

**Mount Pocono Borough Council
Special Meeting
Tuesday, December 19, 2023**

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

Public Comment

New Business:

Adopt 2024Budget

Resolution for Police Budget

Authorize Millage Ordinance Advertising for Public Hearing 1/2/24

Approve Bill's List

Public Comment

Adjournment

Tax Breakdown

Assessed Valuation: 254,286,340

Real Estate 5.875

Road Rehab. .240

Library 0.155

Fire. 0.155

EMS. 0.078

Total: 6.503

1 Millage = \$254,286.34



Budget Summary

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

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

BOROUGH OF MT. POCONO
RESOLUTION NO. 8 of 2023

A Resolution approving budget for Pocono Mountain Regional Police Commission

WHEREAS, the Borough of Mt. Pocono is a member of the Pocono Mountain Regional Police Commission (“PMRPC”); and

WHEREAS, PMRPD in accordance with the entered Municipal Agreement sets the budget on an annual basis to be approved by the Member Municipalities; and/or/is as, the Borough Council has reviewed the budget presented by PMRPC to the Member Municipalities for review; and

WHEREAS, the proposed 2024 budget of the Pocono Mountain Regional Police Commission amounts to a total of \$8,190,614.00; and

WHEREAS, of the total proposed 2024 budget of the Pocono Mountain Regional Police Commission, the Borough of Mount Pocono commitment for police services for 2024 is \$1,027,922.06; and,

WHEREAS, the Borough of Mount Pocono agrees to and will pay its above-referenced commitment for police services in twelve (12) equal monthly payments of \$85,660.77 for the year 2024; and,

WHEREAS, the Borough of Mount Pocono further agrees to satisfy its uniform and non-uniform MMO as set forth in the 2024 budget of the Pocono Mountain Regional Police Commission.

NOW, THEREFORE, be it RESOLVED as follows:

1. Borough Council for the Borough of Mount Pocono approves the 2024 PMRPC budget as it was presented to the Borough of Mount Pocono for approval by PMRPC, in the amount of \$1,027,922.06.
2. The Council of the Borough of Mount Pocono hereby approves and confirms its 2024 commitment of \$1,027,922.06, for police services to be paid in monthly payments of \$85,660.17, plus its uniform and nonuniform MMO during 2023 if the budget is approved, as set forth in the proposed 2023 budget of the Pocono Mountain Regional Police Commission.

RESOLVED AND ENACTED, this 19th day of December, 2023.

Donald Struckle, Borough Council President

ATTEST:

Marissa Duffy, Borough Manager

AS of DECEMBER 19, 2023

PREPAID INVOICES

AmTrust -Workers Comp	2,759.00
Cintas Uniform & Mats	410.90
Essa Bank & Trust	2,572.87
First Net	124.05
Geisinger	6,855.52
Highmark (Dental&Vision)	268.82
Lowe's	475.65
Met Life	164.52
Napa Auto Parts	12.60
NBT Credit Card	1,125.37
PA Water Co (43 Hydrants \$20.30ea)	872.90
PA Water Borough	29.43
PA Water Garage	35.67
PPL (7)	684.49
Pitney Bowes Lease	99.00
Selective Insurance	4,074.00
Sunoco Gas (Nov. Bill)	621.44
Sunoco Gas (Dec. Bill)	699.31
US Bank Equipment Finance (Copier)	128.45
	<u>22,013.99</u>

	12/19/2023	
TOTAL INVOICES	\$	68,709.49
PREPAID INVOICES	\$	(22,013.99)
AMOUNT NOT PP:	\$	\$46,695.50

Borough of Mt. Pocono-General Fund
Bills To Be Approved and Paid
12/1/2023 - 12/19/2023

