

Mount Pocono Borough Council
Regular Meeting Agenda
Tuesday, March 5, 2024
6:30PM

Call To Order
Pledge of Allegiance

Roll Call:

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

Public Comment:(agenda items only)

Announcements:

Approve Minutes: Regular Meeting 2/6/24

Presentation: Selective Insurance- Patrick Dugan

New Business:

Appoint John Repetti to ZHB

Possible RE Acquisition

DCNR Grant Application Submission for Phase Two Memorial Park Improvements Resolution

DCNR C2P2 Grant Application Submission Resolution

Master Parks Plan Proposal

Pocono Mountains Visitors Bureau Beautification Grant Program

Borough Office Hours

Managers Contract

Yard Sale Dates 2024

Planning Annual Report

Officer Reports

President

Mayor

Borough Manager

Solicitor

Zoning

Treasurer(Bill's List)

-Motion to approve bills

Public Comment

Adjournment

Mount Pocono Borough Council
Regular Meeting Minutes
Tuesday, February 6, 6:30 P.M.

The Mount Pocono Borough Council meeting held on Tuesday, February 6, 2024, was called to order at 6:30 P.M. by President D. Struckle.

Pledge of Allegiance – was said by all.

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

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

Public Comments (agenda items only) - None

Approval of Minutes

Vice President N. DeLano moved to accept the 2024 Tax Millage Ordinance Public Hearing Minutes of January 2, 2024 as presented. Councilman J. Simeone seconded. Motion carried 6 – 0.

Vice President N. DeLano moved to accept the Re-Organization Meeting Minutes of January 2, 2024 as presented. Councilman J. Simeone seconded. Councilwoman D. Fulton corrected that she voted "Yes" for the Pro-Tem Appointment. Motion carried 6 – 0 with the correction.

Vice President N. DeLano moved to accept the Regular Meeting Minutes of January 2, 2024 as presented. Councilwoman E. Melbert seconded. Motion carried 6 – 0.

Presentations – None

New Business

Consider motion to appoint Emergency Management Coordinator Rich Gannon – In attendance was Mr. Rich Gannon and introduced himself and explained the purpose of having an Emergency Management Coordinator and a Deputy. Councilwoman A. Harris moved to appoint Rich Gannon as Emergency Management Coordinator by Resolution #1 of 2024 as presented:

RESOLUTION NO. 1 - 2024
MOUNT POCONO BOROUGH, MONROE COUNTY, PENNSYLVANIA
CO-EMERGENCY MANAGEMENT RESPONSIBILITIES WITH
PARADISE TOWNSHIP MONROE COUNTY, PENNSYLVANIA
AND AUTHORIZING A MEMORANDUM OF UNDERSTANDING, IF NECESSARY, AS TO THE FUNCTIONS OF THE OFFICE OF EMERGENCY MANAGEMENT
COORDINATOR IN A DUAL EMERGENCY
PURSUANT TO 35 PA. C.S.A. §7501, ET SEQ.

WHEREAS, Mount Pocono Borough re-appointed and be considered a shared position Emergency Management Coordinator for the year 2024 Richard Gannon
WHEREAS, It has been discussed with the Paradise Township, Monroe County, Pennsylvania the appointment the current Borough of Mount Pocono Emergency Management Coordinator, to wit: Richard Gannon, as meeting the qualifications of an Emergency Management Coordinator pursuant 35 Pa. C.S.A. §3502(d) and (e); and

WHEREAS, Mount Pocono Borough and Paradise Township have agreed that Richard Gannon may act as a Co-Emergency Management Coordinator for both political subdivisions; and

WHEREAS, Mount Pocono Borough and Paradise Township agree to discuss and, if necessary, implement a Memorandum of Understanding pursuant to this Resolution to outline the functions of the Co-Emergency Management Coordinator in the event of a dual emergency; and

WHEREAS, the council has the responsibility to ensure the health, safety, and welfare of the citizens to 53 Pa. C.S.A. §65607(1); and

WHEREAS, the council has the responsibility to exercise powers conferred by law or rules and regulations of any agency of the Commonwealth of Pennsylvania pursuant to 53 Pa. C.S.A. §65607(7); and

WHEREAS, the council has the legislative responsibility of recommending the appointment of an Emergency Management Coordinator for Mount Pocono, Monroe County, Pennsylvania pursuant 35 Pa. C.S.A. §3502(c); and

WHEREAS, a candidate for Coordinator for two or more political subdivisions may be recommended to the Governor for appointment upon agreement by resolution of the governing bodies of such political subdivisions pursuant 35 Pa. C.S.A. §3502(c).

NOW, THEREFORE, BE IT RESOLVED, Mount Pocono Borough Council does hereby resolve:

1. To recommend to the Governor of Pennsylvania the appointment of Richard Gannon as Co-Emergency Management Coordinator between the political subdivisions of Paradise Township, Monroe County, Pennsylvania and the Borough of Mount Pocono.
2. To meet with the Paradise Township to discuss the coordination of duties in the event of a dual emergency and, if necessary, enter into a Memorandum of Understanding outlining those duties.
- 3.

ADOPTED THIS 6th day of February, 2024, by Mount Pocono Borough

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

Vice President N. DeLano seconded. Motion carried 6 – 0.

Consider motion to appoint Marissa Duffy as the Deputy Management Coordinator – Councilwoman A. Harris moved to appoint Marissa Duffy as the Deputy Management Coordinator. Councilman J. Simeone seconded. Motion carried 6 – 0.

Consider motion to re-appoint Joe Simeone to the Parks and Recreation Commission – Councilwoman D. Fulton moved to re-appoint Joe Simeone to the Parks and Recreation Commission. Vice President N. DeLano seconded. Motion carried 6 – 0.

Consider motion to re-appoint Erin Melbert to the Parks and Recreation Commission – Councilwoman D. Fulton moved to re-appoint Erin Melbert to the Parks and Recreation Commission. Councilwoman A. Harris seconded. Motion carried 6 – 0.

Consider motion to re-appoint Jodi Bohdal to the Safety Commission – Councilwoman A. Harris moved to reappoint Jodi Bohdal to the Safety Commission. Councilman J. Simeone seconded. Motion carried 6 – 0.

Consider motion to appoint Ella Santiago to the Safety Commission – Vice President N. DeLano moved to appoint Ella Santiago to the Safety Commission. Councilwoman A. Harris seconded. Motion carried 6 – 0.

Consider motion to appoint Eddie Gonz to the Safety Commission – Mr. Eddie Gonz was in attendance and gave his background on how he could be an asset to the Safety Commission. Vice President N. DeLano moved to appoint Eddie Gonz to the Safety Commission. Councilwoman E. Melbert seconded. Motion carried 6 – 0.

Consider motion to appoint Greg Melbert to the Planning Commission – Councilwoman D. Fulton moved to appoint Greg Melbert to the Planning Commission. Vice President N. DeLano seconded. Motion carried 6 – 0.

Consider motion to re-appoint Christine Farrugia to the Mount Pocono Municipal Authority (MPMA) – Vice President N. DeLano moved to re-appoint Christine Farrugia to the MPMA. Councilman J. Simeone seconded. Motion carried 6 – 0.

Consider motion for amendment to Pocono Mountain Regional Police (PMRP) agreement regarding how Tobyhanna picks its representatives – Upon reviewing the amendment and explanation, Vice President N. DeLano moved not to accept the PMRP amendment to allow Tobyhanna Township to pick its representatives. Councilwoman D. Fulton seconded. Motion went to a roll call vote: Councilwoman A. Harris, "Yes"; Councilwoman D. Fulton, "Yes"; Councilwoman E. Melbert, "Yes"; President D. Struckle, "Yes"; Councilman J. Simeone, "Yes"; and, Vice President N. DeLano, "Yes". Motion carried 6 – 0.

Consider date for Joseph Battisto Clean-Up Day in conjunction with Pick Up the Poconos on April 20, 2024 – Councilwoman A. Harris moved to approve April 20, 2024, as the Joseph Battisto Clean-Up Day in conjunction with Pick Up the Poconos. Councilwoman E. Melbert seconded. Motion carried 6 – 0.

Consider motion on downsizing Zoning Hearing Board (ZHB) member from five (5) to three (3) – After a problem with absentee members, Vice President N. DeLano moved to downsize the ZHB members from five (5) to three (3) by Resolution #2 of 2024 as presented:

RESOLUTION NUMBER 2 OF 2024 A RESOLUTION REDUCING THE NUMBERS OF THE ZONING HEARING BOARD FROM FIVE TO THREE

*WHEREAS, the Borough of Mount Pocono is a dually constituted borough and political subdivision of the Commonwealth of Pennsylvania; and
WHEREAS, the Board in accordance with the provisions of the Pennsylvania Municipalities Planning Code has appointed a Zoning Hearing Board to hear appeals, variance requests, etc. under the Borough's zoning ordinance; and*

WHEREAS, the Zoning Hearing Board presently consists of five members appointed by the Borough council; and

WHEREAS, the Zoning Hearing Board has had difficulty obtaining quorums based upon a five-member board requiring a quorum of three members; and

WHEREAS, Section 903 of the Pennsylvania Municipalities Planning Code permits a Zoning Hearing Board to consist of three or five members; and

WHEREAS, the Borough council believes that it is in the best interest of the Borough to promote the proper functioning of the Zoning Hearing Board to reduce the membership from five members to three members.

NOW, THEREFORE, be it resolved as follows:

The Mount Pocono Zoning Hearing Board shall consist of three members appointed by the Borough Council effective March 1, 2024.

Adopted this 6th day of February 2024, by Mount Pocono Borough Council

Councilwoman A. Harris seconded. Motion carried 6 – 0. The Borough Manager was asked to send a letter regarding the reduction of members.

Consider motion to appoint Network Support – The following quotes were considered:

Mount Pocono Borough Council
Regular Meeting Minutes
Tuesday, February 6, 6:30 P.M.

- Sundance Networks, Inc. – Gigabyte Plan \$285/month, plus hourly rate of \$90/hourly
- Underdog Computer and Network Support LLC - \$1,200/month
- ARG5 Technology - \$95/hourly.

Upon the explanation of the quotes from Borough Manager M. Duffy and Mr. Carmine Corridore of Underdog Computer and Network Support LLC, was present for any questions, Councilwoman A. Harris moved to accept the quote from Underdog Computer and Network Support LLC for sixty (60) month contract at \$1,100.00 per month. Councilman J. Simeone seconded. After some discussion, Councilwoman A. Harris amended her motion to a three (3) year contract at \$1,200.0 per month. Councilman J. Simeone seconded. Motion carried 6 – 0.

Consider motion for Newland LERTA proposal – Mayor R. Altemose explained how this LERTA proposal could benefit the Borough in the long run. After some consideration, Vice President N. DeLano moved not entertain the Newland LERTA proposal. Councilwoman A. Harris seconded. Motion carried 6 – 0.

Consider motion on Newland Retaining Wall Request – Upon reviewing the Alternate Engineer’s comment letter that the change to reduce the wall height is an improvement to the project, Councilwoman D. Fulton moved to accept Newland request to reduce the retaining wall height and that the Borough would have the final approval on the paint scheme. Councilwoman E. Melbert seconded. Motion carried 6 – 0.

Officer Reports:

President’s Report – President D. Struckle read the following reports:

Mount Pocono Borough Accomplishments in 2023:

- 1. Secured grants totaling \$771,035, boosting funding for various projects and initiatives.
- 2. Paved three roads, enhancing infrastructure and improving transportation for residents.
- 3. Expanded the Maintenance fleet, additional utility truck ensuring efficient upkeep of borough roads and operations
- 4. Established a dog park, providing a dedicated space for pet owners and their furry companions.
- 5. Initiated phase one of the Memorial Park Rehabilitation Project, rejuvenating a key community space.
- 6. Commenced design work on a new Maintenance Garage, enhancing operational capabilities and efficiency.
- 7. Installed an LED sign outside the Borough Building, enhancing communication and community engagement.
- 8. Collaborated with the Pocono Mountain Public Library and Parks and Recreation Committee to establish a Little Free Library, promoting literacy and community interaction.
- 9. Acquired three new flag poles for installation outside the Borough Building in Spring 2024
- 10. Engaged in discussions with Senator Brown and PennDOT regarding future improvements to the 5 points intersection, addressing traffic and safety concerns.
- 11. Applied for an LSA grant to complement the awarded PennDOT Multimodal grant, securing additional funding for critical infrastructure projects.
- Borough being the only municipality in Monroe County to receive Multimodal funds.

Mount Pocono Borough: Enhancements and Initiatives for 2024:

- 1. Upgrade Maintenance Vehicle Fleet: We plan to replace the outdated 1992 dump truck with a new model, ensuring that our road maintenance operations remain efficient and up-to-date.
- 2. Audio/Video/Security Upgrades to Borough Chambers: Allocating funds for upgrades to enhance security and effectiveness during meetings, benefiting both residents and council members.
- 3. New Maintenance Garage Addition: We recognize the importance of completing the maintenance garage addition and to ensure its success. This project will serve the Borough for years to come.
- 4. Parks Plan: The Parks Commission will spearhead the development and guiding the enhancement and creation of recreational spaces that meet the evolving needs of our community.
- 5. RRFB Signs: Spring 2024 install radar speed signs.
- 6. Apply for DCNR Grants for Phase Two of Memorial Park Improvements Project: We will seek funding from the Department of Conservation and Natural Resources (DCNR) to support phase two of the Memorial Park Improvements Project, further enhancing this important community space.
- 7. Land Acquisition C2P2 Grant for Potential Pocket Park: We aim to secure funding through the C2P2 grant program to offset the cost of acquiring land for a potential pocket park downtown.
- 8. Apply to PMVB Grant for Landscaping at the Knob Entrance and Directional Signage: We will seek funding from the Pocono Mountains Visitors Bureau (PMVB) to enhance the landscaping at the Knob entrance and install directional signage to improve traffic flow through the scenic overlook, designed for a seamless drive-thru loop experience. This initiative aims to enhance the aesthetic appeal of the area

Mount Pocono Borough Council

Regular Meeting Minutes

Tuesday, February 6, 6:30 P.M.

while ensuring visitors can navigate the overlook efficiently, contributing to a positive tourism experience in Mount Pocono. Additionally, the improved visibility and traffic flow provided by the signage may deter vandalism, enhancing the overall safety and security of the site.

- 9. *Continued Road Paving and Repair: We remain committed to maintaining and improving our road infrastructure. In addition to the three roads paved in 2023, we will continue our efforts to pave and repair roads throughout the borough, ensuring safe and reliable transportation for our residents.*

Mayor's Report – Mayor R. Altemose stated that there is a communication concern with large buildings from inside them to contact emergency responders. He noted that the County has a proposed model Ordinance regarding this issue and asked if this could be addressed at the next work session.

Borough Manager's Report – Borough Manager M. Duffy reported that we have received a little over \$13,000.00 as a rebate for renewing our health care plan and that we had zero claims.

Solicitor's Report – No report. President D. Struckle asked about the Act 537 Plan Amendment and if it should go before the Planning Commission. Solicitor J. Fareri responded that he would look into it again.

