

**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

5520 Municipal Drive , Tobyhanna, PA 18466
(570) 894-8490 • FAX (570) 894-8413

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION AGENDA
April 17, 2018, 6:00PM**

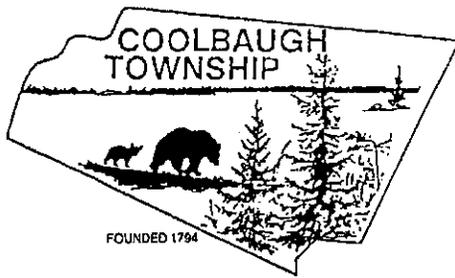
1. 50/70 Field Partnership with the Mountain Center – Tim Lee

2. Discussion on Board Liaison Position Descriptions
 - Liaison for Admin/Secretary
 - Liaison for Code Enforcement
 - Liaison for Department of Public Works
 - Liaison for Facilities
 - Liaison for Financial

3. Controlling Costs at WWTP

4. Other Business

5. Public Input



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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING AGENDA
April 17, 2018, 7:00 PM**

Roll Call

BOARD OF SUPERVISORS

___ **B. Weimer** ___ **T. Lamantia** ___ **A. Ruiz-Smith** ___ **C. Colgan** ___ **L. Kelly**

Public input will be considered at the beginning of the meeting for non-agenda items. The public will be given an opportunity to speak on each agenda item. This meeting is being recorded to aid in the preparation of the minutes.

1. Public Input

2. Approval of minutes :

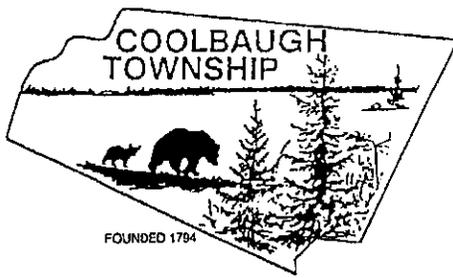
- April 3, 2018 Regular Meeting minutes

3. Monthly reports

- Pocono Mountain Regional Police Department
- Pocono Mountain Regional EMS
- Coolbaugh Township VFD
- Gouldsboro VFD
- Thornhurst Fire & Rescue Ambulance
- Tobyhanna Township VFD
- Pocono Mountain Public Library

4. Coolbaugh Twp. Volunteer Fire Company Request for Disbursement of Annual Stipend in the Amount of \$114,000.00

5. Coolbaugh Twp. Volunteer Fire Company Request for Disbursement in the Amount of \$100,000.00 for the Annual Payment on the Twin Sutphen Engines



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6. Coolbaugh Twp. Volunteer Fire Company Request for Disbursement in the Amount of \$44,000.00 for Capital Improvements

7. Emergency Electrical to the WWTP

8. WWTP- HMI Computer Replacement

9. Acceptance of Patricia Torregrossa from the Pocono Mountain Public Library Board of Trustees and Authorization to Advertise the Vacancy

10. Batting Cage Repair Estimate

11. Authorize Solicitor Patrick Armstrong to attend the Hearing on Hamlet Drive Property

12. Current obligations

| | | |
|----------------------------|-----------|-------------------|
| • General Fund | \$ | 217,978.37 |
| • Escrow | \$ | 17,962.50 |
| • Sewer Fund | \$ | <u>8,790.85</u> |
| Total Disbursements | \$ | 244,731.72 |

13. Other business

14. Board of Supervisors Executive Session

- After: Tuesday April 17, 2018 following the meeting Re: Legal

15. Adjournment

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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION NOTES
April 3, 2018**

The work session was called to order by Chairman William Weimer at 6:00 pm in the meeting room of the Coolbaugh Township Municipal Office, 5520 Municipal Drive, Tobyhanna, PA.

Board Members present:

William Weimer, Anthony Lamantia, Lynn Kelly, Alma I. Ruiz-Smith and Clare Colgan

Board Members absent:

None

Staff present:

Jerry Hanna, Township Solicitor, Erin Masker, Township Secretary and Meredith Thompson, Assistant Business Manager

Staff absent:

None

Mr. Weimer announced that this work session is being recorded to aid in the preparation of the notes.

1. Zoning/ Brian Heverin

Mr. Heverin is a resident in Arrowhead Lakes with concerns about the current zoning/ setbacks in his community. B. Heverin discussed the following concerns/ items:

- Setbacks listed in his deed compared to setbacks that were set by the Township
- Difference in Zoning between Coolbaugh Twp. and Tobyhanna Twp. which are both located in the Arrowhead Lakes Community
- Comparison of facts from the community from 1960 and today
- Difference between Zoning Hearing Board decisions available between Coolbaugh Twp. and Tobyhanna Twp. as well as the hearing cost difference. (Tobyhanna Twp. allows for non-conforming hardships and ZHB fees are less)

Mr. Heverin stated that he has already been denied his request for a variance from the Coolbaugh Township Zoning Hearing Board in order to put an addition on his house to make it handicap accessible. Mr. Heverin stated that the difference between the two townships is the difference of his being able to put the addition on. If the setbacks were in accordance with Tobyhanna Twp. he would need minimal space as the setbacks would allow the extra area to make the improvements. The current setbacks in AHL is 25' front, 12' sides and 40' rear, whereas Mr. Heverin's deed states that the setbacks on his property are 10' sides and rear and 25' front, with no coverage restrictions listed. Mr. Heverin would like the Board of Supervisors to consider changing the setbacks in the Arrowhead Lakes Community in order to make the lots marketable to owners that are unable to purchase an adjoining lot to greenbelt the property to make it bigger and able to be built on or to put a garage on. The homes that are currently in the community are unable to be expanded due to the setbacks and zoning restrictions set by the Township. Ms. Ruiz-Smith asked if a garage could be built behind the property being advised that he could but they want to be able to put in an elevator lift which would not be able to be done in that instance.

- **Discussion:** Ms. Ruiz-Smith reviewed the letter that was submitted by the AHL Board of Directors which states that they are opposed to the change in zoning with Ms. Ruiz-Smith stating Mr. Heverin's desires to make a change in his home is not the wishes of your community. Ms. Ruiz-Smith stated that she would not be in favor of the change in zoning in this case. Ms. Kelly

stated that Mr. Heverin is trying to make a ranch style home, all on one floor for handicap accessibility and the Zoning Hearing Board did not grant the variance so coming to the Board of Supervisors was the next step to discuss the setbacks and concerns. Frank Caccione, resident of Arrowhead Lake in favor of making changes for the purpose of making the 218 properties marketable and able to be built as those people that own the properties are prime properties to hook up to the sewer and have been paying for the opportunity to hook up to the sewer but the houses that people want to build do not fit on the properties. Many of these lots are restricted as to what can be built which is impeding the growth of the community. Would like the Supervisors to consider changing the zoning as it is the right answer for Coolbaugh for the tax base and the community for the ability to grow and provide revenue. The original strategic plan stated that if we continue to greenbelt properties it will continue to take money away from the community as they only pay for one property, and the new Board has a different outlook on this.

