Expense	0.00
Ending Balance	\$ 42,376.96

NBT Planning Commission Fund

Beginning Balance	\$ 6,755.62
Deposit	0.00
Interest	.28
Expense	234.00
Ending Balance	\$ 6,521.90

PLGIT General Fund N/A – 8/1/22

Beginning Balance	
Deposit (EIT)	
Deposit (LST)	
Interest	
Expense (to GF)	
Ending Balance	

PLGIT Liquid Fuels Fund N/A - 8/1/22

Beginning Balance	
Deposit	
Interest	
Expense	
Ending Balance	

American Rescue

E-Commerce

Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, August 2, 2022
6:30 P.M.

Beginning Balance	\$ 65,391.22	Beginning Balance	\$ 222.78
Deposit	0.00	Deposit	268.05
Interest	.86	Interest	0.00
Expense	<u>28,718.91*</u>	Expense/Transferred to GF	<u>464.49</u>
Ending Balance	<u>\$ 36,673.17</u>	Ending Balance	<u>\$ 26.34</u>

*Payroll

NBT Payroll Fund

Beginning Balance	\$ 9,834.71	From ARAP to PR	
Deposit	28,718.91	(w/e 7/6/22)	\$8,112.83
Interest	0.15	(w/e 7/13/22)	\$6,911.88
Expense	<u>33,797.61</u>	(w/e 7/20/22)	\$6,654.60
Ending Balance	<u>\$ 4,756.16</u>	(w/e 7/27/22)	<u>\$7,039.60</u>

\$ 28,718.91

Sparkle Car Wash Escrow - \$486,944.54

ESSA - \$103,105.90

BILLS TO BE APPROVED AND PAID 7/1/22 -7/31/22 FROM THE NBT GENERAL FUND ACCOUNT:

Altronics Security Systems	(Security Upgrade)	\$24,215.94
ARGS Technology, LLC	(IT Service - Remote Service, Server Update, Cloud, etc.)	329.28
AMTrust North America	(PREPAID: Fire Worker's Compensation)	2,439.00
Barry Isett & Associates	(Reimb. Harbor Freight/Popeye's LDP& Arya LDP)	2,785.00*
	(DCED Multimodal Grant Application)	100.00
Berkheimer Associates	(Local Service Tax Operating Commission)	95.01
Campbell Durrant, PC	(General Labor & Employment Matter – June 2022)	572.00
Central Clay Products, Inc.	(Manhole Risers & Manhole Box)	2,895.00
Cintas Corporation	(Maintenance Uniforms & Mats/ Rugs)	372.30
Deb Fulton	(PREPAID: Supplies July 1, First Fridays)	86.28
Denise Clouse Cleaning Services	(Cleaning Borough June & July)	1,050.00
District Court 43-4-02	(PREPAID: STR Violation – 12 Devonshire)	182.25
Ed's Auto Service	(2009 Ford: Inspection & Parts)	442.79
ESSA	(PREPAID: Building Loan: August Payment)	2,309.20
GateHouse Media PA Holdings, Inc.	(Advertise: Ticketing Ordinance)	\$ 103.67
Geisinger Health Plan	(PREPAID: Road Crew & Admin Manager Health Plan)	7,740.28
Giant Floor & Rugs	(1 st & 2 nd Floor Curtains – mold remediation)	7,688.00
Gotta Go Potties	(Portable Toilet Rental 6/16-7/14/22)	175.00
H. Clark Connor	(Review & Respond Planning Commission Emails)	367.50
	(Reimb. Clarius/Popeye's/ Harbor Freight/Arya projects)	1,540.00*
Hanson Aggregates Pennsylvania, Inc.	(Highway Supplies 2-A Modified for Drainpipe Replacement)	544.03
Highmark Blue Shield	(PREPAID: Road Crew & Admin Manager Vision/ Dental)	354.94
Lowe's	(PREPAID: Towels/Sanitary Supplies/Batteries)	447.21
Met Life	(PREPAID: Highway: Life and Disability Insurance)	135.34
NAPA Auto Parts	(Brake Parts Cleaner)	13.16
NBT Cardmember Service	(PREPAID: Misc. Highway & Offices)	1,396.76
PA American Water Co.	(PREPAID: Fire Hydrants, Borough & Garage Water)	790.89
PA One Call System, Inc.	(PA One Call)	54.12
Pocono Mountain Public Library	(Library RE Taxes – 7/3)	1,209.50
Pocono Mountain Regional EMS	(EMS RE Taxes –7/3)	608.52
Pocono Mountain Regional Police Dept.	(August 2022 Payment)	70,510.16
Pocono Mountain Volunteer Fire Co.	(Fire Co. RE Taxes –7/3)	1,209.50
PPL Electric Utilities	(PREPAID: Boro Bldg/Maint Garage/P&R, etc.)	579.78
Protech Electric LLC	(2 Bathroom Fans/Exhaust Vents/Electric Connections)	875.00

**Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, August 2, 2022
6:30 P.M.**

Purchase Power	(PREPAID: Postage Ink)	87.98
Selective Insurance	(PREPAID: Insurance Payment)	3,422.00
Servpro	(Document Restoration – 3 of 4 Payments)	16,074.99
Sunoco Universal Fleet	(PREPAID VIA PHONE: Gas & Oil)	1,260.17
The Two Shields, LLC	(State Inspection: 2012 Pete Truck)	72.25
TK Elevator Corporation	(Elevator Service Maintenance 7/1-9/30/22)	207.45
Tulpehocken Spring Water	(Bottled Water)	70.99
US Bank	(PREPAID: Copier Contract – 7/1-7/31/22)	128.45
Verizon	(PREPAID: Highway – Telephone)	<u>75.24</u>

GRAND TOTAL: **\$155,616.93**

***Reimbursable Items**

Councilwoman C. Williams seconded. Motion carried 7 – 0.

Zoning Officer's Report – Zoning Officer A. Wilkinson reported that we pursued litigation against 1 Summit Drive and was updated that they are no longer in operation as a short-term rental as of May and it was confirmed that they have registered a long term rental with the necessary inspection completed; she refiled with District Justice against 12 Devonshire Lane of illegal short-term rental, also noting that the Solicitor arranged for process service which was completed and that court date will proceed as scheduled on August 31st; she updated Borough Council that residents are very concerned of the road conditions on Mountain drive from the construction of the Hirshland project and noted that the contractor has made minor improvements to the roads; she called the Conservation District with regards to 94 Winona Road and their clearing of trees and stockpiling dirt.

PUBLIC PARTICIPATION

Councilwoman D. Fulton – reminded everyone that this Friday, August 5th, is a First Friday and all are welcomed.

Mayor R. Altemose - noted that after individuals attend the First Friday, they should try to attend the Fire Company Carnival. He thanked Borough Council for volunteering in the kitchen on Wednesday night at the Carnival.

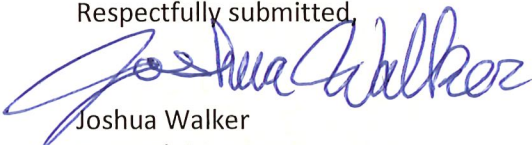
Richard Jones, 101 Winona Road – made comments regarding the work being done at 94 Winona Road. He noted that there is no R-1 District and that Borough Council may want to consider amending the Ordinances.

Councilwoman C. Williams – wanted to make everyone aware that there will be major changes at the Women Veteran's Museum including flagpoles and more beautification projects to be done. She also thanked Councilman N. DeLano for his amazing work on the signs.

President D. Struckle – mentioned that Borough Council held an Executive Session on July 5th, regarding personnel. No action was taken.

Meeting adjourned at 8:03 P.M

Respectfully submitted,


Joshua Walker
Borough Manager