

**Mount Pocono Borough Council
Regular Meeting Agenda
Borough Council Chambers
Tuesday, December 5, 2023 | 6:30pm**

Call To Order

Pledge of Allegiance

Roll Call:

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

Approval of Minutes: Sign Ordinance Public Hearing and Nov 8, 2023 Regular Meeting

Public Comment (agenda items only):

New Business

Consider Road Tax Configuration
Authorize 2024 Budget For Public Inspection
Consider 2024 Meeting Dates
Modern Estimate- Generator Repairs
Change in Zoning Board Composition
Consider Dog Park Rules/Sign

Officer Reports:

President
Mayor
Borough Manager
Solicitor
Treasurer – Bill's List; Budget YTD; Cash Report
 > Consider a motion to pay the bills as presented.
Zoning Report

Public Comment

Adjournment

**Mount Pocono Borough
Borough Council Chambers
Public Hearing
Wednesday, November 8, 2023, 6:15 P.M.**

The Mount Pocono Borough Council Public Hearing held on Wednesday, November 8, 2023, was called to order at 6:15 P.M. by President Don Struckle at the Borough Council Chambers.

Pledge of Allegiance – was said by all.

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

In Attendance: James Fareri, Solicitor; Marissa Duffy, Borough Manager; and, Danielle Hewitt, Treasurer.

Purpose of Hearing

President D. Struckle stated that the purpose of this Public Hearing is to receive public comment regarding the proposed Amendment to the Sign Ordinance. At this time Solicitor J. Fareri explained that any Amendment to the Borough's Zoning Ordinances require to have a Public Hearing as to have the public to have the opportunity to comment. He stated that proposed Amendment to the Sign Ordinance has been properly advertised as presented:

THE BOROUGH OF MOUNT POCONO ORDINANCE NO. 7 OF 2023

AN ORDINANCE AMENDING THE MOUNT POCONO ZONING ORDINANCE RELATING TO SIGNAGE

WHEREAS, the Borough of Mount Pocono has adopted a Comprehensive Zoning Ordinance in accordance with the provisions of the Pennsylvania Municipalities Planning Code; and

WHEREAS, the Zoning Ordinance is codified in the Mount Pocono Borough Code at §215;

WHEREAS, regulations pertaining to signage appear in the Zoning Ordinance at code §215-78 to 100; and

WHEREAS, the Pennsylvania Municipalities Planning Code, as well as the Mount Pocono Zoning Ordinance, permit amendment of the Ordinance from time to time; and

WHEREAS, the Borough Council believes that as in the best interest that the Borough amend the sign Ordinance in accordance with the below changes to such Ordinance.

NOW, THEREFORE, The Mount Pocono Zoning Ordinance pertaining to signages amended as follows:

1. Code §215-82 is amended to add new section L as follows:
Directional signs. Directional signs giving directional assistance for the convenience of the public, not exceeding four square feet per side in area or located closer than five feet to any property line, are permitted. Directional signs may be internally or illuminated by white light only.
If erected along a right-of-way and directing traffic to a facility or activity not located on the property on which the sign is erected, the sign shall:
 - A. *Be limited in content to the name of the event, distance to the event in miles and a directional arrow.*
 - B. *Under no circumstances reference any enterprise or activity which is more than eight miles from the sign location.*
 - C. *If clustered, have maximum dimensions of 36 inches by 48 inches.**If erected on the same private property on which the facility is located, the sign shall:*
 - A. *Be limited in content to the name of the business or enterprise, directional information and a directional arrow.*
 - B. *Not reference any additional enterprise which is not located on the same premises.*
2. Amend Code §215-83(b) to remove "video display signs".
3. Amend §215-85(a)(1) to replace the existing language with the following:
In the case of a grand opening or similar event, banners, posters, pennants, ribbons, streamers, spinners or other similar moving, fluttering or revolving devices may be used for a period of 30 days.
4. Amend Code §215-88 to add new section H as follows:
Portable signs. Portable signs shall be allowed as freestanding on-premises signs only under the following circumstances:

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- A. *When a standard freestanding sign cannot be erected without creating a hazard to traffic.*
 - B. *Portable signs classified as freestanding signs shall in all cases be permitted only upon the granting of a special exception by the Zoning Hearing Board.*
 - C. *Portable signs must be conformed to the general standards and size requirements of this chapter for on-premises signs.*
5. *Amend Code §215-88 to add new section L as follows:*
Video Display Signs. Video Display Signs shall be permitted according to the following restrictions.
- A. *All messages, images, or displays shall not change and shall remain unchanged for a minimum of eight seconds.*
 - B. *There shall be no appearance of a visual dissolve or fading, in which any part of one message, image, or display disappears simultaneously with the appearance of any part of a second message, image, or display.*
 - C. *There shall be no appearance of flashing or sudden bursts of light, and no appearance of video motion, animation, movement, or flow of message, image, or display within the sign.*
 - D. *The intensity and contrast of light levels shall remain constant throughout the sign face.*
 - E. *Digital Display signs shall be equipped with an automatic day/night dimming software to reduce the illumination of the sign, based on the ambient light levels, to be visible without providing glare or distraction to the public. The dimming device shall minimize the illumination used to the lowest level necessary to make the sign conspicuous and visible during both daytime and nighttime hours. In no case shall the nighttime illumination intensity of the sign from one hour after sunset to one hour prior to sunrise exceed 150 nits.*
 - F. *The size limitations for Digital Display Signs shall be determined by the restrictions that apply by that type of sign, zoning district and any other restriction regulated throughout this chapter.*
6. *Amend Code §215-89(g)(1) to change "seven" to "thirty".*

Public Comments – none

Councilmember Question or Comments – Councilwoman A. Harris questioned if this proposed Ordinance would affect the Borough's new digital sign. It was acknowledged that until the Amendment be adopted the Borough is not in compliant with the current Ordinance regarding the length of time for the digital sign to change.

Adjournment – Public Hearing adjourned at 6:25 P.M.

Respectfully submitted,

Marissa Duffy
Borough Manager

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The Mount Pocono Borough Council meeting held on Wednesday, November 8, 2023, called to order at 6:30 P.M. by President D. Struckle and who stated that a Public Hearing was held earlier this evening at 6:15 P.M., regarding an Amendment to Sign Ordinance.

Roll Call: Councilman N. DeLano, present; Councilwoman D. Fulton, present; Councilwoman A. Harris, present; Councilwoman E. Santiago, absent; President D. Struckle, present; Councilwoman C. Williams present; Councilman J. Simeone; and, Mayor R. Altemose, present.

In Attendance: J. Fareri, Solicitor; M. Duffy, Borough Manager; and, Borough Treasurer D. Hewitt were present.

Approval of Minutes – Vice President N. DeLano moved to accept the Regular Meeting minutes of October 3, 2023, as presented. Councilman J. Simeone seconded. Councilwoman A. Harris abstained explaining that she was not at this meeting. Motion carried 5 – 0.

Presentations – None

Public Comment (agenda items only) – None

New Business

Newland Warehouse Building Dimension Change and Amended Final Development Plan – Mr. Matthew Frank, Newland Capital Group and current owner; and his Engineer Mr. Mitchell Brady, Pennoni Associates. Mr. Frank explained that they have a tenant who is requesting a building dimension increase to 8,000 square feet; and, to change the land development plan to an As-Built Plan, as recommended by the Planning Commission.

Borough Alternate Engineer Chris McDermott of Reilly Associates reviewed the plans and the Applicant's request. He stated that there would be a minor shift of the building and recommended to Borough Council to approve the change to the plans and that the Applicant would not exceed the 8,000 square feet as requested.

Mr. Frank discussed the relocation of the emergency access road from SR 940 to be between Wal-Mart and AutoZone, which was also recommended by the Planning Commission. Mr. Frank stated that they need approval tonight so that they can have a discussion with PennDOT.

Mayor R. Altemose and Councilwoman A. Harris who is also the Planning Commission Chair were concerned that the Fire Chief was not contacted as was promised prior to going before Borough Council and Councilwoman A. Harris questioned if the adjacent property owners were notified.

Councilwoman A. Harris moved to be not opposed to the Applicant's plan of the relocation of the emergency access road, subject to be fully reviewed by the Borough's Alternate Engineer, Borough's Traffic Engineer also subject to approval by the Pocono Mountain Fire Company and PennDOT. Councilwoman D. Fulton seconded. Motion carried 6 – 0.

Councilman J. Simeone moved to approve the building dimension change to increase to 8,000 square feet of the eastern side of the building as depicted in a plan and to amend final development plan SP4.0 and that the extension to be shown on an As-Built Plan once the project is completed without the necessity of going through a land development plan approval. Vice President N. DeLano seconded. Motion carried 6 – 0.

The Engineers were excused at this time.

Unfinished Business

Sign Ordinance 7 of 2023 Adoption – Solicitor J. Fareri stated that there was a Public Hearing earlier this evening and was properly advertised amending the Sign Ordinance Chapter 215.

Vice President N. DeLano moved amend the Sign Ordinance as 7 of 2023 as presented:

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WHEREAS, the Zoning Ordinance is codified in the Mount Pocono Borough Code at §215;

WHEREAS, regulations pertaining to signage appear in the Zoning Ordinance at code §215-78 to 100; and

WHEREAS, the Pennsylvania Municipalities Planning Code, as well as the Mount Pocono Zoning Ordinance, permit amendment of the Ordinance from time to time; and

WHEREAS, the Borough Council believes that as in the best interest that the Borough amend the sign Ordinance in accordance with the below changes to such Ordinance.

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6. Amend Code §215-89(g)(1) to change "seven" to "thirty".

Councilwoman D. Fulton seconded. Motion carried 6 – 0.