2. Other Business

- D. Pope provided the Board with the picture of the Veterans Memorial Monument for the front of the complex which has been completed and is just waiting to be installed as soon as the weather breaks, stating that he will let the Board know what the date will be to set it. Mr. Weimer stated that he will be sure that it is coned off.

3. Public Input

Nothing was heard

The Work Session ended at 6:58 pm.

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES

April 3, 2018, 2018

The meeting was called to order by Chairman William Weimer at 7:00 pm in the meeting room of the Coolbaugh Township Municipal Office, 5520 Municipal Drive, Tobyhanna, PA.

Board Members present:

William Weimer, Anthony Lamantia, Lynn Kelly, Alma I. Ruiz-Smith and Clare Colgan

Board Members absent:

None

Staff present:

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary and Meredith Thompson, Asst. Business Manager

Staff absent:

None

Announcements:

Mr. Weimer announced the following:

- Public Input will be considered at the beginning of the meeting for non-agenda items. The public will be given an opportunity to speak on each agenda matter.
- The meeting is being recorded to aid in the preparation of the minutes, please remember to state your name and city before speaking.

1. Public Input

- D. Pope stated that he understands what the gentleman was stating in the work session regarding the zoning concerns that he has, stating that the Arrowhead Lakes Community was originally a summer community and that sometimes it is easier to ask for forgiveness than permission. Mr. Weimer stated that the laws change and we have to change with them, stating there are not many options for the situation but to petition the Board of Supervisors as he has done this evening.

2. Approval of minutes / notes : March 20, 2018 Meeting

Ms. Kelly made a motion second by Ms. Colgan to approve the meeting minutes of March 20, 2018 with one correction.

- Discussion: Mr. Lamantia stated that it was the PMREMS Board that thanked the Board of Supervisors not Mr. Lamantia
- Vote: All in favor, motion passes

3. Acceptance of the 2017 Financial Statement and Auditors Report

Mr. Lamantia made a motion second by Ms. Kelly to accept the 2017 Financial Statement and Auditors Report.

- Discussion: Ms. Ruiz-Smith stated that she assumes it was reviewed by the Business Manager and Assistant Business Manager.
- Vote: All in favor, motion passes.

4. Hiring Summer/Seasonal Parks Position

Mr. Weimer made a motion second by Ms. Ruiz-Smith to hire John Grimley at \$12.50 per hour for 28 hours a week not to exceed 999 hours for the season with the schedule as determined beginning April 14, 2018.

- Discussion: P. Rosendale asked for clarification on the hourly rate.
- Vote: All in favor, motion passes.

5. Purchase of the New Admin Vehicle

Mr. Lamantia made a motion second by Ms. Colgan to purchase the 2018 Ford Escape SE AWD at \$23,207.00 as provided by Co-Stars vendor Ray Price Mount Pocono.

- Discussion: Ms. Ruiz-Smith asked how many miles are on the new escape and what we will be doing with the other Escape that we own and was advised that there are less than 100 as we are purchasing a new one and we are keeping the other Escape and adding the new one to the Township Fleet. Ms. Kelly clarified that we will have Kyle handle the signing, titling and pickup of the vehicle when it is ready with the Board agreeing. T. Keane asked if the decals will be the same as the other Township vehicle, being advised that they would. P. Rosendale asked when she should have the check ready for payment with Mr. Weimer stating with the next bill packet.
- Vote: All in favor, motion passes.

6. TAA Request for DPW Assistance for Opening Day on April 21, 2018

Mr. Lamantia made a motion second by Ms. Kelly to authorize (3) Three DPW Workers at their overtime rate to work Opening Day for TAA on Saturday April 21, 2018 from 11am-5pm.

- Discussion: Mr. Weimer stated that John Grimley will close up at the end.
- Vote: All in favor, motion passes.

7. Approve the Use of Township Vehicles and Mileage for PSATS

Ms. Kelly made a motion second by Ms. Lamantia to approve the use of Township vehicles for transportation to PSATS and to approve mileage for personal vehicles as well as the reimbursement of meal expenses from April 22-25, 2018.

- Discussion: Ms. Kelly stated that in the past reimbursements were made after PSATS, but in December the Board made a motion that mileage and reimbursements for scheduled events needed to be approved prior to the attendance.
- Vote: All in favor, motion passes.

8. Current Obligations

| | | |
|---------------------|----|------------|
| • General Fund | \$ | 312,568.76 |
| • Sewer Fund | \$ | 16,559.10 |
| • Escrow Fund | \$ | 244.65 |
| Total Disbursements | \$ | 329,372.51 |

Ms. Kelly made a motion second by Ms. Colgan to pay our current obligations in the amount of \$329,372.51.

- Discussion: None.
- Vote: All in favor, motion passes.

9. Other Business

T. Keane stated that he received an email from Camp Minsi regarding the waiving of zoning fees for the replacement of the latrines that are currently in place.

Ms. Ruiz-Smith made a motion second by Ms. Colgan to waive the zoning permit fees associated with the replacement of the latrines at Camp Minsi per their request.

- Discussion: T. Keane stated that he and Mr. Brady went out to the site and determined that the (6) six latrines are located in Coolbaugh Township, stating that the request came in late because they were

working on an expansion but determined that they would not be completing the expansion and instead would just be replacing the existing latrines.

- **Vote:** All in favor, motion passes.

Ms. Kelly made a motion second by Mr. Lamantia to authorize the submission of the Recycling grant prepared by Pat Calpin which is due by April 7, 2018 authorizing the Chairman or Vice-Chairman of the Board of Supervisors to sign the grant for submission.

- **Discussion:** Ms. Kelly stated that if we do not approve the submission now we will miss the deadline. Ms. Ruiz-Smith asked about an email received in 2016 from Cathleen Dunn, ACPM Manager asking the status of the leaf truck and if we will be selling it. Mr. Weimer stated that we lend it to them at no charge for their cleanup and that we are not selling it. Ms. Ruiz-Smith asked if we have a liability clause in case something happens to it, being advised that we currently do not but will look into it.
- **Vote:** All in favor, motion passes.

