

**Mount Pocono Borough Council
Regular Meeting Agenda
Borough Council Chambers
Tuesday, January 3, 2023 | 6:30pm**

Call To Order

Pledge of Allegiance

Roll Call:

_____Norman DeLano, _____Debra Fulton, _____Ann Marie Harris, _____Lori Noonan,
_____Ella Santiago, _____Donald Struckle, _____Claudette Williams, _____Mayor Altemose

Approval of Minutes: December 6, 2022; December 20, 2022

Presentations

Public Comment (agenda items only):

Unfinished Business

- Consider adopting Ordinance No 1 of 2023 Council Compensation
- Consider adopting Ordinance No 2 of 2023 which imposes a 1 mil tax increase

New Business

- Consider approving the proposal from Borough Engineer Chuck Niclaus of Barry Isett for the new maintenance building project in the amount of \$_____
- Consider approving the proposal from Borough Traffic Engineer Jerrid Dinnen of Barry Isett to conduct a survey verification to update 2014 data for the SR 611 and Pine Hill intersection in the amount of \$12,750
- Consider advertising an amendment to Borough Ordinance 187-39 regarding the Improvement Maintenance Guarantee
- Consider advertising an amendment to Borough Ordinance 187-18 to 187-24 regarding Land Development submission requirements
- Consider advertising an amendment to Borough Ordinance 187-56 G.(2)(c) regarding the caliper of shade trees
- Consider proceeding with sheriff's personal property levy at 12 Devonshire on the Borough's \$9,782 judgment
- Consider approving an agreement between the Borough and GFL regarding a continuation of trash collecting services for a term that expires February 28, 2023
- Consider approving estimate from Miller's Automotive for the Ford F-350 inspection and repairs in the amount of \$3,318.23

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Officer Reports:

President

Mayor

Borough Manager

Solicitor

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

Zoning Report

Public Comment

Adjournment

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

The Mount Pocono Borough Council meeting held on Tuesday, December 6, 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, absent.

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

Public Comment (agenda items only) – Sanitation Bids

In attendance representing GFL (County Waste) was Mr. Jonas Kreitzer and representing J.P. Mascaro were: Mr. Mike Belusko, General Manager; Mr. Al Dijaneiro, Senior Counsel; and, Mr. Sam Augustine, Marketing. Mr. J. Kreitzer first of all apologized that he did not submit a sanitation bid on time. He commented that the latest bid received by the Borough was outrageous and that his bid would be more reasonable if the Borough Council decides to reject the bid received. He added that if more time is needed to decide that his company would be willing to extend their current contract. Solicitor J. Fareri interjected that the sanitation bid went out twice and GFL did not submit a bid either time. He concluded that it was inappropriate for Mr. J. Kreitzer to make any comments on what GFLs price would be. Solicitor J. Fareri stated that Borough Council should not consider his oral statements since he did not submit a bid.

Approval of Minutes – Councilwoman C. Williams moved to accept the Regular Meeting minutes of November 1, 2022, and November 15, 2022, as presented. Councilwoman D. Fulton seconded. Motion carried 7 – 0.

Presentations – None

Unfinished Business

Sanitation Bid Results – Consider accepting the only sanitation bid received from J.P. Mascaro – Borough Manager J. Walker introduced Mr. Mike Belusko, General Manager, who in turn introduced his team: Mr. Al Dijaneiro, Senior Counsel; and, Mr. Sam Augustine, Marketing.

After their presentation, Councilman N. DeLano moved to reject the sanitation bid from J.P. Mascaro based on the high price.

Public comments from the following: Gary, 12 Cedar Road, stated that he cannot afford the trash pick-up; Joe Simeone, 10 Devonshire Lane, questioned if there is an option for a trash compactor; and, Jonas Kreitzer, GFL, made a few more comments.

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

Councilman N. DeLano moved to advertise for a new sanitation bid and request GFL to extend the current contract for sixty (60) days. Councilwoman C. Williams seconded. Motion carried 7 – 0.

Consider adopting Ordinance No 8 of 2022 – No Parking on Route 196 – Vice President L. Noonan moved to adopt Ordinance No 8 of 2022 – No Parking on Route 196 as follows:

ORDINANCE NO. 8 OF 2022

An Ordinance prohibiting parking on Pennsylvania Route 196

WHEREAS, the Borough Code provides generally that a Borough may make regulations as may be necessary for the health, safety, morals and general welfare and safety of the Borough, Borough Code Section 1202(5); and

WHEREAS, the Borough Code further provides that a Borough may regulate streets within the Borough, as well as to regulate parking under Borough Code Sections 12.02(12) and 31(ii); and

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WHEREAS, Borough Council has determined that it is in the best interest of the safety and welfare of citizens of the Borough and as well as visitors to the Borough to prohibit any and all parking on PA Route 196 within Borough boundaries.

NOW, THEREFORE, Borough Council of the Borough of Mount Pocono Enacts and Ordains the following:

1. Parking of all vehicles as defined under the Pennsylvania Motor Vehicle Code is hereby prohibited on PA Route 196 within the Borough of Mount Pocono.
2. Notice of the designated no parking zone shall be posted with appropriate signs in accordance with Pennsylvania Department of Transportation Regulations.
3. Any person violating provisions of this Ordinance relating to parking violations shall be guilty of a summary offense and shall, upon conviction thereof, be sentenced to pay a fine of \$25.00 together with cost of prosecution. To the extent that any prior ordinance established as a lesser fine for such offense said provision is repealed and the fine set forth in this section shall be controlling.
4. This Ordinance shall be effective immediately.

Councilwoman E. Santiago seconded. Motion carried 7 – 0.

Consider adopting Ordinance No 9 of 2022 – to amend the current Snow Ordinance – Vice President L. Noonan moved to adopt Ordinance 9 of 2022 amending the current Snow Ordinance as follows:

ORDINANCE NO. 9 OF 2022

AN ORDINANCE AMENDING THE STREET AND SIDEWALKS ARTICLE II. SNOW REMOVAL CODE OF THE BOROUGH OF MOUNT POCONO, BOROUGH CODE § 183, seq.

WHEREAS, the Borough of Mount Pocono adopted a Street and Sidewalks Article II. Snow Removal Code, which is codified at Borough Code §183, et seq.;

and
WHEREAS, Borough Council seeks to amend the Ordinance as specified below,
NOW THEREFORE, in accordance with the Authority granted the Borough by the Pennsylvania Borough Code, the above referenced Ordinance is amended as follows:

1. § 183-7. Snow removal required within a certain time.
 - A. All owners or persons having care of any property bordering any street, highway or public place within the Borough of Mount Pocono, in the County of Monroe and State of Pennsylvania (hereinafter called the "Borough") is hereby required to remove or cause to be removed from all the sidewalks in front of or alongside such property all snow or ice thereon fallen or formed within 24 hours after the same shall have ceased to fall or to from any cause whatsoever:
 - a. Remove or cause to be removed all snow or ice from the physical building to the curb for the length of the sidewalk of the entire border in or on said street, highway, or public place, including from any pedestrian access ramps cut into street curbs bordering said property and, for corner lots, from the portion(s) of the sidewalk extending past the property to and including the street curb, and provide for the treatment of any snow or ice remaining on any shoveled sidewalk, with sand, salt or other suitable material;
 - b. Remove or cause to be removed all snow or ice from around any fire hydrant on the sidewalk bordering said property; and
 - c. Remove or cause to be removed all snow or ice from the opening of any catch basin bordering the sidewalk of said property. The property owner is solely responsible for compliance to this ordinance whether or not they occupy the building and property. In a case, where the lot is empty, the property owner(s) shall still be responsible for compliance to this ordinance.
 - B. It shall be unlawful for any person to push, pile or place snow or ice so that it unreasonably obstructs or blocks driveways or streets or blocks the visibility of motorists or otherwise creates a dangerous condition for pedestrian or vehicular traffic. In the event that the snow and/or ice accumulation becomes so hard that it cannot be removed by means of a snow shovel, or similar device, then the owner, occupant or tenant of such property shall, within the time set forth in § 183-7.A above, abide by the rules of the emergency declaration cause enough cinder, sand or other similar abrasive to be out on the sidewalk to make travel reasonably safe, and shall, as soon as weather permits, cause to be cleared a pathway as described in § 183-7.A above.

§ 183-8. Borough may remove snow and charge expenses.

In any case where the owner, occupant or tenant, as aforesaid, shall fail, neglect or refuse to comply with any of the provisions of § 183-7.A of this article within the time limit prescribed therein, the Borough authorities may proceed immediately to clear all snow and/or ice from the sidewalk of such owner, occupant or tenant, and to collect the expenses thereof, with any additional amount allowed by law, from such owner, occupant or tenant, as the case may be, which may be in addition to any fine or penalty imposed under § 183-9 of this article.

§ 183-9. Violations and penalties.

Any person, firm or corporation who shall violate any provision of this article shall, upon conviction thereof, be assessed a civil penalty as follows:

First offense: \$100

Second offense: \$250

Third offense: \$375

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Fourth offense and every subsequent offense: \$500 plus a court filing fee. Every day that a violation of this article continues shall constitute a separate offense. If the property owner has resolved a violation but is found to be in violation again this shall be treated as a new offense. This article shall be enforced by the Borough Codes Enforcement/Zoning Officer or other designee of the Borough of Mount Pocono.

2. *This Amendment shall be effective immediately upon adoption.*

Councilwoman E. Santiago seconded. Motion carried 7 – 0.

New Business

Consider advertising the proposed 2023 General Fund Budget, Street Improvement Budget, Liquid Fuels Budget, and Capital Fund Budget – Councilwoman C. Williams moved to advertise the proposed 2023 General Fund Budget, Street Improvement Budget, Liquid Fuels Budget and the Capital Fund Budget as presented this evening. Councilman N. DeLano seconded. Motion carried 7 – 0.

Consider advertising the Public Budget Hearing for Tuesday, December 20 at 6:00 P.M. – Vice President L. Noonan moved to advertise the Public Budget Hearing for Tuesday, December 20, 2022, at 6:00 P.M. Councilwoman D. Fulton seconded. Motion carried 7 – 0.

Consider advertising the Special Meeting to adopt the 2023 Budgets for Tuesday, December 20 immediately following the Work Session – Vice President L. Noonan moved to advertise the Special Meeting to adopt the 2023 Budgets for Tuesday, December 20, 2022, immediately following the Work Session. Councilwoman E. Santiago seconded. Motion carried 7 – 0.

Consider approving proposal from Barry Isett for the Candlewood stormwater project in the amount of \$5,500.00 – Vice President L. Noonan moved to accept the proposal from Barry Isett for the Candlewood stormwater project in the amount of \$5,500.00. Councilman N. DeLano seconded. Motion went to a roll call vote: Councilman N. DeLano, “Yes”; Councilwoman E. Santiago, “Yes”; Councilwoman A. Harris, “No”; Councilwoman C. Williams, “Yes”; Vice President L. Noonan, “Yes”; Councilwoman D. Fulton, “Yes”; and, President D. Struckle, “Yes”. Motion carried 6 – 1.

Consider the following appointments and reappointments to various Boards and Committees:

- **Parks and Recreation –Debra Fulton; Peter Richert; Stephen Speno; Joe Simeone**
 - **Three seats are available:**
 - Term expires December 31, 2025
 - Term expires December 31, 2024
 - Term expires December 31, 2023
- **Planning Commission – Ann Marie Harris, four-year term to expire December 31, 2026**
- **Library Board – Barbara Wilson, three-year term to expire December 31, 2025**

Vice President L. Noonan moved to appoint the following to the Parks and Recreation Board: Debra Fulton, term to expire December 31, 2025; Peter Richert, term to expire December 31, 2024; and, Joe Simeone, term to expire December 31, 2023. Also to reappoint Ann Marie Harris to the Planning Commission term to expire December 31, 2026, and to reappoint Barbara Wilson to the Pocono Mountain Library Board, term to expire December 31, 2025. Councilwoman D. Fulton seconded. Motion carried 7 – 0.

Consider advertising an Ordinance to Eliminate Council and Mayor Compensation – Councilwoman A. Harris moved to advertise an Ordinance to eliminate Council and Mayor compensation. Councilwoman E. Santiago seconded. Motion carried 7 – 0.

Consider advertising the Council meeting dates for 2023 as the regular meeting occurring the first Tuesday and the work session occurring on the third Tuesday of every month at 6:30 P.M. – Councilwoman A. Harris moved to advertise the Council meeting dates for 2023 as the regular meeting occurring the first Tuesday and the work session occurring on the third Tuesday of every month at 6:30 P.M. Councilman N. DeLano seconded. Motion carried 7 – 0.

Consider advertising the dates of the following Boards and Committees for 2023:

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- **Planning Commission – every third Wednesday at 7:00 P.M.**
- **Zoning Hearing Board – every second Tuesday at 7:00 P.M.**
- **Park and Recreation – every third Thursday at 7:00 P.M.**
- **Safety Commission – every fourth Monday at 7:00 P.M.**

Councilwoman D. Fulton requested due to new members on the Park and Recreation Board that she would like confirm the day of the meeting with the Board and not be part of the advertisement. Councilwoman A. Harris moved to advertise the dates for the following Boards and Committee for 2023: the Planning Commission – every third Wednesday at 7:00 P.M.; Zoning Hearing Board – every second Tuesday at 7:00 P.M.; and, Safety Commission – every fourth Monday at 7:00 P.M. Councilman N. DeLano seconded. Motion carried 7 – 0.