Fee Schedule Resolution #7 – Vice President N. DeLano moved to adopt Resolution #7 of 2023 Amending current Fee Schedule as amended by Solicitor J. Fareri. Councilman J. Simeone. Motion carried 6 – 0.

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New Business Continued

Planning Commission Recommendation on Borough Maintenance Building – As this is currently before the Zoning Hearing Board (ZHB), Vice President N. DeLano moved to table this until the ZHB decision is rendered. Councilwoman D. Fulton seconded. Motion carried 6 – 0.

Electric Supplier Bids – Councilwoman A. Harris moved to accept the electric supplier bid from APPI Energy with the contract starting December 2023. Vice President N. DeLano seconded. Motion carried 6 – 0.

Renew Audit Services – Councilwoman D. Fulton moved to continue with the Borough’s current auditor, Kirk, Summa & Co. who agrees not to exceed \$9,500.00 for its audit services. Councilwoman A Harris seconded. Motion carried 6 – 0.

Police Budget 2024 – Upon reviewing the submitted Police Budget of 2024, Councilwoman D. Fulton moved to accept the Police Budget of 2024 in the amount of \$1,027,922.06. Councilwoman A. Harris seconded. Motion carried 6 – 0.

Pocono Mountain Public Library Appointment – Councilwoman A. Harris moved to reappoint Barbara Tyrell to the Pocono Mountain Public Library for the term of January 2024 until December 31, 2026. Vice President N. DeLano seconded. Motion carried 6 – 0.

Parks and Recreation Additional Equipment – Councilwoman A. Harris moved to accept the quote from Recreation Resource USA in the amount of \$30,000.00 for the Parks and Recreation additional equipment. Vice President N. DeLano seconded. Motion carried 6 – 0.

Officer Reports:

President’s Report – No report.

Mayor’s Report – Mayor R. Altemose noted that he would be inviting Chief Wagner from Pocono Mountain Regional Police Department to our next work session to discuss the 2024 Police Budget.

Borough Manager’s Report – No report.

Solicitor’s Report – No report.

Treasurer’s Report – Borough Treasurer D. Hewitt presented the Cash Report and Borough’s bill list. Vice President N. DeLano moved to approve and pay the bills list of Wednesday, November 8, 2023, as outlined:

Cash Report as of October 31, 2023

<u>NBT General Fund</u>		<u>NBT Liquid Fuels Fund</u>	
Beginning Balance	\$ 359,464.58	Beginning Balance	\$ 140,552.34
Deposit	82,536.83	Deposit	0.00
Interest	4.45	Interest	2.37
Expense	221,838.94	Expense	<u>2,674.02</u>
Service Charge	<u>36.81</u>	Ending Balance	<u>\$ 137,880.69</u>
Ending Balance	<u>\$ 220,130.11</u>		
<u>NBT Road Rehab Fund</u>		<u>NBT Park & Recreation Fund</u>	
Beginning Balance	\$ 125,556.37	Beginning Balance	\$ 108,462.38
Deposit	899.31	Deposit	0.00
Interest	321.98	Interest	246.67
Expense	0.00	Expense	<u>15,747.38</u>
Ending Balance	<u>\$ 126,777.66</u>	Ending Balance	<u>\$ 92,961.67</u>

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NBT Traffic Signal Maintenance Fun (5 Pts)

Beginning Balance	\$ 92,347.27
Deposit	0.00
Interest	230.56
Expense	2,746.40
Ending Balance	<u>\$ 89,831.33</u>

NBT Pine Hill Intersection Fund

Beginning Balance	\$ 352,919.29
Deposit	0.00
Interest	5.99
Expense	0.00
Ending Balance	<u>\$ 352,925.28</u>

NBT Stormwater Fund

Beginning Balance	30,809.50
Deposit	0.00
Interest	78.50
Expense	0.00
Ending Balance	<u>\$ 30,888.00</u>

NBT Planning Commission Fund

Beginning Balance	\$ 6,121.65
Deposit	0.00
Interest	15.58
Expense	27.00
Ending Balance	<u>\$ 6,110.23</u>

PLGIT General Fund

Beginning Balance	\$ 870,411.89
Deposit	0.00
Deposit (EIT)	9,104.09
Deposit (LST)	2,537.37
Interest	3,838.11
Expense	0.00
Ending Balance	<u>\$ 885,891.46</u>

PLGIT Liquid Fuels Fund

Beginning Balance	\$177.61
Deposit	0.00
Interest	.78
Expense	0.00
Ending Balance	<u>\$ 178.39</u>

PLGIT Capital Fund

Beginning Balance	\$103,082.57
Deposit	0.00
Interest	482.47
Expense	0.00
Ending Balance	<u>\$ 103,565.04</u>

PLGIT Fund Balance

Beginning Balance	\$103,082.57
Deposit	0.00
Interest	482.47
Expense	0.00
Ending Balance	<u>\$103,565.04</u>

NBT Payroll Fund

Beginning Balance	\$ 5,872.79
Deposit	28,650.76
Interest	.11
Expense	30,104.91
Ending Balance	<u>\$ 4,418.75</u>

From General Fund to PR

(w/e 10/6/23)	\$7,293.59
(w/e 10/11/23)	\$7,124.46
(w/e 10/18/23)	\$7,247.37
(w/e 10/25/23)	\$6,985.34
Total Payroll	<u>\$30,104.91</u>

Sparkle Car Wash

Beginning Balance	\$ 5,056.82
Deposit	0.00
Interest	.09
Expense	0.00
Service Charge	9.63
Ending Balance	<u>\$ 5,047.28</u>

PLGIT Park & Rec and Other

Beginning Balance	\$610,045.35
Deposit	0.00
Interest	2,675.74
Expense	0.00
Ending Balance	<u>\$612,721.09</u>

Beautification

Beginning Balance	\$1,219.20
Deposit	0.00
Interest	3.11
Expense	0.00
Ending Balance	<u>\$ 1,222.31</u>

E-Com

Beginning Balance	\$ 16.81
Deposit	45.74
Interest	0.00
Expense	47.44
Ending Balance	<u>\$ 15.11</u>

ESSA Line of Credit - \$103,115.80

***BILLS TO BE APPROVED AND PAID 10/1/23 - 11/1/23 FROM THE NBT GENERAL FUND ACCOUNT:**

Alarm Installers Corp.	(General Release of Claim)	\$1,188.00
Barry Isette & Associates	(Reimb: Hirshland LDP& Harvest Properties Sketch Plan)	1,103.95*

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	(Safety: PennDOT/Committee & Boro &Revisions)	\$2,928.50
	(Maintenance Bldg. Site Plan LDP)	9,928.00
Berkheimer Associates	(Local Service Tax: Operating Commission Sept.)	29.81
Bill Beekman's Plumbing & Heating	(Garage: 3 Furnaces & Chimney Bases Nozzles, etc.)	495.00
Cintas Corporation	(PP: Maintenance Uniforms & Mats/ Rugs)	345.65
Custom Products Corporation	(Street & Road Signs)	700.24
Denise Clouse Cleaning Services	(Cleaning Boro 9/11,9/19,9/25,10/2,10/10,10/23,10/10)	1,050.00
ESSA	(PP: October Building Loan)	2,309.20
First Net	(PP: Manager iPhone, Road iPhone & Tablet)	124.05
Frank & Susan Guastella	(Refund – STR Conditional Use)	425.00
Geisinger Health Plan	(PP: Oct. Road Crew Health Plan)	6,855.52
Gleco Paint	(Parking Lot Paint: Lines/Stops/Bars/Hash Marks)	483.96
Gotta Go Potties	(P&R: (1) Port of Potties 8/7-9/4/23 & (2) 9/29-10/1/23)	420.00
Highmark Blue Shield	(PP: Oct. – Road Crew Vision/ Dental)	268.82
Kausen Family Trust c/o McDonalds	(Refund: Taxes – McDonalds)	3,848.79
Lowe's	(PP: Garage, P&R & General)	1,490.82
Mahki Owens	(Reimb: Incorrect Bank – Traffic Ticket)	47.44
Met Life	(PP: Highway: October – Life and Disability Ins.)	150.90
Modern	(Repair: Generator Running Continuously)	896.25
NAPA Auto Parts	(PP: Highway 2012 Pete)	137.93
NBT Cardmember Service	(PP: Garage/P&R/General)	5,473.36
Newman Williams, Mishkin, Corveleyn	(Reimb: Guastella Hearing)	390.00*
PA American Water Co.	(PP; Boro & Garage Water, Fire Hydrants)	934.88
PA One Call System, Inc.	(PA One Call)	6.66
Payroll Unlimited	(Payroll: 10/6,10/13,10/20,10/27,10/31/23)	114.60
Pitney Bowes	(PP: Pitney Bowes Lease)	134.00
Pocono Mountain Public Library	(Library: RE Taxes Int. B & Delinquent Taxes)	231.00
Pocono Mountain Regional EMS	(EMS: RE Taxes Int. B & Delinquent Taxes)	616.28
Pocono Mountain Regional Police Dept.	(November 2023 Payment)	79,488.67
Pocono Mountain Volunteer Fire Company	(FC: RE Taxes Int. B/Delinquent Taxes & Fuel Expense)	3,231.00
PPL Electric Utilities	(PP: 36 Lighting, Boro/Garage Electric, Park & Rec Conc.)	661.41
Purchase Power	(PP: Postage)	372.89
Quill Corp	(PP: Office Supplies – Copy Paper)	99.98
Selective Insurance	(PP: Oct. Insurance Pmt. & Deductible Recovery Claim)	4,239.04
SFM Consulting	(Zoning 40.5 Hours, 9 BC Permits & 3 rd Qtr. 2023)	6,204.50
Steele's Hardware	(Maint: Chain Saw Chains)	41.38
Sunoco Universal Fleet	(PP: Highway Vehicles Fuel Purchase)	869.44
The Two Shields, LLC	(repairs: 2009 Ford F550)	2,381.95
Tulpehocken Spring Water	(Bottled Water)	93.99
US Bank	(PP: October Copier Contract)	<u>128.45</u>
GRAND TOTAL:		<u>\$140,941.31</u>

*Reimbursable Items

Councilwoman D. Fulton seconded. Motion went to a roll call vote: Councilman J. Simeone, "Yes"; Vice President N. DeLano; "Yes"; Councilwoman A. Harris, "No"; Councilwoman D. Fulton, "Yes"; Councilwoman C. Williams, "No"; and, President D. Struckle, "Yes". Motion carried 4 – 2.