- Ms. Ruiz-Smith asked P. Rosendale and M. Thompson to research the LST collection from the Army Depot employees and provide a comparison from 2016 and 2017.
- Ms. Ruiz-Smith will be doing research on grant opportunities from DCNR and Multi-Model for bridge replacements at the Broadway Bridge and Hemlock bridges. Mr. Weimer stated that we do not own the Broadway Bridge and that is not a Township road stating the option to replacing that bridge would be to put in an access road off of Industrial Park to the homes that are back there. Solicitor Armstrong stated that he can look into finding out who is the owner on record and asked if the Township maintains the road being advised that we do not. Doing this would require cutting down some trees and building a road. Ms. Ruiz-Smith stated that maybe the other option would be the Belmont Bridge. Discussion ensued about the cost of upkeep if the Belmont Bridge was to be repaired/ replaced and the fact that the bridge is partly owned by Mount Pocono Borough.
- Ms. Ruiz-Smith stated that she would also like to look into grants that may be available for the repairs and restoration at Building #2 through the ESSA Foundation stating that the grant deadline is December.
- D. Pope asked what repairing the Belmont Bridge will do for Coolbaugh stating that Mount Pocono should have to go for a grant for their portion in order to do the project. Mr. Weimer stated that it would be a dual responsibility and that it would be one more road to pave and maintain. D. Pope believes that it is a waste of money and time, stating that the limited traffic that would use the road would not justify fixing it. Mr. Weimer stated that the last time we received an estimate it was over \$300,000.00 to do the work. Ms. Colgan stated that it is cheaper to take out the road and leave the fish alone. A. Lopez, Pocono Farms stated that it could be utilized as open space and a walking trail.
- Mr. Weimer stated that he will be preparing a work request form to be submitted to Assistant DPW Foreman K. Knecht when anything needs to be done.
- Ms. Ruiz-Smith stated that she would like to have the responsibilities of the Supervisor Liaisons to be outlined with descriptions for each title. Mr. Weimer stated that this can be worked on in an upcoming work session.
- Ms. Ruiz-Smith stated that the Zoning committee meetings should be advertised as public meetings stating that there are 2-3 administrative staff members and 2 Supervisors that attend the meetings. Mr. Weimer stated that the committee is not making any changes but are discussing the changes that Mr. Lamantia brought to the Board when he came on. Ms. Masker stated that the committee has not made any changes to ordinances but that they have only made a fire reporting form which was presented to the Board of Supervisors for approval in order to have the fire companies report fires to the Township for the purpose of having the zoning officers be made aware of the fires to visit the properties, we have ordered paper for the posting of properties and are currently creating a checklist for the zoning officers to use for posting properties that are damaged by fires. Solicitor stated that from what he has heard from Ms. Masker these are

just in house procedures that are being followed up on as per the Ordinances as they are currently written and would not be in violation of the Sunshine Act, stating that there is no issue with staff creating a word documents for this purpose but that he will follow up with Ms. Masker.

- Ms. Ruiz-Smith stated that we need to discuss the Security and Smoke Alarms of the Buildings on the complex stating that she has received information from AIC.
- Mr. Lamantia asked Jeanine Hofbauer to discuss the PMREMS annual subscription drive. J. Hofbauer stated that this year's annual subscription drive has been sent out and can be paid by sending a check in the mail or online. J. Hofbauer also stated that Ray Price Ford in Mount Pocono will be doing a drive for your community event where every person that comes in and test drives a vehicle they will donate \$20.00 to the PMREMS, also stating the August 9, 2018 Round 2 Regional Roundup which last year brought in 200 attendees.

10. Board of Supervisors Executive Sessions

- After: Tuesday, April 3, 2018 from 7:58 pm- 9:00pm Re: Legal

11. Adjournment

There being no further business, a motion was made by Ms. Ruiz-Smith second by Mr. Weimer to adjourn.

- Vote: All in favor, motion passed.

Meeting adjourned at 7:55 pm.

NEXT REGULAR BOARD MEETING: Tuesday, April 17, 2018 at the Coolbaugh Township Municipal Office meeting room.

- Work Session- 6:00 pm
- Business Meeting – 7:00 pm

Submitted by: _____
Erin Masker, Recording Secretary

Witnessed by: _____
William Weimer, Chairman

Date: _____

3

2018 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

| TOTAL ENFORCEMENT | | | | | | | | | | | | | 2017 | | |
|-----------------------|------|-----|------|-----|-----|------|------|-----|------|-----|-----|-----|------|-------|-----------|
| | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | YTD | March | Prior YTD |
| Total Calls | 1168 | 989 | 1032 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3189 | 1034 | 3012 |
| Complaints | 1039 | 887 | 927 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2853 | 946 | 2762 |
| Accidents | 129 | 102 | 105 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 336 | 88 | 250 |
| Criminal Arrests | 96 | 93 | 76 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 265 | 131 | 347 |
| Traffic Arrests | 245 | 271 | 403 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 919 | 353 | 993 |
| Vehicle Code Warnings | 177 | 184 | 259 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 620 | 211 | 614 |
| Ordinance Arrests | 41 | 12 | 11 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 64 | 40 | 114 |

| Total Hours | | | | | | | | | | | | | | | |
|--------------------------|----------------|----------------|----------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-----------------|--|--|
| Patrol | 2041.13 | 1893.62 | 2076.05 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6010.80 | | |
| Investigation | 2322.00 | 1895.04 | 2067.59 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6284.63 | | |
| Vascar | 0.20 | 25.26 | 17.77 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 43.23 | | |
| Court | 206.52 | 139.64 | 160.62 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 506.78 | | |
| Assigned | 1807.15 | 1806.44 | 2054.97 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5668.56 | | |
| Total Actual Time | 6377.00 | 5760.00 | 6377.00 | 0.00 | 18514.00 | | |

| Assigned Time | | | | | | | | | | | | | | | |
|---------------|----------------|----------------|----------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|----------------|--|--|
| Training | 227.72 | 479.33 | 715.25 | | | | | | | | | | 1422.30 | | |
| Assists | 20.98 | 16.65 | 12.24 | | | | | | | | | | 49.87 | | |
| Admin | 1558.45 | 1310.46 | 1327.48 | | | | | | | | | | 4196.39 | | |
| Total | 1807.15 | 1806.44 | 2054.97 | 0.00 | 5668.56 | | |

| ACTIVITY OUTSIDE JURISDICTION (Included in Totals Above) | | | | | | | | | | | | | | | |
|--|---|---|---|---|---|---|---|---|---|---|---|---|---|---|----|
| Calls Outside our Jurisdiction | 3 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 6 | 9 | 17 |
| Arrests Outside our Jurisdiction | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | 0 | 0 |

2018 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
TOBYHANNA TOWNSHIP

| | Enforcement | | | | | | | | | | | | 2017 | | |
|-----------------------|-------------|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|------|-------|-----------|
| | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | YTD | March | Prior YTD |
| Total Calls | 262 | 272 | 233 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 767 | 279 | 741 |
| Complaints | 224 | 244 | 207 | | | | | | | | | | 675 | 260 | 679 |
| Accidents | 38 | 28 | 26 | | | | | | | | | | 92 | 19 | 62 |
| Criminal Arrests | 19 | 21 | 18 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 58 | 29 | 67 |
| Traffic Arrests | 65 | 63 | 105 | | | | | | | | | | 233 | 107 | 314 |
| Vehicle Code Warnings | 54 | 48 | 62 | | | | | | | | | | 164 | 72 | 243 |
| Ordinance Arrests | 5 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9 | 4 | 8 |