Consider having committee members attend trainings –

Vice President L. Noonan clarified that when trainings or workshops become available that new members of the boards especially Planning Commission and Zoning Hearing Board should be contacted. Councilwoman A. Harris added that most of the members of these boards are new and would like to see trainings available.

Vice President L. Noonan moved to appoint Stephen Speno to the Planning Commission as an alternate member, term to expire December 31, 2026. Councilwoman D. Fulton seconded. Motion carried 7 – 0.

Officer Reports:

President's Report – President D. Struckle thanked the Budget and Finance Committee, Vice President L. Noonan and Councilwoman D. Fulton, for all of their hard work and long hours to get the budget ready. He also thanked the Mount Pocono Association for hosting Santa and the lighting of the Christmas tree and the Pocono Mountain Fire Company for transporting Santa down to Pocono Rocks. He recognized and thanked Road Supervisor Jim Trombetta and his road crew for making sure that everything was ready for the lighting. He thanked the Pocono Mountain School District for having their choir perform. He stated that Borough Council held two (2) executive sessions: one being on Thursday, December 1st, from 6:30 P.M. to 7:00 P.M. and the second one on Monday, December 5th, from 7:30 P.M. to 8:00 P.M. both for personnel issues.

Mayor's Report – No report.

Borough Manager's Report – Borough Manager J. Walker stated that he will be busy tomorrow with advertising the sanitation re-bid, the budget meeting dates and the rest of the advertising that was approved this evening. He reported that the HVAC system is back on-line however he was advised that the second circulator would need to be replaced. He also stated that he reached out to UGI for a gas line to the Borough building, explaining that the first 100 feet is free however the 700 feet to the building would cost approximately \$100,000.00. He noted that the new maintenance garage could easily be hooked up. He advised everyone that he sat down with new store manager of Wal-Mart regarding the shopping carts. He was advised that Wal-Mart will be contracting a maintenance company who will pick-up any carts. He announced that currently all the carts have been picked up and all violators have been invoiced.

Solicitor's Report – Solicitor J. Fareri gave an update on the condemnation of the Latzanich property where the Borough offered \$3,500.00, as per an appraisal, for the property however it was not accepted. Since Mr. Latzanich has passed away we have received an offer from the attorney of the estate that \$3,500.00 would be accepted along with the lawyer fees which amounted to \$4,000.00.

Vice President L. Noonan moved to pay \$7,500.00 which included the attorney fees and to pay this from the Five Points Intersection Fund. Councilwoman C. Williams seconded. Motion carried 7 – 0.

Solicitor J. Fareri stated that there was a hearing before District Justice Riley regarding the property owner of 17 Old Timber Road who is conducting a commercial contracting business in a residential zone. He noted that Zoning Officer Shawn McGlynn was

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present as were two (2) Councilmembers; President D. Struckle and Councilwoman A. Harris, and he was also present representing the Borough. Testimony was given and Justice Riley will consider the testimony given and would make decision in a couple of days.

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 bills list of Tuesday, December 6, 2022, as outlined:

Cash Report as of November 30, 2022

NBT General Fund

Beginning Balance	\$ 486,559.91
Deposit	65,140.10
Interest	6.59
Expense	153,956.24
Service Charge	<u>25.17</u>
Ending Balance	\$ 397,725.19

NBT Liquid Fuels Fund

Beginning Balance	\$ 99,553.44
Deposit	0.00
Interest	1.60
Expense	<u>3,556.42</u>
Ending Balance	\$ 95,998.62

NBT Road Rehab Fund

Beginning Balance	\$ 35,434.79
Deposit	978.67
Interest	1.47
Expense	<u>0.00</u>
Ending Balance	\$ 36,414.93
Uncleared Transactions	\$199,091.10

NBT Park & Recreation Fund

Beginning Balance	\$ 129,902.60
Deposit	0.00
Interest	26.69
Expense	<u>0.00</u>
Ending Balance	\$ 129,929.29

NBT Five Points Intersection Fund

Beginning Balance	\$ 67,309.61
Deposit	0.00
Interest	2.77
Expense	<u>0.00</u>
Ending Balance	\$ 67,312.38

NBT Beautification Fund

Beginning Balance	\$ 1,195.61
Deposit	0.00
Interest	.05
Expense	<u>0.00</u>
Ending Balance	\$ 1,195.66

NBT Stormwater Fund

Beginning Balance	\$ 38,823.34
Deposit	0.00
Interest	1.56
Expense	<u>1,000.00</u>
Ending Balance	\$ 37,824.90

NBT Planning Commission Fund

Beginning Balance	\$ 6,522.73
Deposit	0.00
Interest	0.27
Expense	<u>0.00</u>
Ending Balance	\$ 6,523.00

PLGIT General Fund

Beginning Balance	\$ 303,099.42
Deposit	86,129.78
Interest	938.89
Expense (to GF)	<u>17,069.66</u>
Ending Balance	\$ 372,159.54

PLGIT Liquid Fuels Fund

Beginning Balance	\$ 74.77
Deposit	0.00
Interest	0.21
Expense	<u>0.00</u>
Ending Balance	\$ 74.98

American Rescue

Beginning Balance	\$ 116,976.68
Deposit	0.00
Interest	1.66
Expense	<u>31,773.03*</u>
Ending Balance	\$ 85,205.31

E-Commerce

Beginning Balance	\$ 66.69
Deposit	1,728.04
Interest	0.00
Expense/Transferred to GF	<u>1,778.08</u>
Ending Balance	\$ 16.65

*Payroll

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NBT Payroll Fund

		From ARAP to PR	
Beginning Balance	\$ 3,094.71	(w/e 11/2/22)	\$6,404.81
Deposit	31,773.03*	(w/e 11/9/22)	\$6,424.14
Interest	0.07	(w/e 11/16/22)	\$6,697.10
Expense	<u>26,941.82</u>	(w/e 11/23/22)	\$6,364.39
Ending Balance	<u>\$ 7,925.99</u>	(w/e 11/30/22)	<u>\$5,882.59</u>
			\$ 31,773.03

Sparkle Car Wash Escrow - \$486,977.08

ESSA - \$103,109.38

Pine Hill Intersection - \$365,741.48

BILLS TO BE APPROVED AND PAID 11/1/22 -11/30/22 FROM THE NBT GENERAL FUND ACCOUNT:

ARGS Technology, LLC	(IT Service - Remote Service, Server Update, Cloud, etc.)	\$ 359.50
Ace Hardware	(Highway Supplies – Chains)	28.96
AMTrust North America	(PREPAID: Fire Worker’s Compensation)	2,439.00
Ann Marie Harris	(Councilmember 7/1/22-12/31/22)	450.00
Barry Isett & Associates	(Safety Commission – Rapid Speed Limit Signs)	2,439.50
	(Reimb: Sparkle Car Was/Taco Bell/ARYA/ Posh/Hirshland & WAWA)	2,899.13*
Berkheimer Associates	(Local Service Tax Operating Commission)	54.83
Campbell Durrant, PC	(General Labor & Employment Matter – October 2022)	154.00
Cintas Corporation	(Maintenance Uniforms & Mats/ Rugs)	322.10
Claudette Williams	(Council Pro-Tem Member 7/1/22-12/31/22)	450.00
Cushion Products Corporation	(Re-Addressing Signs/Street Signs & Reflectors)	744.04
Debra Fulton	(Councilmember 7/1/22-12/31/22)	450.00
Denise Clouse Cleaning Services	(Cleaning Borough 9/6, 9/129/19, 9/26, 10/3, 10/10, 10/17 10/24 & 10/31)	1,350.00
Donald Struckle	(Council President 7/1/22-12/31/22)	450.00
Donna Kenderdine Reporting	(Reimb: Court Reporter – Barberio)	150.00*
Ella Santiago	(Councilmember 7/1/22-12/31/22)	450.00
ESSA	(Building Loan: December Payment)	2,309.20
Franks Home Restoration Inc.	(PREPAID: Clean & Varnish 2 nd Floor 2/3 of Payment)	8,559.30
GateHouse Media PA Holdings, Inc.	(Advertise: Ordinance to Decrease Planning Commission)	60.77
Giant Carpet One	(PREPAID: 1 ST Floor Office/Hall Carpet & Vinyl 1/2 Pmt.)	4,500.00
Gleco Paint	(Boro Building Pain & Supplies)	669.76
Gotta Go Potties	(P&R Portable Toilet Rental 11/3/22-11/14/22 Final & 10/6/22 – 11/3/22)	243.86
Highmark Blue Shield	(PREPAID: Road Crew & Admin Manager Vision/ Dental)	354.94
Holler Oak Farm, LLC	(PREPAID: Maintenance building Wall Repair Blocks)	2,750.00
Lori Noonan	(Council Vice President 7/1/22-12/31/22)	450.00
Met Life	(PREPAID: Highway: Life and Disability Insurance)	\$ 150.90
Metz, Incl	(Heating Repairs 10/28/22)	779.64
Miller’s Automotive	(State Inspection 2001 GMC Bucket Truck)	72.68
NBT Cardmember Service	(PREPAID: Payroll/Highway/Boro Bldg. Paint Supplies, etc.)	939.53
Newman, Williams, Mishkin, Corvelyn	(Reimb: Barberio Cond. Use)	300.00*
Nicholas Barberio	(Plan & Zoning Refund)	217.38
Norman DeLano, Jr.	(Councilmember 7/1/22 – 12/31/22)	450.00
PA American Water Co.	(PREPAID: Fire Hydrants, Borough & Garage Water)	769.25
PA One Call System, Inc.	(PA One Call)	40.91
Payrolls Unlimited	(Payroll 11/4/22-11/25/22)	99.60

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Pitney Bowes Bankinc Purchase Power	(PREPAID: Postal Meter Ink & Postage)	237.98
Plociniak Oil Co.	(Boro Bldg. & Garage Oil)	2,093.35
Pocono Mountain Public Library	(Library Taxes)	560.81
Pocono Mountain Regional EMS	(EMS Taxes)	281.68
Pocono Mountain Regional Police Dept.	(December 2022 Payment)	68,256.94
Pocono Mountain Volunteer Fire Co.	(Fire Company Taxes)	560.81
PPL Electric Utilities	(PREPAID: Boro Bldg./Maint Garage/P&R, etc.)	609.44
Quill Corp	(HP Computer Ink & Yr. End Supplies)	495.19
Randy Altemose	(Mayor 7/1/22-12/31/22)	500.00
Reilly Associates	(Reimb: Clarius Park LDP)	8,693.31*
Selective Insurance	(PREPAID: Insurance Payment)	3,422.00
SFM Consulting	(November Zoning)	1,690.00
Sunoco Universal Fleet	(PREPAID: Gas)	548.89
The Two Shields, LLC	(State Inspection 2006 Peterbilt, Repairs)	2,902.10
Topp Business Solutions	(Copier 8/4/22-11/3/22 B/S & Color Overages)	203.37
Tulpehocken Spring Water	(Bottled Water)	47.99
US Bank	(Copier Contract – 11/1/22-11/30/22)	128.45
Verizon	(PREPAID: Highway – Telephone)	75.56
GRAND TOTAL:		<u>\$128,216.62</u>
*Reimbursable Items		

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

Zoning Officer’s Report – a written report from the Zoning Officer was given by the Borough Manager and stated that violation letters have been sent with prompt responses. He noted that illegal short-term rentals have been contacted and some will probably change to long term and he and Lindsay have been working closely on the shopping carts violations.

PUBLIC PARTICIPATION

Joe Simeone, 10 Devonshire Lane, commented that the street looks great with the lighting better than in the past years. It was acknowledged that the road crew did the decorating of the street and the Borough building in which they were complemented on a very nice job. He thanked Borough Council for moving towards a third sanitation bid and thought it was a very good decision. He questioned if there were more than two (2) trash haulers in our area.

Mike Reardon, 14 Cedar Road, brought up the littering problem in the Borough and to possibly make the fines higher. He stated that he and his neighbor have not had any problems with the trash hauler, County Waste (GFL), and would like to see them back as the Borough’s trash hauler.

Councilwoman A. Harris, questioned if we have received any applications for chickens. Borough Manager J. Walker responded he has not. Councilwoman A. Harris also questioned if the trash hauler violates anything with contract would we fine them. Borough Manager J. Walker responded by advising her that we would follow up with any violations.

Meeting adjourned at 8:09 P.M.

Respectfully submitted,

Joshua Walker
Borough Manager

Mount Pocono Borough
Budget Special Meeting Minutes
Borough Council Chambers
Tuesday, December 20, 2022
7:21 P.M.

The Mount Pocono Borough Council Budget Special Meeting held on Tuesday, December 20, 2022, was called to order at 7:21 P.M. by President Don Struckle at the Borough Council Chambers.

Pledge of Allegiance – was said by all. Also at this time he asked for a moment of silence in memory of Wanda Altemose a former Councilwoman and the Mayor’s mother.