Zoning Officer's Report – Borough Manager M. Duffy gave the Zoning Officer's report for the month of January 2024 regarding Zoning and Code Enforcement issues as presented:

Following is a report of the Zoning Office's monthly activity for the month of **January 2024**:

- **Permits Issued:**
 - Eighteen (18) permits issued.
 - Two (2) Zoning Permits – Two (2) Commercial
 - Five (5) Building Permits – Four (4) Commercial & One (1) Residential
 - Five (5) Building CO
 - Two (2) Zoning CO
 - Seven (7) Resale, Use and Occupancy – One (1) Commercial & Six (6) Residential
- **Enforcement Actions:**
 - January 12, 2024– Enforcement Notice – 16 Center Avenue – A property maintenance violation for permitting the accumulation of bulk items on the property.
 - January 12, 2024 – Enforcement Notice – 8 Mountain Drive – Establishment of a multi-family dwelling in a Zoning District where it is prohibited.
 - January 24, 2024– Enforcement Notice – 19-21 Mountain Drive– UCC Notice of Violation for commencing interior alterations on the property without first obtaining the required permits.
 - January 24, 2024– Letter – 4 Oak Street – Modifications or repairs to a residential accessory structure, fence, were carried out approximately 5 years ago without obtaining a permit. A complaint has recently been filed by the neighbor. *The property owner has reached out to the Zoning Office, revealing that the previous Zoning Officer had advised him that no permit was needed for the repairs.*
- **Resale Use and Occupancy Violations:**
 - 115 Foxfire Drive – Unit 205
- **Vehicle Parking and Trash Can Violations:** The following properties received letters informing them that it is a violation to park a vehicle within the roadway or to keep garbage cans in their designated pickup area for more than 24 hours before and after the scheduled garbage service pickup.

| | |
|---------------------------|-----------------------------|
| ○ 33 Cobblewood Drive | ○ 26-28 Brookeville Terrace |
| ○ 37 Brunswick Drive | ○ 30-32 Brookeville Terrace |
| ○ 1 Brunswick Drive | ○ 38-40 Brookeville Terrace |
| ○ 4 Summit Drive | ○ 33-35 Brookeville Terrace |
| ○ 2-4 Brookeville Terrace | ○ 29-31 Brookeville Terrace |
| ○ 6 Brookeville Terrace | ○ 25-27 Brookeville Terrace |

**Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, February 6 2024, 6:30 P.M.**

| | |
|-----------------------------|-----------------------------|
| ○ 10-12 Brookeville Terrace | ○ 21-23 Brookeville Terrace |
| ○ 14-16 Brookeville Terrace | ○ 17 Brookeville Terrace |
| ○ 18-20 Brookeville Terrace | ○ 13-15 Brookeville Terrace |
| ○ 22 Brookeville Terrace | ○ 9-11 Brookeville Terrace |
| ○ 1-3 Brookeville Terrace | ○ 5-7 Brookeville Terrace |

• **Public Hearing Matters:**

- Adrien and Jennifer Bohdal – 56 Pine Hill Road – Establishment of a Contractor’s Yard on the subject property. *The Zoning Office reached a settlement with the property owner agreeing that all items related to the contractor’s yard be removed from the property within thirty (30) days of the date of the executed agreement. If they comply with the agreement within the allotted timeframe, the judgment will be marked as settled with the District Magistrate. However, if they do not comply within the timeframe allowed, a \$5,000.00 judgment will be imposed.*
- David and Emma Wengerd – Lot 21 Timberbrook Terrace – A Zoning Hearing Board application seeking a variance in relief of Section 215-38(B)(5) of the Borough Ordinance. *The Zoning Hearing Board denied their variance requests.*
- Kouassi Kouadio – 11 Cedar Road – A civil complaint has been filed against the property for violations of the Borough property maintenance ordinance. *The hearing has been scheduled for March 20, 2024, at 9:30 am.*

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 Tuesday, February 6, 2024, as outlined:

CASH REPORT AS OF JANUARY 31, 2023

NBT General Fund

| | |
|-------------------|----------------------|
| Beginning Balance | \$ 316,478.34 |
| Deposit | 317,901.27 |
| Interest | 8.92 |
| Expense | 84,600.18 |
| Service Charge | 11.51 |
| Ending Balance | <u>\$ 549,776.84</u> |

NBT Liquid Fuels Fund

| | |
|-------------------|----------------------|
| Beginning Balance | \$ 133,676.15 |
| Deposit | 0.00 |
| Interest | 2.23 |
| Expense | 16,222.48 |
| Ending Balance | <u>\$ 117,455.90</u> |

NBT Road Rehab Fund

| | |
|-------------------|----------------------|
| Beginning Balance | \$ 124,355.38 |
| Deposit | 0.00 |
| Interest | 316.85 |
| Expense | 0.00 |
| Ending Balance | <u>\$ 124,672.23</u> |

NBT Park & Recreation Fund

| | |
|-------------------|---------------------|
| Beginning Balance | \$ 88,205.14 |
| Deposit | 0.00 |
| Interest | 149.68 |
| Expense | 31,700.00 |
| Ending Balance | <u>\$ 56,654.82</u> |

NBT Traffic Signal Maintenance Fun (5 Pts)

| | |
|-------------------|----------------------|
| Beginning Balance | \$ 130,387.60 |
| Deposit | 0.00 |
| Interest | 332.22 |
| Expense | 0.00 |
| Ending Balance | <u>\$ 130,719.82</u> |

NBT Pine Hill Intersection Fund

| | |
|-------------------|----------------------|
| Beginning Balance | \$ 328,191.28 |
| Deposit | 0.00 |
| Interest | 5.57 |
| Expense | 0.00 |
| Ending Balance | <u>\$ 328,192.28</u> |

NBT Stormwater Fund

| | |
|-------------------|---------------------|
| Beginning Balance | 31,043.05 |
| Deposit | 0.00 |
| Interest | 79.10 |
| Expense | 0.00 |
| Ending Balance | <u>\$ 31,122.15</u> |

NBT Planning Commission Fund

| | |
|-------------------|--------------------|
| Beginning Balance | \$ 6,140.91 |
| Deposit | 0.00 |
| Interest | 15.65 |
| Expense | 0.00 |
| Ending Balance | <u>\$ 6,156.56</u> |

PLGIT General Fund

| | |
|-------------------|---------------|
| Beginning Balance | \$ 586,024.38 |
| Deposit | 0.00 |
| Deposit (EIT) | 9,834.59 |

PLGIT Liquid Fuels Fund

| | |
|-------------------|----------|
| Beginning Balance | \$179.94 |
| Deposit | 0.00 |

**Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, February 6 2024, 6:30 P.M.**

| | | | |
|---------------------------|----------------------|----------------|------------------|
| Deposit (LST) | 2,821.94 | Interest | .79 |
| Interest | 3,081.82 | Expense | 0.00 |
| Expense (to General Fund) | <u>240,337.00</u> | Ending Balance | <u>\$ 180.73</u> |
| Ending Balance | <u>\$ 359,975.21</u> | | |

PLGIT Capital Fund

| | |
|-------------------|----------------------|
| Beginning Balance | \$104,527.18 |
| Deposit | 0.00 |
| Interest | 489.66 |
| Expense | 0.00 |
| Ending Balance | <u>\$ 105,016.84</u> |

PLGIT Reserve Fund Balance

| | |
|-------------------|---------------------|
| Beginning Balance | \$104,527.18 |
| Deposit | 0.00 |
| Interest | 489.66 |
| Expense | 0.00 |
| Ending Balance | <u>\$105,016.84</u> |

NBT Payroll Fund

| | |
|-------------------|---------------------|
| Beginning Balance | \$ 5,365.85 |
| Deposit | 43,716.94 |
| Interest | .15 |
| Expense | <u>36,166.37</u> |
| Ending Balance | <u>\$ 12,916.57</u> |

From General Fund to PR

| | |
|---------------|-------------------|
| (w/e 1/3/24) | \$7,377.89 |
| (w/e 1/10/24) | \$12,385.65 |
| (w/e 1/17/24) | \$7,644.90 |
| (w/e 1/24/24) | \$7,904.29 |
| (w/e 1/31/24) | <u>\$8,404.21</u> |

Total Payroll \$43,716.94

Beautification

| | |
|-------------------|--------------------|
| Beginning Balance | \$ 1,228.44 |
| Deposit | 0.00 |
| Interest | 3.13 |
| Expense | 0.00 |
| Ending Balance | <u>\$ 1,231.57</u> |

PLGIT Park & Rec and Other

| | |
|-------------------|---------------------|
| Beginning Balance | \$618,040.45 |
| Deposit | 0.00 |
| Interest | 2,701.70 |
| Expense | 0.00 |
| Ending Balance | <u>\$620,742.15</u> |

E-Com - \$ 15.11

ESSA Line of Credit - \$103,116.70

***BILLS TO BE APPROVED AND PAID 1/1/2024 – 1/31/2024 FROM THE NBT GENERAL FUND ACCOUNT:**

| | | |
|----------------------------------|---|-----------|
| Altronics Security Systems | (Monitor & Camera Flashing Maintenance) | \$113.30 |
| AMTrust North America | (PP: Borough Workers Compensation) | 2,774.00 |
| Barry Isett & Associates | (Maint. Bldg./Safety Com.& General Review) | 4,979.20 |
| | (Reimb. Rettew/Clarius/Posh Reviews) | 3,497.70* |
| Berkheimer Associates | (Local Services Tax: Operating Comm. & Postage – Dec.) | 14.26 |
| Campbell Durrant, PC | (Labor & Employment Matters July/Aug/June 2023) | 423.00 |
| Chemung Supply Corp. | (2 nd Set of Tire Chains #2 Kenworth 2015) | 287.00 |
| Cintas Corporation | (PP: Boro Rugs & Mats/Maint Uniforms & Garage Mats) | 345.65 |
| District Court 43-4-02 | (PP: 11 Cedar Road – Property Maintenance) | 210.25 |
| E.M. Kutz, Inc. | (New Tarp 2014 Kenworth & 1-Set Chains 2105 Kenworth)2, | 113.43 |
| ESSA | (PP: Jan. Building Loan Principal & Interest) | 2,572.87 |
| First Net | (PP: Road Supervisor & Manager) | 124.07 |
| Geisinger Health Plan | (AWD: Jan. Road Crew Health Plan) | 7,296.78 |
| H. Clark Connor | (Planning Commission Review) | 297.50 |
| Highmark Blue Shield | (PP: Jan. Road Crew Vision & Dental) | 270.58 |
| Kaisa R. Meeder | (Reimb. ZHB Court Reporter Lot 21 Timberbrook) | 175.00* |
| Karen Struckle, Tax Collector | (Tax Collector: Supplies) | 331.13 |
| Lowe's | (PP: New Timber Boro Building Xmas) | 23.73 |
| Matzel Development at PT LP | (Tax Refund Parcel 10.11.1.6) | 94.81 |
| Met Life | (PP Highway: Jan Life and Disability Insurance) | 164.52 |
| Miller's Automotive | (2001 GMC Bucket Truck Rear U Joint) | 257.38 |
| Monroe County Control Center | (Fire/EMS Dispatching Fees 1 of 4) | 1,402.79 |
| Monroe County Treasurer's Office | (Interim Billing &Reminder Bills) | 161.34 |
| NBT Cardmember Service | (PP: Office/Zoning/Highway) | 814.04 |
| PA American Water Co. | (PP: Water – Garage/Borough & Hydrants) | 933.32 |

**Mount Pocono Borough Council
Regular Meeting Minutes,
Tuesday, February 6 2024, 6:30 P.M.**

| | | |
|--|---|----------------------------|
| PA One Call Systems, Inc. | (PA One Call) | \$4.44 |
| PA State Association of Boroughs | (CDL Renewal Fee & Membership Dues) | 668.00 |
| Payrolls Unlimited | (Payroll 12/01,12/08,12/15,12/22,12/292023) | 119.00 |
| | (Payroll 1/5, 1/12,1/19,1/26/2024 W2&1099 Qtr. Tax) | 182.40 |
| Plociniak Oil Co. | (Borough Bldg. & Maintenance Garage Heat) | 5,775.05 |
| Pocono Manor Investors, LP | (Tax Refund) | 1,596.76 |
| Pocono Mountain Public Library | (Library: RE & Delinquent Tax) | 333.94 |
| Pocono Mountain Regional EMS | (EMS: RE & Delinquent Tax) | 167.87 |
| Pocono Mountain Regional Police Dept. | (PP: January 2024 Payment) | 85,660.17 |
| | (February 2024 Payment) | 85,660.17 |
| Pocono Mountain Volunteer Fire Company | (FC: RE & Delinquent Tax) | 333.94 |
| Pocono Mountains COG | (Pocono Mt. COG) | 350.00 |
| PPL Electric Utilities | (PP: Lighting/Boro. Bldg./Garage & P&R Concession) | 822.00 |
| Quill Corp. | (PP: Highway Ink Cartridge) | 130.99 |
| Schadler Yesco | (P & R: Install Service Hook Up @ Oak St) | 42.49 |
| Scott's Signs & Printing | (New Councilmember Nameplate) | 28.00 |
| Selective Insurance | (PP: Insurance) | 4,074.00 |
| SFM Consulting | (5 Building Permits) | 8,301.65 |
| | (CO/UO Permits 2023 & 2024) | 770.00 |
| | (Zoning Hours – 49.5) | 3,217.50 |
| Sunoco Universal Fleet | (PP: Vehicle Gas) | 896.31 |
| The Monroe County Assessment Office | (Real Estate Sales Reports Jan. - Dec. 2024 \$20/mo.) | 240.00 |
| TK Elevator Corporation | (Service Date 1/124-3/31/24) | 227.59 |
| Tulpehocken Spring Water | (Bottled Water) | 65.24 |
| US Bank | (PP: Copier Contract Jan 2024) | 128.45 |
| GRAND TOTAL: | | <u>\$229,125.61</u> |

*Reimbursable Items

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

President D. Struckle was questioned that the prizes that the Parks & Recreation Commission gave out should potentially come out of the Parks & Recreation Foundation and that the Borough Manager was asked to contact Robin Laforge to reimburse the Borough.

Mayor R. Altomose questioned Solicitor J. Fareri if he reviewed the Driveway Ordinance. Solicitor J. Fareri responded that he would be adding this to his list to do.

Vice President N. DeLano stated that he and Councilman J. Simeon took a class for new Councilmembers this week and suggested that everyone should take it if they haven't already.

PUBLIC PARTICIPATION – None

Meeting adjourned at 8:09 P.M.

Respectfully submitted,

Marissa Duffy, Borough Manager



| | | |
|---|---|------------------------------------|
| DCNR-C2P2 | Applicant Information (* indicates required information) | |
| Applicant/Grantee Legal Name: MOUNT POCONO BOROUGH DBA BOROUGH OF MOUNT POCONO | | Web Application ID: 2010819 |
| Project Title: Mt. Pocono Pocket Park Acquisition | | |

WHEREAS, **MOUNT POCONO BOROUGH DBA BOROUGH OF MOUNT POCONO** ("Applicant") desires to undertake the project, "**Mt. Pocono Pocket Park Acquisition**" ("Project Title"); and

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

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

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

NOW THEREFORE, it is resolved that:

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

I hereby certify that this Resolution was adopted by the

(Identify the governing body of the applicant, e.g. city council, borough council, board of supervisors, board of directors)

of this applicant, this _____ day of _____, _____.

(signature of the governing body - cannot be the person with the same title as specified in paragraph 1)

(printed name)

(title)

| | | |
|--|---|--|
| DCNR-C2P2 | Applicant Information (* indicates required information) | |
| Applicant/Grantee Legal Name: MOUNT POCONO BOROUGH | Web Application ID: 2010733 | |
| Project Title: Mount Pocono Memorial Park Improvements - Phase II | | |

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

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

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

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

NOW THEREFORE, it is resolved that:

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

I hereby certify that this Resolution was adopted by the

(Identify the governing body of the applicant, e.g. city council, borough council, board of supervisors, board of directors)

of this applicant, this _____ day of _____, _____.