Hours Breakdown

| | | | | | | | | | | | | | | | | |
|---------------|--------|--------|--------|--|--|--|--|--|--|--|--|--|--|--|--|---------|
| Patrol | 920.02 | 740.73 | 702.37 | | | | | | | | | | | | | 2363.12 |
| Investigation | 469.92 | 416.16 | 418.72 | | | | | | | | | | | | | 1304.80 |
| Vascar | 0.00 | 10.72 | 3.13 | | | | | | | | | | | | | 13.85 |
| Court | 51.83 | 43.25 | 20.12 | | | | | | | | | | | | | 115.20 |
| Assigned | 555.16 | 554.94 | 631.29 | | | | | | | | | | | | | 1741.39 |

Hours Actual vs Purchased

| | | | | | | | | | | | | | | | | |
|-------------------|---------|---------|---------|------|------|------|------|------|------|------|------|------|------|------|------|---------|
| Total Actual Time | 1996.93 | 1765.80 | 1775.63 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5538.36 |
| Hours Purchased | 1959.01 | 1769.47 | 1959.01 | | | | | | | | | | | | | 5687.50 |
| Hours Over/Under | 37.92 | -3.67 | -183.38 | | | | | | | | | | | | | -149.14 |

Hours Over/Under Balance YTD

| | | | | | | | | | | | | | | | | |
|-----------------------|--------|--------|-------|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Cumulative Carry Over | 215.24 | | | | | | | | | | | | | | | |
| Current O/U | 253.16 | 249.48 | 66.10 | | | | | | | | | | | | | |

Percentage of Hours

| | | | | | | | | | | | | | | | | |
|--------------|--------|--------|--------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| % Actual | 31.31% | 30.66% | 27.84% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% |
| % Purchased | 30.72% | 30.72% | 30.72% | | | | | | | | | | | | | |
| % Over/Under | 0.59% | -0.06% | -2.88% | | | | | | | | | | | | | |

2018 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
MOUNT POCONO BOROUGH

| | Enforcement | | | | | | | | | | | | 2017 | | |
|------------------------------|-------------|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|------|-------|-----------|
| | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | YTD | March | Prior YTD |
| Total Calls | 198 | 157 | 172 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 527 | 156 | 480 |
| Complaints | 167 | 135 | 144 | | | | | | | | | | 446 | 131 | 422 |
| Accidents | 31 | 22 | 28 | | | | | | | | | | 81 | 25 | 58 |
| Criminal Arrests | 29 | 21 | 23 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 73 | 36 | 94 |
| Traffic Arrests | 63 | 85 | 139 | | | | | | | | | | 287 | 70 | 172 |
| Vehicle Code Warnings | 45 | 50 | 88 | | | | | | | | | | 183 | 26 | 79 |
| Ordinance Arrests | 11 | 2 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 19 | 14 | 49 |

| Hours Breakdown | |
|-----------------|----------------------|
| Patrol | 186.20 188.93 245.32 |
| Investigation | 328.87 262.40 314.63 |
| Vascar | 0.00 0.50 0.15 |
| Court | 41.63 48.20 55.15 |
| Assigned | 219.03 218.94 249.06 |
| | 620.45 |
| | 905.90 |
| | 0.65 |
| | 144.98 |
| | 687.03 |

| Hours Actual vs Purchased | |
|---------------------------|----------------------|
| Total Actual Time | 775.73 718.97 864.31 |
| Hours Purchased | 772.89 698.11 772.89 |
| Hours Over/Under | 2.84 20.86 91.42 |
| | 2359.01 |
| | 2243.90 |
| | 115.11 |

| Hours Over/Under Balance YTD | |
|------------------------------|--------------------|
| Cumulative Carry Over | -30.22 |
| Current O/U | -27.38 -6.52 84.89 |

| Percentage of Hours | |
|---------------------|----------------------|
| % Actual | 12.16% 12.48% 13.55% |
| % Purchased | 12.12% 12.12% 12.12% |
| % Over/Under | 0.04% 0.36% 1.43% |

2018 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
TUNKHANNOCK TOWNSHIP

| | Enforcement | | | | | | | | | | | | 2017 | | |
|------------------------------|-------------|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|------|-------|-----------|
| | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | YTD | March | Prior YTD |
| Total Calls | 147 | 117 | 132 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 396 | 102 | 347 |
| Complaints | 131 | 107 | 121 | | | | | | | | | | 359 | 91 | 309 |
| Accidents | 16 | 10 | 11 | | | | | | | | | | 37 | 11 | 38 |
| Criminal Arrests | 7 | 7 | 9 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23 | 12 | 42 |
| Traffic Arrests | 15 | 16 | 29 | | | | | | | | | | 60 | 37 | 120 |
| Vehicle Code Warnings | 14 | 12 | 27 | | | | | | | | | | 53 | 16 | 55 |
| Ordinance Arrests | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 3 |

| Hours Breakdown | |
|-----------------|--------|
| Patrol | 130.63 |
| Investigation | 428.19 |
| Vascar | 0.20 |
| Court | 29.60 |
| Assigned | 207.45 |
| | 137.69 |
| | 238.91 |
| | 5.58 |
| | 3.00 |
| | 207.38 |
| | 230.31 |
| | 304.10 |
| | 2.80 |
| | 4.03 |
| | 235.91 |
| | 498.63 |
| | 971.20 |
| | 8.58 |
| | 36.63 |
| | 650.74 |

| Hours Actual vs Purchased | |
|---------------------------|---------|
| Total Actual Time | 796.07 |
| Hours Purchased | 732.08 |
| Hours Over/Under | 63.99 |
| | 592.56 |
| | 661.25 |
| | -68.69 |
| | 777.15 |
| | 732.08 |
| | 45.07 |
| | 2165.78 |
| | 2125.41 |
| | 40.37 |

| Hours Over/Under Balance YTD | |
|------------------------------|---------|
| Cumulative Carry Over | -107.67 |
| Current O/U | -43.68 |
| | -112.37 |
| | -67.30 |

| Percentage of Hours | |
|---------------------|--------|
| % Actual | 12.48% |
| % Purchased | 11.48% |
| % Over/Under | 1.00% |
| | 10.29% |
| | 11.48% |
| | -1.19% |
| | 12.19% |
| | 11.48% |
| | 0.71% |