Zoning Officer's Report – Borough Manager M. Duffy gave the Zoning Officer's report for the month of October 2023 regarding Zoning and Code Enforcement issues as presented:

• **Permits Issued:**

- Thirty (30) permits issued.
- Six (6) Zoning Permits – Two (2) Commercial & Four (4) Residential
- Eight (8) Building Permits – Three (3) Commercial & Four (4) Residential
- One (1) Driveway Permit
- Two (2) Building CO's
- Two (2) Zoning CO's
- Seven (7) Resale, Use and Occupancy
- One (1) Chicken Keeping

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- Three (3) Short-Term Rentals
- **Enforcement Actions:**
 - September 20, 2023 – Enforcement Notice – 21 Center Avenue– Establishing a two-family dwelling on the subject property without first obtaining the necessary permits. *The property owner has since contacted the Zoning Office and is in the process of submitting the required application and documents to receive a Certificate of Non-Conformity. This Certificate is predicated on the property owner providing evidence of the two-family dwelling being established on the property prior to the adoption of the Zoning Ordinance.*
 - October 27, 2023 – Letter – 240 Winona Road – Parking a commercial vehicle in a residential neighborhood. The property owner has since contact the Zoning Office and has stated that the tractor-trailer will no longer be parked on the property. *They were informed that if the violation occurs again that they will receive a formal Notice of Violation.*
 - October 30, 2023 – Order to Show Cause – 124 Snowshoe Court – The Zoning and Building Code Office had received complaints from the manager of the condominium association expressing concerns regarding multiple decks located on the subject property. An inspection of the property was completed, and we determined that the decks were hazard to the occupants and that there were alterations to the decks completed without first obtaining permits. *If they fail to respond to the Building Code Office within thirty (30) days, we will require that the decks be secured from entry.*
 - October 31, 2023 – Enforcement Notice – 1 James Court – Establishing a Contractors Yard on the subject property.
- **Public Hearing Matters:**
 - Fazard Mohammed – 17 Old Timber Road – The property owner has appeal the ZHB decision to the Court of Common Pleas. *The Hearing has been scheduled for November 8, 2023 at 1:00 pm.*
 - Adrien and Jennifer Bohdal – 56 Pine Hill Road – Establishment of a Contractor's Yard on the subject property. *The Borough has reinstated the filing of the civil complaint against the property owners. A hearing date has been set for November 22, 2023 at 10:00 am.*
 - Susan and Frank Guastella – 113 Ward Avenue – *The Zoning Office has settled the complaint with the Property Owner and they have obtained all required permits to bring them into compliance with the Borough Zoning Ordinance.*
 - Fazard Mohammed – 22 Brunswick Drive – The property owner has appealed the ZHB decision to the Court of Common Pleas. *A Hearing date has yet to be determined.*
 - Mount Pocono Borough – 57 Knox Street – A ZHB application has been submitted for a dimensional variance request for the proposed maintenance garage. *The Hearing is proposed to be held on November 30, 2023 at 6:00 pm.*
- **Resale Use and Occupancy Violations:**
 - The following properties were issued Notices for their violations of the Borough Resale, Use, and Occupancy Ordinance: 33 Heath Lane; 139 Foxfire Drive; 1369 Pocono Boulevard; 14 Stonegate Court; 14 Hemlock road; 12 Pointe Street; 33 Reeder Street; 419 Manor View Avenue; 5 Stonegate Court; 85 Church Avenue; 405 Park Avenue; 257 Nittany Court; and, 267 Nittany Court.

Borough Manager M. Duffy clarified that the letters for the non-dedicated roads will be sent out directly.

PUBLIC PARTICIPATION - After some discussion from the public, Borough Council agreed to have a grace period of one (1) year to take care of the non-dedicated roads.

Meeting adjourned at 8:30 P.M.

Respectfully submitted,

Marissa Duffy, Borough Manager

Real Estate 5.875 = \$1,419,236.00

Road Rehab. .240 = \$57,978.00

Library 0.155 = \$37,444.00

Fire. 0.155 = \$37,444.00

EMS. 0.078 = \$18,843.00

Total: 6.503

Operating Expenses	
Legislative Body	\$6,800.00
Manager	\$76,181.00
Tax Collector	\$32,938.00
Legal	\$26,000.00
Office/Admin/Treasurer	\$100,595.00
Boro Building	\$169,150.00
Police	\$1,034,924.00
Fire	\$80,944.00
EMS	\$19,343.00
Planning and Zoning	\$390,745.00
Safety Commission	\$51,000.00
Highway/Road Crew	\$642,744.00
Parks and Rec	\$30,700.00
Library	\$37,444.00
Donations	\$2,000.00
Debt Service	\$30,876.00
Insurance	\$54,000.00
Benefits	\$37,498.00
Interfund Trans	\$220,000.00
2024 Total	\$3,043,882.00

Revenue	
Real Property Tax	\$1,568,367.00
Local Tax	\$400,000.00
Cable	\$15,000.00
Fines	\$23,000.00
Interest,Rents, Royalties	\$17,000.00
Grants	\$30,000.00
State Shared Rev & Entitlements	\$57,100.00
General Gov	\$483,750.00
Public Safety	\$250.00
Sanitation	\$1,500.00
Interfund Op Trans in Parks & Rec	\$30,700.00
Fund Fwd	\$417,215.00
2024 Total	\$3,043,882.00

Borough Council Meetings in 2024

Jan 2
Feb 6
March 5
April 2
May 7
June 4
July 2
Aug 6
Sept 3
Oct 1
Nov 6
Dec 3

Work Sessions

Jan 16
Feb 20
March 19
April 16
May 21
June 18
July 16
Aug 20
Sept 17
Oct 15
Nov 19
Dec 17

Planning Commission-Third Wednesday
Parks and Recreation Committee-Third Thursday
Safety Commission Fourth Monday



Estimate

BRISTOL GENERAC
 2501 DURHAM RD
 BRISTOL PA 19007
 800-404-7291

Date: 10/09/23
No.: SVQ073967
 Expiration: 11/08/23
 800-404-7291
 gquotes@moderngroup.com

Bill To:
 MT. POCONO BOROUGH (216889)
 1361 POCONO BLVD
 MOUNT POCONO PA 18344
 JIM TROMBETTA 570-656-0758

Ship To:
 MT. POCONO BOROUGH
 1361 POCONO BLVD
 MOUNT
 POCONO PA 18344

Description				AMOUNT
Please accept the following estimate as part of our technician's recommendation of service:				
Description	Make	Model	Serial No	\$7,357.52
KOHLER 62KW	KOHLER	60REOZJD	3043492	
Labor and Material to: REPLACE LEAKING FUEL FILTER HOUSING, REPLACE FAILED ATS CONTROLLER & PROGRAM & 2 HOUR LOAD BANK TEST.				
Note: PLEASE ALLOW 2-3 DAYS FOR LEAD TIME-CS				
Total (Tax not included):				\$7,357.52

If you have any questions concerning this estimate please contact GQUOTES@MODERNGROUP.COM

****NOTE:** The undersigned as buyer authorizes the repair work herein set forth together with the furnishing of necessary parts and other materials for such repairs and agrees that seller is not responsible for any delays caused by unavailability or delayed availability of parts and materials for any reason. Buyer also acknowledges this estimate is based on an initial inspection that does not include any additional parts, labor or materials which may be required after repairs are initiated. If additional work is necessary or labor exceeds the estimate you will be billed on a time and material basis. Seller reserves the right to invoice partial or incomplete repairs pending customer review. Any claims against work performed must be made within 30 days. All lead times provided are estimates and subject to change. Travel and Mileage will be billed accordingly.

Approved: _____

Date: _____

Purchase Order No.: _____

THANK YOU FOR YOUR BUSINESS!