(signature of the governing body - cannot be the person with the same title as specified in paragraph 1)

(printed name)

(title)

BOROUGH HALL PARK IMPROVEMENTS

Mount Pleasant Borough
Monroe County, Pennsylvania

PHASE II PLAYGROUND SKETCH PLAN

March 2022

PARCEL ID: 1063506873559
ZONING C-1 2.14 ACRES
ADDRESS: 1261 POCOINO BLVD #100



LARGE BOULDER WALL



0 50' 100' 150'
SCALE: 1" = 50'

**BARRY
ISETT &
associates**
ARCHITECTS, ENGINEERS AND PLANNERS
810.208.0904
barryisett.com



📍 525 Main Street, Suite 200, Stroudsburg, PA 18360
📞 272.200.2050 📠 272.200.2051
🌐 barryisett.com

January 9, 2024
Project #313624.000

Ms. Marissa Duffy
Borough Manager
Mount Pocono Borough
1361 Pocono Boulevard, Suite 100
Mount Pocono, PA 18344

Dear Ms. Duffy:

**RE: CONSULTING DESIGN SERVICES FOR MOUNT POCONO BOROUGH
PARK, RECREATION, AND OPEN SPACE PLANNING**
Borough of Mount Pocono, Monroe County, PA

Barry Isett & Associates, Inc. (Isett) is an employee-owned, multi-discipline engineering and consulting firm, with an office in Stroudsburg and eight additional offices throughout Eastern and Central Pennsylvania, employing professionals holding licenses in Landscape Architecture, Professional Engineering, Professional Land Surveying, and Professional Geology, issued by the Commonwealth of Pennsylvania.

We appreciate the opportunity to present our interest and qualifications to perform professional planning and consulting services for the creation of a Park, Recreation, and Open Space Master Plan for Mount Pocono Borough. The scope of work outlined below follows key elements of the Pennsylvania Department of Conservation and Natural Resources (DCNR) Planning Guidelines.

Isett has had the privilege of successfully completing many projects focused on the planning, design, and maintenance of trails, parks, and outdoor recreation facilities, and we are experts in the preparation of plans in accordance with Pennsylvania Department of Conservation and Natural Resources (DCNR) regulations and standards.

WHY ISETT IS THE TEAM OF CHOICE

Isett is a multi-discipline engineering and consulting firm with a portfolio of successful projects focused on the development and revitalization of parks and outdoor recreation facilities. Our guiding purpose is to perform work that enriches our communities.

We bring to this project a team of experts, all of whom have worked on similar park projects varying in degrees of complexity across Pennsylvania. Staff members include registered landscape architects and planners skilled in the design and analysis of outdoor spaces and public needs; a certified park and recreational planner; grant writers; and project managers knowledgeable about facility operations and management. The team has over 80 years of park and recreation planning experience throughout eastern Pennsylvania.

Our team is thoroughly familiar with each stage of the park, recreation, and open space planning and design process. Our repeated project success demonstrates our ability to provide a comprehensive analysis of the site, existing conditions, and available data, and then integrate those facts with local information gathered through a collaborative process involving stakeholder interviews and public meetings. The Isett team carefully evaluates ideas brought forth by the public to develop concepts, then presents them for community review. The final plan is based upon community opinion and preferences and provides the information and guidance sought by a DCNR-funded plan. Each plan reflects the unique characteristics and preferences of the community for which it is developed.

INTRODUCING LINDSAY TAYLOR, CPRP, CYSA

Isett's proposed team for this project is strengthened by the expertise and experience of Ms. Lindsay Taylor, Certified Park and Recreation Professional (CPRP). Ms. Taylor's 25-year career has been dedicated to parks, recreation, and planning, and she has been invited to serve on Isett's team in service to the Borough of Mount Pocono. She will be focusing on the facilities and open space inventory and analysis. Ms. Taylor holds two degrees from West Chester University—a B.S. in Health and Physical Education and a Master's in Public Administration.

As a multi-discipline firm, Isett can provide all necessary engineering and design services for this project in-house. I, Bryan Smith, will serve as the primary point of contact and Project Manager. Clara Bichon, Landscape Designer, will be assisting with the project documentation and preparation of plans. Drew Sonntag, with over 30 years of recreation planning experience, will be assisting with project review and consultation.

MOVING FORWARD

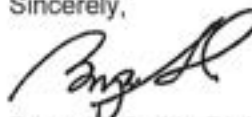
We appreciate your careful evaluation of our submission and look forward to discussing our proposal with your team.

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 to us, as it will serve as our agreement for these services. If service authorization is not approved, there is no obligation for Isett to complete the services.

We appreciate the opportunity to provide you with this proposal and look forward to working with you toward the successful completion of the playground.

Sincerely,



Bryan N. Smith, RLA, ASLA
Department Head, Landscape Architecture
Phone: 484.866.4870 (o) • 610.972.8434 (c)
Email: bsmith@barryisett.com

Attachments

ACCEPTED BY:

(Sign name)

(Print name and title)

DATE: _____

SCOPE OF SERVICES

The following scope of work (SOW) for a Park, Recreation, and Open Space Plan (PROS), addresses community needs and specific project requirements under the Community Conservation Partnerships Program and is based on the "Comprehensive Recreation, Park and Open Space Plan Guidelines and Example Scope of Work by DCNR (DCNR 2023 Plan 13 Rev 1-19)

Park, Recreation, and Open Space Plan

A PROS Plan is a plan for the future. It involves a research, public input, and analysis process that leads to a municipal-based plan that identifies the methods, resources, and capital investment needed to accomplish both short-term and long-term recreation and conservation goals of the community. The planning process includes citizen involvement, inventory of existing conditions and facilities, analysis of issues and community needs, and specific recommendations that set forth actions, priorities, and cost for plan implementation.

A PROS Plan is an official document that, in part, dictates municipal land use policy and decisions.

A. PLAN PURPOSE, GOALS, AND OBJECTIVES

Describe the purpose of the plan including any special or unique community concerns that will be addressed. Develop goals that describe what the plan will accomplish. Discuss how the Borough and the public will use the plan. The purpose, goals, and objectives should be developed prior to consultant selection. This will allow the consultant team to concentrate the research and analysis on the highest Borough priorities.

B. PUBLIC PARTICIPATION

Public participation is required throughout the planning process to help determine and prioritize community needs. Public participation techniques are outlined in the DCNR Bureau's [Public Participation Guide](#) and below. Community involvement and engagement must prioritize diversity, equity, and inclusion to ensure feedback and recommendations that are comprehensive, appropriate, and accountable. The narrative must include a detailed summary of the public participation methods, results, and conclusions (i.e. areas of consensus and/or contention); raw data should be included in the appendix.

1. Study Committee (four meetings) –

- Meeting 1 – Kickoff meeting. Introductions. Discuss project objective; discuss goals and objectives, review project study and final products, and organize meetings/project timeline.
- Meeting 2 – Site Analysis and Programming. Review the site reconnaissance and park metrics assessment by the design team to discuss found conditions with the committee. Gather ideas for facilities, programming, and activities. What do the residents like and/or get heavy use? What elements are needed and/or be replaced? Site issues known to need remediation. Identify key person interviewees and draft public comment survey questionnaire.
- Meeting 3 – Team Isett shall present the summary findings of the key person interviews public workshop and online survey. Present draft recommendations. The design team shall work with the committee to develop a single preferred concept to which the draft plan will be developed.
- Meeting 4 – Presentation and review of the draft report. The draft report will be submitted to the committee 1 week prior to the committee meeting, so committee members have an opportunity to review the draft report. At the meeting we will discuss the report and proposed draft plan. Revisions will be made to the report and plan, as directed by the committee.

2. Public Meeting – Prepare for and present the final plan to the Borough Council for comment and adoption.
3. Citizen Survey – A random sample citizen survey is a type of opinion poll that asks residents for their perspectives on specific topics. Prepare and manage an online survey using the program Survey Monkey. The survey results will be tallied and presented to the committee as well as included in the final report.

C. BACKGROUND INFORMATION

The background information provides an overview of the community and the recreation, park, and open space system. Analyzing this data helps develop a future system that reflects the needs of present and future residents and conserves the natural, cultural, and historic elements that contribute to the uniqueness, cohesiveness, and resilience of the community. Provide the following information:

1. Community Background
 - a. Geographic location, size, regional context, character, history, etc.
 - b. Type of government.
 - c. History of the Borough's recreation and park functions.
2. Socioeconomics (use of U.S. Census data is required)
 - a. Demographic trends including population, age, gender, race & ethnicity, households, income, education, and visitors.
 - b. Population projections for at least the next 10-20 years.
 - c. Economic trends including economic conditions, major employers, and fiscal health.
3. Physical Characteristics
 - a. Updated version of the existing municipal land use map.
 - b. Inventory and analysis of natural features and ecosystems such as forests, wetlands, waterways, farmland, critical habitats, etc.
 - c. Inventory and analysis of cultural and man-made features such as historic sites, transportation corridors, housing, utilities, etc.
4. Summarize existing planning documents: Regional Plan for Mount Pocono (June 2005); Monroe County Comprehensive Plan Update; Upper Brodhead Creek/Paradise Creek Greenway Plan; Monroe County Open Space Plan; Borough's Official Zoning Map; [2020-2024 Pennsylvania Statewide Comprehensive Outdoor Recreation Plan](#); etc.

D. MISSION STATEMENT, GOALS, AND OBJECTIVES

The mission statement provides a clear definition of the Borough's purpose and responsibilities. Goals address what the Borough hopes to achieve in the next ten years. We will re-evaluate these elements of the plan at the end of the project, to ensure they support the final recommendations.

1. Discuss the purpose and use of a mission statement, goals, and objectives. They should have long-term applicability beyond the planning process.
2. Develop a draft mission statement, goals, and objectives. They should be re-evaluated at the end of the planning process to ensure that they are still appropriate for the Borough.

E. FACILITIES AND OPEN SPACE INVENTORY AND ANALYSIS

Analyze existing recreation, park, and open space resources, regardless of ownership, and compare to standards based on population and service areas. The general locations and types of new recreation, park, and open space facilities and development priorities are identified with strong public participation and input.

1. On a map, identify the location of indoor and outdoor facilities and open space owned/operated by:
 - a. Borough
 - b. Other municipal or state agencies
 - c. Schools (public and private, all levels)
 - d. Major non-profits and quasi-public organizations (athletic associations, scouts, conservancies, service clubs, YMCA/YWCA's, etc.)
 - e. Major private businesses (health clubs, bowling alleys, etc.)
2. Provide the following information in chart form for the indoor and outdoor facilities and open space identified on the map:
 - a. Facility or open space name
 - b. Ownership
 - c. Number and type of facilities
 - d. Acreage
 - e. General condition and use
3. Conduct field reconnaissance to visually review and assess each facility.
 - a. Document field visits with photographs and annotated plans.
 - b. Organize findings for presentation to the committee and inclusion in the report.
4. Compare Borough's access to recreation offerings using the following resources:
 - a. The National Recreation and Park Association (NRPA) [Park Metrics](#) is a comprehensive source of data benchmarks and insights for the effective management and planning of operating resources and capital facilities.
 - b. The Trust for Public Land (TPL) [ParkServe](#) interactive platform tracks park access in urban areas. The web-based tool identifies local parks and open space, determines the percentage of residents who live within a 10-minute walk, and identifies the neighborhoods most in need of new parks.
5. Assess public input with existing facilities and conditions.

F. RECREATION PROGRAMS AND SERVICES

Compare existing offerings to those provided by other entities, the needs/wants of constituents, and professional standards. This comparison helps to determine if the Borough provides a sufficiently broad range of cost-effective programs and services that constituents need/want. Identify new programming areas and discuss an implementation strategy.

1. Provide a list of programs and services sponsored by Borough and other public, non-profit, and private entities that include:
 - a. Sponsoring group
 - b. Program name
 - c. Participant target age and gender
 - d. Program fee (if any)

2. Determine availability of programs and services for:
 - a. Active and passive
 - b. Competitive and noncompetitive
 - c. Individuals and groups
 - d. All gender identities
 - e. All ages and abilities
 - f. All races and ethnicities
 - g. All income levels
 - h. All education levels
3. Analyze accessibility and inclusiveness of Borough programs and services.
4. Identify program and service deficiencies and develop a strategy for the Borough to address them.

G. FINANCING

Identify funding opportunities to support the goals, mission, and recommendations of the plan.

1. Identify and analyze the major revenue sources (taxes, fees, donations, grants, etc.) and amounts used to finance recreation and parks.
2. Prepare a matrix of grant funding opportunities.

H. RECOMMENDATIONS AND COST ESTIMATES

Outline specific Borough priorities and actions to improve recreation and park facilities, programs, and services to meet community needs and provide accessible and climate resilient facilities and opportunities for all. Recommendations supported by data analysis and public input must be provided for scope of work elements. Cost estimates must be provided when appropriate.

1. Describe the recommended changes for facilities, programs, services, and funding.
2. Provide a cost estimate to implement each recommendation and discuss potential implementation opportunities and challenges.
3. Each plan component must include:
 - a. An inventory of existing conditions
 - b. A comparison of existing conditions with local or national standards
 - c. Recommendations with priorities, timetables, and cost estimates

I. PLAN IMPLEMENTATION

The cohesive and easy to follow five-year implementation plan must:

1. Borough-wide map of existing and proposed parks and recreation facilities.
2. Prioritize capital improvement recommendations and provide a multi-year year Capital Development Program organized by short-term (1-3 years), medium-term (4-7 years) and long-term (8 plus years) projects. Identify the following information for each project:
 - a. Facility/area name
 - b. Description of proposed improvements
 - c. Total estimated development costs of proposed improvements, including engineering and design costs, project administration costs, acquisition and/or construction costs, and at least a 10% contingency
 - d. Potential funding source(s)

J. NARRATIVE REPORT

A draft and final CRPOS Plan based on the following outline:

Executive Summary – Briefly describe the process, priorities, and final recommendations.

- A. Purpose, Goals, and Objectives
- B. Public Participation
- C. Background Information
- D. Borough Mission Statement, Goals, and Objectives
- E. Facilities and Open Space Inventory and Analysis
- F. Recreation Programs and Services
- G. Financing
- H. Recommendations and Cost Estimates
- I. Plan Implementation
- Appendix

DELIVERABLES

- One (1) electronic PDF of the final CRPOS Plan (as a single document) with the cover signed, sealed, and dated by the design consultant.
- One (1) electronic PDF of other deliverables, as applicable.

SCHEDULE

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

Understanding the park and pool will be in use during the 2024 summer season, we have scheduled construction to start at the end of the pool season. We anticipate the following preliminary schedule:

| | |
|-------------------------------------|------------------|
| Kick off Meeting 1 | February |
| Background Data/Mapping | February |
| Site Analysis | February/March |
| Programming Meeting 2 | March |
| Online Survey | April |
| Planning/Concept Design Development | April/May |
| Draft Recommendations Meeting 3 | May |
| Draft Plan/Report Preparation | June/July |
| Draft Report Meeting 4 | August |
| Final Plan Preparation | August/September |
| Presentation to Council | September |

COMPENSATION

The fees for services shall be provided on a **lump sum** basis (except those noted as **hourly**) plus reimbursable expenses in accordance with the attached rate schedule for the following fees:

- | | |
|---|-------------|
| A. Park, Recreation Open Space Plan (see breakdown of hours and tasks, attached) | \$19,969.00 |
|---|-------------|

QUALIFICATONS/EXCLUSIONS

1. Any and all review/submission fees required by the reviewing agencies are Client's responsibility.
2. The cost of reimbursable expenses that 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.
3. Prior to performing tasks 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 Client/Owner. Examples of items outside the scope of work include additional meetings and tasks not specifically listed above.
4. 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.
5. When project work is suspended for more than six months, fees will be renegotiated. The fee listed above is based upon our portion of the work being completed by the end of calendar year 2024. Should the project be extended through no fault of Isett, we reserve the right to renegotiate the remaining services.
6. Insurance coverage or limits (including professional liability insurance) requested in excess of that normally carried would be a reimbursable expense and itemized separately.
7. Digital information generated in the process of developing plans and specifications for this project is only for use in preparing said plans. Release of digital information to anyone not party to this agreement without prior, fair compensation constitutes a transfer of full liability to the releasing party.
8. This proposal does not provide for actual topographical or boundary survey; wetland delineation; an investigation of underground utilities, commonly referred to as subsurface utility engineering; playground inspection; nor, structural assessments. If any of these or other services are required beyond the services noted in the above scope of services, a separate proposal will be provided for Borough consideration and approval prior to starting this additional work.