**2018 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
COOLBAUGH TOWNSHIP**

| | Enforcement | | | | | | | | | | | | 2017 | | |
|------------------------------|--------------------|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|------|-------|-----------|
| | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | YTD | March | Prior YTD |
| | Total Calls | 471 | 391 | 408 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1270 | 396 |
| Complaints | 432 | 354 | 374 | | | | | | | | | | 1160 | 366 | 1127 |
| Accidents | 39 | 37 | 34 | | | | | | | | | | 110 | 30 | 71 |
| Criminal Arrests | 35 | 40 | 24 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 99 | 45 | 127 |
| Traffic Arrests | 82 | 87 | 105 | | | | | | | | | | 274 | 107 | 307 |
| Vehicle Code Warnings | 42 | 49 | 52 | | | | | | | | | | 143 | 62 | 165 |
| Ordinance Arrests | 25 | 6 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 35 | 22 | 54 |

| Hours Breakdown | |
|-----------------|---------|
| Patrol | 630.95 |
| Investigation | 1008.60 |
| Vascar | 0.00 |
| Court | 72.13 |
| Assigned | 669.91 |
| | 614.65 |
| | 903.70 |
| | 4.53 |
| | 33.42 |
| | 669.65 |
| | 592.18 |
| | 924.00 |
| | 5.80 |
| | 73.65 |
| | 761.78 |
| | 1837.78 |
| | 2836.30 |
| | 10.33 |
| | 179.20 |
| | 2101.34 |

| Hours Actual vs Purchased | |
|---------------------------|---------|
| Total Actual Time | 2381.59 |
| Hours Purchased | 2363.95 |
| Hours Over/Under | 17.64 |
| | 2225.95 |
| | 2135.23 |
| | 90.72 |
| | 2357.41 |
| | 2363.95 |
| | -6.54 |
| | 6964.95 |
| | 6863.14 |
| | 101.81 |

| Hours Over/Under Balance YTD | |
|------------------------------|--------|
| Cumulative Carry Over | 39.22 |
| Current O/U | 56.86 |
| | 147.57 |
| | 141.03 |

| Percentage of Hours | |
|---------------------|--------|
| % Actual | 37.35% |
| % Purchased | 37.07% |
| % Over/Under | 0.28% |
| | 38.64% |
| | 37.07% |
| | 1.57% |
| | 36.97% |
| | 37.07% |
| | -0.10% |

2018 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
BARRETT TOWNSHIP

| | Enforcement | | | | | | | | | | | | 2017 | | |
|-----------------------|-------------|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|------|-------|-----------|
| | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | YTD | March | Prior YTD |
| Total Calls | 87 | 52 | 84 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 223 | 92 | 229 |
| Complaints | 82 | 47 | 78 | | | | | | | | | | 207 | 89 | 208 |
| Accidents | 5 | 5 | 6 | | | | | | | | | | 16 | 3 | 21 |
| Criminal Arrests | 2 | 4 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 8 | 9 | 17 |
| Traffic Arrests | 20 | 20 | 25 | | | | | | | | | | 65 | 32 | 80 |
| Vehicle Code Warnings | 21 | 24 | 30 | | | | | | | | | | 75 | 35 | 72 |
| Ordinance Arrests | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Hours Breakdown | |
|-----------------|----------------------|
| Patrol | 173.33 211.62 305.87 |
| Investigation | 86.42 73.87 106.14 |
| Vascar | 0.00 3.93 5.89 |
| Court | 11.33 11.77 7.67 |
| Assigned | 155.60 155.53 176.93 |
| | 690.82 |
| | 266.43 |
| | 9.82 |
| | 30.77 |
| | 488.06 |

| Hours Actual vs Purchased | |
|---------------------------|----------------------|
| Total Actual Time | 426.68 456.72 602.50 |
| Hours Purchased | 549.06 495.94 549.06 |
| Hours Over/Under | -122.38 -39.22 53.44 |
| | 1485.90 |
| | 1594.06 |
| | -108.16 |

| Hours Over/Under Balance YTD | |
|------------------------------|-------------------------|
| Cumulative Carry Over | -111.63 |
| Current O/U | -234.01 -273.23 -219.79 |

| Percentage of Hours | |
|---------------------|---------------------|
| % Actual | 6.69% 7.93% 9.45% |
| % Purchased | 8.61% 8.61% 8.61% |
| % Over/Under | -1.92% -0.68% 0.84% |

2018 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

ASSISTS

| | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | YTD | 2017 | |
|--------------------------|-----|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|-----|-------|-----------|
| | | | | | | | | | | | | | | March | Prior YTD |
| Ambulance Assists | 43 | 37 | 35 | | | | | | | | | | 115 | 52 | 124 |
| Fire Assists | 15 | 9 | 10 | | | | | | | | | | 34 | 14 | 32 |
| Assist to other Agencies | 12 | 14 | 11 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 37 | 5 | 18 |
| Bethlehem Twsp. | | | 1 | | | | | | | | | | | | |
| PSP FernRidge | 2 | 2 | 1 | | | | | | | | | | | | |
| PSP Stroudsburg | 4 | 2 | 1 | | | | | | | | | | | | |
| Silver Springs Twsp. | | | 1 | | | | | | | | | | | | |
| Suffolk DA's Office | | | 1 | | | | | | | | | | | | |
| NYPD | | | 2 | | | | | | | | | | | | |
| Pocono Township | 1 | | 2 | | | | | | | | | | | | |
| SARP | 1 | 1 | 2 | | | | | | | | | | | | |
| Catasqua PD | 1 | 1 | | | | | | | | | | | | | |
| CRPD | | | | | | | | | | | | | | | |
| Fleetwood Borough | 1 | | | | | | | | | | | | | | |
| Kalahari Security | | | | | | | | | | | | | | | |
| Kidder Twsp PD | | | 1 | | | | | | | | | | | | |
| Monroe Cty Detectives | | | 1 | | | | | | | | | | | | |
| PSP Dunmore | | | 1 | | | | | | | | | | | | |
| PSP Lehighton | | | 1 | | | | | | | | | | | | |
| Scranton PD | | | 1 | | | | | | | | | | | | |
| South Londenderry Twsp | 1 | | | | | | | | | | | | | | |
| Toby State Park Rangers | 1 | | | | | | | | | | | | | | |
| Wayne Cty Detectives | | | | | | | | | | | | | | | |

MARCH 2018

| 1 Classification of Offenses PART II OFFENSES | 2 Offenses Reported or known to police (include unfounded and attempted) | 3 Unfounded, i.e. False or Baseless Complaints | 4 Number of Actual Offenses(Col. 2 minus Col. 3) Include Attempts | 5 Total Offenses Cleared by Arrest or Exceptional means Includes Col. 6 | 6 Number of Clearances Involving only Persons under 18 |
|--|--|--|---|---|--|
| 100. Forgery and Counterfeiting | | | - | | |
| 110. Fraud | 15 | | 15 | | |
| 120. Embezzlement | | | - | | |
| 130. Stolen Prop., Rec., Possess., Buying | 3 | | 3 | 2 | |
| 140. Vandalism | 7 | | 7 | 1 | |
| 150. Weapons, Carrying, Possess, etc. | 2 | | 2 | 1 | 1 |
| 160. Prostitution and Commercialized Vice | | | - | | |
| 170. Sex Offenses (except 02 and 160) | 5 | 1 | 4 | 4 | |
| 180. Drug Abuse Violations Total | 13 | - | 13 | 7 | - |
| Sale/mfg. 18A. Opium-Cocaine | | | - | | |
| 18B. Marijuana | 3 | | 3 | 1 | |
| 18C. Synthetic | | | - | | |
| 18D. Other | | | - | | |
| Possession 18E. Opium-Cocaine | 4 | | 4 | 3 | |
| 18 F. Marijuana | 6 | | 6 | 3 | |
| 18G. Synthetic | | | - | | |
| 18H. Other | | | - | | |
| 190. Gambling Total | - | - | - | - | - |
| 19A. Book Making | | | - | | |
| 19B. Numbers. Etc. | | | - | | |
| 19C. Other | | | - | | |
| 200. Offenses Against Family & Children | 16 | 4 | 12 | 7 | |
| 210. Driving Under the Influence | 11 | | 11 | 6 | |
| 220. Liquor Laws | 1 | | 1 | 1 | |
| 230. Drunkenness | 3 | | 3 | 3 | |
| 240. Disorderly Conduct | 54 | 4 | 50 | 43 | 2 |
| 250. Vagrancy | | | - | | |
| 260. All Other Offenses (except traffic) | 25 | 2 | 23 | 20 | 1 |
| TOTAL PART II OFFENSES | 155 | 11 | 144 | 95 | 4 |