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 absent; and, Mayor Randy Altemose, absent.

In Attendance: Joshua Walker, Borough Manager; and, Danielle Hewitt, Treasurer.

Public Comment (agenda items only) - None

UNFINISHED BUSINESS

Consider adopting the proposed 2023 General Fund Budget, Street Improvement Budget (Road Rehab), Liquid Fuels Budget – Vice President L. Noonan moved to adopt the proposed 2023 General Fund Budget of \$2,460,716.00; the Road Rehab Budget of \$200,000.00; and, the Liquid Fuels Budget of \$104,913.69, which includes a tax increase of 1 mil with .5 mills dedicated to real estate and .5 mills dedicated to the road rehabilitation. Councilwoman D. Fulton seconded. Motion carried 6 – 0.

NEW BUSINESS

Consider advertising a tax ordinance that increases the municipal tax by 1 mil with .5 mills dedicated to the real estate and .5 mills dedicated to the road rehabilitation – Vice President L. Noonan moved to advertise the tax ordinance that increases the municipal tax by 1 mill with .5 mills dedicated to real estate and .5 mills dedicated to the road rehabilitation. Councilman N. DeLano seconded. Motion carried 6 – 0.

Consider approving the estimate from Kingdom Mechanical for a B and G bearing assembly and pump coupling in the amount of \$2,985.00 – Vice President L. Noonan moved approve the estimate from Kingdom Mechanical for a B and G bearing assembly and pump coupling in the amount of \$2,985.00 and to have Kingdom Mechanical make the repair as soon as possible. Councilwoman E. Santiago seconded. Motion carried 6 – 0.

Consider advertising the date for 2023 for the Parks and Recreation – every third Thursday at 7:00 P.M. – Councilwoman D. Fulton moved to advertise the date for 2023 for the Parks and Recreation – every third Thursday, at 7:00 P.M. Vice President L. Noonan seconded. Motion carried 6 – 0.

Vice President L. Noonan moved to authorized our Council President to have a meeting with the Mount Pocono Municipal Authority (MPMA) regarding a six (6) month lease and rent to increase to \$1,500.00 per month also if legal keep their doors open to the public. Councilman N. DeLano seconded. Motion carried 6 – 0.

Mount Pocono Borough
Budget Special Meeting Minutes
Borough Council Chambers
Tuesday, December 20, 2022
7:21 P.M.

Officer Reports

President – President D. Struckle announced that the Mount Pocono Business Association gave out fifty (50) dinners to the needy from the proceeds from their Harvest Fest event. He thanked Ms. Jodi Bohdal and the committee for doing a fine job to help the community.

Borough Manager – Borough Manager J. Walker updated everyone that the leveler patch between the floors is gone and he invited everyone to take a look. He noted that he will reach out to get a time line when everything will be finished hoping it will be completed by the end of the fiscal year. He also noted the floors downstairs will be done tonight.

Public Comment – Vice President L. Noonan first congratulated the Borough Manager on the birth of his newborn son, Luca. She acknowledged the moment of silence from earlier this evening for Wanda Altemose who was on Borough Council when she was the Secretary/ Treasurer. She added that when Mrs. Altemose came onto Council there was a time of change and many challenges. Councilwoman A. Harris added that the services will be held on Tuesday, December 27th, at the Mount Pocono United Methodist Church with visitation beginning from noon followed by a celebration of life memorial service at 1:30 P.M. She also thanked President D. Struckle for all of his work for the employee luncheon. It was acknowledged that it was a very productive year and President D. Struckle noted that he appreciated everyone working together as a team.

Adjournment – There being no further business or public participation President D. Struckle adjourned the special meeting at 7:38 P.M.

Respectfully submitted,

Joshua Walker
Borough Manager

BOROUGH OF MT. POCONO

ORDINANCE NO. 1 OF 2023

An Ordinance Eliminating Compensation for Salary of Council Members and Mayor

WHEREAS, the Borough Code of the Commonwealth of Pennsylvania establishes that both members of Borough Council and the mayor may be compensated in accordance with statutory limits. Borough Code § 1001(d) and §10A04(a); and

WHEREAS, the Borough has previously adopted ordinances providing for the compensation of members of Council and the Mayor in accordance with said statutory provisions; and

WHEREAS, Council at this time would like to eliminate salaries for both Councilpersons as well as the mayor.

NOW, THEREFORE, Borough Council of the Borough of Mount Pocono Enacts and Ordains the following:

1. Compensation for members of Borough Council previously set by ordinance in accordance with Borough Code § 1001(e) or its predecessor, is by this ordinance eliminated effective at the beginning of the next term of each member of council.
2. Compensation for the mayor, previously set by ordinance in accordance with Borough Code § 10A04 or its predecessor, is by this ordinance eliminated effective at the beginning of the next term of the Mayor.
3. Any ordinances previously adopted by the Borough setting salaries for either Councilpersons or the Mayor are by this ordinance repealed.
4. This Ordinance shall be effective immediately.

IN WITNESS WHEREOF, this Ordinance Adopted this 3rd, day of January 2023.

MOUNT POCONO BOROUGH COUNCIL

Donald Struckle, Borough Council President

ATTEST:

Joshua Walker, Borough Manager

I approve this Ordinance 3rd day of January, 2023

By: _____
Randy Altemose, Mayor of the Borough of Mt. Pocono

NOTICE OF INTENTION TO ADOPT ORDINANCE

**BOROUGH OF MOUNT POCONO
MONROE COUNTY, PENNSYLVANIA**

The Borough of Mount Pocono intends to adopt an Ordinance eliminating salaries for the Borough Council and Mayor in the Borough of Mount Pocono at the next regularly scheduled meeting of Borough Council to occur on January 3, 2023 at 6:30 p.m., at the Mount Pocono Municipal Building, 1361 Pocono Boulevard, Mount Pocono, Pennsylvania 18344.

The text of the Ordinance follows:

1. Compensation for members of Borough Council previously set by ordinance in accordance with Borough Code § 1001(e), or its predecessor, is by this ordinance eliminated effective at the beginning of the next term of each member of council.
2. Compensation for the mayor, previously set by ordinance in accordance with Borough Code § 10A04, or its predecessor, is by this ordinance eliminated effective at the beginning of the next term of the Mayor.
3. Any ordinances previously adopted by the Borough setting salaries for either Councilpersons or the Mayor are by this ordinance repealed.
4. This Ordinance shall be effective immediately.

BY ORDER OF MOUNT POCONO
BOROUGH COUNCIL
James V. Fareri, Esq., Solicitor

**BOROUGH OF MOUNT POCONO
MONROE COUNTY, PENNSYLVANIA
ORDINANCE NO. 2 OF 2023**

The Borough of Mount Pocono hereby adopts and ordains a 2023 Millage Ordinance as follows:

Section 1. That a tax be levied on all real property within the Borough of Mount Pocono, subject to taxation for Borough purposes for fiscal year of 2023, as follows: the 2023 Real Estate Tax Millage will be 5.15 mills, with a .965 mill dedication street improvement tax, a .155 mill dedicated library tax, a .155 mill dedicated fire tax, and a .078 mill dedicated EMS tax, for a total millage rate of 6.503 mills.

Section 2. That a taxpayer subject to the tax on real property within the Borough of Mount Pocono:

(1) Shall be entitled to a discount of two (2) percent from the amount of such tax, upon making payment thereof within two (2) months after the date of the tax notice;

(2) Shall be charged a penalty of ten (10) percent of the amount of such tax, upon failure to make payment thereof within four (4) months after the date of the tax notice. The penalty shall be added to the taxes by the tax collector.

Section 3. That any Ordinance or part of any Ordinance, conflicting with this Ordinance be and the same is hereby repealed.

EFFECTIVE DATE

This Ordinance shall become effective immediately upon adoption.

Ordained and enacted this 3rd day of January 2023 by the Council of Mount Pocono Borough.

Don Struckle, Council President

Attested by:

Joshua Walker, Borough Manager

Approved this 3rd day of January 2023.

By:

Randy Altemose, Mayor

NOTICE OF INTENTION TO ADOPT ORDINANCE

**BOROUGH OF MOUNT POCONO
MONROE COUNTY, PENNSYLVANIA**

The Borough Council of the Borough of Mount Pocono, at a regular meeting to be held on January 3, 2023, at 6:30 p.m. in Council Chambers, Mount Pocono Municipal Building, 1361 Pocono Boulevard, Suite 100, Mount Pocono, Pennsylvania 18344, intends to adopt an Ordinance establishing a Millage Rate for 2023 which is set forth below:

Section 1. That a tax be levied on all real property within the Borough of Mount Pocono, subject to taxation for Borough purposes for fiscal year of 2023, as follows: the 2023 Real Estate Tax Millage will be 5.15 mills, with a .965 mill dedicated street improvement tax, a .155 mill dedicated library tax, a .155 mill dedicated fire tax, and a .078 mill dedicated EMS tax, for a total millage rate of 6.503 mills.

Section 2. That a taxpayer subject to the tax on real property within the Borough of Mount Pocono:

(1) Shall be entitled to a discount of two (2) percent from the amount of such tax, upon making payment thereof within two (2) months after the date of the tax notice;

(2) Shall be charged a penalty of ten (10) percent of the amount of such tax, upon failure to make payment thereof within four (4) months after the date of the tax notice. The penalty shall be added to the taxes by the tax collector.

Section 3. That any Ordinance or part of any Ordinance conflicting with this Ordinance be and the same is hereby repealed.

EFFECTIVE DATE

This Ordinance shall become effective immediately upon adoption.

BY ORDER OF MOUNT POCONO
BOROUGH COUNCIL
James V. Fareri, Esq., Solicitor



📍 5420 Crackersport Road, Allentown, PA 18104
☎ 610.398.0904 📠 610.481.9098
🌐 barryisett.com

January 3, 2023
Project #1068322.000

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

Dear Mr. Walker:

RE: MOUNT POCONO MAINTENANCE BUILDING LAND DEVELOPMENT PLAN
Borough of Mount Pocono, Monroe County, Pennsylvania
Proposal for Engineering Services

Barry Isett & Associates, Inc. (Isett) is pleased to submit this proposal for survey and design services for the development of the Mount Pocono Maintenance Building. It is our understanding that the Borough was approved for a \$490,097 LSA grant to build a new maintenance building addition. A Sketch Plan and Cost Opinion was prepared by Linder Engineering for the grant application. Existing buildings total approximately 8,000 square feet (sf). A proposed building addition will remove part of one of the buildings and provide a finished new space area of 3,000 sf for a proposed total buildings floor area of 11,000 sf. Existing driveways and access areas are to remain as is. The buildings are located on Borough land fronting Knox Street at the intersection with Kinney Avenue. The lot bears tax ID 10/4/1/7-1 and PIN 10-6355-08-97-9652 with a tract area of 1.16 acres (ac). The existing wooded area will need to be surveyed in order to design grading around the new section of the building and confirm the existing non-conforming setback to one of the buildings. The Zoning District is R-1 and the use of these buildings for Borough facilities is assumed to be Permitted.

PROPOSAL BASIS

1. The area of disturbance for this work will be less than an acre and new impervious surface will be approximately 3,000 sf, so National Pollutant Discharge Elimination System permitting and stormwater management design are not anticipated at this time. Borough coordination, review and approvals will be handled by Borough staff.
2. In order to accurately show and verify existing features, a topographic survey of the property will be required. This scope of work has been included below.
3. Based on a review of the Mount Pocono Subdivision and Land Development Ordinance (SALDO), the project will require Land Development approval.

4. Access to the site is currently provided via two driveways off Knox Street and no changes to the access are proposed. It is unknown at this time whether the existing driveways have been permitted. This proposal excludes services relating to attaining a driveway permit through Mount Pocono.
5. Minimal site improvements are proposed beyond the building addition with all access, parking and loading facilities to be retained as is. The building is being added on an existing disturbed area. Therefore, a wetlands assessment is excluded from this scope and a waiver request may be needed if the Borough requires one.
6. The existing structure is currently serviced by utilities. This proposal assumes that these services are adequate and that new service laterals will not be required beyond connection thru existing facilities. As such, this proposal excludes services relating to design, permitting, and coordination of new utility laterals and capacity.
7. Technical specifications will be limited to notes and details on the Land Development Plans. This proposal assumes that the Land Development Plans will serve as construction documents and that separate construction plans will not be prepared.
8. Design and permitting of site signs are not included in the proposal.
9. Except as otherwise provided for municipal escrow purposes, our scope does not include preparing detailed cost opinions, but Isett can provide budgetary data as an additional service. If the Owner desires more confidence, Isett can coordinate more independent cost opinions by contractors or third-party consultants as a further additional service.
10. Construction phase services are not included in this proposal. However, once the design is completed, Isett can provide a proposal for these services.
11. Mechanical / Electrical / Plumbing (MEP) engineering services are not included in this proposal.
12. The Borough shall supply all building plans, specs and details for the proposed building.

