

**MINUTES**

**CALL THE MEETING TO ORDER:**

Chairman Robert H. Rohner, Jr. called the meeting to order at 3:00 P.M. Also present were Aaron Springs, Supervisor, and Edwina Wolfe, Assistant Secretary. Theresa Laino, Vice Chair, Sean Logsdon, Township Solicitor, and Mike Lamoreaux, Township Engineer were absent.

**PUBLIC COMMENTS:**

None.

**APPROVE THE MINUTES OF NOVEMBER 12, 2024:**

Motion made by Mr. Springs second by Mr. Rohner to approve the minutes of the November 12, 2024 meeting. Unanimous.

**APPROVE THE MINUTES OF NOVEMBER 14, 2024:**

Motion made by Mr. Springs second by Mr. Rohner to approve the minutes of the November 14, 2024 meeting. Unanimous.

**AUTHORIZE THE PAYMENT OF THE BILLS ON LIST #1, LIST #2 AND THE TRANSFERS AS PRESENTED:**

Motion made by Mr. Springs second by Mr. Rohner to approve the payment of the bills on List #1, List #2 and the transfers as presented. Unanimous.

**OLD BUSINESS:**

**1. BUSHKILL OUTREACH & COMMUNITY CENTER PROJECT  
CHANGE ORDER GC-7 – REVISING DOOR HARDWARE FOR DOORS 114 & 115:**

Mr. Lamoreaux was not present at the meeting. Mr. Rohner read the following report from him:

The building is now fully enclosed and the heat is on. All of the weather tight work is more or less complete. The roof is on, as well as the soffits, gutters, siding, etc. There are a few spots they are finishing up in the entryway - soffits and siding and the columns wraps. Electrical light pole bases and underground power conduit for these pole bases are being installed this week. Interior work is progressing. All insulation and drywall is in place and the painter is taping and prepping for interior primer coat later this week. HVAC is more or less fully installed, there are a few items left which were waiting on coordination items. Plumbing is roughed in and the walls are closed in the bathrooms. No fixtures are set yet. Electrical branch wiring and distribution panels are in place. We are waiting on permanent service install for conductors and wiring up the panel boxes. The propane installation needs to be coordinated with the township vendor.

Motion by Mr. Springs to approve Change Order GC-7 – Revising door hardware for doors 114 & 115 with an increase of \$983.00 second by Mr. Rohner.

**2. SPOILS SITE:**

Tabled.

**3. EAST STROUDSBURG AREA SCHOOL DISTRICT NORTH CAMPUS:**

Tabled.

**4. APPROVE CELL TOWER AGREEMENT WITH DIAMOND COMMUNICATIONS:**

Tabled.

**NEW BUSINESS:**

**1. SUPERVISORS LIFTED THE BAN ON RECREATIONAL FIRES ON NOVEMBER 23, 2024:**

Mr. Rohner announced the supervisors lifted the ban on recreational fires on November 23, 2024.

**2. PA AMERICAN WATER LETTER PINE RIDGE WELL #3 LAND DEVELOPMENT APPROVAL:**

A request was received from Pennsylvania American Water Company to begin construction on the conditionally approved well project in Pine Ridge prior to receiving the PADEP public water supply approval. Motion by Mr. Springs to approve Pennsylvania American Water Company to begin construction prior to receiving the PADEP public water supply approval second by Mr. Rohner.

**POCONO MT./PIKE COUNTY COG REPORT(S):**

Tabled.

**MISCELLANEOUS:**

Thomas Krauss asked about a possible tax increase. Mr. Rohner responded that there will be an increase of 2 mills.

**LEHMAN PIKE EMERGENCY MEDICAL SERVICES:**

Lehman Pike EMS Administrator Susanne Duffy gave the following report:

For November 2024, LPEMS responded to 119 “911” emergency dispatches. 43% (51 calls) were dispatched as Basic Life Support; 57% (68 calls) were dispatched as Advanced Life Support. We did not miss any dispatches for the month. We responded to 18 mutual aid calls (15%) for outside agencies. The breakdown of dispatches per Township is as follows:

Lehman Township:	89	75%
Middle Smithfield 588:	12	10%
Middle Smithfield BEC:	10	8%
Delaware Township:	3	3%

Porter Township:	2	1%
Smithfield Township:	3	3%

Pike County Communications hosted a meeting recently with area EMS agencies:

There is a new Radio SOP which was handed out to each agency.

PCCC has made changes to dispatch protocols, including the use of AEMT units.

A Sene Status Check has been implemented to ensure the safety of EMS crews.

Changes to Box responses are being looked at as well.

The Training Center would like to host an EMS Instructor Course in the Spring. They must have at least ten interested parties to hold the course.

These meetings will be held at least biannually moving forward.

We are working on Mutual Aid and Billing Agreements with some of the surrounding agencies. This will benefit everyone, as any service providing paramedic intercept care is not recognized by most insurance companies and therefore not receiving reimbursement for services rendered.

We want to update our Box System with the Pike County Communications Center. This would ensure agencies closest to our coverage area are dispatched before those who would have delayed responses due to distance.

There was a meeting with LVHN-Jefferson recently. New policies regarding re-stocking of medications and certain other supplies means that all EMS agencies will be responsible for supplying certain re-stock items themselves. This will increase our expenses and the number of provisions we must keep on hand. We are looking into ways to keep these increases to a minimum while still providing quality patient care.

**ROADMASTER/PUBLIC WORKS DIRECTOR:**

Roadmaster Tim Rohner gave the following report:

Work continues on trucks and equipment. The roof on the pavilion at the township building has been completed. Crack sealing has been done on Brisco Mt. Road and Sunset Lake Road. The crew has been picking up leaves and cleaning ditches on township roads. The recycling site has been cleaned up. Guiderails and posts have been repaired on Winona Falls Road. All spreaders and plows have been mounted on the trucks. The crew was out for storms on 11/22/24, 11/23/34, 11/28/24, 11/29/24, and 12/5/24. Trash has been picked up on township roads. The tree was decorated for the tree lighting on 12/3/24. Dead trees on township roads have been cut and removed. Work is being done on the Ag building at the park. Truck #915 and the big trailer passed state inspection.

The next Road Task Force meeting is scheduled for 12/19/24.

December 12, 2024

**EXECUTIVE SESSION:**

**LITIGATION – PENNDOT, LEEWARD CONSTRUCTION, PERSONNEL**

Mr. Rohner announced there was an Executive Session held on December 10, 2024 at 8am regarding personnel and an Executive Session held on December 11, 2024 regarding possible litigation Poconos Park.

**ADJOURNMENT:**

There being no further business motion to adjourn the meeting at 3:09 P.M. made by Mr. Rohner second by Mr. Springs. Unanimous.

Respectfully submitted by,

Edwina Wolfe  
Assistant Secretary