**MONTHLY ACTIVITY REPORT
POCONO MOUNTAIN REGIONAL EMS**

March , 2018

TOTAL RESPONSE VOLUME

| <u>MUNICIPALITY</u> | CURENT YEAR | | LAST YEAR | | PERCENTAGE CHANGE | |
|-------------------------------------|-------------|-------------|------------|-------------|-------------------|--------------|
| | MONTH | YR TO DATE | MONTH | YR TO DATE | MONTH | YR TO DATE |
| BARRETT TWP | 61 | 144 | 30 | 112 | 103% | 29% |
| COOLBAUGH TWP | 230 | 807 | 203 | 654 | 13.3% | 23.4% |
| MT POCONO BORO | 48 | 148 | 46 | 136 | 4.3% | 8.8% |
| PARADISE TWP | 44 | 92 | 47 | 116 | -6.4% | -20.7% |
| PRICE TWP | 6 | 32 | 8 | 19 | -25.0% | 68.4% |
| TOBYHANNA TWP | 100 | 320 | 113 | 323 | -11.5% | -0.9% |
| TUNKHANNOCK TWP | 22 | 76 | 17 | 65 | 29.4% | 16.9% |
| TOTALS - INSIDE SERVICE AREA | 511 | 1619 | 464 | 1425 | 10.1% | 13.6% |
| <u>Outside Primary SVC Area</u> | | | | | | |
| CHESTNUT HILL TWP | 0 | 1 | 0 | 0 | #DIV/0! | #DIV/0! |
| EAST STROUDSBURG | 0 | 1 | 2 | 3 | -100.0% | -66.7% |
| HAMILTON | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |
| POCONO TWP | 13 | 55 | 13 | 40 | 0.0% | 37.5% |
| LEMAN | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |
| JACKSON TWP | 1 | 3 | 0 | 3 | #DIV/0! | 0.0% |
| PIKE COUNTY | 2 | 7 | 0 | 1 | #DIV/0! | 600.0% |
| POLK TWP | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |
| MIDDLE SMITHFIELD TWP. | 1 | 2 | 0 | 1 | #DIV/0! | 100.0% |
| STROUDSBURG BORO | 0 | 0 | 0 | 2 | #DIV/0! | -100.0% |
| ROSS TWP. | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |
| OUTSIDE MONROE CO | 3 | 8 | 0 | 0 | #DIV/0! | #DIV/0! |
| TOTAL OUTSIDE PRIMARY AREA | 20 | 77 | 15 | 50 | 33.3% | 54.0% |
| GRAND TOTAL | 531 | 1696 | 479 | 1475 | 10.9% | 15.0% |

TRANSPORTS 2 FOR WESTEND 5

**FOR BUSHKILL 2
RESPONSES BY OUTCOME**

| OUTCOME | CURENT YEAR | | LAST YEAR | | PERCENTAGE CHANGE | |
|-----------------------------|-------------|--------------|------------|--------------|-------------------|------------|
| | MONTH | YR TO DATE | MONTH | YR TO DATE | MONTH | YR TO DATE |
| PT TRANSPORTED | 360 | 1,060 | 316 | 999 | 14% | 6% |
| CARE TRANSFERRED /FLYS | 5 | 28 | 15 | 55 | -67% | -49% |
| ALS INTERCEPT | 5 | 15 | 8 | 21 | -38% | -29% |
| BLS ASSIST IN ALS TRANSPORT | 15 | 31 | 11 | 22 | 36% | 41% |
| CANCELED IN ROUTE | 60 | 154 | 41 | 122 | 46% | 26% |
| DECEASED ON ARRIVAL | 4 | 20 | 3 | 18 | 33% | 11% |
| FALSE CALL | 9 | 18 | 5 | 9 | 80% | 100% |
| NO PT FOUND | 0 | 6 | 6 | 16 | -100% | -63% |
| FIRE CALLS | 17 | 42 | 10 | 34 | 70% | 24% |
| POLICE STAND-BYS | 4 | 11 | 3 | 8 | 33% | 38% |
| LIFT ASSIST | 8 | 43 | 26 | 72 | -69% | -40% |
| NO TREATMENT REQUIRED | 0 | 33 | 2 | 17 | -100% | 94% |
| OTHER | 0 | 4 | 3 | 7 | -100% | -43% |
| PUBLIC ASSIST | 2 | 5 | 0 | 3 | #DIV/0! | 67% |
| REFUSAL /TRANSPORT | 7 | 72 | 51 | 142 | -86% | -49% |
| TREATMENT NO TRANSPORT | 53 | 136 | 19 | 50 | 179% | 172% |
| GRAND TOTAL | 549 | 1,678 | 519 | 1,595 | 6% | 5% |

SCRATCH-COVER CALLS

| CALLS COVERED BY | CURENT YEAR | | LAST YEAR | | PERCENTAGE CHANGE | |
|-------------------------|-------------|------------|-----------|------------|-------------------|--------------|
| | MONTH | YR TO DATE | MONTH | YR TO DATE | MONTH | YR TO DATE |
| THORNHURST | 0 | 0 | 0 | 0 | 0% | #DIV/0! |
| BUSHKILL | 3 | 5 | 1 | 3 | 100% | 66.7% |
| WEST END | 4 | 8 | 0 | 2 | 400% | 300.0% |
| ST LUKES | 12 | 36 | 7 | 17 | -200% | 111.8% |
| SUBURBAN | 3 | 3 | 2 | 5 | -100% | -40.0% |
| CARBON/LACAWANA/LUZERNE | 0 | 1 | 0 | 1 | 0% | 0.0% |
| TAD/ SAMARITAN | 0 | 0 | 0 | 2 | 0% | -100.0% |
| GRAND TOTAL | 22 | 53 | 10 | 30 | 200% | 76.7% |