SCOPE OF SERVICES

A. Boundary and Topographic Survey

1. Perform a boundary survey of the above-referenced property. This scope includes deed/plan document research at the county courthouse, plot-obtained information, conducting on-site fieldwork to locate boundary evidence, and performing boundary calculations and analysis. Services will be performed under the direct supervision of a Professional Land Surveyor as required by Act 367 "Professional Engineers Law".
2. Provide a topographic survey of the above referenced site and adjoining roadway. This scope includes fieldwork to determine the location and elevation of existing site features such as, but not limited to, buildings, structures, field visible aboveground utilities, edges of pavement, curbing, driveways and first floor elevations, within the project area.
3. Conduct a Pennsylvania Utility Line Protection Act, Act 287 of 1974, as amended, (PA One Call) notification and map or tabulate the utility responses.
4. Prepare a signed and sealed Boundary Plan/Existing Features Plan showing the above-described items with elevations at a 1-foot contour interval.

NOTES:

1. *This proposal is based on our survey experience and the information currently provided to us. Based on that information and our familiarity with the area, we do not anticipate a problem, but on occasion difficult survey issues can arise. These issues can include*

such things as gaps, overlaps, encroachments, poorly written deeds, insufficient or conflicting corner markers, or adversarial neighbors. If, during the preparation of the survey, we encounter such difficulties, we will contact you to discuss the problem and prepare a plan of action to rectify the issues. If it is determined that additional services are required, a separate proposal will be provided.

2. *The setting of any unmarked corner monumentation is not provided for in this scope as the number of corners is unknown at this time. Isett can provide a cost for this service after the boundary survey is completed, if requested.*
3. *This proposal does not provide for an investigation of underground utilities, commonly referred to as subsurface utility engineering. The Owner will be responsible to identify the location of all subsurface utilities not covered under the jurisdiction of PA One Call. If additional measures are required to locate underground utilities, a separate proposal will be provided.*

B. Land Development

1. Review Borough ordinances and apply required notes, signature blocks and setbacks to the plans.
2. Prepare one detailed site design for the Maintenance building based on the sketch plan provided by the Borough and the topographic/boundary survey by Isett. Layout shall include the grading away from the building, door/garage connection, erosion and sedimentation control (E&S) site amenities. Lighting shall be limited to new building mounted fixtures in the proposed access areas only.

NOTE: Selection of specific types or styles of fixtures are not included. Also, site electrical plans are not included. If desired, Isett can provide a proposal for these services.

3. Minimal landscaping will be shown as provided by the Borough and waivers will be needed for approval. Isett will provide the waiver request forms.

NOTE: If additional landscaping is requested, Isett's landscape architecture department can provide an additional proposal for those services.

4. Prepare construction details for paving interfaces and E&S.
5. Develop the following plan set:
 - a. Cover sheet
 - b. Existing features / demolition plan
 - c. Land Development Site plan
 - d. Erosion and Sediment Control Plan
 - e. Construction Details
6. Meet with the Borough to review the plans and details. Discuss options for site furnishings.
7. Prepare applications and submit plans and documents to the following agencies for review and approval.
 - a. Mount Pocono Planning Commission
 - b. Mount Pocono Board of Supervisors
 - c. Monroe County Planning Commission
 - d. Monroe County Conservation District
8. Project administration and coordination.

C. Meeting Attendance and Plan Revisions

1. Attend meetings with reviewing agencies for approval of the Land Development Plans.
NOTE: This proposal assumes that attendance of up to two (2) meetings will be required.
2. Respond to comments issued by reviewing agencies.
NOTE: This proposal assumes that there will be one (1) round of review comments with each agency.
3. Prepare an engineer's cost opinion for the Developer's Improvements Agreement.
4. Coordinate Land Development Plan signatures and record the approved plans at the county courthouse.

D. Bidding

1. Prepare bid package, including front end and technical specifications for bidding.
2. Prepare a bid advertisement and coordinate with Borough on publishing in the Pocono Record. The fee to publish the advertisement is not included and will be billed separately if Isett places the ads.
3. Prepare and publish bid documents on PennBID.
4. Respond to contractor questions and requests for additional information.
5. Open bids on PennBID. Review submitted bids for completeness and prepare a summary of bids received.
6. Prepare a letter of recommendation to the Borough Council.

E. Construction Administration

1. Prepare for and coordinate contract for signatures between Borough and contractor. Request contract documents, bonds, etc.
2. Conduct a pre-construction meeting on site with contractor and Borough to review the project work.
3. Review shop drawings, submittals, and substitution requests from contractor related to Isett designed/specified items.
4. Answer Requests for Information and general questions from the client or contractor during construction.
5. Review payment applications from the contractor and recommend to Borough Council for payment.
6. Provide site visits as requested during construction for the purpose of observation and answering questions, not for approval of work. Site visits are to be coordinated with the Client and conducted with Client's prior approval. A written report will be provided for each site visit. The contractors will remain responsible for means, methods, sequence, and safety.
7. Meet on site with the Borough and contractor to complete a punchlist review of the project.

F. Survey Staking and As-Built Drawings

1. Provide up to two (2) days of construction field stakeout of proposed improvements with schematic plan and elevation data.

2. Provide Field survey of construction improvements and prepare as-built map to SALDO requirements.

SCHEDULE

Upon notice to proceed, we shall mutually establish a schedule for the project. We anticipate starting the design upon completion of the site survey. Design and plans will take two weeks to prepare.

COMPENSATION

The Scope of Services described above will be provided for the following lump sum fee plus reimbursable expenses:

A. Boundary and Existing Features Survey	\$4,200.00
B. Land Development	\$14,600.00
C. Meeting Attendance and Plan Revisions (hourly, estimated)	\$7,000.00
D. Bidding	\$4,700.00
E. Construction Administration (hourly, estimated)	\$8,000.00
F. Survey Staking and As-Built Drawings	\$8,000.00
TOTAL	\$46,500.00

QUALIFICATIONS/EXCLUSIONS

1. The cost of reimbursable expenses, which are in addition to the basic services, will be itemized separately. Reimbursable expenses include mileage, postage and handling, next day mail, preparation of materials for electronic transfer, reproductions, photographs and construction prints.
2. The Client shall be responsible for all fees associated with the submission and review of plans to governmental agencies, political entities, or others having jurisdiction over the project.
3. Attendance at meetings shall be provided for in accordance with the Scope of Services above. Attendance at meetings beyond those indicated shall be provided for on an hourly rate basis in accordance with the attached fee schedule.
4. Prior to performing tasks which are outside the Scope of Services, Isett will provide an estimate of the additional cost, based on the attached hourly rate schedule, and will obtain approval from the Client/Owner. Examples of items outside the Scope of Services include additional meetings and tasks not specifically listed above.
5. This proposal is based upon preparing one complete design in accordance with codes and regulations in effect as of this date. Revisions to the design necessitated by changes in codes or regulations, changes to the initial scheme requested by the Client/Owner, unusual or indecisive interpretations or requirements by the state or municipality, or other factors beyond Isett's control will require additional compensation to be negotiated.
6. When project services are suspended for more than six months, fees will be renegotiated. The fee listed above is based upon our portion of the services being completed by the end of calendar year 2023. Should the project be extended through no fault of Isett, we reserve the right to renegotiate the remaining services.
7. Insurance coverage or limits (including professional liability insurance) requested in excess of that normally carried would be a reimbursable expense and itemized separately.

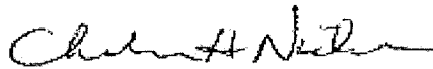
- 8. Digital information generated in the process of developing plans and specifications for this project is only for use in preparing said plans and has not been developed for use by others not part of this agreement. Supplying of digital information (CAD discs of plans and DTMs) for use by others carries a liability for which Isett was not compensated under this agreement. It is understood that any requests for digital information for use by others will require that Isett be paid a fair compensation, commensurate with the liability associated with the intended use of the requestor, prior to release of the requested information. Any release of digital information to anyone not a part of this agreement without prior, fair compensation, by any party to this agreement or others, will constitute a transfer of full liability for use of said digital information to the party transferring said information.
- 9. The proposed schedule and costs for the Scope of Services described above is contingent upon the client providing access to all portions of the site.
- 10. The preparation of courthouse research services for documents related to the subject property does not guarantee that all documents will be discovered, particularly in instances of unrecorded documents and/or misfiled public records.

The attached standard contract terms and conditions shall be made a part of this agreement.

If, after you have reviewed this proposal, you are satisfied with the terms, please sign and return one copy to us, as it will serve as our agreement for these services. If services authorization is not approved, there is no obligation for Isett to complete the services.

We appreciate the opportunity to serve you and look forward to the successful completion of this survey project.

Sincerely yours,



Charles Niclaus, P.E.
Senior Municipal Engineer

Attachments

ACCEPTED BY:

(Sign name)

DATE: _____

(Print name and title)



1170 Highway 315, Suite 3, Wilkes-Barre, PA 18702
570.285.8200 570.285.8201
barryisett.com

Date: December 22, 2022
Project #: 313618.017

Client Name: Mount Pocono Borough
Attention: Joshua Walker
Address: 1361 Pocono Boulevard, Suite 100, Mount Pocono, PA 18344
Phone: (570) 839-8436, Ext 301
Fax: (570) 839-0981
RE: Survey Services – State Route 611/Pine Hill Intersection Improvement

Barry Isett & Associates, Inc. (Isett) is pleased to submit this proposal for surveying services for the above referenced project. Our Scope of Services is based on meetings, the documentation provided via email correspondence, and the subsequent information provided by the Borough.

PROPOSAL BASIS

1. The survey project areas are limited to the following:
 - Pocono Boulevard (State Route 611) – approximately 2,250 feet (starting on the north side of the intersection of Pocono Summit Road (State Route 940) and extending northerly on State Route 611 approximately 200 feet past the intersection of Belmont Avenue)
 - Sterling Road (State Route 0196) – approximately 650 feet starting on the north side of the intersection of Pocono Summit Road (State Route 940) and extending northerly on State Route 0196 for approximately 650 feet)
 - Pinehill Road approximately 400 feet (starting on the east side of the intersection of Pocono Boulevard (State Route 611) and extending easterly on Pinehill Road for approximately 400 feet)
 - Belmont Avenue approximately 250 feet (starting on the east side of the intersection of Pocono Boulevard (State Route 611) and extending northerly on Belmont Avenue for approximately 250 feet)
2. The survey will cover approximately 3,550 linear feet of roadway combined.
3. The survey will cover the width of each street right-of-way and approximately 10-feet beyond the right-of-way line when possible.

Our Scope of Services are as follows:

Authorization for Services

SCOPE OF SERVICES

A. Right-of-way Retracement and Topographic Survey

1. Perform a retracement survey for the project areas listed above. This scope includes deed/plan document research at the county courthouse, plot obtained information; conduct on-site fieldwork to locate boundary evidence, perform boundary calculations and analysis. Services will be performed under the direct supervision of a Professional Land Surveyor, as required by Act 367 "Professional Engineers Law".
2. Provide a topographic survey for the project areas listed above. This scope includes fieldwork to determine the location and elevation of existing site features such as, but not limited to, buildings, structures, field visible above ground utilities, edges of pavement, curbing, driveways, and woods.
3. Conduct a Pennsylvania Utility Line Protection Act, Act 287 of 1974, as amended, (PA One-Call) notification, and map or tabulate the utility responses.
4. Prepare a signed and sealed Boundary Plan/Existing Features Plan using Penndot drafting standards showing the above-described items with elevations at a one-foot contour interval.

NOTES:

1. *This proposal is based on our survey experience and the information currently provided to us. Based on that information and our familiarity with the area, we do not anticipate a problem, but on occasion difficult survey issues can arise. These issues can include such things as gaps, overlaps, encroachments, poorly written deeds, insufficient or conflicting corner markers, or adversarial neighbors. If during the preparation of the survey, we encounter such difficulties, we will contact you to discuss the problem and prepare a plan of action to rectify the issues. If it is determined that additional services are required, a separate proposal will be provided.*
2. *This proposal does not provide for an investigation of underground utilities, commonly referred to as subsurface utility engineering. The Owner will be responsible to identify the location of all subsurface utilities not covered under the jurisdiction of PA One Call. If additional measures are required to locate underground utilities, a separate proposal will be provided.*

SCHEDULE

Upon authorization to proceed, we shall mutually establish a schedule for this project.

COMPENSATION

The Scope of Services described above shall be provided for the following fees plus reimbursable expenses. Fees listed below are lump sum, unless otherwise indicated.

A. Right-of-way Retracement and Topographic Survey	\$	12,750.00
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Authorization for Services

Accepted:

Approved:

Client:

Firm:

Signature

Signature

Printed Name & Title

Printed Name & Title

Date:

Date:

DRAFT

Authorization for Services

AGREEMENT

AND NOW this 3rd day of January 2023, comes the Borough of Mount Pocono, 1361 Pocono Boulevard, Suite 100, Mount Pocono, PA, 18344 (hereinafter “Borough”), and GFL Environmental, 3301 Benson Drive, Suite 601, Raleigh, NC, 27609 (hereinafter “GFL”) and enter into the following Agreement as follows:

FACTUAL BACKGROUND

1. GFL was a successful bidder for the 2018-2020 municipal waste hauling and recycling in the Borough of Mount Pocono, having been awarded a contract for the years 2018-2020.
2. Pursuant to the bid documents, the contract was extended for two (2) one (1) year periods, the most recent ending at the conclusion of 2022.
3. The Borough of Mount Pocono is in the process of rebidding for proposals for municipal waste hauling and recycling commencing January 1, 2023.
4. GFL has advised the Borough that it will continue to pick up municipal waste and recycling on the same terms and conditions as it did for calendar year 2022, until such time as a bid is awarded and a successful bidder begins its duties which is estimated to be on or about February 28, 2023.