PROPOSAL FEE SCHEDULE

| | Bryan Smith, RLA | Drew Sorlag | Brian Ferry | Clara Bichon | Mary Himmelberger | Lindsay Taylor, CPPP | Admis | TOTAL | |
|--|---------------------|--------------------|------------------|--------------------|--------------------|----------------------|--------------------|------------------|---------------------|
| TASK | Landscape Architect | Planner | GIS / Mapping | Landscape Designer | Grants | CPPP | | | |
| CPROSP | | | | | | | | | |
| A. PLAN PURPOSE, GOALS, AND OBJECTIVES | | | | | | | | | |
| Describe the purpose of the plan including any special or unique community concerns that will be addressed. Develop goals that describe what the plan will accomplish. Discuss how the Borough and the public will use the plan. The purpose, goals, and objectives should be developed prior to consultant selection. This will allow the consultant team to concentrate the research and analysis on the highest Borough priorities. | | | | | | | | | |
| | 1 | | | | | | | | |
| B. PUBLIC PARTICIPATION | | | | | | | | | |
| 1. Study committee (four meetings) | | | | | | | | | |
| - Meeting 1 - Kickoff meeting | 4 | | | | | | | | |
| - Meeting 2 - Site analysis and programming | 4 | | | | | 4 | | | |
| - Meeting 3 - Draft recommendations | 4 | | | | | | | | |
| - Meeting 4 - Presentation and review of the draft report | 4 | | | | | | | | |
| 2. Public meeting | 3 | | | | | | | | |
| 3. Citizen survey | 1 | 1 | 4 | 1 | | 1 | 4 | | |
| C. BACKGROUND INFORMATION | | | | | | | | | |
| 1. Community background | | | 2 | | | | | | |
| 2. Socioeconomics (use of U.S. Census data is required) | | | 1 | | | | | | |
| 3. Physical characteristics | | | 2 | | | | | | |
| 4. Summarize existing planning documents | | | 2 | | | | | | |
| D. MISSION STATEMENT, GOALS, AND OBJECTIVES | 2 | | | | | 1 | | | |
| E. FACILITIES AND OPEN SPACE INVENTORY AND ANALYSIS | | | | | | | | | |
| Analyze existing recreation, park, and open space resources, regardless of ownership, and compare to standards based on population and service areas. The general locations and types of new recreation, park, and open space facilities and development priorities are identified with strong public participation and input. | | | | | | | | | |
| 1. Mapping | | | 8 | | | | | | |
| 2. Chart | | | 4 | | | | | | |
| 3. Field reconnaissance/assessment | 4 | | | 8 | | | | | |
| 4. Comparison | | | 2 | | | 6 | | | |
| 5. Assess public input with existing facilities and conditions | 1 | | | | | 1 | | | |
| F. RECREATION PROGRAMS AND SERVICES | | | | | | | | | |
| 1. List of programs | | | | 2 | | | | | |
| 2. Determine availability | | | | 2 | | | | | |
| 3. Analyze accessibility and inclusiveness | | 1 | | | | 2 | | | |
| 4. Identify program and service deficiencies | 1 | | | | | 4 | | | |
| G. FINANCING | | | | | | | | | |
| 1. Identify and analyze the major revenue | 2 | | | | | | | | |
| 2. Prepare a matrix of grant funding opportunities | | | | | 4 | | | | |
| H. RECOMMENDATIONS AND COST ESTIMATES | | | | | | | | | |
| 1. Describe recommendations | 2 | | | 4 | | 6 | | | |
| 2. Provide a cost estimate | 1 | | | 4 | | | | | |
| 3. Inventory/comparison/recommendations | 3 | | | 4 | | 3 | | | |
| I. PLAN IMPLEMENTATION | | | | | | | | | |
| The cohesive and easy to follow five-year implementation plan must: | | | | | | | | | |
| 1. Boroughwide map of recreation facilities | | | | 2 | | | | | |
| 2. Prioritize capital improvement recommendations | 4 | 2 | | | | 2 | | | |
| FINAL PRODUCTS | | | | | | | | | |
| J. NARRATIVE REPORT | | | | | | | | | |
| A draft and final PROS Plan | 18 | | | | 2 | 10 | 8 | | |
| GAGC | | 4 | | | | | | | |
| Administration | 3 | | | | | | | | |
| | Total Hours | 62 | 8 | 25 | 27 | 6 | 40 | 12 | |
| | Hourly Rate | \$ 120.00 | \$ 120.00 | \$ 92.00 | \$ 101.00 | \$ 119.00 | \$ 125.00 | \$ 69.00 | |
| Totals | | \$ 7,440.00 | \$ 960.00 | \$ 2,300.00 | \$ 2,727.00 | \$ 714.00 | \$ 5,000.00 | \$ 828.00 | \$ 19,969.00 |



POCONO MOUNTAINSSM

VISITORS BUREAU

Pocono Mountains Visitors Bureau Beautification Grant Program

Grant dollars will help fund a variety of projects intended to support and enhance the quality of life in communities throughout the Pocono Mountains.

Organizations Eligible to Apply:

- Local government including, but not limited to, cities, boroughs, and townships.
- Municipal and redevelopment authorities and agencies.

Focus of the Grant Program:

Grant funds may be used to support projects that:

1. Beautify outdoor areas surrounding local hospitality and tourism businesses throughout our cities, boroughs, and townships in Wayne, Pike, Monroe and Carbon Counties.
2. Improve existing gateways/signage.
3. Improve beautification and facades throughout our cities, boroughs, and townships.

Eligible projects may include but are not limited to:

Landscaping, outdoor seating, planters, trash cans, benches, recycling programs, trash removal, removal of overgrown weeds/brush/trees, upgrade of signage and facades.

Program Details:

- Proposals are due on March 3, 2024, for projects to be completed by December 15, 2024. Grant funds will not carry over to the new year (2025).
- Grant cap request: \$20,000.00.
- At least a 50% match is required.
- Each project will be considered competitively based on criteria established by the PMVB and reflected in these guidelines.
- Proposals will be approved based on the availability of funds.
- Funds will be disbursed on a reimbursement basis when proof of expenditure and completion of project has been provided to the PMVB by the deadline date of December 15, 2024.
- Recipients may be asked to submit before and after photos of projects.

Application Procedure:

- To be considered, please submit your application via email by March 3, 2024 to membership@poconos.org.
- **Upon submission of your application, you will receive an email confirming your application has been received. If you do not receive a confirmation within 48 hours of your submission, please follow up with membership@poconos.org.**
- Requests will be reviewed, and applicants will be notified by March 31, 2024.

PMVB Contact Information: Marlyn Kissner, mkissner@poconos.org 610-751-4932

Funding Request

Thank you for your interest in the 2024 PMVB Grant Program.

All organizations must submit a Funding Request by March 3, 2024 to be considered.

Funding Requests must be submitted electronically to membership@poconos.org.

For any questions, please contact Marlyn Kissner at 610-751-4932.

Applicant Information

| | |
|-------------------------------|---|
| Name of Organization | Mount Pocono Borough |
| Organization Type | Local Government |
| Chief Official's Name & Title | Don Struckle, Borough Council President |
| Address | 1361 Pocono Blvd |
| Phone | 570-954-8804 |
| Email | mduffy@mtpoconoboro.org |
| Federal ID#/EIN | 246000634 |
| Contact Person and Title | Marissa Duffy |
| Address | 1361 Pocono Blvd Mount Pocono Pa 18433 |
| Phone | 570-839-8436 |
| Email | mduffy@mtpoconoboro.org |

Project Information

| | |
|--------------------------|---|
| Project Title | The Knob Overlook Improvements |
| Project Overview | Enhance the landscaping at the Knob Overlook, install signage and replace trash can to improve the scenic overlook, designed for a seamless drive-thru loop experience. This aims to ensure visitors can navigate the overlook contributing to a positive |
| Proposed Start Date | May 2024 |
| Proposed Completion Date | July 2024 |

Quotes for PMVB Grant 2024

Sign

DelcomGraphics- 1,252.00

Scotts Signs- \$1,100 mock up/design of sign not included with quote

FastSigns- "After discussing this project's details, location and timeline, we will not be able to submit a bid at this time"- Ed Karpovich

Landscaping

JE Home Improvements and Landscaping-\$23,500

Pocono Lawn and Landscaping- Not taking new clients booked until late Summer

All Around Property care- (PMVB member) \$25,208

Trash can

Uline- \$575

Sustainable Collection- \$2,047

Park Tables- \$724.95

Project Narrative

Please share the specific purpose of the project and how the project will support your community. If granted, what will be the positive lasting impact of this program on your community? Please keep the narrative to a one page maximum:

The Knob Overlook: Breathtaking Views Ahead!

The primary purpose of this project is twofold: to enhance the aesthetic appeal of the Knob Overlook and to improve visitor experience and safety. The landscaping enhancements will beautify the entrance of the Knob Overlook, creating a welcoming and visually appealing environment for visitors. Additionally, the installation of signage will facilitate smooth traffic flow through the overlook with information on the site views, ensuring visitors can navigate the area efficiently and safely. Lastly, replacing the outdated trash can with a new user friendly option.

The improvements to the Knob Overlook will directly benefit the Mount Pocono community in several ways. Firstly, it will contribute to the overall beautification of the area, enhancing the quality of life for residents and attracting locals to visit the site and tourists to the region. The improved visibility and traffic flow provided by the signage may also deter vandalism, thereby enhancing the safety and security of the site. Additionally, by creating a seamless drive-thru loop experience, visitors will have the opportunity to fully appreciate the natural beauty of the Pocono Mountains, further promoting tourism and economic growth in Mount Pocono.

If granted, the lasting impact of this project will be significant. The improved landscaping and signage will create a more inviting and accessible environment for visitors, encouraging them to explore and enjoy all that Mount Pocono has to offer. Furthermore, by increasing visibility and traffic flow, the project will help to promote tourism, support local businesses, and strengthen the overall economic vitality of the community.



All Around Property Care

221 East Broad Street | East Stroudsburg, Pennsylvania 18301
5706887246 | david@allaroundpropertycare.com |
www.allaroundpropertycare.com

RECIPIENT:

Mount Pocono Borough

1361 Pocono Blvd
Mount Pocono, PA 18344

Quote #644

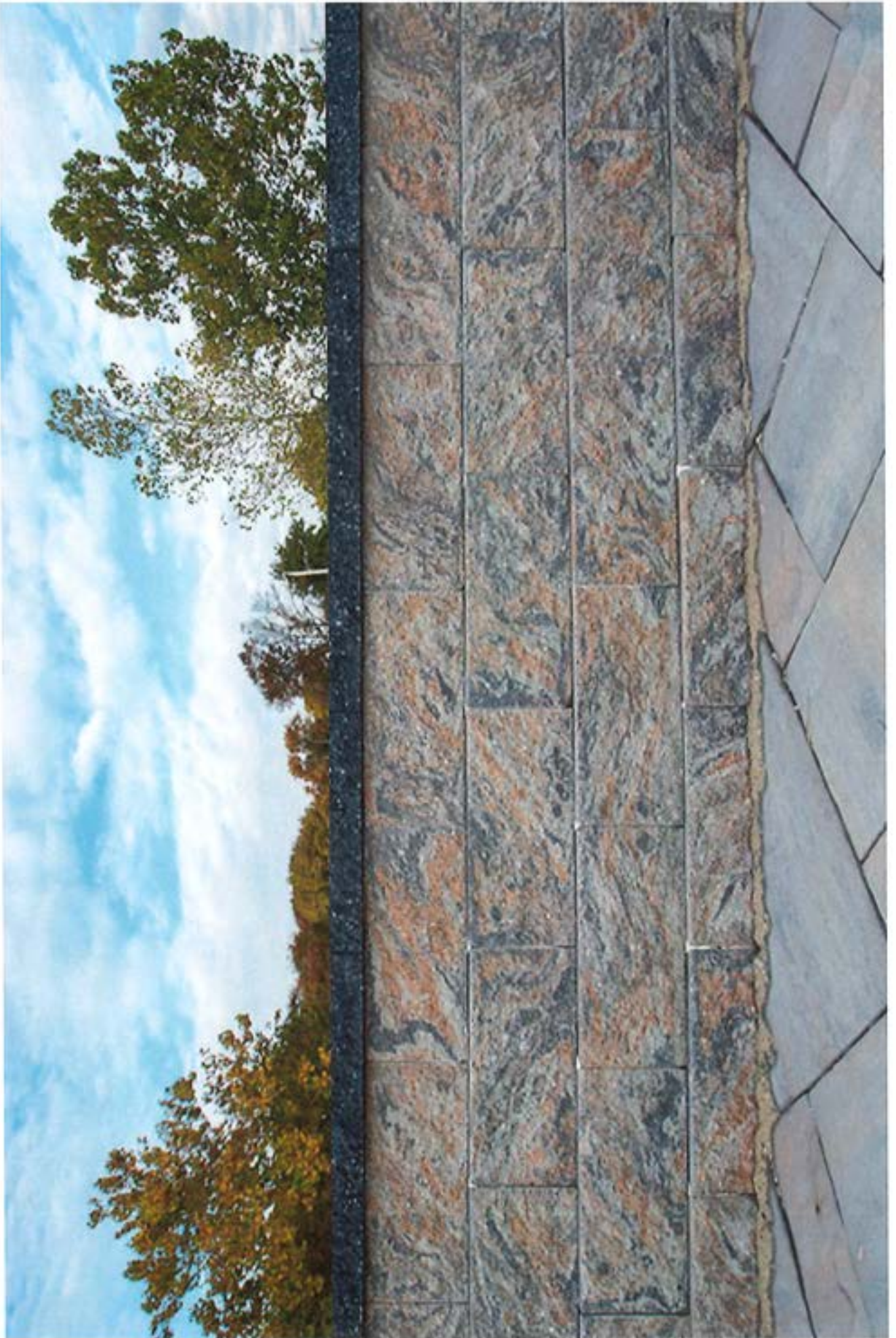
Sent on

Feb 09, 2024

Total

\$25,208.24

| Product/Service | Description | Qty. | Unit Price | Total |
|---------------------------------|--|------|-------------|-------------|
| Raised Garden Bed Install | <ul style="list-style-type: none"> -2 GardenBed to be installed. -Cambridge Toffee/Onyx Blocks with Coal Caps to be used. -Height will be approximately 2' high and caps will be glued in place so they can be used as benches. -6" Base of 3/4" blue stone and 1" of 3/8" blue stone will be used as base and leveling agent to ensure a level finished product. * -On the inside of each garden bed, 4" perforated drain will be installed to help divert rain water. Then topped with 6" of 3/4" blue stone. A layer of weed barrier will be used to top erosion of top soil into the rock. 15" of top soil to be used to create garden bed for plants to be planted. * -4 8" sonotubes will be installed for the sign company to install the sign. -Placement of tubes must be completed by the sign company. * -After plants are installed, river rock and mulch will be installed. | 1 | \$23,208.24 | \$23,208.24 |
| Install of Plants/Shrubs | <ul style="list-style-type: none"> -Price includes the labor to dig the holes, plant the items, back fill fill top soil and fertilizer, and watering of the plants. -his is the allowance allocated for plant purchase. | 1 | \$1,500.00 | \$1,500.00* |
| | | | | Optional |
| 1 Full Day Machine and Operator | <ul style="list-style-type: none"> -This line item is being donated. -318' of rock ledge will be cleared off. Township will provide an area for this debris to be disposed of. | 1 | \$2,100.00 | \$2,100.00* |
| | | | | Optional |
| * Install of Plants/Shrubs | <ul style="list-style-type: none"> -This line item is being donated. -All plants that are purchased will be installed. | 1 | \$650.00 | \$650.00* |
| | | | | Optional |
| Dump Fee | <ul style="list-style-type: none"> -This line item is being donated. -Fee charged for removal of all debris. | 10 | \$175.00 | \$1,750.00* |