SMALL BREED DOGS



UNDER 30 POUNDS ONLY

USE PARK AT YOUR OWN RISK

LARGE BREED DOGS



OVER 30 POUNDS ONLY

USE PARK AT YOUR OWN RISK

MOUNT POCONO
BOROUGH

OPEN DAWN TILL DUSK

DOG PARK RULES

- **USE PARK AT YOUR OWN RISK**
- **OWNERS ARE LEGALLY RESPONSIBLE FOR THE BEHAVIOR OF THEIR DOG (S) AT ALL TIMES.**
- **DOGS MUST BE LEASHED WHILE ENTERING AND EXITING THE PARK.**
- **DOG WASTE MUST BE CLEANED UP BY THEIR OWNERS IMMEDIATELY.**
- **OWNERS MUST BE WITHIN THE DOG PARK AND SUPERVISING THEIR DOG WITH LEASH READILY AVAILABLE.**
- **DOG HANDLERS MUST BE AT LEAST 16 YEARS OF AGE.**
- **CHILDREN UNDER 13 MUST BE ACCOMPANIED BY AN ADULT AND SUPERVISED AT ALL TIMES**
- **AGGRESSIVE DOGS MUST BE REMOVED IMMEDIATELY.**
- **DOGS SHOULD BE UNDER VOICE CONTROL.**

PROHIBITED:

- **HUMAN & DOG FOOD / TREATS**
- **SICK DOGS**
- **GLASS CONTAINERS**
- **AGGRESSIVE DOGS**
- **DOGS IN HEAT**
- **PUPPIES (UNDER 4 MONTHS)**

MOUNT POCONO BOROUGH (570) 839-8436

AS of NOVEMBER 30, 2023

PREPAID INVOICES

AmTrust -Workers Comp	2,759.00
Cintas Uniform & Mats	337.88
Essa Bank & Trust	2,572.87
First Net	124.05
Geisinger	6,855.52
Highmark (Dental&Vision)	268.82
Lowe's	256.72
Met Life	164.52
Napa Auto Parts	154.57
NBT Credit Card	480.74
PA Water Co (43 Hydrants \$20.30ea)	872.90
PA Water Borough	26.31
PA Water Garage	38.80
PPL (7)	660.81
Selective Insurance	4,074.00
Sunoco Gas	
US Bank Equipment Finance (Copier)	128.45
	17,016.96

Pinehill Intersection Bnk Acct
24,750.00 Traffic Planning & Design

Planning Commission Bnk Acct
500.00 Monroe County Planning Comm.
For Garage Was **REFUNDED**

11/30/2023

GENERAL FUND

TOTAL INVOICES	\$	168,226.92
PREPAID INVOICES	\$	(17,016.96)
AMOUNT NOT PP:	\$	\$151,209.96

Borough of Mt. Pocono-General Fund
Bills To Be Approved and Paid
11/1/2023 - 12/1/2023

Type	Date	Num	Memo	Due Date	Amount
ARGS Technology, LLC					
Bill	11/28/2023	2102	IT Service (Retrieve Laptop to Search GoDaddy Login,Cloud Backup 74.50,Domain Registra...	11/30/2023	859.35
Total ARGS Technology, LLC					859.35
AMTrust North America					
Bill	11/01/2023	PP	PP: Fire Company: Workers Compensation	11/01/2023	2,759.00
Total AMTrust North America					2,759.00
Ann Marie Harris					
Bill	12/01/2023		Council Member (7/1/23- 12/31/23)	12/01/2023	450.00
Total Ann Marie Harris					450.00
Berkheimer Associates					
Bill	11/27/2023	393	Local Service Tax: Operating Commission & Postage (Oct)	11/30/2023	63.32
Total Berkheimer Associates					63.32
CINTAS CORPORATION					
Bill	11/08/2023	PP	PP (Oct) Borough Logo Rugs & Mats	11/08/2023	84.65
Bill	11/08/2023	PP	PP (Oct) Maintenance Uniforms	11/08/2023	229.92
Bill	11/08/2023	PP	PP (Oct) Garage Mats	11/08/2023	23.31
Total CINTAS CORPORATION					337.88
Claude S. Cyphers, Inc.					
Bill	11/27/2023	007399...	3 New Batteries #2014 Kenworth, 2 Battery Charges	11/30/2023	549.75
Total Claude S. Cyphers, Inc.					549.75
Claudette Williams					
Bill	12/01/2023		Council Member (7/1/23-12/31/23)	12/01/2023	450.00
Total Claudette Williams					450.00
Debra Fulton					
Bill	12/01/2023		Council Member (7/1/23 - 12/31/23)	12/01/2023	450.00
Total Debra Fulton					450.00
Donald Struckle					
Bill	12/01/2023		Council President: (7/1/23-12/31/23)	12/01/2023	450.00
Total Donald Struckle					450.00
Ella Santiago					
Bill	12/01/2023		Council Member (7/1/23- 12/31/23)	12/01/2023	450.00
Total Ella Santiago					450.00
ESSA					
Bill	11/07/2023	PP	PP (Nov) Building Loan	11/07/2023	2,572.87
Total ESSA					2,572.87
First Net					
Bill	11/15/2023	PP	PP Manager Cell Phone	11/15/2023	43.07
Bill	11/15/2023	PP	PP Road Cell Phone & I pad	11/15/2023	80.98
Total First Net					124.05
GateHouse Media PA Holdings, Inc.					
Bill	11/27/2023	5954071	Advertise Zoning Garage Set Back Variance (2x)	11/30/2023	208.06
Total GateHouse Media PA Holdings, Inc.					208.06
Geisinger Health Plan					
Bill	11/01/2023	AWD	PP Nov. Road Crew: Health Plan	11/01/2023	6,855.52
Total Geisinger Health Plan					6,855.52
Gotta Go Potties					
Bill	11/27/2023	226673	P&R: (1) Port of Potties (10/2/23 -10/30/23)	11/30/2023	175.00
Total Gotta Go Potties					175.00
Highmark Blue Shield					
Bill	11/01/2023	PP	PP Nov. Road Crew: Vision & Dental	11/01/2023	268.82
Total Highmark Blue Shield					268.82

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

11/1/2023 - 12/1/2023

Type	Date	Num	Memo	Due Date	Amount
Joseph Simeone					
Bill	12/01/2023		Council Member (10/1/23-12/31/23)	12/01/2023	225.00
Total Joseph Simeone					225.00
Lori Noonan					
Bill	12/01/2023		Council Vice President (7/1/23-9/5/23)	12/01/2023	162.50
Total Lori Noonan					162.50
LOWE'S					
Bill	11/16/2023	PP	PP Borough Outside LED Lites	11/16/2023	22.76
Bill	11/16/2023	PP	PP Highway Supplies: Sand, Squeegee, Sealer, New Torch	11/16/2023	154.31
Bill	11/16/2023	PP	PP Highway Marking Pens, Tape	11/16/2023	79.65
Total LOWE'S					256.72
MET LIFE					
Bill	11/01/2023	PP	PP Highway: Nov.- Life and Disability Ins.	11/01/2023	164.52
Total MET LIFE					164.52
NAPA Auto Parts					
Bill	11/13/2023	PP	PP Highway: Snow Plow Guides, 2009 Ford 550 Hood Lift Support	11/13/2023	154.57
Total NAPA Auto Parts					154.57
NBT Cardmember Service					
Bill	11/06/2023	PP	PP Highway: Dixon Sealer Tar Valve	11/06/2023	79.50
Bill	11/06/2023	PP	PP Borough 3 Shovel Hooks	11/06/2023	15.65
Bill	11/06/2023	PP	PP (P&R) Pavillion Paint Rollers	11/06/2023	34.42
Bill	11/06/2023	PP	PP Highway One Call Marking Paint	11/06/2023	127.18
Bill	11/06/2023	PP	PP Highway: Degreaser, Disinfectant Cleaner	11/06/2023	28.00
Bill	11/06/2023	PP	PP: New Council Sign VP	11/06/2023	27.00
Bill	11/06/2023	PP	PP Versacheck Writer Validation	11/06/2023	69.99
Bill	11/06/2023	PP	PP Service Membership Fee	11/06/2023	99.00
Total NBT Cardmember Service					480.74
Norman Delano, Jr.					
Bill	12/01/2023		Council Member & V. President (7/1/23 - 12/31/23)	12/01/2023	450.00
Total Norman Delano, Jr.					450.00
PA American Water Co.					
Bill	11/06/2023	PP	PP Borough Water	11/06/2023	26.31
Bill	11/06/2023	PP	PP Maintence Garage Water	11/06/2023	38.80
Bill	11/27/2023	PP	PP Fire Hydrants (43)	11/27/2023	872.90
Total PA American Water Co.					938.01
PA One Call System, Inc					
Bill	11/27/2023	102836...	PA One Call	11/30/2023	22.86
Total PA One Call System, Inc					22.86
Payrolls Unlimited					
Bill	11/29/2023	46998	Payroll (11/03,11/10,11/17,11/24/23)	11/30/2023	95.20
Total Payrolls Unlimited					95.20
PLOCINIAC OIL CO.					
Bill	11/27/2023	638612	Borough Heat 11/29/23 - 764.0 Gallons @ \$3.59	11/30/2023	2,742.76
Bill	11/27/2023	638602	Garage Heat 11/29/23 376.7 Gallons @ \$3.59	11/30/2023	1,352.35
Total PLOCINIAC OIL CO.					4,095.11
Pocono Lake Supply Company					
Bill	11/27/2023		Concrete Mix, Stone, for Flag Poles(3)	11/30/2023	802.50
Total Pocono Lake Supply Company					802.50
Pocono Mountain Public Library					
Bill	11/27/2023		Library: RE Tax, & Delinquent Tax	11/30/2023	409.03
Total Pocono Mountain Public Library					409.03
Pocono Mountain REgional EMS					
Bill	11/27/2023		EMS: RETax & Delinquent Tax	11/30/2023	205.80
Total Pocono Mountain REgional EMS					205.80

Borough of Mt. Pocono-General Fund
Bills To Be Approved and Paid
11/1/2023 - 12/1/2023

