

## JANUARY 12, 2017 SUPERVISORS SPECIAL MEETING

The Polk Township Supervisors met for a Special Meeting on Monday, January 12, 2017 at 8:00am at the Municipal Building, 165 Polk Township Rd., Kresgeville, PA. Supervisors Brian K. Ahner, Michael D. Hurley & Carl S. Heckman; Solicitor James V. Fareri; Engineer Russell R. Kresge, Jr.; Zoning/Codes Officer Gerald Zurat; Treasurer Beverly A. Christman; and Residents Michael Lalli, Steven Parisi and Bruce Parisi were present. The meeting had been advertised in the Pocono Record on January 5, 2017.

### PLEDGE OF ALLEGIANCE

**The Woods” Development Agreement:** Fareri, Kresge, and Parisi had worked on a draft development agreement which had been submitted to the Board. Parisi relayed that the road for the 20-lot section has modified stone and work is being done on the loop road and detention basin. A rendering of the Plan Phases was available. Ahner reviewed his questions in regards to the 11/3/16 draft...(1)....On page 1, Ahner would like the phase number included whenever referencing final plan. Fareri to make changes....(2)...Ahner asked for explanation on the 12 lot Phase I which can be increased to 18-20 lots. Kresge relayed that the Board on 2/28/11 had approved a diversion from the SALDO’s 12 lot requirement to 20 lots contingent upon a turn-around, acceptable sight distance & Haney Rd. sign improvements. Zurat also noted that the 20 lots drain to Detention Basin I which has been installed...(3)...On page 2, Ahner asked about the “finally improved” bus/mailbox area. Parisi stated 75% of the bus area has been completed with stone. It will be completely improved to the Plan’s requirements, by the start of Phase III...(4)...On page 3, Ahner asked for explanation on the words, “As Agreed” on the lined space. Parisi relayed that in order for the document to be notarized, blank lines are not allowed. Fareri will remove the unnecessary lines from the document...(5)...On page 3, Ahner asked about the Performance Bond. Fareri noted that the current improvements are allowed under the Preliminary Plan. If lots are to be sold, but the improvements have not been made, then the developer would obtain a Letter of Credit, for Engineer Kresge’s estimate of the improvements to be made...(6)...On page 3.9.a, Ahner asked about culverts and pipes to be installed for drainage improvements. Parisi anticipates completing the pipes under driveways and also cutting into & the drainage on Haney Rd. after he has stoned the Loop Rd. Fareri noted that stormwater improvements are specific to each of the phases. Kresge noted that the Stormwater Plan is specific (a legal matter), and neither himself nor the developer has the authority to make any changes...(7)....On page 4, Ahner asked about “reasonable costs” and inspections. Parisi will notify the Township Engineer to verify work, of which the cost is reimbursed to the Township, and Parisi is also required to certify the work through his own engineer...(8)...On page 6, Ahner asked how the money is to be handled in regards to road improvements and recreation fees. Fareri stated that the MPC is specific. The recreation fee account must be separate from the general account, and is utilized for park projects. Kresge discovered a contradiction between the agreement and the conditional use approval in regards to the two fees. Parisi was in agreement that the fees are due upon conveyance of the property or a building permit. Parisi plans to build a home for sale...(9)...Ahner asked for assurances on maintenance of the roads. Parisi relayed he is responsible, and at 75% conveyance, the association bylaws and restrictive covenants would be triggered. Kresge noted that the documentation on the homeowners association should be submitted with the Final Plan for each Phase...(10)...Kresge informed the Board that the standard form used for the agreement, was missing a maintenance security, which is required in the Ordinance. Parisi agreed and stated the Bond is usually 10%. Since Fareri is making changes to the agreement, he will also add the Maintenance Bond requirement.

**Supervisors Compensation-Ordinance Update:** The current Ordinance from 1985 is outdated. Fareri noted that the statutory limit is \$2,500 for the year; which could be paid quarterly or per meeting again. The change only takes effect upon a new term. The Supervisors were in agreement that Fareri is to pen a new ordinance draft with a quarterly payment. Until a Supervisor begins a new term, payment will remain at \$50.00 per meeting; however the statutory limit of \$2,500 will be initiated at this time, since the Act’s amount takes precedence over the Ordinance amount.