J. E
HOME IMPROVEMENT & LANDSCAPING
Tobyhanna, PA
570-336-7299
E-Mail: jhomeimprovementandlandscape@gmail.com
Web Site: <https://jhomeandlandscaping.com/>
PA 041576

PROJECT PROPOSAL

Client: Marissa Duffy (*representing Mount Pocono Borough*)
Site Address: Knob Rd, Mt. Pocono, PA 18344
Billing Address: 1361 Pocono Blvd., Mount Pocono, PA 18433
Phone: +1 (570) 954-8804
E-mail: mduffy@mt-poconoboro.org

Date: 02/28/2024

Job Description

I. Retaining Wall Constructions

- a. Construct 3ft. high triangular retaining wall (50ft. x 50ft. x 50ft)
 - i. Retaining wall can be filled with mulch or top soil, it will be left to the client's choosing.
 - ii. Construction material: Railroad Ties
- b. Construct retaining wall (30ft. x 6ft.); 6ft. away from road
 - i. Retaining wall can be filled with mulch or top soil, it will be left to the client's choosing.
 - ii. Construction material: Railroad Ties

Payment Information

The above work to be performed in a substantial workmanlike manner in the sum of **\$23,500.00**. All material and labor included. A deposit of **\$10,000.00** of the balance is required to start the job, a second payment of **\$6,750** is due after the first retaining wall has been constructed, and a final payment of **\$6,750.00** is due upon project completion.

Conditions and Payment Information

- Payments are accepted via Credit Card, Zelle, or Check only.
- All credit and debit card payments are subject to a 3.5% service fee that will be applied to **each** transaction.
- Should the client agree with the estimate please sign and return it, and JE Home Improvement will send an invoice via email.
- Project start date and timeline are subject to change due to inclement weather and supplier availability.
- Client is responsible for picking up permits and contacting JE Home Improvement and Landscaping via telephonic **call or email** (not text message) to schedule project start date once permits have been approved, obtained by client, and properly posted on the property (i.e. placing permit in a visible location, such as a front window).
- All client communications should take place via phone call or email (not text message).

“OUR GOAL IS YOUR SATISFACTION” JE



Search 



Color: **Brown**



| Description | Additional Information | Pricing |
|-------------|------------------------|---------|
|-------------|------------------------|---------|

In Stock, Ships Today

Virtually maintenance free! Recommended for warehouse patios, campgrounds, schools and parks.

| | |
|--------------------|--------------------|
| \$575 / Price Each | Subtotal: \$575.00 |
|--------------------|--------------------|



replacement



Combines style and durability
Fully customizable
Highest grade plastic lumber
[SUSTAINABILITY COLLECTION](#)

\$2,047.00

Quantity 1 + -

ADD TO QUOTE

ADD TO CART

CONFIGURE YOUR BIN
CHOOSE OPTIONS

\$724.95

24 Gallon Classical Vase Concrete Trash Can - Aluminum Pitch-In Top And Liner

SKU: WAWS1117

See More By: [Wausau Tile](#)

| Quantity | 1+ | 6+ | 11+ |
|----------|----------|----------|----------|
| Price | \$724.95 | \$704.95 | \$689.95 |

- 24-Gallon Capacity with Flat Top & Liner
- Reinforced Concrete Construction
- Made in the USA & 2-Year Warranty

Available Options:

1. Colors: *

-Select-



[View Options](#)



Live C



ESTIMATE



Date Feb 27, 2024
Total \$1,252.00 USD

PO Box 667
Mount Pocono PA 18344
Billing@delcomgraphics.com

Estimate To:
Mount Pocono Borough
Business No: 570-839-8436
1361 Pocono Boulevard,
Mount Pocono PA 18344

| Products | Quantity | Unit Price | Amount |
|----------------------------|----------|------------|------------|
| The Knob Outlook Info Sign | 1 | \$1,252.00 | \$1,252.00 |

Sign to be fabricated will be 4feet in Height by 6 feet in width. This face of the sign will be made of 3mm Durbond Sign Board, with an 1/8" Clear Lexan Cover to slow down the UV Damage and to protect sign face from graffiti (for easy check up).. Face will be Digitally printed in full color and laminated with a UV Lamination. Sign structure will be fabricated using two 4 inch by 4 inch pressure treated Post, approx 3 feet below ground and 6 to 7 feet about ground. Above and Below the sign panel will also be 4 inch by 4 inch pressure treated post, through bolted and then tied with 1" fiber rope for (aesthetics only).

Sub Total \$1,252.00 USD
Total \$1,252.00 USD

THE **Knob** Overlook

Welcome to Knob Overlook!

Nestled in the picturesque Mount Pocono of the historic Pocono Mountains, soak in breathtaking views of Camelback Mountain, Delaware Water Gap, and Big Pocono State Park. Discover nature's beauty and tranquility here.

Enjoy the breathtaking views!











Scott's Signs & Printing
 DBA McDavitt Signs & Awards
 Budget Print Center & C & S Brother's
 1235 Pocono Blvd. • Suite 106
 Mount Pocono, PA 18344

Estimate - Work Order

| Date | Estimate No. |
|-----------|--------------|
| 2/29/2024 | 891 |

Phone: 570.839.5951 - Fax: 570.839.5953

Mount Pocono Borough
 1361 Pocono Blvd • Suite 100
 Mount Pocono, PA 18344

| P.O. Number | Payment Method |
|-------------|----------------|
| | Upon Receipt |

| Due Date | Rep |
|-----------|-----|
| 2/29/2024 | STL |

| Description | Qty | Rate | Total |
|---|-----|----------|----------|
| Design sign with 1 hour art time 4' x 6' single sided 6mil dibond with laminate 'Overlook' Scope: 2 - 4"x4"x8' pressure treated posts, dig new holes and set new sign with Polyurethane Post Mix Ordered by Marissa | 1 | 1,100.00 | 1,100.00 |

Thank you for your continued support!

| | |
|--------------|-------------------|
| Total | \$1,100.00 |
|--------------|-------------------|

Twp/ Boro Office hours Population

| | |
|----------------------|--------|
| Barrett Twp 8-4 | 4,050 |
| Chestnuthill 8-4 | 16,000 |
| Coolbaugh 8-430 | 20,800 |
| Del Water Gap 9-5 | 675 |
| E.Stroud boro 8:30-5 | 9,670 |
| Eldred 9-4 | 2,600 |
| Hamilton 8-4 | 8,500 |
| Jackson 7:30-4 | 6,570 |
| Mid Smith 8-4 | 16,000 |
| Paradise 8-430 | 2900 |
| Pocono 8-430 | 10,880 |
| Polk 8-330 | 7,470 |
| Price 9-2 | 3,680 |
| Ross 8-4 | 5,475 |
| Stroud 8-5 | 19,850 |
| Toby 8-430 | 8,300 |
| Tunk 830-4 | 7,037 |

8 = 4pm 4 = 430 3 = 5pm 2 = other

SFM Zoning Office Hours MWF 8am-11am
MPMA Office Hours 8am-4pm



DATES:

MAY 17TH – 19TH

JUNE 21ST – 23RD

JULY 26TH – 28TH

&

AUGUST 23RD - 25TH

**Free Yard Sale
Dates**

**No Permit
Required**

**Directional
Signs Must Be
Free Standing**

**NO Directional
Signs Permitted
on Street Signs,
Utility Poles &
Guardrails**

**Please contact the Borough offices if any questions
at 570-839-8436 ext. 302.**

**MOUNT POCONO
BOROUGH**

1361 Pocono Blvd.
Suite 100

570-839-8436

www.mountpocono-pa.gov

MOUNT POCONO BOROUGH PLANNING COMMISSION 2023 ANNUAL REPORT

In accordance with the Pennsylvania Municipalities Planning Code (PMPC), the Mount Pocono Borough Planning Commission hereby submits the following 2023 Annual Report to the Mount Pocono Borough Council.

The Planning Commission held a total of five (5) Regular Monthly Meetings during 2023, including a Re-Organization Meeting on March 15, 2023, cancelled two (2) meetings due to lack of a quorum and five (5) meetings were not held due to no submissions received.

DISCUSSIONS:

- CP MT Pocono, LLC – Emergency Access reviewed (10/18/23) and recommended to Borough Council with conditions.
- Mount Pocono Maintenance Building – Land Development Plan reviewed (10/18/23) and recommended to Borough Council to accept all waiver requests also that sidewalks and landscaping would not be needed.

CONDITIONAL USE:

- Shivers – 130 View Court #204, Short-Term Rental reviewed (5/17/23). Applicant not in attendance but was to be notified of the recommendation to Borough Council.
- Baronov – 31 Seneca Road, Short-Term Rental reviewed (5/17/23) and was recommended to Borough Council with conditions.
- Beyond Hello Cannabis Dispensary, 3192 SR 940 #101 reviewed (5/17/23) and was recommended to Borough Council with no conditions.

IMPROVEMENTS: None

SITE PLAN: None

JOINDER REQUEST:

- 111 Prospect Avenue reviewed (9/20/23) and recommended to Borough Council.

SKETCH PLAN:

- Commonwealth Charter Academy, 4 Fork Street reviewed (3/15/23) and gave suggestions to Applicant.
- Pocono Pride reviewed (6/21/23) and recommended to Borough Council that this not be considered a land development plan and that it would be under the Zoning Officer's jurisdiction.
- Harvest Properties, Pine Hill Road reviewed (9/20/23)

MINOR SUBDIVISION PLAN: None

PRELIMINARY LAND DEVELOPMENT & LAND DEVELOPMENT PLANS:

- Arya Village LDP (3/15/23) was denied extension. Advised applicant to submit a new submission and to pay any outstanding monies owed.

FINAL PLANS: None

SEWAGE FACILITIES PLANNING MODULES: None

ORDINANCE REVIEWS & RECOMMENDATIONS: None

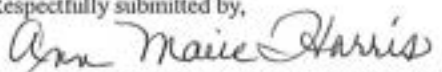
MISCELLANEOUS: None

WORK SESSIONS: None

WORKSHOPS ATTENDED: None

PRESENTATIONS: None

Respectfully submitted by,


Ann Marie Harris, Planning Commission Chair



Zoning Department

MOUNT POCONO BOROUGH MONTHLY ZONING REPORT

TO: Mount Pocono Borough Council
FROM: Lindsay Scerbo, Zoning Administrator
CC: Shawn McGlynn, Zoning Officer
DATE: February 28, 2024

.....
Following is a report of the Zoning Office's monthly activity for the month of **February 2024:**

Permits Issued: 15

| | | |
|------------------------------|---------------------|---------------------|
| Zoning Permits: 6 | New Construction: 0 | Building Permits: 6 |
| Commercial – 3 | Commercial – 0 | Commercial – 4 |
| Residential – 3 | Residential – 0 | Residential – 2 |
| Driveway – 0 | Building CO – 1 | Zoning CO – 0 |
| Resale Use and Occupancy – 1 | STR Permit – 1 | |

- **Resale Use and Occupancy Violations:**

- 32 Mt Pocono Court

- **Properties of Interest:**

- 1412 Pocono Boulevard – The Zoning Office was directed by the Borough Manager to conduct a site inspection at the subject property in reference to a complaint received by a neighboring property owner regarding stormwater management issues.
- Knob Overlook – The Zoning Office has been working with the Borough Manager to determine what signage would require permits for the Knob Overlook grant project.

- **Public Hearing Matters:**

- Kouassi Kouadio – 11 Cedar Road – A civil complaint has been filed against the property for violations of the Borough property maintenance ordinance. **The hearing has been scheduled for March 20, 2024, at 9:30 am.**

AS of February 29, 2024

PREPAID INVOICES

| | |
|-------------------------------------|----------|
| ARGS Technology (2X) | 529.00 |
| AmTrust -Workers Comp | 2,774.00 |
| Cintas Uniform & Mats | 515.55 |
| Essa Bank & Trust | 2,572.87 |
| First Net | 124.07 |
| Geisinger | 7,076.15 |
| Highmark (Dental&Vision) | 270.58 |
| Lowe's | 66.08 |
| Met Life | 164.52 |
| NAPA Auto Parts | 116.10 |
| NBT Credit Card | 1,119.10 |
| PA Water Co (43 Hydrants \$20.30ea) | 871.50 |
| PA Water Borough | 23.14 |
| PA Water Garage | 35.61 |
| PPL (2) | 358.26 |
| Selective Insurance | 4,074.00 |
| Sunoco Gas (Feb. Bill) | 2,938.43 |
| US Bank Equipment Finance (Copier) | 128.45 |

23,757.41

Pine Hill Intersection
 Barry Isett: 874.75
 Traffic Planning & Design \$10,671.38

Traffic Signal Maint. Fund
 Signal Services 829.00

Parks & Rec
 Barry Isett: 500.00

| | | |
|------------------|------------------|------------------|
| | 2/29/2024 | |
| TOTAL INVOICES | \$ | 149,538.07 |
| PREPAID INVOICES | \$ | <u>23,757.41</u> |
| AMOUNT NOT PP: | \$ | \$125,780.66 |