Type	Date	Num	Memo	Due Date	Amount
ARGS Technology, LLC					
Bill	12/18/2023	2117	IT Service (Check Log, Server Updates,Sentinel One, Cloud Backup	12/19/2023	264.50
Total ARGS Technology, LLC					264.50
AMTrust North America					
Bill	12/01/2023	PP	PP Fire Company Workers Compensation	12/01/2023	2,774.00
Total AMTrust North America					2,774.00
Berkheimer Associates					
Bill	12/18/2023	014554...	Local Service Tax: Operating Commission & Postage (Nov.)	12/19/2023	342.37
Total Berkheimer Associates					342.37
CINTAS CORPORATION					
Bill	12/08/2023	PP	PP12/8/23 Borough Logo Rugs & Mats	12/08/2023	84.65
Bill	12/08/2023	PP	PP12/8/23 Maintenance Uniforms	12/08/2023	287.40
Bill	12/08/2023	PP	PP 12/8/23 Garage Mats	12/08/2023	38.85
Total CINTAS CORPORATION					410.90
Denise Clouse Cleaning Services					
Bill	12/18/2023		Cleaning Borough (11/6,11/13,11/20,12/4,12/11,12/18)	12/19/2023	900.00
Total Denise Clouse Cleaning Services					900.00
ESSA					
Bill	12/05/2023	PP	PP Dec. Building Loan	12/05/2023	2,572.87
Total ESSA					2,572.87
First Net					
Bill	12/12/2023	PP	PP Road. Ipad & Cell Phone	12/12/2023	80.98
Bill	12/12/2023	PP	PP Manager: Cell Phone	12/12/2023	43.07
Total First Net					124.05
GateHouse Media PA Holdings, Inc.					
Bill	12/18/2023	606257...	Rescheduled ZHB: Advertise Zoning Garage Set Back Variance (2x)	12/19/2023	205.20
Total GateHouse Media PA Holdings, Inc.					205.20
Geisinger Health Plan					
Bill	12/01/2023	AWD	AWD : Highway Health Insurance	12/01/2023	6,855.52
Total Geisinger Health Plan					6,855.52
Gotta Go Potties					
Bill	12/18/2023	227690	P&R: (1) Port of Potties (10/30/23-11/27/23)	12/19/2023	175.00
Total Gotta Go Potties					175.00
Highmark Blue Shield					
Bill	12/01/2023	PP	PP DEC 2023 Road Crew: Vision & Dental	12/01/2023	268.82
Total Highmark Blue Shield					268.82
Kaisia R. Meeder					
Bill	12/18/2023	290	ZHB Court Reporter Maintenance Garage Set Backs (Held 11/30/23)	12/19/2023	175.00
Total Kaisia R. Meeder					175.00
LOWE'S					
Bill	12/11/2023	PP	PP Building Xmas Lts	12/11/2023	213.65
Bill	12/11/2023	PP	PP Maintenance Supplies	12/11/2023	54.77
Bill	12/11/2023	PP	PP Industrial Cold Patch (Pot Holes)	12/11/2023	207.24
Total LOWE'S					475.66
Medico Construction Equip. Inc.					
Bill	12/18/2023	SM05181	2008 Case Wheel Loader: Parts and Repairs	12/19/2023	35,541.29
Total Medico Construction Equip. Inc.					35,541.29
MET LIFE					
Bill	12/01/2023	PP	PP Highway : Dec. Life and Disability Ins.	12/01/2023	164.52
Total MET LIFE					164.52

Borough of Mt. Pocono-General Fund
Bills To Be Approved and Paid
12/1/2023 - 12/19/2023

Type	Date	Num	Memo	Due Date	Amount
Miller's Automotive					
Bill	12/18/2023	1094904	2001 GMC Bucket Truck - State Inspection	12/19/2023	35.00
Total Miller's Automotive					35.00
NAPA Auto Parts					
Bill	12/11/2023	PP	PP Highway:Battery Maintenance Grommets	12/11/2023	12.60
Total NAPA Auto Parts					12.60
NBT Cardmember Service					
Bill	12/06/2023	PP	PP Manager Microsoft Office Monthly Subscription	12/06/2023	22.87
Bill	12/06/2023	PP	PP Treasure & Secretary Microsoft Office Monthly Subscription	12/06/2023	45.74
Bill	12/06/2023	PP	PP Zoning Microsoft Office Monthly Subscription	12/06/2023	22.87
Bill	12/06/2023	PP	PP Road Microsoft Office Monthly Subscription	12/06/2023	22.87
Bill	12/06/2023	PP	PP Treasurer Stamp	12/06/2023	10.59
Bill	12/06/2023	PP	PP 3 Flags & Council Sign	12/06/2023	442.00
Bill	12/06/2023	PP	PP Advertise Budget Meeting	12/06/2023	20.73
Bill	12/06/2023	PP	PP Adobe File Compression	12/06/2023	21.19
Bill	12/06/2023	PP	PP Highway Supplies:Gloves, Lug Nut Covers, Weather Station	12/06/2023	303.39
Bill	12/06/2023	PP	PP McCarthy Tire: 2014 Kenworth, Front Tire Slow Leak	12/06/2023	42.40
Bill	12/06/2023	PP	PP Snow Plow Guide Markers, Plow Emg. LED Lts	12/06/2023	101.73
Bill	12/06/2023	PP	PP 2015 Kenworth LED Lts	12/06/2023	68.99
Total NBT Cardmember Service					1,125.37
Newman, Williams, Mishkin, Corveleyn, Wol					
Bill	12/18/2023	058008	Advertised Zoning Amendments for Signs	12/19/2023	176.60
Total Newman, Williams, Mishkin, Corveleyn, Wol					176.60
PA American Water Co.					
Bill	12/06/2023	PP	PP Borough Water	12/06/2023	29.43
Bill	12/06/2023	PP	PP Maintenance Garage Water	12/06/2023	35.67
Bill	12/12/2023	PP	PP Fire Hydrants (43)	12/12/2023	872.90
Total PA American Water Co.					938.00
PA One Call System, Inc					
Bill	12/18/2023	1032034	PA One Call	12/19/2023	11.84
Total PA One Call System, Inc					11.84
Pitney Bowes					
Bill	12/11/2023	PP	Postage Machine Lease	12/11/2023	99.00
Total Pitney Bowes					99.00
Powells Sales & Service					
Bill	12/18/2023	110402	2022 Ford F350 Light Package & Bed Liner	12/19/2023	7,112.70
Total Powells Sales & Service					7,112.70
PPL ELECTRIC UTILITIES					
Bill	12/04/2023	PP	PP Garage Electric	12/04/2023	127.91
Bill	12/04/2023	PP	PP P & R Concession Stand Elect.	12/04/2023	47.48
Bill	12/04/2023	PP	PP 1361 Pocono Blvd Elect.	12/04/2023	284.17
Bill	12/04/2023	PP	PP Meter 1	12/04/2023	66.20
Bill	12/04/2023	PP	PP Meter 2	12/04/2023	59.69
Bill	12/04/2023	PP	PP Meter 3	12/04/2023	51.73
Bill	12/04/2023	PP	PP Borough Building	12/04/2023	47.31
Total PPL ELECTRIC UTILITIES					684.49
Selective Insurance					
Bill	12/04/2023	PP	PP Insurance	12/04/2023	4,074.00
Total Selective Insurance					4,074.00
STR Business Solutions					
Bill	12/18/2023	8173	Ink Cartridge for Postage Machine	12/19/2023	160.00
Total STR Business Solutions					160.00
SUNOCO UNIVERSAL FLEET					
Bill	12/04/2023	PP	PP (Nov)Maintenance Vehicle Gas & Oil	12/04/2023	621.44
Bill	12/12/2023	PP	PP (Dec.)Maintenance Vehicle Gas & Oil	12/12/2023	699.31
Total SUNOCO UNIVERSAL FLEET					1,320.75