**Right-To Know Officer for 2017:** Ahner moved to re-appoint Gerald Zurat as the Polk Township Right-To-Know Officer for 2017. Seconded by Hurley. Vote, 3-0. Motion carried.

**Bid Limits for 2017:** Correction to the new 2017 bid limit requirements for purchases from \$10,700 to below \$19,700 requires 3 quotes and from \$19,700 and up requires public advertising for bids.

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**Agricultural Security Advisory Committee for 2017:** Ahner moved to re-appoint Carl Heckman, Dennis Smale, Bryan Baumgartner, Dominic Strohle, Robert Serfass and Dwight Christman to the Agricultural Security Advisory Committee for 2017. Seconded by Hurley. Vote, 3-0. Motion carried.

**Welcome-Informational Letter to New Property Owners:** The idea was suggested by resident Albert Barney, Jr. The Board members agreed that a form letter should be sent to new owners that would direct them to the Township Municipal Building where they could pick up a packet of information.

**Jaycee Park Donation:** Heckman noted that the Jaycee Park name has been changed to "The Western Pocono Memorial Park." Ahner moved to pay the yearly donation of \$1,500.00 to "The Western Pocono Memorial Park" Seconded by Hurley. Heckman abstained. Vote, 2-0. Motion carried.

**Donations:** Ahner moved to pay the following budgeted donations to Polk Township Vol. Fire Co. for \$15,000.00 and \$100.00 to the Monroe County Youth Field Day. Seconded by Heckman. Vote, 3-0. Motion carried.

**Stormwater Ordinance for Existing Lots:** Kresge had prepared the changes previously agreed to at the December meeting. The Board agreed to Feb. 27, 2017 at 6:45pm as the Public Hearing for the Ordinance.

**Generator:** Discussion on the malfunction and damage to the Township generator. An estimate on the repair and cost to rent a temporary generator are forthcoming from Brennan Electric. A factory rep. has been contacted for a review of the damage and the insurance company has been contacted. Ahner is also checking on the possibility of using the firetruck's generator in an emergency.

**Request for Letter of Support:** 1/9/17 E-mail request received from Bernie Kozen to support a grant submission was discussed by the Board. Heckman moved to authorize a Letter of Support on behalf of the Regional Open Space Park for a leash-free dog park and a new trailhead to the Dave Fleetwood Memorial Trail through the Monroe County Open Space Development Program. Seconded by Hurley. Vote, 3-0. Motion carried.

**Road Issue:** Ahner relayed a resident's constant derogatory remarks about the Township, if his development roads are not cleaned first and often during snow/ice events. Solicitor Fareri noted that the Township cannot be sued for this type of issue. No letter to be sent. Staff will explain priorities to resident, on any future criticism.

**Safety Items:** Ahner relayed the need for safety hoods, vests and a magnet to pick up items that might puncture tires. Heckman moved to authorize the purchase of 8 safety hood-sweatshirts at \$39.00 each and 12 safety vests at \$10.00 each and 1 magnetic sweep tool at \$85.00. Seconded by Hurley. Vote, 3-0. Motion carried.


Christman will check on pricing for Township name/logo shirts for the roadcrew, to be reviewed by the Board.

**E-mail to the Supervisors:** E-mail from Mark Tretter is a private matter at Robin Hood Lakes, and not Township business. Tretter will be notified by E-mail.

**Advertising for the Hell Hollow Culvert Structure:** Ahner moved to authorize Engineer Kresge to advertise for bids for the Hell Hollow Rd. culvert structure over Dotter's Creek. Seconded by Heckman. Vote, 3-0. Motion carried.

As there was no Executive Session or comment, Ahner adjourned the Special Meeting at 9:18am.

Respectfully Submitted,

  
Ruthanne Toner, Secretary