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

2/1/2024 - 3/1/2024

| Type | Date | Num | Memo | Due Date | Amount |
|---|------------|---------------|---|------------|----------|
| ARGS Technology, LLC | | | | | |
| Bill | 02/07/2024 | PP | PP IT Service (Dec. 23 Work: Check Log, Server Updates, Cloud Backup) | 02/07/2024 | 264.50 |
| Bill | 02/15/2024 | PP | PP IT Service (Jan Work: Check Log, Server Updates, Cloud Backup) | 02/15/2024 | 264.50 |
| Total ARGS Technology, LLC | | | | | 529.00 |
| AMTrust North America | | | | | |
| Bill | 02/01/2024 | PP | PP FC: Fire Company Workers Compensation | 02/01/2024 | 2,774.00 |
| Total AMTrust North America | | | | | 2,774.00 |
| Barry Iselt & Associates | | | | | |
| Bill | 02/26/2024 | 0185804 | Reimb: Beyond Hello | 02/28/2024 | 198.00 |
| Bill | 02/26/2024 | 0185804 | Reimb: Hirschland NPDES | 02/28/2024 | 132.00 |
| Bill | 02/26/2024 | 0186502 | Reimb. Sheetz Scoping Review | 02/28/2024 | 1,416.00 |
| Bill | 02/26/2024 | 0185805 | Reimb. Taco Bell (dumpster,security) | 02/28/2024 | 198.00 |
| Bill | 02/26/2024 | 0186342 | Garage: Review Photos from ZO, Scoping Mtg. CAD corresp, Mapping Sewer Line | 02/28/2024 | 264.00 |
| Bill | 02/26/2024 | 0186342 | Fork Street Grant Kickoff (Multimodal) | 02/28/2024 | 528.00 |
| Bill | 02/26/2024 | 0186501 | DCED Greenways Trail Rec. Grant Reviewed | 02/28/2024 | 66.00 |
| Total Barry Iselt & Associates | | | | | 2,802.00 |
| Berkheimer Associates | | | | | |
| Bill | 02/26/2024 | 398-014554... | Local Service Tax: Operating Commission & Postage (Jan.) | 02/28/2024 | 61.13 |
| Total Berkheimer Associates | | | | | 61.13 |
| BILL BEEKMAN'S PLUMBING & HEATING | | | | | |
| Bill | 02/26/2024 | | Garage:Repairs Upper Shed Heater (No Heat) | 02/28/2024 | 314.00 |
| Total BILL BEEKMAN'S PLUMBING & HEATING | | | | | 314.00 |
| CINTAS CORPORATION | | | | | |
| Bill | 02/08/2024 | PP | PP 1/31/24 Borough Logo Rugs & Mats | 02/08/2024 | 169.30 |
| Bill | 02/08/2024 | PP | PP 1/31/24 Maintenance Uniforms | 02/08/2024 | 307.40 |
| Bill | 02/08/2024 | PP | PP 1/31/24 Garage Mats | 02/08/2024 | 38.85 |
| Total CINTAS CORPORATION | | | | | 515.55 |
| Denise Clouse Cleaning Services | | | | | |
| Bill | 02/26/2024 | Jan 2024 | Cleaning Borough (1/2/24,1/8/24,1/22/24,1/29/24) | 03/07/2024 | 600.00 |
| Total Denise Clouse Cleaning Services | | | | | 600.00 |
| ESSA | | | | | |
| Bill | 02/07/2024 | PP | PP Feb. Building Loan Principal | 02/07/2024 | 1,644.49 |
| Bill | 02/07/2024 | PP | PP Feb. Building Loan Int. | 02/07/2024 | 928.38 |
| Total ESSA | | | | | 2,572.87 |
| First Net | | | | | |
| Bill | 02/12/2024 | PP | PP Highway Ipad & Cell Phone | 02/12/2024 | 60.90 |
| Bill | 02/12/2024 | PP | PP Manager Cell Phone | 02/12/2024 | 43.17 |
| Total First Net | | | | | 124.07 |
| Fuller Paper Company | | | | | |
| Bill | 02/26/2024 | 978248 | Borough Building: Bath Tissue | 02/28/2024 | 58.90 |
| Total Fuller Paper Company | | | | | 58.90 |
| GateHouse Media PA Holdings, Inc. | | | | | |
| Bill | 02/26/2024 | 689222/616... | Reimb.Ad Zoning Hearing: David & Emma Wengert Variance Timberbrook Terrace (1/22... | 02/28/2024 | 170.88 |
| Total GateHouse Media PA Holdings, Inc. | | | | | 170.88 |
| Gelsinger Health Plan | | | | | |
| Bill | 02/01/2024 | AWD | AWD: Feb. Road Crew: Health Plan | 02/01/2024 | 7,076.15 |
| Total Gelsinger Health Plan | | | | | 7,076.15 |
| Highmark Blue Shield | | | | | |
| Bill | 02/01/2024 | PP | PP Feb. Road Crew: Vision & Dental | 02/01/2024 | 270.58 |
| Total Highmark Blue Shield | | | | | 270.58 |
| JNK Hydrotest & Extinguisher Supply, Co. | | | | | |
| Bill | 02/26/2024 | 36578 | Borough Office: Yearly Fire Extinguishers/Tested | 02/28/2024 | 269.72 |
| Bill | 02/26/2024 | 36578 | Garage/Maint: Yearly Fire Extinguishers/Tested | 02/28/2024 | 198.80 |
| Total JNK Hydrotest & Extinguisher Supply, Co. | | | | | 468.52 |

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

2/1/2024 - 3/1/2024

| Type | Date | Num | Memo | Due Date | Amount |
|--|------------|-------------|--|------------|----------|
| LOWE'S | | | | | |
| Bill | 02/12/2024 | PP | PP: Antifreeze,Airwick,Wipes, General Supplies | 02/12/2024 | 66.08 |
| Total LOWE'S | | | | | 66.08 |
| Marissa Duffy | | | | | |
| Bill | 02/28/2024 | | Reimb. Marissa:(Miles 29.6 @.67) Emergency Management Training | 02/28/2024 | 19.83 |
| Total Marissa Duffy | | | | | 19.83 |
| MET LIFE | | | | | |
| Bill | 02/02/2024 | PP | PP Feb Life Disability Insurance | 02/02/2024 | 164.52 |
| Total MET LIFE | | | | | 164.52 |
| NAGLE ELEVATOR | | | | | |
| Bill | 02/26/2024 | 23355 | Routine Elevator/Lifting Device Reinspection | 02/28/2024 | 95.00 |
| Total NAGLE ELEVATOR | | | | | 95.00 |
| NAPA Auto Parts | | | | | |
| Bill | 02/12/2024 | PP | PP: Highway DEF & Maintenance Gas, Oil, Grease | 02/12/2024 | 116.10 |
| Total NAPA Auto Parts | | | | | 116.10 |
| NBT Cardmember Service | | | | | |
| Bill | 02/06/2024 | PP | PP Boro Cloud Communication (2x) | 02/06/2024 | 389.46 |
| Bill | 02/06/2024 | PP | PP Planning Cloud Communication (2x) | 02/06/2024 | 86.46 |
| Bill | 02/06/2024 | PP | PP Highway Planning Cloud Communication (2x) | 02/06/2024 | 86.46 |
| Bill | 02/06/2024 | PP | PP Manager Microsoft Monthly Subscription | 02/06/2024 | 22.92 |
| Bill | 02/06/2024 | PP | PP Secretary,Treasurer Microsoft Monthly Subscription | 02/06/2024 | 45.84 |
| Bill | 02/06/2024 | PP | PP Zoning Microsoft Monthly Subscription | 02/06/2024 | 22.92 |
| Bill | 02/06/2024 | PP | PP Highway Microsoft Monthly Subscription | 02/06/2024 | 22.92 |
| Bill | 02/06/2024 | PP | PP Monthly Acropro Web File Compression | 02/06/2024 | 21.19 |
| Bill | 02/06/2024 | PP | PP ADs Mtg Dates, Planning Dates, Vacance Notice, Millage Ordinance | 02/06/2024 | 214.93 |
| Bill | 02/06/2024 | PP | PP Amazon: 4 LED Lites- Black Post | 02/06/2024 | 87.98 |
| Bill | 02/06/2024 | PP | PP Amazon: Maintenance Seat Belt Extender | 02/06/2024 | 11.99 |
| Bill | 02/06/2024 | PP | PP: Amazon Office Supplies, Wireless Mouse, Tele.Cord, Date Stamp, Yr. Prime Fee | 02/06/2024 | 126.03 |
| Total NBT Cardmember Service | | | | | 1,119.10 |
| Newman, Williams, Mishkin, Corveleyn, Wol | | | | | |
| Bill | 02/28/2024 | 126626 | Reimb. Legal: F. Mohammed (22 Brunswick) Prepare Judgement/Court Papers | 02/28/2024 | 1,346.39 |
| Total Newman, Williams, Mishkin, Corveleyn, Wol | | | | | 1,346.39 |
| PA American Water Co. | | | | | |
| Bill | 02/02/2024 | PP | PP Borough Water | 02/02/2024 | 23.14 |
| Bill | 02/02/2024 | PP | PP Garage Water | 02/02/2024 | 35.61 |
| Bill | 02/12/2024 | PP | PP Hydrants (43) | 02/12/2024 | 871.50 |
| Total PA American Water Co. | | | | | 930.25 |
| PA One Call System, Inc | | | | | |
| Bill | 02/28/2024 | 1039451-MPC | PA One Call | 02/28/2024 | 17.27 |
| Total PA One Call System, Inc | | | | | 17.27 |
| PA State Association of Boroughs | | | | | |
| Bill | 02/26/2024 | R66277 | Annual Borough Conference Registration (6/2/24-6/5/24) | 02/28/2024 | 250.00 |
| Bill | 02/26/2024 | R65513 | New Officials Boot Camp (J. Simeone) | 02/28/2024 | 125.00 |
| Bill | 02/26/2024 | R65512 | New Officials Boot Camp (N.DeLano) | 02/28/2024 | 125.00 |
| Total PA State Association of Boroughs | | | | | 500.00 |
| Payrolls Unlimited | | | | | |
| Bill | 02/28/2024 | 47703 - 364 | Payroll (2/02/24,2/09/24,2/16/24,2/23/24) | 02/28/2024 | 96.30 |
| Total Payrolls Unlimited | | | | | 96.30 |
| Penn Security Bank & Trust | | | | | |
| Bill | 02/28/2024 | 10.8.1.1-1C | Tax Refund (Court Settlement) | 02/28/2024 | 7,060.18 |
| Total Penn Security Bank & Trust | | | | | 7,060.18 |

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

2/1/2024 - 3/1/2024

| Type | Date | Num | Memo | Due Date | Amount |
|--|------------|---------------|--|------------|-------------------|
| PLOCINIAK OIL CO. | | | | | |
| Bill | 02/26/2024 | 714211 | Garage Heat 2/12/24 - 254.2 Gallons @ \$3.29 | 02/28/2024 | 836.32 |
| Bill | 02/26/2024 | 701149 | Garage Heat 1/30/24 - 308.6 Gallons @ \$3.15 | 02/28/2024 | 972.09 |
| Bill | 02/26/2024 | 714135 | Borough Heat 2/12/24 - 224.8 Gallons @ \$3.29 | 02/28/2024 | 739.59 |
| Bill | 02/26/2024 | 724139 | Borough Heat 2/22/24 - 220.1 Gallons @ \$3.13 | 02/28/2024 | 688.91 |
| Bill | 02/26/2024 | 724152 | Garage Heat 2/22/24 - 261.5 Gallons @ \$3.13 | 02/28/2024 | 818.50 |
| Bill | 02/26/2024 | 701140 | Boro Building 1/30/24 -243.3 Gallons @ \$3.15 | 02/28/2024 | 766.40 |
| Total PLOCINIAK OIL CO. | | | | | 4,821.81 |
| Pocono Mountain Regional Police Departmen | | | | | |
| Bill | 03/01/2024 | March | March 2024 Payment | 03/01/2024 | 85,660.17 |
| Total Pocono Mountain Regional Police Departmen | | | | | 85,660.17 |
| PPL ELECTRIC UTILITIES | | | | | |
| Bill | 02/12/2024 | PP | PP 36 Pocono Blvd, Lighting | 02/12/2024 | 60.04 |
| Bill | 02/26/2024 | PP | PP Maintenance Building Electric | 02/26/2024 | 298.22 |
| Total PPL ELECTRIC UTILITIES | | | | | 358.26 |
| Selective Insurance | | | | | |
| Bill | 02/02/2024 | PP | PP Insurance Premiums | 02/02/2024 | 4,074.00 |
| Total Selective Insurance | | | | | 4,074.00 |
| SFM Consulting | | | | | |
| Bill | 02/26/2024 | Z-003 | Zoning Hours (32) | 02/28/2024 | 2,080.00 |
| Bill | 02/26/2024 | BC-003 | Building Permits (6) | 02/28/2024 | 907.48 |
| Bill | 02/26/2024 | U/O - 03 | UO Permits (4) | 02/28/2024 | 280.00 |
| Total SFM Consulting | | | | | 3,267.48 |
| SUNOCO UNIVERSAL FLEET | | | | | |
| Bill | 02/12/2024 | PP | PP Jan. Fuel Purchase | 02/12/2024 | 2,938.43 |
| Total SUNOCO UNIVERSAL FLEET | | | | | 2,938.43 |
| The Law Offices of Michael V. Gazza | | | | | |
| Bill | 02/26/2024 | 1008 | Garage: Variance Application Hearings(10/19/23,11/30/23, 12/18/23 Decision) | 02/28/2024 | 625.00 |
| Bill | 02/26/2024 | 998 | Reimb Legal Fees: F. Mohamed (22 Brunswick) Court Order | 02/28/2024 | 1,152.50 |
| Bill | 02/26/2024 | 1007 | Legal Fees: Gustastella Hearing 3 hrs. (8/22/23) | 02/28/2024 | 450.00 |
| Total The Law Offices of Michael V. Gazza | | | | | 2,227.50 |
| The Two Shields, LLC | | | | | |
| Bill | 02/26/2024 | 80178 | Outsource Repairs: PA Sate Inspection 2006 Pete & Repairs | 02/28/2024 | 10,979.60 |
| Total The Two Shields, LLC | | | | | 10,979.60 |
| Topp Business Solutions | | | | | |
| Bill | 02/26/2024 | 420383 | Copier (11/4/2023-2/3/2024) B/W & Col Overages | 02/28/2024 | 205.45 |
| Total Topp Business Solutions | | | | | 205.45 |
| Tulpehocken Spring Water | | | | | |
| Bill | 02/26/2024 | 21314-7350... | Bottled Water (21314) | 02/28/2024 | 58.24 |
| Total Tulpehocken Spring Water | | | | | 58.24 |
| Underdog Computer & Network Support LLC | | | | | |
| Bill | 02/26/2024 | 2022494 | Onboarding/Setup \$3000.(Prorated Feb \$750 & March \$1200=4Computers,1 Server, 8 E... | 02/28/2024 | 4,950.00 |
| Total Underdog Computer & Network Support LLC | | | | | 4,950.00 |
| US Bank | | | | | |
| Bill | 02/08/2024 | PP | PP Copier Contract (Feb.) | 02/08/2024 | 128.45 |
| Total US Bank | | | | | 128.45 |
| TOTAL | | | | | 149,538.07 |