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

12/1/2023 - 12/19/2023

Type	Date	Num	Memo	Due Date	Amount
Tulpehocken Spring Water					
Bill	12/18/2023	7340957	Bottled Water (21314)	12/19/2023	80.99
Total Tulpehocken Spring Water					80.99
Underdog Computer & Network Support LLC					
Bill	12/18/2023	2022438	Underdog Cyber Risk Assessment/Audit	12/19/2023	1,500.00
Total Underdog Computer & Network Support LLC					1,500.00
US Bank					
Bill	12/07/2023	PP	PP Copier Contract (Dec. 2023)	12/07/2023	128.45
Total US Bank					128.45
TOTAL					68,709.49

TREASURER'S REPORT**DECEMBER 19, 2023*****BILLS TO BE APPROVED AND PAID 12/1/23 – 12/19/23 FROM THE NBT GENERAL FUND ACCOUNT:**

ARGS Technology, LLC	(IT Service)	\$264.50
AMTrust North America	(PP: Fire Company Workers Compensation)	2,774.00
Berkheimer Associates	(Local Service Tax: Operating Commission Nov.)	342.37
Cintas Corporation	(PP: Maintenance Uniforms & Mats/ Rugs)	410.90
Denise Clouse Cleaning Services	(Cleaning Boro 11/6,11/13,11/20,12/4,12/11, 12/18)	900.00
ESSA	(PP: December Building Loan)	2,572.87
First Net	(PP: Manager iPhone, Road iPhone & Tablet)	124.05
GateHouse Media PA Holdings, Inc.	(Advertise Rescheduled ZHB Garage Set Back Variance 2x)	205.20
Geisinger Health Plan	(AWD: Road Crew Health Plan)	6,855.52
Gotta Go Potties	(P&R: (1) Port of Potties 10/30/23-11/27/23)	175.00
Highmark Blue Shield	(PP: Dec. Road Crew Vision/ Dental)	268.82
Kaisia R. Meeder	(ZHB Court Reporter Maintenance Garage)	175.00
Lowe's	(PP: Borough & Highway)	475.66
Medico Construction Equip. Inc.	(2008 Case Wheel Loader Parts & Repairs)	35,541.29
Met Life	(PP: Highway: November – Life and Disability Ins.)	164.52
Miller's Automotive	(2001 GMC Bucket Truck State Inspection)	35.00
NAPA Auto Parts	(PP: Highway Battery Grommets)	12.60
NBT Cardmember Service	(PP: Highway, Borough & Zoning)	1,125.37
Newman, Williams, Mishkin, Corveleyn	(Advertised Zoning Amendment for Sign)	176.60
PA American Water Co.	(PP: Boro & Garage Water, Fire Hydrants)	938.00
PA One Call System, Inc.	(PA One Call)	11.84
Pitney Bowes	(Postage Machine Lease)	99.00
Powells Sales & Service	(2022 Ford F350 Light Package & Bed Linter)	7,112.70
PPL Electric Utilities	(PP: 36 Lighting, Boro/Garage Electric, Park & Rec Conc.)	684.49
Selective Insurance	(PP: Insurance)	4,074.00
STR Business Solutions	(Ink Cartridge for Postage Machine)	160.00
Sunoco Universal Fleet	(PP: Nov. & Dec. Maintenance Gas & Oil)	1,320.75
Tulpehocken Spring Water	(Bottled Water)	80.99
Upcoming Computer & Network Support	(Underdog Cyber Risk Assessment/Audit)	1,500.00
US Bank	(PP: Dec. Copier Contract)	<u>128.45</u>
GRAND TOTAL:		<u>\$68,709.49</u>