NOW, THEREFORE, for good and sufficient consideration a receipt of which is acknowledged by the parties based upon the mutual promises and covenants contained herein the parties do hereby agree as follows:

AGREEMENT

1. GFL shall continue to pick up municipal waste and recycling in the Borough of Mount Pocono on the same terms and conditions that it has in 2022, pursuant to the bid documents previously submitted to and accepted by Borough Council.

2. GFL will continue to perform such duties until at what time that a successful bidder for periods commencing after January 1, 2023, commences its duties pursuant to bid awarded by the Borough of Mount Pocono.

3. The bid documents previously submitted by GFL and accepted by the Borough are incorporated herein by reference as is set forth in their entirety herein. The terms and conditions set forth in said accepted bid documents shall continue in full force and effect until the end of this Agreement as above specified.

IN WITNESS WHEREOF, the parties hereto set their hands and seals the date and year above written.

ATTEST:

MOUNT POCONO BOROUGH COUNCIL

Joshua Walker, Secretary

Donald Struckle, Borough Council President

GFL ENVIRONMENTAL

MILLER'S AUTOMOTIVE
 496 ROUTE 196
 TOBYHANNA, PA 18466
 Tel: 5708399539 • Fax: 5108399578

Estimate Q001010
 Date: 12-06-2022 2:58 PM

MOUNT POCONO BOROUGH (6766)
 1361 POCONO BLVD
 Mount Pocono 18344

Alternative Contact:
 MOUNT POCONO

Home: (570) 656-0758

1997 FORD F-350
 5.8

License Plate: MG0432L PA

Miles In: 87,631
 Miles Out: 87,631

WORK TO BE PERFORMED

STATE INSPCETION

Labor	Tech	Hrs	Price	Total
PERFORM STATE INSPECTION		1.00	32.53	32.53
SubTotal: STATE INSPCETION				\$32.53

LUBE OIL AND FILTER

Labor	Tech	Hrs	Price	Total
PERFORM LUBE OIL AND FILTER		1.00	79.96	79.96
Parts	Part No	Qty	Price	Total
EXTRA QTS OF MOTOR OIL	NAPBLK	3.00	7.95	23.85
SubTotal: LUBE OIL AND FILTER				\$103.81

BRAKES

Labor	Tech	Hrs	Price	Total
RENEW WORN FRONT BRAKE PADS, ROTORS AND CALIPERS. RENEW WORN REAR BRAKE SHOES, HARDWARE AND DRUMS.		5.50	98.00	539.00
Parts	Part No	Qty	Price	Total
PAD SET	NAPPSGSG7535M	1.00	77.48	77.48
ROTOR	NAP4886789	2.00	131.52	263.04
CALIPER	NAPN5165/N5166	2.00	83.52	167.04
BRAKE SHOE HARDWARE	NAPUP2457	1.00	20.34	20.34
BRAKE SHOES	NAPFT314	1.00	80.98	80.98
BRAKE ADJUSTER	NAPUP80848/UP80849	2.00	41.64	83.28
DRUM	NAP4401482	2.00	153.14	306.28
SubTotal: BRAKES				\$1,537.44

TIRES

Labor	Tech	Hrs	Price	Total
MOUNT AND BALANCE 6 NEW TIRES		1.50	98.00	147.00
Parts	Part No	Qty	Price	Total
TIRE	WEL2358516LTE	6.00	210.56	1,263.36
SubTotal: TIRES				\$1,410.36

Labor 798.49
 Parts 2,285.65
 Hazmat* 0.00
 Supplies* 46.26
 Taxes 187.83

Estimate Total \$3,318.23

* Shop Supply & Hazmat Fees: This charge represents costs and profits (where applicable) to this repair facility for miscellaneous shop supplies, and/or waste removal

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

12/1/2022 - 12/31/2022

Type	Date	Num	Memo	Due Date	Amount
ARGS Technology, LLC					
Bill	12/29/2022	1944	IT Service (Remote Service, Server Update, Cloud Backup, Backup Logs)	12/30/2022	454.50
Total ARGS Technology, LLC					454.50
Berkheimer Associates					
Bill	12/29/2022	382	Local Service Tax Operating Commission	12/30/2022	350.61
Total Berkheimer Associates					350.61
CINTAS CORPORATION					
Bill	12/29/2022		11/02/2022 (4136109746) Maintenance Uniform	12/30/2022	60.45
Bill	12/29/2022		11/9/2022 (4136805025) Maintenance Uniform & Mats	12/30/2022	139.06
Bill	12/29/2022		11/15/2022 (4137384246) Maintenance Uniform	12/30/2022	60.45
Bill	12/29/2022		11/12/2022 (4138018346) Maintenance Uniform	12/30/2022	60.45
Bill	12/29/2022		11/30/2022 (4138902092) Maintenance Uniform	12/30/2022	60.45
Total CINTAS CORPORATION					380.86
Denise Clouse Cleaning Services					
Bill	12/29/2022		Cleaning Borough (11/7,11/14,11/21,11/28)	12/30/2022	600.00
Total Denise Clouse Cleaning Services					600.00
E.M. Kutz, Inc.					
Bill	12/29/2022	38117	#8 Plow Cutting Edge Bolts	12/30/2022	81.00
Total E.M. Kutz, Inc.					81.00
Franks Home Restoration Inc.					
Bill	12/29/2022	505	Sand & Clean 2nd floor Hardwood Floor (3/3 of Payment)	12/30/2022	5,849.70
Total Franks Home Restoration Inc.					5,849.70
GateHouse Media PA Holdings, Inc.					
Bill	12/29/2022		8015184 Waste Collection Bid	12/30/2022	316.74
Bill	12/29/2022		8041042 Budget Mtgs	12/30/2022	33.60
Bill	12/29/2022		8041141 Budget Voting Session	12/30/2022	30.74
Bill	12/29/2022		7997483 Parking Ord.	12/30/2022	127.98
Bill	12/29/2022		8058477 Snow Removal Ord.	12/30/2022	259.54
Bill	12/29/2022		8052616 Mt Poc. Investors	12/30/2022	273.84
Bill	12/29/2022		8079833 Budget Work Session	12/30/2022	29.31
Total GateHouse Media PA Holdings, Inc.					1,071.75
Giant Floor & Rugs					
Bill	12/29/2022	457893	1st floor Vinyl Tile and Carpet (mold remediation)	12/30/2022	6,700.00
Total Giant Floor & Rugs					6,700.00
Gleco Paint					
Bill	12/29/2022		Borough Building Paint & Supplies	12/30/2022	167.68
Total Gleco Paint					167.68
PA American Water Co.					
Bill	12/07/2022		Prepaid:Fire Hydrants	12/07/2022	714.09
Total PA American Water Co.					714.09
PA One Call System, Inc					
Bill	12/29/2022	976170	PA One Call	12/30/2022	6.60
Total PA One Call System, Inc					6.60
Payrolls Unlimited					
Bill	12/29/2022	44335	Payroll (12/02/22-12/30/22)	12/30/2022	124.50
Total Payrolls Unlimited					124.50
PLOCINIAC OIL CO.					
Bill	12/29/2022		Boro Building 311.5 Gal. Heating Oil @3.209 (COG Price)	12/30/2022	999.60
Bill	12/29/2022		Garage 378.8 Heating Oil @3.209 (COG Price)	12/30/2022	1,215.57
Total PLOCINIAC OIL CO.					2,215.17
Pocono Mountain Public Library					
Bill	12/29/2022		Library Taxes: Regular & Delinquent	12/30/2022	316.85
Total Pocono Mountain Public Library					316.85

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

12/1/2022 - 12/31/2022

Type	Date	Num	Memo	Due Date	Amount
Pocono Mountain REgional EMS					
Bill	12/29/2022		Taxes: Regular & Delinquent & Upset Sale	12/30/2022	281.68
Total Pocono Mountain REgional EMS					281.68
Pocono Mountain Volunteer Fire Company					
Bill	12/29/2022		Fire Company Delinquent and Regular Taxes, Upset Sale	12/30/2022	316.85
Total Pocono Mountain Volunteer Fire Company					316.85
PPL ELECTRIC UTILITIES					
Bill	12/07/2022		Prepaid: 36 Lightubg	12/07/2022	48.25
Total PPL ELECTRIC UTILITIES					48.25
Servpro					
Bill	12/29/2022		Scanning Phase (3 of 3 payments)	12/30/2022	9,037.16
Total Servpro					9,037.16
SUNOCO UNIVERSAL FLEET					
Bill	12/07/2022		Prepaid: Gas & Oil	12/07/2022	991.28
Total SUNOCO UNIVERSAL FLEET					991.28
Tulpehocken Spring Water					
Bill	12/29/2022	21314	Bottled Water	12/30/2022	59.49
Total Tulpehocken Spring Water					59.49
TOTAL					29,768.02

TREASURER'S REPORT**JANUARY 3, 2023****BILLS TO BE APPROVED AND PAID 12/1/22 -12/31/22 FROM THE NBT GENERAL FUND ACCOUNT:**

ARGS Technology, LLC	(IT Service - Remote Service, Server Update, Cloud, etc.)	\$ 454.50
Berkheimer Associates	(Local Service Tax Operating Commission)	350.61
Cintas Corporation	(Maintenance Uniforms & Mats/ Rugs)	380.86
Denise Clouse Cleaning Services	(Cleaning Borough 11/17, 11/14, 11/21 & 1128)	600.00
E.M. Kutz, Inc.	(#* Plow Cutting Edge Bolts)	81.00
Franks Home Restoration Inc.	(Sand & Clean 2 nd Floor Hardwood (3/3 of payment)	5,849.70
GateHouse Media PA Holdings, Inc.	(Advertise: Ordinances, Waste Collection Bid, Budget)	1,071.75
Giant Floor & Rugs	(1 st Floor Vinyl Tile & Carpet – Mold Remediation)	6,700.00
Gleco Paint	(Boro Building Pain & Supplies)	167.68
PA American Water Co.	(PREPAID: Fire Hydrants)	714.09
PA One Call System, Inc.	(PA One Call)	6.60
Payrolls Unlimited	(Payroll 12/02/22-12/30/22)	124.50
Plociniak Oil Co.	(Boro Bldg. & Garage Oil)	2,215.17
Pocono Mountain Public Library	(Library Taxes: Regular & Delinquent)	316.85
Pocono Mountain Regional EMS	(EMS Taxes: Regular, Delinquent & Upset Sales)	281.68
Pocono Mountain Volunteer Fire Co.	(Fire Company Taxes: Regular, Delinquent & Upset Sales)	316.85
PPL Electric Utilities	(PREPAID: 36 Lighting)	48.25
Servpro	(Scanning Phase: 3 of 3 payments)	9,037.16
Sunoco Universal Fleet	(PREPAID: Gas & Oil)	991.28
Tulpehocken Spring Water	(Bottled Water)	<u>59.49</u>

GRAND TOTAL:**\$29,768.02**

*Reimbursable Items

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
 January 1 through December 30, 2022