TREASURER'S REPORT

MARCH 5, 2024

***BILLS TO BE APPROVED AND PAID 2/1/2024 – 3/1/2024 FROM THE NBT GENERAL FUND ACCOUNT:**

| | | |
|---|---|----------------------------|
| ARGS Technology | (PP: Services Dec 23 & Jan 24) | \$529.00 |
| AMTrust North America | (PP: Fire Co. Workers Compensation) | 2,774.00 |
| Barry Isett & Associates | (Garage Review/Fork Street Grant/DCED Greenways) | 858.00 |
| | (Reimb. Beyond Hello, Hirshland, Sheetz, Taco Bell) | 1,944.00* |
| Berkheimer Associates | (Local Services Tax: Operating Comm. & Postage – Jan.) | 61.13 |
| Bill Beekman's Plumbing & Heating | (Garage Repairs Upper Shed Heater – No Heat) | 314.00 |
| Cintas Corporation | (PP: Boro Rugs & Mats/Maint Uniforms & Garage Mats) | 515.65 |
| Denise Clouse Cleaning Services | (Cleaning Borough – 1/2, 1/8, 1/22, 1/29/24) | 600.00 |
| ESSA | (PP: Feb. Building Loan Principal & Interest) | 2,572.87 |
| First Net | (PP: Road Supervisor & Manager) | 124.07 |
| Fuller Paper Company | (Borough Building Bath Tissue) | 58.90 |
| Gatehouse Media PA Holdings, Inc. | (Reimb. Ad ZHB Wengerd Timberbrook Terr) | 170.88* |
| Geisinger Health Plan | (AWD: Feb. Road Crew Health Plan) | 7,076.15 |
| Highmark Blue Shield | (PP: Feb. Road Crew Vision & Dental) | 270.58 |
| JNK Hydrotest & Extinguisher Supply Co. | (Boro Bldg. & Garage/Maint. Fire Extinguishers Tested) | 468.52 |
| Lowe's | (PP: Antifreeze, Airwick, Wipes, General Supplies) | 66.08 |
| Marissa Duffy | (Reimb. Marissa (miles 29.5 @ .67) Emergency Mgmt. Train) | 19.83 |
| Met Life | (PP Highway: Feb. Life and Disability Insurance) | 164.52 |
| Nagle Elevator | (Routine Elevator/Lifting Device Re-Inspection) | 95.00 |
| NAPA Auto Parts | (PP: Highway DEF & Maint. Gas, Oil, Grease) | 116.10 |
| Newman, Williams, Mishkin | (Reimb. Legal Mohammed 22 Brunswick) | 1,346.39* |
| NBT Cardmember Service | (PP: Office/Zoning/Highway) | 1,119.10 |
| PA American Water Co. | (PP: Water – Garage/Borough & Hydrants) | 930.25 |
| PA One Call Systems, Inc. | (PA One Call) | 17.27 |
| PA State Association of Boroughs | (Annual Conference Reg. & 2 New Officials Boot Camp) | 500.00 |
| Payrolls Unlimited | (Payroll 2/2/24, 2/9/24, 2/16/24, 2/23/24) | 96.30 |
| Penn Security Bank & Trust | (Tax Refund – Court Settlement) | 7,060.18 |
| Plociniak Oil Co. | (Borough Bldg. & Maintenance Garage Heat) | 4,821.81 |
| Pocono Mountain Regional Police Dept. | (PP: March 2024 Payment) | 85,660.17 |
| PPL Electric Utilities | (PP: Lighting/Boro. Bldg. Garage) | 358.26 |
| Selective Insurance | (PP: Insurance) | 4,074.00 |
| SFM Consulting | (6 Building Permits) | 907.48 |
| | (4 UO Permits) | 280.00 |
| | (Zoning Hours – 32) | 2,080.00 |
| Sunoco Universal Fleet | (PP: Jan. Fuel Purchase) | 2,938.43 |
| The Law Offices of Michael V. Gazza | (Garage Variance Application Hearing) | 625.00 |
| | (Reimb. Legal Fees Mohamed 22 Brunswick) | 1,152.50* |
| | (Legal Fees Guastella Hearing 8/22/23) | 450.00 |
| The Two Shields, LLC | (Outsource Repairs: State Inspection 2006 Pete & Repairs) | 10,979.60 |
| Topp Business Solutions | (Copier 1/14/23-2/3/24 B/W & Col. Overages) | 205.46 |
| Tulpehocken Spring Water | (Bottled Water) | 58.24 |
| Underdog Computer & Network Support | (Onboarding/setup & Prorate Feb. & March) | 4,950.00 |
| US Bank | (PP: Copier Contract Feb. 2024) | 128.45 |
| GRAND TOTAL: | | <u>\$149,538.07</u> |

*Reimbursable Items

02/29/24
Cash Basis

Borough of Mt. Pocono-General Fund Profit & Loss Budget vs. Actual January through December 2024

| | Jan - Dec 24 | Budget | \$ Over Budget | % of Budget |
|---|-------------------|---------------------|----------------------|--------------|
| Income | | | | |
| 300.000 - REAL ESTATE PROPERTY TAXES | | | | |
| 300.001 - RE Tax-Current Year (Discount) | 0.00 | 1,234,736.00 | -1,234,736.00 | 0.0% |
| 300.002 - RE Tax-Current Year (Face Amt) | 0.00 | 97,250.00 | -97,250.00 | 0.0% |
| 300.003 - RE Tax-Current Yr (Penalty Amt) | 0.00 | 87,250.00 | -87,250.00 | 0.0% |
| Total 300.000 - REAL ESTATE PROPERTY TAXES | 0.00 | 1,419,236.00 | -1,419,236.00 | 0.0% |
| 301.000 - REAL PROPERTY TAXES | | | | |
| 301.101 - RE Taxes Library | 243.91 | 37,444.00 | -37,200.09 | 0.7% |
| 301.102 - RE Fire Co Taxes | 243.91 | 37,444.00 | -37,200.09 | 0.7% |
| 301.103 - RE EMS Taxes | 122.68 | 18,843.00 | -18,720.32 | 0.7% |
| 301.200 - Real Estate Taxes-Prior Year | 9,619.62 | 10,000.00 | -380.38 | 96.2% |
| 301.300 - RE Taxes - Interest | 210.92 | 100.00 | 110.92 | 210.9% |
| 301.400 - Real Estate Taxes - Delinquent | 5,947.46 | 42,000.00 | -36,052.54 | 14.2% |
| 301.401 - Delinquent Library Taxes | 174.80 | 1,300.00 | -1,125.20 | 13.4% |
| 301.402 - Delinquent Fire Co Taxes | 174.80 | 1,300.00 | -1,125.20 | 13.4% |
| 301.403 - Delinquent EMS Taxes | 87.85 | 700.00 | -612.15 | 12.6% |
| 301.600 - Real Estate Taxes - Interim A | 0.00 | 0.00 | 0.00 | 0.0% |
| 301.610 - Real Estate Taxes - Interim B | 0.00 | 0.00 | 0.00 | 0.0% |
| 301.620 - Real Estate Taxes - Interim C | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 301.000 - REAL PROPERTY TAXES | 16,825.95 | 149,131.00 | -132,305.05 | 11.3% |
| 310.000 - LOCAL TAX ENABLING ACT ACT 511 | | | | |
| 310.100 - Real Estate Transfer Taxes | 13,817.82 | 70,000.00 | -56,182.18 | 19.7% |
| 310.210 - Earned Income Taxes-Current Yr | 71,510.29 | 260,000.00 | -188,489.71 | 27.5% |
| 310.410 - LST Tax - Current Year | 21,781.41 | 70,000.00 | -48,218.59 | 31.1% |
| Total 310.000 - LOCAL TAX ENABLING ACT ACT 511 | 107,109.52 | 400,000.00 | -292,890.48 | 26.8% |
| 321.000 - CABLE TELEVISION FRANCHISE TAX | | | | |
| 321.800 - Cable Television Franchise | 13,833.77 | 15,000.00 | -1,166.23 | 92.2% |
| Total 321.000 - CABLE TELEVISION FRANCHISE TAX | 13,833.77 | 15,000.00 | -1,166.23 | 92.2% |
| 331.000 - FINES | | | | |
| 331.110 - Vehicle & Crime Violations | 8,612.99 | 20,000.00 | -11,387.01 | 43.1% |
| 331.120 - Zoning Fines & Violations | 12,000.00 | 3,000.00 | 9,000.00 | 400.0% |
| Total 331.000 - FINES | 20,612.99 | 23,000.00 | -2,387.01 | 89.6% |
| 340.000 - INTEREST, RENTS, AND ROYALTIES | | | | |
| 340.100 - Interest Earnings | 2,619.69 | 5,000.00 | -2,380.31 | 52.4% |
| 342.200 - Rents and Royalties | 2,000.00 | 12,000.00 | -10,000.00 | 16.7% |
| 343.100 - Rebates/Refunds/Dividends | 12,104.83 | 0.00 | 12,104.83 | 100.0% |
| Total 340.000 - INTEREST, RENTS, AND ROYALTIES | 16,724.52 | 17,000.00 | -275.48 | 98.4% |
| 354.000 - STATE CAPITAL & OPERATING GRANT | | | | |
| 354.080 - Recycling Grant - State | 0.00 | 15,000.00 | -15,000.00 | 0.0% |
| 354.085 - PM Visitors Bureau Grant | 0.00 | 15,000.00 | -15,000.00 | 0.0% |
| Total 354.000 - STATE CAPITAL & OPERATING GRA... | 0.00 | 30,000.00 | -30,000.00 | 0.0% |
| 355.000 - STATE SHARED REV & ENTITLEMENTS | | | | |
| 355.010 - Public Utility Realty | 0.00 | 1,600.00 | -1,600.00 | 0.0% |
| 355.080 - Liquor Licenses | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| 355.130 - Firemen's Relief | 0.00 | 17,000.00 | -17,000.00 | 0.0% |
| 355.150 - Boro Empl. Pension State Aid | 0.00 | 37,500.00 | -37,500.00 | 0.0% |
| Total 355.000 - STATE SHARED REV & ENTITLEMEN... | 0.00 | 57,100.00 | -57,100.00 | 0.0% |

**Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2024**

02/29/24

Cash Basis

| | Jan - Dec 24 | Budget | \$ Over Budget | % of Budget |
|--|-------------------|---------------------|----------------------|---------------|
| 361.000 · GENERAL GOV'T REVENUES | | | | |
| 361.002 · Legal Fee's Reimbursable ZHB | 0.00 | 2,000.00 | -2,000.00 | 0.0% |
| 361.003 · Engineering Fees Reimbursable | 0.00 | 50,000.00 | -50,000.00 | 0.0% |
| 361.010 · Paradise Township Fire W/C Ins. | 0.00 | 6,500.00 | -6,500.00 | 0.0% |
| 361.300 · Application & Startup Fees | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| 361.301 · Building - (general permits) | 475.00 | 5,000.00 | -4,525.00 | 9.5% |
| 361.302 · Building - (new construction) | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| 361.305 · Rentals | 500.00 | 5,000.00 | -4,500.00 | 10.0% |
| 361.310 · Sign Permits | 40.00 | 1,500.00 | -1,460.00 | 2.7% |
| 361.315 · Sheds, Pools, Deck Permits | 50.40 | 750.00 | -699.60 | 6.7% |
| 361.320 · Driveway Permits | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| 361.330 · CO Resale Permits | 1,200.00 | 1,500.00 | -300.00 | 80.0% |
| 361.335 · Building Permit & UCC Fee | 11,745.50 | 400,000.00 | -388,254.50 | 2.9% |
| 361.340 · Change of Use (Trash Cert) | 30.00 | 500.00 | -470.00 | 6.0% |
| Total 361.000 · GENERAL GOV'T REVENUES | 14,040.90 | 483,750.00 | -469,709.10 | 2.9% |
| 362.000 · PUBLIC SAFETY REVENUES | | | | |
| 362.120 · Ball Field Usage Fee | 0.00 | 250.00 | -250.00 | 0.0% |
| Total 362.000 · PUBLIC SAFETY REVENUES | 0.00 | 250.00 | -250.00 | 0.0% |
| 364.000 · SANITATION REVENUES | | | | |
| 364.300 · Solid Waste Collection Liens | 0.00 | 1,500.00 | -1,500.00 | 0.0% |
| Total 364.000 · SANITATION REVENUES | 0.00 | 1,500.00 | -1,500.00 | 0.0% |
| 392.000 · INTERFUND OP TRANSFERS IN | | | | |
| 392.400 · Park & Rec Fund | 30,700.00 | 30,700.00 | 0.00 | 100.0% |
| 392.600 · Pigit General Fund | 240,337.00 | 240,337.00 | 0.00 | 100.0% |
| Total 392.000 · INTERFUND OP TRANSFERS IN | 271,037.00 | 271,037.00 | 0.00 | 100.0% |
| 399.000 · Fund Balance Forward | 176,878.00 | 176,878.00 | 0.00 | 100.0% |
| Total Income | 637,062.65 | 3,043,882.00 | -2,406,819.35 | 20.9% |
| Expense | | | | |
| 400.000 · LEGISLATIVE BODY | | | | |
| 400.110 · Salary of Elected Officials | 0.00 | 3,700.00 | -3,700.00 | 0.0% |
| 400.420 · Dues,Subscriptions, & Membershi | 943.00 | 1,600.00 | -657.00 | 58.9% |
| 400.460 · Meetings & Conferences | 250.00 | 1,500.00 | -1,250.00 | 16.7% |
| Total 400.000 · LEGISLATIVE BODY | 1,193.00 | 6,800.00 | -5,607.00 | 17.5% |
| 401.000 · ADMIN MANAGER | | | | |
| 401.120 · Manager Salary | 0.00 | 0.00 | 0.00 | 0.0% |
| 401.121 · Manager Salary | 11,855.78 | 68,500.00 | -56,644.22 | 17.3% |
| 401.164 · M. ERs Fica | 735.06 | 4,247.00 | -3,511.94 | 17.3% |
| 401.165 · M. ERs U/C | 499.98 | 500.00 | -0.02 | 100.0% |
| 401.166 · M. ERs Medicare | 171.91 | 994.00 | -822.09 | 17.3% |
| 401.331 · Travel Expenses | 0.00 | 650.00 | -650.00 | 0.0% |
| 401.350 · Bonding/Insurance | 0.00 | 490.00 | -490.00 | 0.0% |
| 401.420 · Dues, Subscriptions,Membership | 45.84 | 200.00 | -154.16 | 22.9% |
| 401.460 · Mtgs/Training | 250.00 | 600.00 | -350.00 | 41.7% |
| Total 401.000 · ADMIN MANAGER | 13,558.57 | 76,181.00 | -62,622.43 | 17.8% |

02/29/24
Cash Basis

Borough of Mt. Pocono-General Fund Profit & Loss Budget vs. Actual January through December 2024