Type	Date	Num	Memo	Due Date	Amount
Pocono Mountain Regional Police Departmen					
Bill	12/01/2023		December 2023 Final Payment	12/01/2023	79,488.67
Total Pocono Mountain Regional Police Departmen					79,488.67
Pocono Mountain Volunteer Fire Company					
Bill	11/27/2023		FC RE Tax & Delquent Tax	11/30/2023	409.03
Total Pocono Mountain Volunteer Fire Company					409.03
PPL ELECTRIC UTILITIES					
Bill	11/02/2023	PP	PP: P & R Concession Stand Electric	11/02/2023	26.80
Bill	11/02/2023	PP	PP: Borough Electric	11/02/2023	292.83
Bill	11/02/2023	PP	PP: Meter 1	11/02/2023	64.31
Bill	11/02/2023	PP	PP: Meter 2	11/02/2023	59.00
Bill	11/02/2023	PP	PP: Meter 3	11/02/2023	50.46
Bill	11/02/2023	PP	PP: 36 PoconoBlvd Lighting	11/02/2023	46.56
Bill	11/02/2023	PP	PP: Maintenance Building Elect.	11/02/2023	120.85
Total PPL ELECTRIC UTILITIES					660.81
Randy Altemose					
Bill	12/01/2023		Mayor: (7/1/23-12/31/23)	12/01/2023	500.00
Total Randy Altemose					500.00
Reilly Associates					
Bill	11/27/2023	19030.02	Reimb: Clarius Park I380 Development Plan-Warehouse (5/14/2023-9/9/2023)	11/30/2023	51,368.12
Total Reilly Associates					51,368.12
Schadler yesco					
Bill	11/27/2023	S72465...	LED Lights for Black Posts	11/30/2023	479.46
Total Schadler yesco					479.46
Selective Insurance					
Bill	11/03/2023	PP	PP Selective Ins.	11/03/2023	4,074.00
Total Selective Insurance					4,074.00
SFM Consulting,LLC					
Bill	11/27/2023	Z-012	Nov. Zoning (43 hrs)	11/30/2023	2,795.00
Bill	11/27/2023	BC-009	Building Permits	11/30/2023	1,272.87
Bill	11/27/2023	ReSale...	Resale U&O Permits (13) 9/22-11/22/23	11/30/2023	910.00
Total SFM Consulting,LLC					4,977.87
Steele's Hardware					
Bill	11/27/2023	1133420	Rental: Cement Mixer (Flag Poles)	11/30/2023	66.00
Total Steele's Hardware					66.00
Summit Welding					
Bill	11/27/2023		Weld Crack Sealer Trailer	11/30/2023	75.00
Total Summit Welding					75.00
TK Elevator Corporation					
Bill	11/27/2023	300748...	Service Date (10/1/23-12/31/23)	11/30/2023	214.71
Total TK Elevator Corporation					214.71
Topp Business Solutions					
Bill	11/27/2023	408106	Copier (8/4/2023-11/3/2023) B/W & Col Overages	11/30/2023	298.62
Total Topp Business Solutions					298.62
US Bank					
Bill	11/08/2023	PP	PP Copier Contract	11/08/2023	128.45
Total US Bank					128.45
TOTAL					168,226.92

**Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2023**

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
Income				
301.000 · REAL PROPERTY TAXES				
301.001 · RE Tax-Current Year (Discount)	1,092,150.98	1,250,000.00	-157,849.02	87.4%
301.002 · RE Tax-Current Year (Face Amt)	71,765.89	0.00	71,765.89	100.0%
301.003 · RE Tax-Current Yr (Penalty Amt)	36,306.92	0.00	36,306.92	100.0%
301.101 · RE Taxes Library	36,834.62	37,590.00	-755.38	98.0%
301.102 · RE Fire Co Taxes	36,834.62	37,590.00	-755.38	98.0%
301.103 · RE EMS Taxes	18,532.47	18,795.00	-262.53	98.6%
301.200 · Real Estate Taxes-Prior Year	11,020.89	30,000.00	-18,979.11	36.7%
301.300 · RE Taxes - Interest	208.63	100.00	108.63	208.6%
301.400 · Real Estate Taxes - Delinquent	43,469.60	60,000.00	-16,530.40	72.4%
301.401 · Delinquent Library Taxes	1,363.79	2,300.00	-936.21	59.3%
301.402 · Delinquent Fire Co Taxes	1,363.79	2,300.00	-936.21	59.3%
301.403 · Delinquent EMS Taxes	686.07	1,150.00	-463.93	59.7%
301.600 · Real Estate Taxes - Interim A	269.62	50,000.00	-49,730.38	0.5%
301.610 · Real Estate Taxes - Interim B	14,318.70	0.00	14,318.70	100.0%
301.620 · Real Estate Taxes - Interim C	0.00	0.00	0.00	0.0%
Total 301.000 · REAL PROPERTY TAXES	1,365,126.59	1,489,825.00	-124,698.41	91.6%
310.000 · LOCAL TAX ENABLING ACT (ACT 511)				
310.100 · Real Estate Transfer Taxes	159,986.04	55,000.00	104,986.04	290.9%
310.210 · Earned Income Taxes-Current Yr	314,270.20	290,000.00	24,270.20	108.4%
310.410 · LST Tax - Current Year	90,714.49	75,000.00	15,714.49	121.0%
Total 310.000 · LOCAL TAX ENABLING ACT (ACT 511)	564,970.73	420,000.00	144,970.73	134.5%
321.000 · CABLE TELEVISION FRANCHISE TAX				
321.800 · Cable Television Franchise	15,312.89	15,000.00	312.89	102.1%
321.801 · Small Cell Fees	0.00	0.00	0.00	0.0%
Total 321.000 · CABLE TELEVISION FRANCHISE TAX	15,312.89	15,000.00	312.89	102.1%
331.000 · FINES				
331.110 · Vehicle & Crime Violations	27,702.09	20,000.00	7,702.09	138.5%
331.120 · Zoning Fines & Violations	20,515.00	3,000.00	17,515.00	683.8%
Total 331.000 · FINES	48,217.09	23,000.00	25,217.09	209.6%
340.000 · INTEREST, RENTS, AND ROYALTIES				
340.100 · Interest Earnings	26,524.07	500.00	26,024.07	5,304.8%
342.200 · Rents and Royalties	10,000.00	0.00	10,000.00	100.0%
Total 340.000 · INTEREST, RENTS, AND ROYALTIES	36,524.07	500.00	36,024.07	7,304.8%
354.000 · STATE CAPITAL & OPERATING GRANT				
352.530 · Federal Entitlement Grant	0.00	0.00	0.00	0.0%
354.080 · Recycling Grant - State	0.00	17,000.00	-17,000.00	0.0%
354.085 · PM Visitors Bureau Grant	15,000.00	0.00	15,000.00	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%
Total 354.000 · STATE CAPITAL & OPERATING GRA...	15,000.00	17,000.00	-2,000.00	88.2%
355.000 · STATE SHARED REV & ENTITLEMENTS				
355.010 · Public Utility Realty	1,800.89	1,500.00	300.89	120.1%
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	1,400.00	1,000.00	400.00	140.0%
355.130 · Firemen's Relief	18,631.47	17,000.00	1,631.47	109.6%
355.150 · Boro Empl. Pension State Aid	28,581.12	22,000.00	6,581.12	129.9%
Total 355.000 · STATE SHARED REV & ENTITLEMEN...	50,413.48	41,500.00	8,913.48	121.5%

11:25 AM

11/30/23

Cash Basis

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
361.000 · GENERAL GOV'T REVENUES				
361.002 · Legal Fee's Reimbursable ZHB	3,390.00	5,000.00	-1,610.00	67.8%
361.003 · Engineering Fees Reimbursable	121,755.55	50,000.00	71,755.55	243.5%
361.004 · Mayor's Marriage Receipts	0.00	0.00	0.00	0.0%
361.005 · Insurance Reimb.	27.80	1,000.00	-972.20	2.8%
361.006 · Insurance Reimb (Mold)	0.00	0.00	0.00	0.0%
361.010 · Paradise Township Fire W/C Ins.	7,015.69	6,500.00	515.69	107.9%
361.011 · Paradise Twp Line Painter	0.00	0.00	0.00	0.0%
361.300 · Application & Startup Fees	10,650.00	2,500.00	8,150.00	426.0%
361.301 · Building - (general permits)	33,641.13	1,500.00	32,141.13	2,242.7%
361.302 · Building - (new construction)	124,777.30	1,000.00	123,777.30	12,477.7%
361.305 · Rentals	5,975.68	5,000.00	975.68	119.5%
361.310 · Sign Permits	1,849.25	5,000.00	-3,150.75	37.0%
361.315 · Sheds, Pools, Deck Permits	1,031.70	750.00	281.70	137.6%
361.320 · Driveway Permits	6,022.01	1,000.00	5,022.01	602.2%
361.325 · Roof/ReRoof Permits	0.00	0.00	0.00	0.0%
361.330 · CO Resale Permits	2,400.00	0.00	2,400.00	100.0%
361.335 · Building Permit & UCC Fee	592,450.74	0.00	592,450.74	100.0%
361.340 · Change of Use (Trash Cert)	530.00	1,000.00	-470.00	53.0%
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)	0.00	0.00	0.00	0.0%
Total 361.000 · GENERAL GOV'T REVENUES	911,516.85	80,250.00	831,266.85	1,135.8%
362.000 · PUBLIC SAFETY REVENUES				
362.111 · Charge for Police Services	15,402.73	0.00	15,402.73	100.0%
362.120 · Ball Field Usage Fee	250.00	200.00	50.00	125.0%
362.411 · Building Permits- UCC	4,674.00	5,000.00	-326.00	93.5%
Total 362.000 · PUBLIC SAFETY REVENUES	20,326.73	5,200.00	15,126.73	390.9%
364.000 · SANITATION REVENUES				
364.300 · Solid Waste Collection Liens	4,899.61	3,000.00	1,899.61	163.3%
Total 364.000 · SANITATION REVENUES	4,899.61	3,000.00	1,899.61	163.3%
380.000 · OTHER REVENUES				
380.100 · Proceeds of Sales of Assets	0.00	0.00	0.00	0.0%
380.200 · Miscellaneous Revenue	120.74	0.00	120.74	100.0%
380.300 · Donations/Contributions/Sponsor	488.75	0.00	488.75	100.0%
380.400 · Scrap Metal Revenue	681.60	0.00	681.60	100.0%
Total 380.000 · OTHER REVENUES	1,291.09	0.00	1,291.09	100.0%
392.000 · INTERFUND OP TRANSFERS IN				
392.101 · Planning Fund	0.00	0.00	0.00	0.0%
392.102 · Projects Fund	5,047.30	0.00	5,047.30	100.0%
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	19,800.00	19,800.00	0.00	100.0%
392.500 · Park & Rec. Other Op. Transfers	2,967.00	0.00	2,967.00	100.0%
392.600 · Plgit General Fund	200,000.00	0.00	200,000.00	100.0%
Total 392.000 · INTERFUND OP TRANSFERS IN	227,814.30	19,800.00	208,014.30	1,150.6%
393.000 · ESSA Loan Proceeds	0.00	0.00	0.00	0.0%
394.000 · Sale of Fixed Assets	0.00	0.00	0.00	0.0%
395.000 · Refunds of Prior Yr Expenditure	0.00	0.00	0.00	0.0%
396.000 · Donations from Private & Public	0.00	0.00	0.00	0.0%
399.000 · Fund Balance Forward	345,641.00	345,641.00	0.00	100.0%
Total Income	3,607,054.43	2,460,716.00	1,146,338.43	146.6%

**Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2023**

Expense	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
400.000 · LEGISLATIVE BODY				
400.110 · Salary of Elected Officials	5,887.50	7,300.00	-1,412.50	80.7%
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	27.00	1,000.00	-973.00	2.7%
400.331 · Travel Expenses	0.00	0.00	0.00	0.0%
400.420 · Dues,Subscriptions, & Membershi	963.00	1,260.00	-297.00	76.4%
400.460 · Meetings & Conferences	0.00	0.00	0.00	0.0%
Total 400.000 · LEGISLATIVE BODY	6,877.50	9,560.00	-2,682.50	71.9%
401.000 · ADMIN MANAGER				
401.120 · Manager Salary	33,218.75	60,000.00	-26,781.25	55.4%
401.121 · M. Salary	29,394.18	0.00	29,394.18	100.0%
401.156 · Manager Health Ins. (Geis.)	14,290.68	28,582.00	-14,291.32	50.0%
401.157 · Manager Dental&Vision (Highmrk)	522.52	1,054.00	-531.48	49.6%
401.158 · Manager Life/Disb (Met Life)	0.00	780.00	-780.00	0.0%
401.161 · Manager Employers Fica	2,000.19	3,700.00	-1,699.81	54.1%
401.162 · Manager Employers U/C	745.00	745.00	0.00	100.0%
401.163 · Manager Employers Medicare	445.42	870.00	-424.58	51.2%
401.164 · M. ERs Fica	1,899.94	0.00	1,899.94	100.0%
401.165 · M. ERs U/C	745.00	0.00	745.00	100.0%
401.166 · M. ERs Medicare	444.35	0.00	444.35	100.0%
401.200 · Supplies/Equipment	1,136.37	300.00	836.37	378.8%
401.331 · Travel Expenses	150.65	550.00	-399.35	27.4%
401.350 · Bonding/Insurance	625.00	700.00	-75.00	89.3%
401.420 · Dues, Subscriptions,Membership	203.00	200.00	3.00	101.5%
401.460 · Mtgs/Training	415.00	400.00	15.00	103.8%
Total 401.000 · ADMIN MANAGER	86,236.05	97,881.00	-11,644.95	88.1%
403.000 · TAX COLLECTION				
403.110 · Salary - Tax Collector	5,600.00	5,600.00	0.00	100.0%
403.120 · Transfer Tax Commission	3,199.72	1,100.00	2,099.72	290.9%
403.130 · EIT Commission	4,333.46	4,000.00	333.46	108.3%
403.131 · LST Commission	1,318.79	1,500.00	-181.21	87.9%
403.161 · Employers FICA-Tax Coll	347.20	348.00	-0.80	99.8%
403.162 · Employers U/C-Tax Coll	0.00	0.00	0.00	0.0%
403.163 · Employers Medicare-Tax Coll	81.20	90.00	-8.80	90.2%
403.200 · Supplies-Tax Coll	1,380.82	1,000.00	380.82	138.1%
403.350 · Insurance and Bonding	0.00	0.00	0.00	0.0%
403.351 · Refund of RE Taxes Paid	7,074.47	24,851.00	-17,776.53	28.5%
Total 403.000 · TAX COLLECTION	23,335.66	38,489.00	-15,153.34	60.6%
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	500.00	-500.00	0.0%
404.331 · Addition Solicitor Fees	210.00	1,000.00	-790.00	21.0%
404.356 · Labor Attorney	10,598.60	8,800.00	1,798.60	120.4%
Total 404.000 · LEGAL	32,808.60	32,300.00	508.60	101.6%

**Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2023**

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
405.000 · OFFICE-TREAS/ADMIN.				
405.120 · Salary of Treasurer	22,168.75	20,800.00	1,368.75	106.6%
405.140 · Salary of Admin. Assistant	34,270.75	46,280.00	-12,009.25	74.1%
405.156 · Health Ins.	0.00	8,389.00	-8,389.00	0.0%
405.157 · Dental/Vision (Highmark)	0.00	376.00	-376.00	0.0%
405.158 · Life/Disab Ins	0.00	852.00	-852.00	0.0%
405.161 · Employers FICA	3,536.44	4,159.00	-622.56	85.0%
405.162 · Employers U/C	1,534.71	1,490.00	44.71	103.0%
405.163 · Employers Medicare	827.07	973.00	-145.93	85.0%
405.190 · Temporary Help	0.00	0.00	0.00	0.0%
405.200 · Office Supplies	893.77	1,500.00	-606.23	59.6%
405.220 · Office Postage	1,637.89	1,550.00	87.89	105.7%
405.310 · Payroll Service	1,592.94	2,000.00	-407.06	79.6%
405.311 · Additional Audit (AUP)	0.00	0.00	0.00	0.0%
405.312 · Professional Cost-Audit	8,200.00	8,200.00	0.00	100.0%
405.320 · Communications/Telephone	2,781.43	4,000.00	-1,218.57	69.5%
405.321 · Website	1,800.00	3,500.00	-1,700.00	51.4%
405.325 · Bank Service Charges	415.32	500.00	-84.68	83.1%
405.331 · Mileage Reimb.	0.00	0.00	0.00	0.0%
405.340 · Advertising Gen./Mtgs	1,988.84	2,500.00	-511.16	79.6%
405.350 · Insurance/Bonding	325.00	325.00	0.00	100.0%
405.370 · Repair & Maint-Office Equip	492.90	1,000.00	-507.10	49.3%
405.454 · Contracted Copier	2,334.11	3,000.00	-665.89	77.8%
405.460 · Meetings/Confer	0.00	0.00	0.00	0.0%
405.740 · Office Equip	0.00	0.00	0.00	0.0%
Total 405.000 · OFFICE-TREAS/ADMIN.	84,799.92	111,394.00	-26,594.08	76.1%
409.000 · GENERAL GOVERNMENT EXPENSES				
409.100 · Salaries - Custodial	1,050.00	0.00	1,050.00	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	3,776.33	2,500.00	1,276.33	151.1%
409.300 · Other Serv/Charges-Buildings	1,437.68	20,000.00	-18,562.32	7.2%
409.310 · Professional Services	12,620.40	15,000.00	-2,379.60	84.1%
409.360 · Public Water/ Sewer	319.87	500.00	-180.13	64.0%
409.361 · Public Electric	5,614.43	10,000.00	-4,385.57	56.1%
409.366 · Public Sewer	46.56	12,288.00	-12,241.44	0.4%
409.367 · Building Heat	9,955.94	17,000.00	-7,044.06	58.6%
409.369 · Information Technology (IT)	3,999.85	5,000.00	-1,000.15	80.0%
409.370 · Repairs & Maintenance	4,985.13	2,500.00	2,485.13	199.4%
409.380 · Lighting Repair & Maintenance	0.00	0.00	0.00	0.0%
409.450 · Bottled Water	834.14	700.00	134.14	119.2%
409.500 · Mold Remediation & Bid Repair	0.00	0.00	0.00	0.0%
409.600 · Capital Construction (Garage)	6,326.25	45,000.00	-38,673.75	14.1%
409.700 · Capital Purchase	26,142.68	0.00	26,142.68	100.0%
409.800 · Bldg Debt Service (ESSA)	25,664.87	30,000.00	-4,335.13	85.5%
409.900 · ARPA (Am.Rescue Plan Act)	0.00	0.00	0.00	0.0%
Total 409.000 · GENERAL GOVERNMENT EXPENSES	102,774.13	160,488.00	-57,713.87	64.0%
410.000 · REGIONAL POLICE				
410.329 · Control Center Fees	4,795.84	4,800.00	-4.16	99.9%
410.370 · Police Service Fees	953,864.13	953,864.00	0.13	100.0%
410.420 · M.M.O. - Pension	0.00	49,527.00	-49,527.00	0.0%
410.471 · Police - Loan Payment	0.00	0.00	0.00	0.0%
410.480 · Other (Non Uniform Police)	0.00	1,195.00	-1,195.00	0.0%
Total 410.000 · REGIONAL POLICE	958,659.97	1,009,386.00	-50,726.03	95.0%