	Jan 1 - Dec 30, 22	Budget	\$ Over Budget	% of Budget
Income				
301.000 · REAL PROPERTY TAXES				
301.001 · RE Tax-Current Year (Discount)	991,895.24	1,165,814.00	-173,918.76	85.1%
301.002 · RE Tax-Current Year (Face Amt)	36,822.18	0.00	36,822.18	100.0%
301.003 · RE Tax-Current Yr (Penalty Amt)	97,506.89	0.00	97,506.89	100.0%
301.101 · RE Taxes Library	39,250.40	39,111.00	139.40	100.4%
301.102 · RE Fire Co Taxes	39,250.40	39,111.00	139.40	100.4%
301.103 · RE EMS Taxes	19,748.15	19,556.00	192.15	101.0%
301.200 · Real Estate Taxes-Prior Year	66,530.44	10,000.00	56,530.44	665.3%
301.300 · RE Taxes - Interest	21.90	150.00	-128.10	14.6%
301.400 · Real Estate Taxes - Delinquent	60,996.04	70,000.00	-9,003.96	87.1%
301.401 · Delinquent Library Taxes	3,111.18	3,232.00	-120.82	96.3%
301.402 · Delinquent Fire Co Taxes	3,111.18	3,232.00	-120.82	96.3%
301.403 · Delinquent EMS Taxes	1,066.03	1,616.00	-549.97	66.0%
301.600 · Real Estate Taxes - Interim A	0.00	110,834.00	-110,834.00	0.0%
301.610 · Real Estate Taxes - Interim B	11,281.23	0.00	11,281.23	100.0%
301.620 · Real Estate Taxes - Interim C	0.00	0.00	0.00	0.0%
301.000 · REAL PROPERTY TAXES - Other	0.00	0.00	0.00	0.0%
Total 301.000 · REAL PROPERTY TAXES	1,370,591.26	1,462,656.00	-92,064.74	93.7%
310.000 · LOCAL TAX ENABLING ACT (ACT 511)				
310.100 · Real Estate Transfer Taxes	238,799.34	55,000.00	183,799.34	434.2%
310.210 · Earned Income Taxes-Current Yr	311,030.39	290,000.00	21,030.39	107.3%
310.410 · LST Tax - Current Year	92,814.49	75,000.00	17,814.49	123.8%
310.000 · LOCAL TAX ENABLING ACT (ACT 511 - Other)	0.00	0.00	0.00	0.0%
Total 310.000 · LOCAL TAX ENABLING ACT (ACT 511)	642,644.22	420,000.00	222,644.22	153.0%
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%
321.000 · CABLE TELEVISION FRANCHISE TAX - Other	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	22,050.17	20,000.00	2,050.17	110.3%
331.120 · Zoning Fines & Violations	3,230.25	3,000.00	230.25	107.7%
331.000 · FINES - Other	0.00	0.00	0.00	0.0%
Total 331.000 · FINES	25,280.42	23,000.00	2,280.42	109.9%
340.000 · INTEREST, RENTS, AND ROYALTIES				
340.100 · Interest Earnings	3,108.93	200.00	2,908.93	1,554.5%
342.200 · Rents and Royalties	11,850.36	0.00	11,850.36	100.0%
340.000 · INTEREST, RENTS, AND ROYALTIES - Other	0.00	0.00	0.00	0.0%
Total 340.000 · INTEREST, RENTS, AND ROYALTIES	14,959.29	200.00	14,759.29	7,479.6%
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%
354.085 · PM Visitors Bureau Grant	6,000.00	0.00	6,000.00	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%
354.000 · STATE CAPITAL & OPERATING GRANT - Ot...	0.00	0.00	0.00	0.0%
Total 354.000 · STATE CAPITAL & OPERATING GRANT	31,173.04	0.00	31,173.04	100.0%
355.000 · STATE SHARED REV & ENTITLEMENTS				
355.010 · Public Utility Realty	1,700.21	1,500.00	200.21	113.3%
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	1,000.00	900.00	100.00	111.1%
355.130 · Firemen's Relief	17,481.34	17,000.00	481.34	102.8%
355.140 · Police Pension State Aid	0.00	0.00	0.00	0.0%
355.150 · Boro Empl. Pension State Aid	22,875.87	23,074.00	-198.13	99.1%
355.000 · STATE SHARED REV & ENTITLEMENTS - Ot...	0.00	0.00	0.00	0.0%
Total 355.000 · STATE SHARED REV & ENTITLEMENTS	43,057.42	42,474.00	583.42	101.4%
357.000 · Other Local Govt Unit Grants	0.00	0.00	0.00	0.0%

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
 January 1 through December 30, 2022

	Jan 1 - Dec 30, 22	Budget	\$ Over Budget	% of Budget
361.000 · GENERAL GOV'T REVENUES				
361.002 · Legal Fee's Reimbursable ZHB	13,079.65	5,000.00	8,079.65	261.6%
361.003 · Engineering Fees Reimbursable	89,022.82	50,000.00	39,022.82	178.0%
361.004 · Mayor's Marriage Receipts	0.00	0.00	0.00	0.0%
361.005 · Insurance Reimb.	559.75	6,000.00	-5,440.25	9.3%
361.006 · Insurance Reimb (Mold)	11,412.54	11,400.00	12.54	100.1%
361.010 · Paradise Township Fire W/C Ins.	6,864.65	6,500.00	364.65	105.6%
361.011 · Paradise Twp Line Painter	0.00	0.00	0.00	0.0%
361.300 · Application & Startup Fees	6,250.00	5,000.00	1,250.00	125.0%
361.301 · Building - (general permits)	5,706.43	5,000.00	706.43	114.1%
361.302 · Building - (new construction)	9,176.00	500.00	8,676.00	1,835.2%
361.305 · Rentals	6,375.00	0.00	6,375.00	100.0%
361.310 · Sign Permits	5,137.83	5,000.00	137.83	102.8%
361.315 · Sheds, Pools, Deck Permits	739.65	1,000.00	-260.35	74.0%
361.320 · Driveway Permits	2,534.00	2,500.00	34.00	101.4%
361.325 · Roof/ReRoof Permits	250.00	750.00	-500.00	33.3%
361.330 · CO Resale Permits	2,599.98	1,000.00	1,599.98	260.0%
361.340 · Change of Use (Trash Cert)	1,080.00	2,000.00	-920.00	54.0%
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)	9.00	0.00	9.00	100.0%
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%
361.000 · GENERAL GOV'T REVENUES - Other	0.00	0.00	0.00	0.0%
Total 361.000 · GENERAL GOV'T REVENUES	166,415.08	107,267.00	59,148.08	155.1%
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	4,291.20	20,000.00	-15,708.80	21.5%
362.000 · PUBLIC SAFETY REVENUES - Other	0.00	0.00	0.00	0.0%
Total 362.000 · PUBLIC SAFETY REVENUES	4,291.20	20,000.00	-15,708.80	21.5%
363.100 · Advertisements - Banner Income	0.00	0.00	0.00	0.0%
364.000 · SANITATION REVENUES				
364.300 · Solid Waste Collection Liens	2,993.05	3,000.00	-6.95	99.8%
364.000 · SANITATION REVENUES - Other	0.00	0.00	0.00	0.0%
Total 364.000 · SANITATION REVENUES	2,993.05	3,000.00	-6.95	99.8%
365.100 · Reimbursed Hwy State Contract	0.00	0.00	0.00	0.0%
365.200 · LSA Grant Reimbursement	0.00	0.00	0.00	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%
380.000 · OTHER REVENUES - Other	0.00	0.00	0.00	0.0%
Total 380.000 · OTHER REVENUES	0.00	0.00	0.00	0.0%
383.000 · Paradise Twp W/C	0.00	0.00	0.00	0.0%
392.000 · INTERFUND OP TRANSFERS IN				
392.100 · Trans from Capital Reserve Fund	0.00	0.00	0.00	0.0%
392.101 · Planning Fund	0.00	0.00	0.00	0.0%
392.102 · Projects Fund	0.00	0.00	0.00	0.0%
392.103 · Tranfer From Cap Res 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%
392.000 · INTERFUND OP TRANSFERS IN - Other	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	2,236.00	0.00	2,236.00	100.0%
396.000 · Donations from Private & Public	0.96	0.00	0.96	100.0%
399.000 · Fund Balance Forward				
.Cash Forward	0.00	0.00	0.00	0.0%
399.000 · Fund Balance Forward - Other	310,568.73	310,568.00	0.73	100.0%
Total 399.000 · Fund Balance Forward	310,568.73	310,568.00	0.73	100.0%
Total Income	2,647,031.38	2,420,365.00	226,666.38	109.4%

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
 January 1 through December 30, 2022

	Jan 1 - Dec 30, 22	Budget	\$ Over Budget	% of Budget
Expense				
400.000 · LEGISLATIVE BODY				
400.110 · Salary of Elected Officials	4,525.00	7,300.00	-2,775.00	62.0%
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%
400.000 · LEGISLATIVE BODY - Other	0.00	0.00	0.00	0.0%
Total 400.000 · LEGISLATIVE BODY	5,788.00	10,800.00	-5,012.00	53.6%
401.000 · ADMIN MANAGER				
401.120 · Manager Salary	60,008.03	60,000.00	8.03	100.0%
401.156 · Manager Health Ins. (Geis.)	17,672.79	18,266.00	-593.21	96.8%
401.157 · Manager Dental&Vision (Highmrk)	996.85	720.00	276.85	138.5%
401.158 · Manager Life/Disb (Met Life)	0.00	1,620.00	-1,620.00	0.0%
401.161 · Manager Employers Fica	3,720.50	3,700.00	20.50	100.6%
401.162 · Manager Employers U/C	285.03	300.00	-14.97	95.0%
401.163 · Manager Employers Medicare	869.91	870.00	-0.09	100.0%
401.200 · Supplies/Equipment	32.85	300.00	-267.15	11.0%
401.331 · Travel Expenses	518.39	500.00	18.39	103.7%
401.350 · Bonding/Insurance	700.00	400.00	300.00	175.0%
401.420 · Dues, Subscriptions,Membership	150.00	400.00	-250.00	37.5%
401.460 · Mtgs/Training	412.50	250.00	162.50	165.0%
401.000 · ADMIN MANAGER - Other	0.00	0.00	0.00	0.0%
Total 401.000 · ADMIN MANAGER	85,366.85	87,326.00	-1,959.15	97.8%
402.000 · FINANCIAL ADMINISTRATION				
402.310 · Professional Costs	0.00	0.00	0.00	0.0%
402.311 · Additional Costs	0.00	0.00	0.00	0.0%
402.000 · FINANCIAL ADMINISTRATION - Other	0.00	0.00	0.00	0.0%
Total 402.000 · FINANCIAL ADMINISTRATION	0.00	0.00	0.00	0.0%
403.000 · TAX COLLECTION				
403.110 · Salary - Tax Collector	5,600.00	5,600.00	0.00	100.0%
403.120 · Transfer Tax Commission	4,775.99	1,100.00	3,675.99	434.2%
403.130 · EIT Commission	4,744.33	3,027.00	1,717.33	156.7%
403.131 · LST Commission	1,802.49	828.00	974.49	217.7%
403.161 · Employers FICA-Tax Coll	347.20	348.00	-0.80	99.8%
403.162 · Employers U/C-Tax Coll	159.60	0.00	159.60	100.0%
403.163 · Employers Medicare-Tax Coll	81.20	90.00	-8.80	90.2%
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	5,879.47	0.00	5,879.47	100.0%
403.000 · TAX COLLECTION - Other	0.00	0.00	0.00	0.0%
Total 403.000 · TAX COLLECTION	24,284.03	13,493.00	10,791.03	180.0%
404.000 · LEGAL				
404.310 · Professional Services-Retainer	22,000.00	22,000.00	0.00	100.0%
404.330 · Alternate Solicitor Fees	0.00	1,500.00	-1,500.00	0.0%
404.331 · Addition Solicitor Fees	304.26	5,000.00	-4,695.74	6.1%
404.356 · Labor Attorney	12,023.20	20,000.00	-7,976.80	60.1%
404.000 · LEGAL - Other	0.00	0.00	0.00	0.0%
Total 404.000 · LEGAL	34,327.46	48,500.00	-14,172.54	70.8%
405.000 · OFFICE-TREAS/ADMIN.				
405.120 · Salary of Treasurer	20,325.00	20,800.00	-475.00	97.7%
405.140 · Salary of Admin. Assistant	25,695.00	26,208.00	-513.00	98.0%
405.156 · Health Ins.	0.00	0.00	0.00	0.0%
405.157 · Dental/Vision (Highmark)	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	2,982.52	2,914.00	68.52	102.4%
405.162 · Employers U/C	655.23	500.00	155.23	131.0%
405.163 · Employers Medicare	671.63	680.00	-8.37	98.8%
405.190 · Temporary Help	0.00	0.00	0.00	0.0%
405.200 · Office Supplies	1,298.05	2,000.00	-701.95	64.9%
405.220 · Office Postage	1,499.94	1,500.00	-0.06	100.0%
405.310 · Payroll Service	1,940.68	1,450.00	490.68	133.8%
405.311 · Additional Audit (AUP)	0.00	0.00	0.00	0.0%
405.312 · Professional Cost-Audit	8,000.00	8,000.00	0.00	100.0%
405.320 · Communications/Telephone	3,606.68	4,000.00	-393.32	90.2%
405.321 · Website	7,839.00	6,300.00	1,539.00	124.4%

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
 January 1 through December 30, 2022