| | Jan - Dec 24 | Budget | \$ Over Budget | % of Budget |
|--|------------------|-------------------|--------------------|--------------|
| 403.000 · TAX COLLECTION | | | | |
| 403.110 · Salary - Tax Collector | 0.00 | 5,600.00 | -5,600.00 | 0.0% |
| 403.120 · Transfer Tax Commission | 276.36 | 3,000.00 | -2,723.64 | 9.2% |
| 403.130 · EIT Commission | 219.39 | 4,000.00 | -3,780.61 | 5.5% |
| 403.131 · LST Commission | 75.39 | 1,500.00 | -1,424.61 | 5.0% |
| 403.161 · Employers FICA-Tax Coll | 0.00 | 348.00 | -348.00 | 0.0% |
| 403.162 · Employers U/C-Tax Coll | 0.00 | 0.00 | 0.00 | 0.0% |
| 403.163 · Employers Medicare-Tax Coll | 0.00 | 90.00 | -90.00 | 0.0% |
| 403.200 · Supplies-Tax Coll | 492.47 | 1,400.00 | -907.53 | 35.2% |
| 403.350 · Insurance and Bonding | 0.00 | 0.00 | 0.00 | 0.0% |
| 403.351 · Refund of RE Taxes Paid | 8,751.75 | 17,000.00 | -8,248.25 | 51.5% |
| Total 403.000 · TAX COLLECTION | 9,815.36 | 32,938.00 | -23,122.64 | 29.8% |
| 404.000 · LEGAL | | | | |
| 404.310 · Professional Services-Retainer | 0.00 | 22,000.00 | -22,000.00 | 0.0% |
| 404.330 · Alternate Solicitor Fees | 0.00 | 500.00 | -500.00 | 0.0% |
| 404.331 · Addition Solicitor Fees | 0.00 | 500.00 | -500.00 | 0.0% |
| 404.356 · Labor Attorney | 423.00 | 3,000.00 | -2,577.00 | 14.1% |
| Total 404.000 · LEGAL | 423.00 | 26,000.00 | -25,577.00 | 1.6% |
| 405.000 · OFFICE-TREAS/ADMIN. | | | | |
| 405.120 · Salary of Treasurer | 4,637.50 | 26,000.00 | -21,362.50 | 17.8% |
| 405.140 · Salary of Admin. Assistant | 5,990.44 | 38,557.00 | -32,566.56 | 15.5% |
| 405.161 · Employers FICA | 658.93 | 4,630.00 | -3,971.07 | 14.2% |
| 405.162 · Employers U/C | 531.42 | 1,000.00 | -468.58 | 53.1% |
| 405.163 · Employers Medicare | 154.11 | 1,083.00 | -928.89 | 14.2% |
| 405.200 · Office Supplies | 357.46 | 1,650.00 | -1,292.54 | 21.7% |
| 405.220 · Office Postage | 266.36 | 2,000.00 | -1,733.64 | 13.3% |
| 405.310 · Payroll Service | 397.70 | 2,000.00 | -1,602.30 | 19.9% |
| 405.312 · Professional Cost-Audit | 0.00 | 9,500.00 | -9,500.00 | 0.0% |
| 405.320 · Communications/Telephone | 547.48 | 5,000.00 | -4,452.52 | 10.9% |
| 405.321 · Website | 42.38 | 2,000.00 | -1,957.62 | 2.1% |
| 405.325 · Bank Service Charges | 11.51 | 350.00 | -338.49 | 3.3% |
| 405.331 · Mileage Reimb. | 0.00 | 0.00 | 0.00 | 0.0% |
| 405.340 · Advertising Gen./Mtgs | 272.12 | 2,500.00 | -2,227.88 | 10.9% |
| 405.350 · Insurance/Bonding | 0.00 | 325.00 | -325.00 | 0.0% |
| 405.370 · Repair & Maint-Office Equip | 269.72 | 1,000.00 | -730.28 | 27.0% |
| 405.454 · Contracted Copier | 462.36 | 3,000.00 | -2,537.64 | 15.4% |
| Total 405.000 · OFFICE-TREAS/ADMIN. | 14,599.49 | 100,595.00 | -85,995.51 | 14.5% |
| 409.000 · GENERAL GOVERNMENT EXPENSES | | | | |
| 409.100 · Salaries - Custodial | 0.00 | 250.00 | -250.00 | 0.0% |
| 409.161 · Employee FICA | 0.00 | 0.00 | 0.00 | 0.0% |
| 409.162 · Employee U/C | 0.00 | 0.00 | 0.00 | 0.0% |
| 409.163 · Employee Medical | 0.00 | 0.00 | 0.00 | 0.0% |
| 409.200 · Building Supplies | 619.88 | 3,000.00 | -2,380.12 | 20.7% |
| 409.300 · Other Serv/Charges-Buildings | 28.00 | 25,000.00 | -24,972.00 | 0.1% |
| 409.310 · Professional Services | 695.00 | 15,000.00 | -14,305.00 | 4.6% |
| 409.360 · Public Water/ Sewer | 47.89 | 500.00 | -452.11 | 9.6% |
| 409.361 · Public Electric | 731.94 | 10,000.00 | -9,268.06 | 7.3% |
| 409.366 · Public Sewer | 0.00 | 0.00 | 0.00 | 0.0% |
| 409.367 · Building Heat | 4,717.30 | 15,000.00 | -10,282.70 | 31.4% |
| 409.369 · Information Technology (IT) | 5,479.00 | 25,000.00 | -19,521.00 | 21.9% |
| 409.370 · Repairs & Maintenance | 340.89 | 4,000.00 | -3,659.11 | 8.5% |
| 409.380 · Lighting Repair & Maintenance | 0.00 | 500.00 | -500.00 | 0.0% |
| 409.450 · Bottled Water | 123.48 | 900.00 | -776.52 | 13.7% |
| 409.600 · Capital Construction (Garage) | 889.00 | 50,000.00 | -49,111.00 | 1.8% |
| 409.700 · Capital Purchase | 0.00 | 20,000.00 | -20,000.00 | 0.0% |
| Total 409.000 · GENERAL GOVERNMENT EXPENSES | 13,672.38 | 169,150.00 | -155,477.62 | 8.1% |

02/29/24
Cash Basis

**Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2024**

| | Jan - Dec 24 | Budget | \$ Over Budget | % of Budget |
|--|-------------------|---------------------|--------------------|--------------|
| 410.000 - REGIONAL POLICE | | | | |
| 410.329 - Control Center Fees | 1,402.79 | 5,612.00 | -4,209.21 | 25.0% |
| 410.370 - Police Service Fees | 256,980.51 | 1,029,312.00 | -772,331.49 | 25.0% |
| 410.420 - M.M.O. - Pension | 0.00 | 0.00 | 0.00 | 0.0% |
| 410.471 - Police - Loan Payment | 0.00 | 0.00 | 0.00 | 0.0% |
| 410.480 - Other (Non Uniform Police) | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 410.000 - REGIONAL POLICE | 258,383.30 | 1,034,924.00 | -776,540.70 | 25.0% |
| 411.000 - FIRE | | | | |
| 411.345 - Fire Work/Comp | 2,774.00 | 13,000.00 | -10,226.00 | 21.3% |
| 411.370 - Hydrants | 1,744.40 | 10,500.00 | -8,755.60 | 16.6% |
| 411.540 - Contributions to Volunteer Fire | 333.94 | 37,444.00 | -37,110.06 | 0.9% |
| 411.541 - Firemens Relief Disbursement | 0.00 | 17,000.00 | -17,000.00 | 0.0% |
| 411.542 - Fire Truck Fuel Expense | 0.00 | 3,000.00 | -3,000.00 | 0.0% |
| Total 411.000 - FIRE | 4,852.34 | 80,944.00 | -76,091.66 | 6.0% |
| 412.000 - AMBULANCE | | | | |
| 412.500 - Contribution | 167.87 | 18,843.00 | -18,675.13 | 0.9% |
| 412.542 - Fuel Reimb - Ambulance | 0.00 | 500.00 | -500.00 | 0.0% |
| Total 412.000 - AMBULANCE | 167.87 | 19,343.00 | -19,175.13 | 0.9% |
| 414.000 - PLANNING AND ZONING | | | | |
| 414.140 - SFM Planning/ Zoning Consults | 6,484.98 | 30,000.00 | -23,515.02 | 21.6% |
| 414.141 - SFM Building Permits | 8,301.65 | 280,000.00 | -271,698.35 | 3.0% |
| 414.142 - SFM Resale U&O Permits | 770.00 | 1,000.00 | -230.00 | 77.0% |
| 414.200 - Supplies Plan & Zone | 240.00 | 250.00 | -10.00 | 96.0% |
| 414.300 - General Engineering | 719.00 | 10,000.00 | -9,281.00 | 7.2% |
| 414.312 - Legal Fees Reimb | 2,498.89 | 5,000.00 | -2,501.11 | 50.0% |
| 414.313 - Engineering Reimb. | 5,093.70 | 50,000.00 | -44,906.30 | 10.2% |
| 414.314 - Legal Services - Planning Comm. | 297.50 | 2,500.00 | -2,202.50 | 11.9% |
| 414.315 - Legal Fee ZHB | 450.00 | 2,000.00 | -1,550.00 | 22.5% |
| 414.316 - Court Reporter-ZHB (Reimb) | 175.00 | 1,000.00 | -825.00 | 17.5% |
| 414.317 - PA UCC Fees | 0.00 | 300.00 | -300.00 | 0.0% |
| 414.320 - Telephone | 132.30 | 500.00 | -367.70 | 26.5% |
| 414.331 - Other Charges-Postage,Deeds,PM | 210.25 | 4,000.00 | -3,789.75 | 5.3% |
| 414.332 - Other - Codification | 0.00 | 1,200.00 | -1,200.00 | 0.0% |
| 414.341 - Advertising - PC Reimb. | 0.00 | 300.00 | -300.00 | 0.0% |
| 414.342 - Advertising - ZHB Reimb | 170.88 | 200.00 | -29.12 | 85.4% |
| 414.450 - Plan&Zone Refunds | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| 414.700 - Capital Purchases (Map Link) | 0.00 | 1,495.00 | -1,495.00 | 0.0% |
| Total 414.000 - PLANNING AND ZONING | 25,544.15 | 390,745.00 | -365,200.85 | 6.5% |
| 415.000 - SAFETY COMMISSION | | | | |
| 415.100 - Mid Block Crosswalk | 1,200.00 | 25,000.00 | -23,800.00 | 4.8% |
| 415.200 - Solar LED Radar Speed Signs | 0.00 | 25,000.00 | -25,000.00 | 0.0% |
| 415.300 - Solar LED Flashing Beacon | 0.00 | 0.00 | 0.00 | 0.0% |
| 415.460 - Pedestrian Stop Signs | 0.00 | 0.00 | 0.00 | 0.0% |
| 415.500 - Median Gateway | 0.00 | 0.00 | 0.00 | 0.0% |
| 415.600 - Emergency Management | 19.83 | 1,000.00 | -980.17 | 2.0% |
| Total 415.000 - SAFETY COMMISSION | 1,219.83 | 51,000.00 | -49,780.17 | 2.4% |

02/29/24

Cash Basis

**Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2024**

| | Jan - Dec 24 | Budget | \$ Over Budget | % of Budget |
|---|------------------|-------------------|--------------------|--------------|
| 430.000 · HIGHWAY MAINT - GENERAL | | | | |
| 430.140 · Salaries - Highway | 35,532.30 | 206,528.00 | -170,995.70 | 17.2% |
| 430.145 · Other Overtime | 215.55 | 200.00 | 15.55 | 107.8% |
| 430.150 · Snow & Ice Overtime | 7,366.96 | 7,300.00 | 66.96 | 100.9% |
| 430.156 · Health Insurance | 14,372.93 | 85,000.00 | -70,627.07 | 16.9% |
| 430.157 · Dental/Vision | 541.16 | 3,500.00 | -2,958.84 | 15.5% |
| 430.158 · Life/Disab Insurance | 493.56 | 2,500.00 | -2,006.44 | 19.7% |
| 430.161 · Employers FICA | 2,676.38 | 14,075.00 | -11,398.62 | 19.0% |
| 430.162 · Employers U/C | 1,961.35 | 2,500.00 | -538.65 | 78.5% |
| 430.163 · Employers Medicare | 625.93 | 2,991.00 | -2,365.07 | 20.9% |
| 430.200 · Highway Supplies | 2,803.80 | 40,000.00 | -37,196.20 | 7.0% |
| 430.231 · Gas, Oil, Grease | 3,950.84 | 15,000.00 | -11,049.16 | 26.3% |
| 430.300 · Other ServiCharges | 679.44 | 3,000.00 | -2,320.56 | 22.6% |
| 430.320 · Telephone Communication | 294.10 | 1,250.00 | -955.90 | 23.5% |
| 430.361 · Garage Heat | 5,879.56 | 15,000.00 | -9,120.44 | 39.2% |
| 430.367 · Maintenance Building Electric | 481.06 | 2,000.00 | -1,518.94 | 24.1% |
| 430.368 · Public Sewer/Water | 71.28 | 400.00 | -328.72 | 17.8% |
| 430.374 · Maint/Equip Repairs Out Source | 11,236.98 | 35,000.00 | -23,763.02 | 32.1% |
| 430.392 · Equip Rental Center | 0.00 | 500.00 | -500.00 | 0.0% |
| 430.440 · Uniforms | 393.32 | 2,000.00 | -1,606.68 | 19.7% |
| 430.500 · Street Cleaning | 0.00 | 4,000.00 | -4,000.00 | 0.0% |
| 430.600 · Capital Construction | 3,654.20 | 50,000.00 | -46,345.80 | 7.3% |
| 430.700 · Highway Capital Purchases | 0.00 | 150,000.00 | -150,000.00 | 0.0% |
| Total 430.000 · HIGHWAY MAINT - GENERAL | 93,230.70 | 642,744.00 | -549,513.30 | 14.5% |
| 451.000 · CULTURE-RECREATION ADMIN | | | | |
| 451.140 · Salaries - Recreation | 52.50 | 9,000.00 | -8,947.50 | 0.6% |
| 451.200 · Supplies | 0.00 | 8,000.00 | -8,000.00 | 0.0% |
| 451.300 · Park Electric | 69.29 | 500.00 | -430.71 | 13.9% |
| 451.370 · Maint & Repairs - Recreation | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| 451.392 · Rentals - Port a Potties | 0.00 | 1,200.00 | -1,200.00 | 0.0% |
| 451.700 · Capital Purchases - Recreation | 0.00 | 10,000.00 | -10,000.00 | 0.0% |
| 451.706 · Weed & Feed | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| Total 451.000 · CULTURE-RECREATION ADMIN | 121.79 | 30,700.00 | -30,578.21 | 0.4% |
| 456.000 · LIBRARIES | | | | |
| 456.500 · Contributions, Grants, And Subs | 333.94 | 37,444.00 | -37,110.06 | 0.9% |
| Total 456.000 · LIBRARIES | 333.94 | 37,444.00 | -37,110.06 | 0.9% |
| 458.000 · DONATIONS/CONTRIBUTIONS | | | | |
| 458.500 · Contributions, Grants, and Subs | 0.00 | 2,000.00 | -2,000.00 | 0.0% |
| Total 458.000 · DONATIONS/CONTRIBUTIONS | 0.00 | 2,000.00 | -2,000.00 | 0.0% |
| 471.000 · DEBT SERVICE BUILDING LOAN | | | | |
| 471.110 · Essa Building Loan-Principal | 3,216.26 | 20,010.00 | -16,793.74 | 16.1% |
| 471.472 · Essa Building Loan - Interest | 1,929.48 | 10,866.00 | -8,936.52 | 17.8% |
| Total 471.000 · DEBT SERVICE BUILDING LOAN | 5,145.74 | 30,876.00 | -25,730.26 | 16.7% |
| 480.000 · MISCELLANEOUS EXPENSES | | | | |
| 480.001 · Miscellaneous Expenditures | 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 | 2,774.00 | 14,000.00 | -11,226.00 | 19.8% |
| 486.351 · Insurance Premiums | 8,148.00 | 40,000.00 | -31,852.00 | 20.4% |
| Total 486.000 · INSURANCE | 10,922.00 | 54,000.00 | -43,078.00 | 20.2% |
| 487.000 · EMPLOYEE BENEFITS | | | | |
| 487.160 · Pension/Retiremnt Boro Employee | 0.00 | 37,498.00 | -37,498.00 | 0.0% |
| Total 487.000 · EMPLOYEE BENEFITS | 0.00 | 37,498.00 | -37,498.00 | 0.0% |

02/29/24
Cash Basis

**Borough of Mt. Pocono-General Fund
Profit & Loss Budget vs. Actual
January through December 2024**

| | <u>Jan - Dec 24</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|--|---------------------|---------------------|-----------------------|--------------------|
| 492.000 · Interfund Transfers Out | | | | |
| 492.100 · Transfer To 5 Point Account | 0.00 | 40,000.00 | -40,000.00 | 0.0% |
| 492.150 · Transfer to Storm Water Fund | 0.00 | 40,000.00 | -40,000.00 | 0.0% |
| 492.200 · Trans to Park & Rec Fund | 0.00 | 0.00 | 0.00 | 0.0% |
| 492.500 · Transfer to Planning Fund | 0.00 | 40,000.00 | -40,000.00 | 0.0% |
| 492.600 · Transfer to Capital Fund | 0.00 | 50,000.00 | -50,000.00 | 0.0% |
| 492.700 · Transfer to Fund Balance Res. | 0.00 | 50,000.00 | -50,000.00 | 0.0% |
| Total 492.000 · Interfund Transfers Out | <u>0.00</u> | <u>220,000.00</u> | <u>-220,000.00</u> | <u>0.0%</u> |
| Total Expense | <u>453,183.46</u> | <u>3,043,882.00</u> | <u>-2,590,698.54</u> | <u>14.9%</u> |
| Net Income | <u>183,879.19</u> | <u>0.00</u> | <u>183,879.19</u> | <u>100.0%</u> |