ALS ASSIST TO OTHER UNITS

| UNITS RECEIVING ASSIST | CURENT YEAR | | LAST YEAR | | PERCENTAGE CHANGE | |
|--------------------------|-------------|------------|-----------|------------|-------------------|-------------|
| | MONTH | YR TO DATE | MONTH | YR TO DATE | MONTH | YR TO DATE |
| BUSHKILL AMBULANCE | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |
| ST LUKES | 1 | 1 | 0 | 0 | #DIV/0! | #DIV/0! |
| GOULDSBORO | 1 | 2 | 0 | 0 | #DIV/0! | #DIV/0! |
| LAKE HARMONY | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |
| MARSHALL CREEK STATION 5 | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |
| NEW FOUNDLAND/TAFTON | 1 | 3 | 0 | 0 | #DIV/0! | #DIV/0! |
| PROMISE LAND | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |
| THORNHURST | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |
| TAD/ SAMARITAN | 0 | 1 | 6 | 14 | -100% | -93% |
| WESTEND BLS | 0 | 0 | 2 | 3 | -100% | -100% |
| GRAND TOTAL | 3 | 7 | 8 | 17 | -63% | -59% |

BLS ASSTIST TO OTHER UNITS

| UNITS RECEIVING ASSIST | CURENT YEAR | | LAST YEAR | | PERCENTAGE CHANGE | |
|------------------------|-------------|------------|-----------|------------|-------------------|----------------|
| | MONTH | YR TO DATE | MONTH | YR TO DATE | MONTH | YR TO DATE |
| ST LUKES | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |
| GRAND TOTAL | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |

ALS ASSIST RECEIVED FROM OTHER UNITS

| UNITS PROVIDING ASSIST | CURENT YEAR | | LAST YEAR | | PERCENTAGE CHANGE | |
|------------------------|-------------|------------|-----------|------------|-------------------|------------|
| | MONTH | YR TO DATE | MONTH | YR TO DATE | MONTH | YR TO DATE |
| ST LUKES | 3 | 4 | 3 | 6 | 0% | -33% |
| WESTEND | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |
| SUBURBAN ALS | 0 | 1 | 1 | 1 | -100% | 0% |
| GRAND TOTAL | 3 | 5 | 4 | 3 | -25% | 67% |

BLS ASSIST RECEIVED FROM OTHER UNITS

| UNITS PROVIDING ASSIST | CURENT YEAR | | LAST YEAR | | PERCENTAGE CHANGE | |
|------------------------|-------------|------------|-----------|------------|-------------------|----------------|
| | MONTH | YR TO DATE | MONTH | YR TO DATE | MONTH | YR TO DATE |
| CENTRAL POCONO | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |
| THORNHURST | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |
| GRAND TOTAL | 0 | 0 | 0 | 0 | #DIV/0! | #DIV/0! |

Fire Company: Coolbaugh Twp. VFC

Month: March

Total Monthly Calls: 43

Total Calls YTD: 122

Total dispatched in Coolbaugh MTD: 39

Total dispatched in Coolbaugh YTD: 112

Total Mutual Aid Calls to Other Townships: 4

Total Man Hours (Calls) Month: 160

Total Man Hours (Calls) YTD: 575

Training Hours Month: 192

Training Hours YTD: 785

Total Man Hours Business Month: 423

Total Man Hours Business YTD: 1016

Total Hours MTD: 775

Total Hours YTD: 2376

Monthly Call Breakdown Report

| Call Type | # per Month |
|---|--------------------|
| Automatic Alarm | 15 |
| Dwelling Fire | 10 |
| Fire, other | |
| Extrication | 4 |
| Hazmat | 2 |
| Lift Assist/EMS Assist/ Medivac Landing | |
| Severe Weather | 2 |
| Odor Investigation - remove smoke | |
| Structure (Commercial) Fire | |
| Traffic Control Only | |
| Vegetation (Brush) Fire | |
| Vehicle Accident | 9 |
| Vehicle Fire | |
| Wires Down/ Tree on Wires/ Tree Across Road | |
| Special Type of incident | 1 |
| Total Calls per Month | 43 |
| Average #firefighters per call | 7 |

Please submit monthly call reports via mail, email or fax:

Coolbaugh Township Municipal Building

Attn: Erin Masker

5520 Municipal Drive

Tobyhanna, PA 18466

Email: emasker@coolbaughtwp.org

Fax: 570-894-8413

Monthly report due by the Wednesday before the meeting.

Fire Company: **Gouldsboro Vol Fire Co**

Month: **March 2018**

Total Monthly Calls: 20

Total Calls YTD: 45

Total dispatched in Coolbaugh MTD: **2**

Total dispatched in Coolbaugh YTD: **3**

Total Mutual Aid Calls to Other Townships: 6

Total Man Hours (Calls) Month: **57.5**

Total Man Hours (Calls) YTD: **156.5**

Training Hours Month: **105**

Training Hours YTD: **557**

Total Man Hours Business Month: **912**

Total Man Hours Business YTD: **2278**

Total Hours MTD: **1074.5**

Total Hours YTD: **2991.5**

Monthly Call Breakdown Report

| Call Type | # per Month |
|---|--------------------|
| Automatic Alarm | 1 |
| Dwelling Fire | |
| Fire, other | |
| Extrication | |
| Hazmat | |
| Lift Assist/EMS Assist/ Medivac Landing | |
| Mutual Aide | 6 |
| Odor Investigation - remove smoke | |
| Structure (Commercial) Fire | |
| Traffic Control Only | 1 |
| Vegetation (Brush) Fire | |
| Vehicle Accident | 4 |
| Vehicle Fire | |
| Wires Down/ Tree on Wires/ Tree Across Road | 5 |
| Special Type of incident | 3 |
| Total Calls per Month | 20 |

Average #firefighters per call: **5**

Please submit monthly call reports via mail, email or fax:

Coolbaugh Township Municipal Building

Attn: Erin Masker

5520 Municipal Drive

Tobyhanna, PA 18466

Email: emasker@coolbaughtwp.org

Fax: 570-894-8413

Monthly report due by the Wednesday before the meeting.

Fire Company: **THORNHURST**

Month: **MARCH 18**

Total Monthly Calls: **9**

Total Calls YTD: **29**

Total dispatched in Coolbaugh MTD: **0**

Total dispatched in Coolbaugh YTD: **3**

Total Mutual Aid Calls to Other Townships: **1**

Total Man Hours (Calls) Month: **32.5**
 Training Hours Month (In house): **101 MH**
 Total Man Hours Business Month: **577.5**
 Total Hours MTD: ~~711~~ **711**

Total Man Hours (Calls) YTD: **126.5**
 Training Hours YTD: **214**
 Total Man Hours Business YTD: **1028**
 Total Hours YTD: ~~1335~~ **1,368.5**

Monthly Call Breakdown Report

| Call Type | # per Month |
|---|-----------------------|
| Automatic Alarm | 1 |
| Dwelling Fire | 1 |
| Fire, other | |
| Extrication | |
| Hazmat | |
| Lift Assist/EMS Assist/ Medivac Landing | 3 |
| Mutual Aide | 1 MIA ASST GOULDSBORO |
| Odor Investigation - remove smoke | 1 |
| Structure (Commercial) Fire | |
| Traffic Control Only | 1 |
| Vegetation (Brush) Fire | |
| Vehicle Accident | 1 |
| Vehicle Fire | |
| Wires Down/ Tree on Wires/ Tree Across Road | |
| Special Type of Incident | SEARCH 1 |
| Total Calls per Month | 10 |

Average #firefighters per call: 4

Please submit monthly call reports via mail, email or fax:
 Coolbaugh Township Municipal Building
 Attn: Erin Masker
 5520 Municipal Drive
 Tobyhanna, PA 18466

Email: emasker@coolbaughtwp.org

Fax: 570-894-8413

Monthly report due by the Wednesday before the meeting.