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Cash Basis

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
411.000 · FIRE				
411.345 · Fire Work/Comp	8,307.00	13,000.00	-4,693.00	63.9%
411.370 · Hydrants	9,304.13	8,500.00	804.13	109.5%
411.540 · Contributions to Volunteer Fire	38,198.41	39,890.00	-1,691.59	95.8%
411.541 · Firemens Relief Disbursement	18,631.47	17,000.00	1,631.47	109.6%
411.542 · Fire Truck Fuel Expense	3,000.00	3,000.00	0.00	100.0%
Total 411.000 · FIRE	77,441.01	81,390.00	-3,948.99	95.1%
412.000 · AMBULANCE				
412.500 · Contribution	19,218.60	19,945.00	-726.40	96.4%
412.542 · Fuel Reimb - Ambulance	500.00	500.00	0.00	100.0%
Total 412.000 · AMBULANCE	19,718.60	20,445.00	-726.40	96.4%
413.000 · PROTECTIVE INSPECTION				
413.120 · On-Site Sewer Officer	0.00	0.00	0.00	0.0%
Total 413.000 · PROTECTIVE INSPECTION	0.00	0.00	0.00	0.0%
414.000 · PLANNING AND ZONING				
414.120 · Salaries - Zoning&Code Officer	0.00	0.00	0.00	0.0%
414.140 · SFM Planning/ Zoning Consults	30,522.87	30,000.00	522.87	101.7%
414.141 · SFM Building Permits	414,118.15	0.00	414,118.15	100.0%
414.142 · SFM Resale U&O Permits	910.00	0.00	910.00	100.0%
414.156 · Health Insurance	0.00	0.00	0.00	0.0%
414.161 · Employers FICA-	0.00	0.00	0.00	0.0%
414.162 · Employers U/C -	0.00	0.00	0.00	0.0%
414.163 · Employers Medicare	0.00	0.00	0.00	0.0%
414.200 · Supplies Plan & Zone	236.54	200.00	36.54	118.3%
414.300 · General Engineering	7,181.00	10,000.00	-2,819.00	71.8%
414.312 · Legal Fees Reimb	10,244.52	5,000.00	5,244.52	204.9%
414.313 · Engineering Reimb.	131,470.59	50,000.00	81,470.59	262.9%
414.314 · Legal Services - Planning Comm.	1,295.00	2,500.00	-1,205.00	51.8%
414.315 · Legal Fee ZHB	999.00	2,000.00	-1,001.00	50.0%
414.316 · Court Reporter-ZHB (Reimb)	759.65	1,000.00	-240.35	76.0%
414.317 · PA UCC Fees	220.50	0.00	220.50	100.0%
414.320 · Telephone	349.92	500.00	-150.08	70.0%
414.331 · Other Charges-Postage,Deeds,PM	4,181.08	4,000.00	181.08	104.5%
414.332 · Other - Codification	0.00	1,195.00	-1,195.00	0.0%
414.341 · Advertising - PC Reimb.	40.75	500.00	-459.25	8.2%
414.342 · Advertising - ZHB Reimb	1,631.06	200.00	1,431.06	815.5%
414.450 · Plan&Zone Refunds	2,271.66	0.00	2,271.66	100.0%
414.460 · Meetings/Conferences	0.00	200.00	-200.00	0.0%
414.700 · Capital Purchases (Map Link)	1,195.00	1,495.00	-300.00	79.9%
Total 414.000 · PLANNING AND ZONING	607,627.29	108,790.00	498,837.29	558.5%
415.000 · SAFETY COMMISSION				
415.100 · Mid Block Crosswalk	8,650.00	25,000.00	-16,350.00	34.6%
415.200 · Solar LED Radar Speed Signs	22,094.00	25,000.00	-2,906.00	88.4%
415.300 · Solar LED Flashing Beacon	0.00	0.00	0.00	0.0%
415.460 · Pedestrian Stop Signs	0.00	0.00	0.00	0.0%
415.500 · Median Gateway	0.00	0.00	0.00	0.0%
Total 415.000 · SAFETY COMMISSION	30,744.00	50,000.00	-19,256.00	61.5%
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	418.00	0.00	418.00	100.0%
Total 427.000 · SOLID WASTE DISPOSAL	418.00	0.00	418.00	100.0%

**Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2023**

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
430.000 · HIGHWAY MAINT - GENERAL				
430.141 · Highway Maint. OT	43.11	0.00	43.11	100.0%
430.140 · Salaries - Highway	95,657.91	81,693.70	13,964.21	117.1%
430.156 · Health Insurance	77,093.47	83,300.00	-6,206.53	92.5%
430.157 · Dental/Vision	2,957.02	3,206.00	-248.98	92.2%
430.158 · Life/Disab Insurance	1,673.52	3,000.00	-1,326.48	55.8%
430.161 · Employers FICA	12,435.77	13,191.00	-755.23	94.3%
430.162 · Employers U/C	3,529.25	3,725.00	-195.75	94.7%
430.163 · Employers Medicare	2,907.88	3,085.00	-177.12	94.3%
430.200 · Highway Supplies	2,474.52	2,000.00	474.52	123.7%
430.231 · Gas, Oil, Grease	9,758.86	17,000.00	-7,241.14	57.4%
430.251 · Vehicle Parts (In House Fix)	8,149.85	2,000.00	6,149.85	407.5%
430.260 · Supplies - Small Tools & Minor	1,210.70	1,000.00	210.70	121.1%
430.300 · Other Serv/Charges	2,893.36	2,000.00	893.36	144.7%
430.320 · Telephone Communication	1,517.56	1,500.00	17.56	101.2%
430.331 · Transportation	0.00	0.00	0.00	0.0%
430.361 · Garage Heat	9,703.54	19,000.00	-9,296.46	51.1%
430.367 · Maintenance Building Electric	1,837.60	2,500.00	-662.40	73.5%
430.368 · Public Sewer/Water	423.56	400.00	23.56	105.9%
430.374 · Maint/Equip Repairs Out Source	32,458.16	20,000.00	12,458.16	162.3%
430.392 · Equip Rental Center	66.00	500.00	-434.00	13.2%
430.440 · Uniforms	1,969.27	3,800.00	-1,830.73	51.8%
430.460 · Meetings/Conferences	0.00	100.00	-100.00	0.0%
430.700 · Highway Capital Purchases	60,550.00	0.00	60,550.00	100.0%
430.701 · Capital Reserve - Equipment	0.00	0.00	0.00	0.0%
Total 430.000 · HIGHWAY MAINT - GENERAL	329,310.91	263,000.70	66,310.21	125.2%
431.000 · HIGHWAY MAINT - STREET CLEANING				
431.140 · Salaries - Cleaning Streets	45,840.48	67,227.10	-21,386.62	68.2%
431.141 · Highway Maint. Street Cleaning	3,905.00	0.00	3,905.00	100.0%
Total 431.000 · HIGHWAY MAINT - STREET CLEANING	49,745.48	67,227.10	-17,481.62	74.0%
432.000 · HIGHWAY MAINT-SNOW & ICE REM.				
432.140 · Snow & Ice Salaries	4,022.88	12,339.15	-8,316.27	32.6%
432.141 · Snow/Ice Overtime	5,220.11	5,000.00	220.11	104.4%
432.200 · Salt & Cinders	237.00	1,000.00	-763.00	23.7%
Total 432.000 · HIGHWAY MAINT-SNOW & ICE REM.	9,479.99	18,339.15	-8,859.16	51.7%
433.000 · HWY MAINT - TRAF SIGNAL/SIGN				
433.140 · Salaries - Traffic Signals/sign	7,921.77	11,062.69	-3,140.92	71.6%
433.200 · Supplies - Signals/Signs	2,400.24	5,000.00	-2,599.76	48.0%
433.201 · Street Painting/Line Striping	0.00	14,000.00	-14,000.00	0.0%
433.367 · Repairs/Maint Traffic Signals	0.00	0.00	0.00	0.0%
Total 433.000 · HWY MAINT - TRAF SIGNAL/SIGN	10,322.01	30,062.69	-19,740.68	34.3%
437.000 · HWY MAINT - REPAIRS TOOLS/MACH				
437.140 · Salaries-Repairs Tools/Machine	26,370.34	40,421.36	-14,051.02	65.2%
Total 437.000 · HWY MAINT - REPAIRS TOOLS/MACH	26,370.34	40,421.36	-14,051.02	65.2%
439.000 · HIGHWAY CONST & REBUILDING				
439.200 · Supplies - Hwy	4,089.26	8,000.00	-3,910.74	51.1%
439.313 · Engineering Fees	0.00	1,000.00	-1,000.00	0.0%
439.450 · Contracted Services/Paving	0.00	0.00	0.00	0.0%
439.451 · Stormwater	0.00	0.00	0.00	0.0%
439.600 · Capital Construction	14,766.00	500.00	14,266.00	2,953.2%
Total 439.000 · HIGHWAY CONST & REBUILDING	18,855.26	9,500.00	9,355.26	198.5%

Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
451.000 · CULTURE-RECREATION ADMIN				
451.140 · Salaries - Recreation	15,051.15	15,600.00	-548.85	96.5%
451.200 · Supplies	4,240.95	1,000.00	3,240.95	424.1%
451.300 · Park Electric	331.30	500.00	-168.70	66.3%
451.370 · Maint & Repairs - Recreation	2,317.50	1,000.00	1,317.50	231.8%
451.392 · Rentals - Port a Potties	1,732.50	1,200.00	532.50	144.4%
451.700 · Capital Purchases - Recreation	0.00	500.00	-500.00	0.0%
451.705 · PARC Per Capita	0.00	0.00	0.00	0.0%
451.706 · Weed & Feed	0.00	0.00	0.00	0.0%
Total 451.000 · CULTURE-RECREATION ADMIN	23,673.40	19,800.00	3,873.40	119.6%
456.000 · LIBRARIES				
456.500 · Contributions, Grants, And Subs	38,198.41	39,890.00	-1,691.59	95.8%
Total 456.000 · LIBRARIES	38,198.41	39,890.00	-1,691.59	95.8%
458.000 · SENIOR CITIZEN'S CENTER				
458.500 · Contributions, Grants, and Subs	0.00	500.00	-500.00	0.0%
Total 458.000 · SENIOR CITIZEN'S CENTER	0.00	500.00	-500.00	0.0%
471.000 · DEBT SERVICE				
471.002 · HIGHWAY				
471.200 · L/P - Ford Motor Credit	0.00	0.00	0.00	0.0%
471.201 · L/P - PACCAR Financial	0.00	0.00	0.00	0.0%
471.202 · L/P - Paccar - Kenworth 2014	0.00	0.00	0.00	0.0%
471.203 · L/P - Truck Payment Loan	0.00	35,000.00	-35,000.00	0.0%
Total 471.002 · HIGHWAY	0.00	35,000.00	-35,000.00	0.0%
Total 471.000 · DEBT SERVICE	0.00	35,000.00	-35,000.00	0.0%
480.000 · MISCELLANEOUS EXPENSES				
480.001 · Miscellaneous Expenditures	762.42	0.00	762.42	100.0%
480.002 · Mayor's Expenses	0.00	0.00	0.00	0.0%
Total 480.000 · MISCELLANEOUS EXPENSES	762.42	0.00	762.42	100.0%
486.000 · INSURANCE				
486.345 · Workers Comp	13,386.00	14,000.00	-614.00	95.6%
486.351 · Insurance Premiums	40,543.00	35,000.00	5,543.00	115.8%
Total 486.000 · INSURANCE	53,929.00	49,000.00	4,929.00	110.1%
487.000 · EMPLOYEE BENEFITS				
487.160 · Pension/Retiremnt Boro Employee	28,581.12	27,852.00	729.12	102.6%
Total 487.000 · EMPLOYEE BENEFITS	28,581.12	27,852.00	729.12	102.6%
492.000 · Interfund Transfers Out				
492.100 · Transfer To 5 Point Account	40,000.00	40,000.00	0.00	100.0%
492.600 · Transfer to Capital Fund	100,000.00	50,000.00	50,000.00	200.0%
492.700 · Transfer to Fund Balance Res.	100,000.00	50,000.00	50,000.00	200.0%
Total 492.000 · Interfund Transfers Out	240,000.00	140,000.00	100,000.00	171.4%
Total Expense	2,860,669.07	2,460,716.00	399,953.07	116.3%
Net Income	746,385.36	0.00	746,385.36	100.0%