	Jan 1 - Dec 30, 22	Budget	\$ Over Budget	% of Budget
405.325 · Bank Service Charges	301.96	1,200.00	-898.04	25.2%
405.331 · Mileage Reimb.	0.00	0.00	0.00	0.0%
405.340 · Advertising Gen./Mtgs	3,329.54	1,500.00	1,829.54	222.0%
405.350 · Insurance/Bonding	325.00	400.00	-75.00	81.3%
405.370 · Repair & Maint-Office Equip	1,729.41	1,000.00	729.41	172.9%
405.454 · Contracted Copier	2,547.92	3,000.00	-452.08	84.9%
405.460 · Meetings/Confer	0.00	0.00	0.00	0.0%
405.740 · Office Equip	0.00	0.00	0.00	0.0%
405.000 · OFFICE-TREAS/ADMIN. - Other	0.00	0.00	0.00	0.0%
Total 405.000 · OFFICE-TREAS/ADMIN.	82,747.56	81,452.00	1,295.56	101.6%
409.000 · GENERAL GOVERNMENT EXPENSES				
409.100 · Salaries - Custodial	2,085.00	0.00	2,085.00	100.0%
409.161 · Employee FICA	0.00	0.00	0.00	0.0%
409.162 · Employee U/C	0.00	0.00	0.00	0.0%
409.163 · Employee Medical	0.00	0.00	0.00	0.0%
409.200 · Building Supplies	2,631.66	2,500.00	131.66	105.3%
409.300 · Other Serv/Charges-Buildings	11,427.78	0.00	11,427.78	100.0%
409.310 · Professional Services	8,471.73	15,000.00	-6,528.27	56.5%
409.360 · Public Water/ Sewer	347.27	500.00	-152.73	69.5%
409.361 · Public Electric	7,899.96	8,000.00	-100.04	98.7%
409.366 · Public Sewer	0.00	0.00	0.00	0.0%
409.367 · Building Heat	12,620.18	10,000.00	2,620.18	126.2%
409.369 · Information Technology (IT)	4,695.53	5,000.00	-304.47	93.9%
409.370 · Repairs & Maintenance	3,595.53	2,500.00	1,095.53	143.8%
409.380 · Lighting Repair & Maintenance	13,045.23	0.00	13,045.23	100.0%
409.450 · Bottled Water	762.88	600.00	162.88	127.1%
409.500 · Mold Remediation & Bid Repair	170,226.48	140,000.00	30,226.48	121.6%
409.600 · Capital Construction (Garage)	0.00	100,000.00	-100,000.00	0.0%
409.700 · Capital Purchase (Sec. Upgrade)	35,878.39	20,000.00	15,878.39	179.4%
409.800 · Bldg Debt Service (ESSA)	27,825.86	30,000.00	-2,174.14	92.8%
409.900 · ARPA (Am.Rescue Plan Act)	0.00	0.00	0.00	0.0%
409.000 · GENERAL GOVERNMENT EXPENSES - Other	0.00	0.00	0.00	0.0%
Total 409.000 · GENERAL GOVERNMENT EXPENSES	301,513.48	334,100.00	-32,586.52	90.2%
410.000 · REGIONAL POLICE				
410.329 · Control Center Fees	3,813.80	3,100.00	713.80	123.0%
410.370 · Police Service Fees	843,868.70	846,121.00	-2,252.30	99.7%
410.420 · M.M.O. - Pension	0.00	50,331.00	-50,331.00	0.0%
410.471 · Police - Loan Payment	17,023.86	17,000.00	23.86	100.1%
410.480 · Other (Non Uniform Police)	0.00	1,298.00	-1,298.00	0.0%
410.700 · Capital Purch - Police	0.00	0.00	0.00	0.0%
410.701 · Capital Reserve-Police Car	0.00	0.00	0.00	0.0%
410.000 · REGIONAL POLICE - Other	0.00	0.00	0.00	0.0%
Total 410.000 · REGIONAL POLICE	864,706.36	917,850.00	-53,143.64	94.2%
411.000 · FIRE				
411.345 · Fire Work/Comp	12,195.00	13,000.00	-805.00	93.8%
411.370 · Hydrants	8,604.34	8,500.00	104.34	101.2%
411.540 · Contributions to Volunteer Fire	42,363.86	42,343.00	20.86	100.0%
411.541 · Firemens Relief Disbursement	17,481.34	17,000.00	481.34	102.8%
411.542 · Fire Truck Fuel Expense	3,000.00	3,000.00	0.00	100.0%
411.000 · FIRE - Other	0.00	0.00	0.00	0.0%
Total 411.000 · FIRE	83,644.54	83,843.00	-198.46	99.8%
412.000 · AMBULANCE				
412.500 · Contribution	21,000.99	21,172.00	-171.01	99.2%
412.542 · Fuel Reimb - Ambulance	500.00	500.00	0.00	100.0%
412.000 · AMBULANCE - Other	0.00	0.00	0.00	0.0%
Total 412.000 · AMBULANCE	21,500.99	21,672.00	-171.01	99.2%
413.000 · PROTECTIVE INSPECTION				
413.120 · On-Site Sewer Officer	0.00	0.00	0.00	0.0%
413.000 · PROTECTIVE INSPECTION - Other	0.00	0.00	0.00	0.0%
Total 413.000 · PROTECTIVE INSPECTION	0.00	0.00	0.00	0.0%

Borough of Mt. Pocono-General Fund Profit & Loss Budget vs. Actual January 1 through December 30, 2022

	Jan 1 - Dec 30, 22	Budget	\$ Over Budget	% of Budget
414.000 · PLANNING AND ZONING				
414.120 · Salaries - Zoning&Code Officer	18,445.00	41,600.00	-23,155.00	44.3%
414.140 · SFM Planning/ Zoning Consults	5,330.00	0.00	5,330.00	100.0%
414.156 · Health Insurance	0.00	0.00	0.00	0.0%
414.161 · Employers FICA-	1,143.59	2,579.00	-1,435.41	44.3%
414.162 · Employers U/C -	285.02	385.00	-99.98	74.0%
414.163 · Employers Medicare	267.45	603.00	-335.55	44.4%
414.200 · Supplies Plan & Zone	252.26	500.00	-247.74	50.5%
414.300 · General Engineering	5,420.50	700.00	4,720.50	774.4%
414.312 · Legal Fees Reimb	12,704.50	5,000.00	7,704.50	254.1%
414.313 · Engineering Reimb.	85,289.31	50,000.00	35,289.31	170.6%
414.314 · Legal Services - Planning Comm.	3,647.00	2,000.00	1,647.00	182.4%
414.315 · Legal Fee ZHB	0.00	2,000.00	-2,000.00	0.0%
414.316 · Court Reporter-ZHB (Reimb)	670.00	1,000.00	-330.00	67.0%
414.320 · Telephone	455.29	1,200.00	-744.71	37.9%
414.321 · 32 Brunswick Demolition	17,974.00	17,974.00	0.00	100.0%
414.330 · Transportation - Zoning Officer	276.12	800.00	-523.88	34.5%
414.331 · Other Charges-Postage,Deeds,PM	2,807.86	4,200.00	-1,392.14	66.9%
414.332 · Other - Codification	1,195.00	0.00	1,195.00	100.0%
414.341 · Advertising - PC Reimb.	242.94	500.00	-257.06	48.6%
414.342 · Advertising - ZHB Reimb	515.92	250.00	265.92	206.4%
414.450 · Plan&Zone Refunds	3,728.73	0.00	3,728.73	100.0%
414.460 · Meetings/Conferences	0.00	500.00	-500.00	0.0%
414.700 · Capital Purchases (Map Link)	6,490.00	6,500.00	-10.00	99.8%
414.000 · PLANNING AND ZONING - Other	0.00	0.00	0.00	0.0%
Total 414.000 · PLANNING AND ZONING	167,140.49	138,291.00	28,849.49	120.9%
415.000 · SAFETY COMMISSION				
415.100 · Mid Block Crosswalk	0.00	0.00	0.00	0.0%
415.200 · Solar LED Radar Speed Signs	39,573.60	50,000.00	-10,426.40	79.1%
415.300 · Solar LED Flashing Beacon	357.00	0.00	357.00	100.0%
415.460 · Pedestrian Stop Signs	0.00	0.00	0.00	0.0%
415.500 · Median Gateway	0.00	0.00	0.00	0.0%
415.000 · SAFETY COMMISSION - Other	0.00	0.00	0.00	0.0%
Total 415.000 · SAFETY COMMISSION	39,930.60	50,000.00	-10,069.40	79.9%
427.000 · SOLID WASTE DISPOSAL				
427.200 · Waste Supplies	0.00	0.00	0.00	0.0%
427.450 · Contracted Solid Waste-Sewer	0.00	0.00	0.00	0.0%
427.451 · Sanitation Billing Services	2,912.63	0.00	2,912.63	100.0%
427.000 · SOLID WASTE DISPOSAL - Other	0.00	0.00	0.00	0.0%
Total 427.000 · SOLID WASTE DISPOSAL	2,912.63	0.00	2,912.63	100.0%
430.000 · HIGHWAY MAINT - GENERAL				
430.140 · Salaries - Highway	72,308.96	71,347.00	961.96	101.3%
430.156 · Health Insurance	77,345.04	100,000.00	-22,654.96	77.3%
430.157 · Dental/Vision	0.00	0.00	0.00	0.0%
430.158 · Life/Disab Insurance	1,655.20	3,000.00	-1,344.80	55.2%
430.161 · Employers FICA	12,322.58	11,514.00	808.58	107.0%
430.162 · Employers U/C	1,382.97	2,000.00	-617.03	69.1%
430.163 · Employers Medicare	2,825.77	2,693.00	132.77	104.9%
430.200 · Highway Supplies	1,903.00	1,500.00	403.00	126.9%
430.231 · Gas, Oil, Grease	13,005.02	15,000.00	-1,994.98	86.7%
430.251 · Vehicle Parts (In House Fix)	1,909.36	3,000.00	-1,090.64	63.6%
430.260 · Supplies - Small Tools & Minor	1,302.57	1,000.00	302.57	130.3%
430.300 · Other Serv/Charges	4,778.94	2,000.00	2,778.94	238.9%
430.320 · Telephone Communication	1,381.20	2,000.00	-618.80	69.1%
430.331 · Transportation	0.00	0.00	0.00	0.0%
430.361 · Garage Heat	18,904.36	10,500.00	8,404.36	180.0%
430.367 · Maintenance Building Electric	1,974.00	3,500.00	-1,526.00	56.4%
430.368 · Public Sewer/Water	440.19	400.00	40.19	110.0%
430.374 · Maint/Equip Repairs Out Source	34,039.10	45,000.00	-10,960.90	75.6%
430.392 · Equip Rental Center	0.00	500.00	-500.00	0.0%
430.440 · Uniforms	3,603.27	4,500.00	-896.73	80.1%
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%
430.000 · HIGHWAY MAINT - GENERAL - Other	0.00	0.00	0.00	0.0%
Total 430.000 · HIGHWAY MAINT - GENERAL	251,081.53	279,554.00	-28,472.47	89.8%

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
 January 1 through December 30, 2022

	Jan 1 - Dec 30, 22	Budget	\$ Over Budget	% of Budget
431.000 · HIGHWAY MAINT - STREET CLEANING				
431.140 · Salaries - Cleaning Streets	58,008.32	58,645.00	-636.68	98.9%
431.000 · HIGHWAY MAINT - STREET CLEANING - Other	0.00	0.00	0.00	0.0%
Total 431.000 · HIGHWAY MAINT - STREET CLEANING	58,008.32	58,645.00	-636.68	98.9%
432.000 · HIGHWAY MAINT-SNOW & ICE REM.				
432.140 · Snow & Ice Salaries	5,952.88	10,752.00	-4,799.12	55.4%
432.141 · Snow/Ice Overtime	6,510.00	5,000.00	1,510.00	130.2%
432.200 · Salt & Cinders	0.00	1,343.00	-1,343.00	0.0%
432.000 · HIGHWAY MAINT-SNOW & ICE REM. - Other	0.00	0.00	0.00	0.0%
Total 432.000 · HIGHWAY MAINT-SNOW & ICE REM.	12,462.88	17,095.00	-4,632.12	72.9%
433.000 · HWY MAINT - TRAF SIGNAL/SIGN				
433.140 · Salaries - Traffic Signals/sign	17,065.08	9,768.00	7,297.08	174.7%
433.200 · Supplies - signals/signs	2,750.00	5,000.00	-2,250.00	55.0%
433.201 · Street Painting/Line Striping	13,551.05	10,000.00	3,551.05	135.5%
433.367 · Repairs/Maint Traffic Signals	0.00	0.00	0.00	0.0%
433.000 · HWY MAINT - TRAF SIGNAL/SIGN - Other	0.00	0.00	0.00	0.0%
Total 433.000 · HWY MAINT - TRAF SIGNAL/SIGN	33,366.13	24,768.00	8,598.13	134.7%
437.000 · HWY MAINT - REPAIRS TOOLS/MACH				
437.140 · Salaries-Repairs Tools/Machine	27,082.04	35,191.00	-8,108.96	77.0%
437.000 · HWY MAINT - REPAIRS TOOLS/MACH - Other	0.00	0.00	0.00	0.0%
Total 437.000 · HWY MAINT - REPAIRS TOOLS/MACH	27,082.04	35,191.00	-8,108.96	77.0%
439.000 · HIGHWAY CONST & REBUILDING				
439.200 · Supplies - Hwy	9,508.64	5,500.00	4,008.64	172.9%
439.313 · Engineering Fees	616.00	1,000.00	-384.00	61.6%
439.450 · Contracted Services/Paving	0.00	0.00	0.00	0.0%
439.451 · Stormwater	4,871.19	5,000.00	-128.81	97.4%
439.600 · Capital Construction	100.00	0.00	100.00	100.0%
439.000 · HIGHWAY CONST & REBUILDING - Other	0.00	0.00	0.00	0.0%
Total 439.000 · HIGHWAY CONST & REBUILDING	15,095.83	11,500.00	3,595.83	131.3%
451.000 · CULTURE-RECREATION ADMIN				
451.140 · Salaries - Recreation	11,824.30	12,000.00	-175.70	98.5%
451.200 · Supplies	543.10	1,000.00	-456.90	54.3%
451.300 · Park Electric	369.99	500.00	-130.01	74.0%
451.370 · Maint & Repairs - Recreation	161.12	1,000.00	-838.88	16.1%
451.392 · Rentals - Port a Potties	1,293.86	1,200.00	93.86	107.8%
451.700 · Capital Purchases - Recreation	200.00	500.00	-300.00	40.0%
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%
451.000 · CULTURE-RECREATION ADMIN - Other	0.00	0.00	0.00	0.0%
Total 451.000 · CULTURE-RECREATION ADMIN	14,392.37	16,200.00	-1,807.63	88.8%
456.000 · LIBRARIES				
456.500 · Contributions,Grants, And Subs	42,363.86	42,343.00	20.86	100.0%
456.000 · LIBRARIES - Other	0.00	0.00	0.00	0.0%
Total 456.000 · LIBRARIES	42,363.86	42,343.00	20.86	100.0%
458.000 · SENIOR CITIZEN'S CENTER				
458.500 · Contributions, Grants, and Subs	100.00	1,500.00	-1,400.00	6.7%
458.000 · SENIOR CITIZEN'S CENTER - Other	0.00	0.00	0.00	0.0%
Total 458.000 · SENIOR CITIZEN'S CENTER	100.00	1,500.00	-1,400.00	6.7%
471.000 · DEBT SERVICE				
471.001 · POLICE				
471.100 · Police Building Loan Payments	0.00	0.00	0.00	0.0%
471.001 · POLICE - Other	0.00	0.00	0.00	0.0%
Total 471.001 · POLICE	0.00	0.00	0.00	0.0%
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%
471.002 · HIGHWAY - Other	0.00	0.00	0.00	0.0%
Total 471.002 · HIGHWAY	0.00	35,000.00	-35,000.00	0.0%

Borough of Mt. Pocono-General Fund Profit & Loss Budget vs. Actual

January 1 through December 30, 2022

	Jan 1 - Dec 30, 22	Budget	\$ Over Budget	% of Budget
471.003 · ZONING				
471.900 · Lease Pymts - Stratix Copier	0.00	0.00	0.00	0.0%
471.003 · ZONING - Other	0.00	0.00	0.00	0.0%
Total 471.003 · ZONING	0.00	0.00	0.00	0.0%
471.117 · Knob Hill Mattioli Foundation				
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%
472 · .116 Debt Int - 06 PACCAR				
472.000 · DEBT SERVICE - INTEREST	0.00	0.00	0.00	0.0%
472.100 · Interest - Regional Police Loan	0.00	0.00	0.00	0.0%
472.000 · DEBT SERVICE - INTEREST - Other	0.00	0.00	0.00	0.0%
Total 472.000 · DEBT SERVICE - INTEREST	0.00	0.00	0.00	0.0%
480.000 · MISCELLANEOUS EXPENSES				
480.001 · Miscellaneous Expenditures	0.00	0.00	0.00	0.0%
480.002 · Mayor's Expenses	0.00	0.00	0.00	0.0%
480.003 · Legal Fees Reimb.	0.00	0.00	0.00	0.0%
480.540 · Misc Firemen's Relief	0.00	0.00	0.00	0.0%
480.000 · MISCELLANEOUS EXPENSES - Other	0.00	0.00	0.00	0.0%
Total 480.000 · MISCELLANEOUS EXPENSES	0.00	0.00	0.00	0.0%
486.000 · INSURANCE				
486.345 · Workers Comp	13,363.00	14,000.00	-637.00	95.5%
486.351 · Insurance Premiums	37,422.00	35,000.00	2,422.00	106.9%
486.352 · Insurance - Casualty	0.00	0.00	0.00	0.0%
486.354 · Insurance - Workers Comp	0.00	0.00	0.00	0.0%
486.000 · INSURANCE - Other	0.00	0.00	0.00	0.0%
Total 486.000 · INSURANCE	50,785.00	49,000.00	1,785.00	103.6%
487.000 · EMPLOYEE BENEFITS				
487.160 · Pension/Retiremnt Boro Employee	23,074.00	23,074.00	0.00	100.0%
487.000 · EMPLOYEE BENEFITS - Other	0.00	0.00	0.00	0.0%
Total 487.000 · EMPLOYEE BENEFITS	23,074.00	23,074.00	0.00	100.0%
491.000 · REFUNDS AND REIMBURSEMENTS				
491.004 · Engineering Fees Reimb.	0.00	0.00	0.00	0.0%
491.005 · Reimbursement of RE Taxes	0.00	0.00	0.00	0.0%
491.000 · REFUNDS AND REIMBURSEMENTS - Other	0.00	0.00	0.00	0.0%
Total 491.000 · REFUNDS AND REIMBURSEMENTS	0.00	0.00	0.00	0.0%
492 · .5				
492.000 · Interfund Transfers Out				
492.100 · Transfer To 5 Point Account	39,168.00	39,168.00	0.00	100.0%
492.150 · Transfer to Sanitation Fund	0.00	0.00	0.00	0.0%
492.200 · Trans to Park & Rec Fund	0.00	0.00	0.00	0.0%
492.300 · Trans to Capital Reserve Fund	0.00	0.00	0.00	0.0%
492.400 · Transfer to Sidewalk Grant Acct	0.00	0.00	0.00	0.0%
492.500 · Transfer to Planning Fund	0.00	0.00	0.00	0.0%
492.600 · Transfer to Capital Fund	0.00	0.00	0.00	0.0%
492.700 · Transfer to Fund Balance Res.	0.00	0.00	0.00	0.0%
492.000 · Interfund Transfers Out - Other	0.00	0.00	0.00	0.0%
Total 492.000 · Interfund Transfers Out	39,168.00	39,168.00	0.00	100.0%
495.100 · To Transfer from PLGIT	0.00	0.00	0.00	0.0%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
Total Expense	2,280,842.95	2,420,365.00	-139,522.05	94.2%
Net Income	366,188.43	0.00	366,188.43	100.0%

CASH REPORT AS OF DECEMBER 31, 2022

NBT General Fund

Beginning Balance	\$ 397,725.19
Deposit	55,379.99
Interest	6.12
Expense	167,399.93
Service Charge	<u>27.66</u>
Ending Balance	\$ 285,683.71
Uncleared Transactions	\$40,534.60

NBT Liquid Fuels Fund

Beginning Balance	\$ 95,998.62
Deposit	0.00
Interest	1.62
Expense	<u>1,816.00</u>
Ending Balance	\$ 94,184.24

NBT Road Rehab Fund

Beginning Balance	\$ 36,414.93
Deposit	368.48
Interest	32.80
Expense	<u>0.00</u>
Ending Balance	\$ 36,816.21

NBT Park & Recreation Fund

Beginning Balance	\$ 129,929.29
Deposit	0.00
Interest	120.14
Expense	<u>0.00</u>
Ending Balance	\$ 130,049.43

NBT Five Points Intersection Fund

Beginning Balance	\$ 67,312.38
Deposit	
Interest	
Expense	
Ending Balance	

NBT Beautification Fund

Beginning Balance	\$ 1,195.66
Deposit	0.00
Interest	1.07
Expense	<u>0.00</u>
Ending Balance	\$ 1,196.73

NBT Stormwater Fund

Beginning Balance	\$ 37,824.90
Deposit	0.00
Interest	33.73
Expense	<u>500.00</u>
Ending Balance	\$ 37,358.63

NBT Planning Commission Fund

Beginning Balance	\$ 6,523.00
Deposit	0.00
Interest	5.85
Expense	<u>0.00</u>
Ending Balance	\$ 6,528.85

PLGIT General Fund (Not Available)

American Rescue

Beginning Balance	\$ 85,205.31
Deposit	0.00
Interest	1.24
Expense	<u>26,733.16*</u>
Ending Balance	\$ 85,205.31

*Payroll

PLGIT Liquid Fuels Fund (Not Available)

E-Commerce

Beginning Balance	\$ 16.65
Deposit	0.00
Interest	0.00
Expense/Transferred to GF	<u>1,778.08</u>
Ending Balance	\$ 16.65

NBT Payroll Fund

Beginning Balance	\$ 7,928.99
Deposit	26,733.16*
Interest	0.09
Expense	<u>30,335.72</u>
Ending Balance	\$ 4,323.52

From ARAP to PR

(w/e 12/7/22)	\$6,485.54
(w/e 12/14/22)	\$6,781.03
(w/e 12/21/22)	\$6,780.28
(w/e 12/28/22)	<u>\$6,686.31</u>
	\$ 26,733.16

Sparkle Car Wash Escrow - \$486,985.35

Pine Hill Intersection - \$365,741.48



Zoning Department

MOUNT POCONO BOROUGH

MONTHLY ZONING REPORT

TO: Mount Pocono Borough Council
FROM: Lindsay Scerbo, Zoning Administrator
CC: Township Secretary
DATE: January 2, 2023

Following is a report of the Zoning Office monthly activity for the month of **December 2022**.

- Permits Issued: 1

Zoning Permits: 1

New Construction- 0

Commercial – 1

Residential – 0

STR License- 0

Driveway – 0

- Enforcement Actions:

- December 2, 2022 – Enforcement Notice- 22 Brunswick Drive- Initiated construction of an accessory structure (fence) on the subject property without first obtaining a Zoning Permit from the Zoning Officer. Owner has been in contact with the Zoning Office and has filed a Zoning Hearing Board application to appeal our determination. A hearing date has yet to be determined.
- December 2, 2022 – Enforcement Notice- 12 Devonshire Lane- Established a Short Term Rental on the subject property in a Zoning District where it is not permitted.
- December 2, 2022– Enforcement Notice- 12 Devonshire Lane- Violated §175-2(B), §175-2(C), and §175-2(D) of the Solid Waste Ordinance of the Borough Code.
- December 28, 2022 – Letter of Violation- 3188 Route 940- Established a use and constructed a structure without first obtaining all necessary Zoning Permits from the Zoning Officer.
- December 28, 2022 – Letter of Violation- 3196 Route 940- Established a use and constructed a structure without first obtaining all necessary Zoning Permits from the Zoning Officer.
- December 30, 2022– Enforcement Notice- 14 Stonegate Court- The Zoning Office has previously notified the property owners of their violations of the Borough Property Maintenance Ordinance and gave them thirty (30) days to comply. There had been no corrective actions taken for these violations, so the Zoning Office is now sending them a formal Enforcement Notice.
- December 30, 2022 – Enforcement Notice- 17 Reeder Street- Initiated construction activity of an accessory structure (shed) on the subject property without first obtaining a Zoning Permit from the Zoning Officer. The shed was also placed within the required setback from the property line.
- December 30, 2022 – Enforcement Notice- 1 Heath Lane- Initiated construction activity of an accessory structure (carport) on the subject property without first obtaining a Zoning Permit from the Zoning Officer.
- December 30, 2022 – Letter of Violation- 1235 Pocono Boulevard- Placed a snow pile within the required clear sight triangle established by the Borough Ordinance and created a traffic hazard.

- Public Hearing Matters

- Mount Pocono Investors, LLC – 3184 Route 940 – Zoning Hearing Board meeting scheduled to make a ruling on their hearing that was held on 11/29/22. The hearing is scheduled for January 10, 2023 at 7:00 pm.

- Hindenburg Properties – 3236 Route 940 – Zoning Hearing Board meeting scheduled to make a ruling on their hearing that was held on 11/29/22. The hearing is scheduled for January 10, 2023 at 7:00 pm.
 - Frank and Susan Guastella – 113 Ward Avenue – Conditional Use application to operate a Short Term Rental in the C-2 Zoning District. The Zoning Officer has been in contact with the property owner about obtaining additional information. A hearing date has yet to be determined.
 - Global Investment, LLC –26 Seneca Road – Zoning Hearing Board request to appeal a Zoning Denial Letter which stated that a boarding house would not be a permitted use in the R-2 Zoning District. The hearing, originally scheduled for January 10, 2023 at 7:00 pm, is currently on hold. The property owner has requested a continuance.
 - Fazard Mohammed – 22 Brunswick Drive– Zoning Hearing Board meeting to appeal a Notice of Violation that was sent for construction without a permit. A hearing date has yet to be determined.
- Get your shovels out! The Borough has updated their Snow Removal Ordinance. Here are some important takeaways:
 - All owners or responsible parties of homes abutting any street, highway, or public place within the Borough of Mount Pocono must remove or cause to be removed all snow and ice from sidewalks in front of or alongside their property within 24 hours after the snow has ceased to fall.
 - Other areas of responsibility include:
 - Public access ramps cut into street curbs bordering the property
 - Removal of snow and ice from any fire hydrants on the property
 - Removal of snow and ice from the opening of any catch basin bordering the sidewalk of their property. If the lot is unoccupied the property owner is **STILL RESPONSIBLE** for complying with this Ordinance.
 - No person shall push, plow, pile, or place snow or ice so that it unreasonably obstructs or blocks driveways, streets, or blocks the visibility of motorists.
 - If snow and ice is not removed within the allotted time period, the Borough may proceed to clear it from the sidewalks and charge the property owner for such expenses, as well as the fee associated with a violation of this Ordinance.
 - The fees for violating this Ordinance are as follows:
 - First Offense: \$100.00
 - Second Offense: \$250.00
 - Third Offense: \$375.00
 - Fourth Offense and Subsequent Offenses: \$500.00 plus a court filing fee. *Each day that a violation continues constitutes a separate offense*