TREASURER'S REPORT

DECEMBER 5, 2023

***BILLS TO BE APPROVED AND PAID 11/1/23 – 12/1/23 FROM THE NBT GENERAL FUND ACCOUNT:**

ARGS Technology, LLC	(IT Service)	\$859.35
AMTrust North America	(PP: Fire Company Workers Compensation)	2,759.00
Ann Marie Harris	(Councilmember – 7/1/23- 12/31/23)	450.00
Berkheimer Associates	(Local Service Tax: Operating Commission Oct.)	63.32
Cintas Corporation	(PP: Maintenance Uniforms & Mats/ Rugs)	337.88
Claude S. Cyphers, Inc.	(3 New Batteries #2014 Kenworth & 2 Battery Chargers)	549.75
Claudette Williams	(Councilmember – 7/1/23- 12/31/23)	450.00
Debra Fulton	(Councilmember – 7/1/23- 12/31/23)	450.00
Donald Struckle	(Council President – 7/1/23- 12/31/23)	450.00
Ella Santiago	(Councilmember – 7/1/23- 12/31/23)	450.00
ESSA	(PP: November Building Loan)	2,572.87
First Net	(PP: Manager iPhone, Road iPhone & Tablet)	124.05
GateHouse Media PA Holdings, Inc.	(Advertise Zoning Garage Set Back Variance 2x)	208.06
Geisinger Health Plan	(AWD: Nov Road Crew Health Plan)	6,855.52
Gotta Go Potties	(P&R: (1) Port of Potties 10/2/23-10/30/23)	175.00
Highmark Blue Shield	(PP: Nov. Road Crew Vision/ Dental)	268.82
Joseph Simeone	(Councilmember 10/1/23-12/31/23)	225.00
Lori Noonan	(Council Vice President 7/1/23-9/5/23)	162.50
Lowe's	(PP: Borough & Highway)	256.72
Met Life	(PP: Highway: November – Life and Disability Ins.)	164.52
NAPA Auto Parts	(PP: Highway Snowplow Guides & Hood Lift Support)	154.57
NBT Cardmember Service	(PP: Highway & Borough)	480.74
Norman DeLano, Jr.	(Councilmember & Vice President – 7/1/23- 12/31/23)	450.00
PA American Water Co.	(PP; Boro & Garage Water, Fire Hydrants)	938.01
PA One Call System, Inc.	(PA One Call)	22.86
Payrolls Unlimited	(Payroll 11/3,11/10,11/17,11/24/23)	95.20
Plociniak Oil Co.	(Garage & Boro Building Heat)	4,095.11
Pocono Lake Supply Company	(Concrete Mix, Stone for 3 Flagpoles)	802.50
Pocono Mountain Public Library	(Library: RE Taxes & Delinquent Taxes)	409.03
Pocono Mountain Regional EMS	(EMS: RE Taxes & Delinquent Taxes)	205.80
Pocono Mountain Regional Police Dept.	(December 2023 Final Payment)	79,488.67
Pocono Mountain Volunteer Fire Company	(FC: RE Taxes & Delinquent Taxes)	409.03
PPL Electric Utilities	(PP: 36 Lighting, Boro/Garage Electric, Park & Rec Conc.)	660.81
Randy Altemose	(Mayor 7/1/23-12/31/23)	500.00
Reilly Associates	(Reimb: Clarius Park Development Plan)	51,368.12*
Schader Yesco	(LED Lights for Black Posts)	479.46
Selective Insurance	(PP: Nov. Selective Insurance)	4,074.00
SFM Consulting, LLC	(Nov. Zoning 43 Hrs.)	2,795.00
	(Building Permits)	1,272.87
	(Resale Occupancy Permits)	910.00
Steele's Hardware	(Rental: Cement Mixer - Flagpoles)	66.00
Summit Welding	(Weld Crack Sealer Trailer)	75.00
TK Elevator Corporation	(Service Date – 10/1/23-12/31/23)	214.71
Topp Business Solutions	(Copier 8/4/23-11/3/23 B/W & Color Overages)	298.62
US Bank	(PP: November Copier Contract)	128.45
GRAND TOTAL:		<u>\$168,226.92</u>
*Reimbursable Items		



Zoning Department

MOUNT POCONO BOROUGH

MONTHLY ZONING REPORT

TO: Mount Pocono Borough Council
FROM: Lindsay Scerbo, Zoning Administrator
CC: Shawn McGlynn, Zoning Officer
DATE: November 29, 2023

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Following is a report of the Zoning Office monthly activity for the month of **November 2023:**

Permits Issued: 17

Zoning Permits: 5	New Construction: 0	Building Permits: 4
Commercial – 3	Commercial – 0	Commercial – 2
Residential – 2	Residential – 0	Residential – 2
Driveway – 1	Resale, Use and Occupancy – 4	Road Opening – 1
		STR – 3

● **Enforcement Actions:**

- November 13, 2023 – Letter – 6 Devonshire Lane – Paving of a residential driveway without first obtaining permits from the Borough. **The property owner has since obtained the necessary permit and the violation has been closed.**
- November 22, 2023 – Letter – 19 Stonegate Court – Using a trash provider that is not in contract with the Borough. **The property owner has reached out to the Zoning Office, expressing discontent with GFL. Despite being informed of potential enforcement measures for non-compliance, they have adamantly refused to switch waste providers. The property owner has indicated a desire to attend a Borough Council meeting to address concerns related to the Ordinance.**
- November 27, 2023 – Enforcement Notice – 11 Cedar Road – Multiple property maintenance violations were brought to our attention by Jim Trombetta. The Notice of Violation was sent regarding high grass and vegetation and a lack of upkeep of the building on the property.

● **Previously Discussed Properties:**

- 134 Winona Road – Jonathan Klotz from the Mount Pocono Borough Municipal Authority informed the Zoning Office that he observed an individual residing in the dwelling when he went to post it. The Zoning Office performed a follow-up inspection and observed that the dwelling is not secure and easily accessible to individuals who would like to gain access. **Are we still moving forward with the Road Department securing the property?**

- 21 Center Avenue – The Zoning Office initiated an enforcement notice against the owner of the mentioned property for establishing a two-family dwelling on the premises. Subsequently, the property owner presented evidence indicating that the two-family dwelling predated the adoption of the Zoning Ordinance. As a result, the violation has been resolved, and the property owner has acquired a Certificate of Non-Conformity, legitimizing the use of the property.
- 124 Snowshoe Court – The Zoning and Building Code Office issued an Order to Show Cause against the property owner due to hazardous structures on the property. Renee Speaks, the property manager, has communicated with the Zoning and Building Code Office, indicating that the decks have been made inaccessible to residents, but there is insufficient funding for timely repairs to the hazardous structures. Additional conversations will occur with the Building Code Official to decide on an appropriate course of action.

- **Public Hearing Matters:**

- Fazard Mohammed – 17 Old Timber Road – The property owner has appealed the Zoning Hearing Board decision to the Court of Common Pleas. **The hearing was held on November 6th and the Court upheld the Zoning Officers determination. An appeal of this determination has yet to be filed.**
- Adrien and Jennifer Bohdal – 56 Pine Hill Road – Establishment of a Contractor's Yard on the subject property. **The Borough has reinstated the filing of the civil complaint against the property owners. A hearing date has been set for December 20, 2023, at 10:15 am.**
- Fazard Mohammed – 22 Brunswick Drive – The property owner has appealed the Zoning Hearing Board decision to the Court of Common Pleas. **A hearing date has yet to be determined.**
- Mount Pocono Borough – 57 Knox Street – A Zoning Hearing Board application has been submitted for a dimensional variance request for the proposed maintenance garage. **The hearing is scheduled for November 30, 2023, at 6:00 pm.**

- **Resale Use and Occupancy Violations:**

- The following properties were issued Notices for their violations of the Borough Resale, Use, and Occupancy Ordinance:
 - 1258 Pocono Boulevard
 - 21 Sterling Road
 - 83 Knox Street
 - 104 Sunset Drive
 - 37 Mt Pocono Court
 - 14 Villas Road (Unit 104)