REVISED:
 TOTAL HOURS MTD + YTD
 BUSINESS SAME

**THORNHURST VOLUNTEER FIRE & RESCUE COMPANY
BUSINESS MANHOURS MARCH 2018**

Meetings:

Auxiliary Business Meeting: 10.0 MH
Fire Business Meeting: 30 MH
DCNR Dinner: 5.0 MH
Coolbaugh Township Meeting: 1.5 MH
Thornhurst Township Meeting: 1.5 MH
Mutual Aid Meeting: 4.0 MH
Truck Committee Meeting: 5.0 MH
TOTAL: 57 MH

Community: Kids Easter Party: 133.5 MH
Community: "Bowling for the Brave": 26 MH
Equipment Maintenance: 61.5 MH
Fundraise: Fish Fry: 101.5 MH
Fire Work: 5.0 MH
Fire Police: 6.0 MH
Shelter: March 4th & 5th: 187.0 MH
Treasurer: 29 MH
Secretary: 26 MH
TOTAL: 575.5 MH

TOTAL BUSINESS MANHOURS: 577.5

Training:

Ambulance Training: 2.0 MH
Dive Training: 43 MH
Fire Training: 56 MH
TOTAL: 101 MH

| | Visits | Total Circs | Computer Uses | WI-Fi |
|----------------------|--------------|---------------|---------------|--------------|
| 2,018 | | | | |
| January | 1,999 | 3,619 | 472 | 452 |
| February | 2,285 | 3,972 | 433 | 556 |
| March | 2,297 | 4,213 | 420 | 508 |
| April | | | | |
| May | | | | |
| June | | | | |
| July | | | | |
| August | | | | |
| September | | | | |
| October | | | | |
| November | | | | |
| December | | | | |
| CURRENT TOTAL | 6,581 | 11,804 | 1,325 | 1,516 |

| | Visits | Total Circs | Computer Uses | WI-Fi |
|----------------------|---------------|---------------|---------------|--------------|
| 2,017 | | | | |
| January | 2,472 | 1,488 | 508 | 224 |
| February | 2,626 | 4,284 | 711 | 228 |
| March | 2,997 | 4,174 | 604 | 396 |
| April | 2,987 | 3,671 | 651 | 384 |
| May | 4,015 | 5,050 | 718 | 906 |
| June | 4,043 | 5,149 | 763 | 380 |
| July | 4,338 | 5,879 | 756 | 610 |
| August | 4,938 | 6,712 | 768 | 744 |
| September | 3,709 | 5,384 | 681 | 804 |
| October | 3,491 | 5,032 | 655 | 676 |
| November | 3,621 | 4,607 | 469 | 576 |
| December | 1,740 | 3,293 | 431 | 432 |
| CURRENT TOTAL | 40,977 | 54,723 | 7,715 | 6,360 |

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**COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS AND BALANCES REPORT
APRIL 17, 2018**

| DATE | CK # | ITEM | AMOUNT | |
|-----------|------|----------------------------|-----------|----------------------|
| 4/11/2018 | | Payroll | | \$ 30,000.00 |
| 4/12/2018 | 4172 | Ray Price of the Poconos | 23,207.00 | |
| 4/17/2018 | | General Fund | | 164,771.37 |
| | | Total General Fund | | 217,978.37 |
| 4/17/2018 | | Escrow Fund | | 17,962.50 |
| 4/17/2018 | | Sewer Fund | | 8,790.85 |
| | | Total Disbursements | | \$ 244,731.72 |



TRIAL BALANCE AS OF APRIL 17, 2018

| | | | |
|--------------------------------|---------------------|--------------------------------------|---------------------|
| General Fund Checking | 1,070,035.70 | Emerg. Services Fund Money Market | 147,188.18 |
| Fire Tax/Coolbaugh Twp VFD | 241,848.67 | Emerg. Services Fund Checking | 21,405.52 |
| Fire Tax/Gouldsboro VFD | 21,256.02 | Total Emergency Services Fund | 168,593.70 |
| Fire Tax/Thornhurst VFD | 20,186.80 | Liquid Fuels Fund Checking | 705,515.25 |
| Fire Tax/Tobyhanna Twp. VFD | 51.40 | Escrow Fund Checking | 206,519.26 |
| Payroll Checking | 4,860.26 | Escrow Fund Clarius Checking | 433,494.59 |
| Rainy Day Fund Savings | 931,952.07 | Total Escrow Fund | 640,013.85 |
| Total General Fund | 2,290,190.92 | | |
| Sewer Fund Checking | 11,512.82 | | |
| Sewer PennVest Checking | 76.62 | Total all Funds | 3,829,845.71 |
| Total Sewer Fund | 11,589.44 | | |
| Capital Projects Fund Checking | 13,942.55 | | |

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<<<<List of Bills - (01101000) GENERAL FUND CHECKING<<<<
<<<< GENERAL FUND <<

| Check# | Vendor | Description | Payment | Check Total |
|--------|--|---|------------|-------------|
| 4172 | 1105 - ABLE AUTO SERVICE, INC. | PO 14466 20060GMC BULBS | 39.62 | |
| | | PO 14476 INSPECTION 2004 FORD EXCURSION | 35.00 | 74.62 |
| 4173 | 819 - ALAN ISLER | PO 14496 TAX REFUND | 29.88 | 29.88 |
| 4174 | 1258 - AM TRUST NORTH AMERICA | PO 14455 WORKERS COMP | 7,187.00 | 7,187.00 |
| 4175 | 1059 - BILL'S SHOPRITE | PO 14479 FUEL | 72.21 | 72.21 |
| 4176 | 5 - CARGILL, INCORPORATED | PO 14463 ICE CONTROL | 2,816.75 | 2,816.75 |
| 4177 | 1204 - CHEM-DRY OF THE POCONOS | PO 14516 CARPETS IN BASEMENT/FRONT SEAT ZONI | 315.00 | 315.00 |
| 4178 | 1240 - CINTAS CORPORATION | PO 14464 MATS/UNIFORMS | 80.54 | |
| | | PO 14503 UNIFORMS | 65.45 | |
| | | PO 14504 MATS | 163.09 | 309.08 |
| 4179 | 199 - COOLBAUGH TWP. VOL. FIRE CO. | PO 14502 DONATION 2018 | 114,000.00 | 114,000.00 |
| 4180 | 1120 - COUNTY WASTE | PO 14484 PARK TRASH REMOVAL | 174.00 | |
| | | PO 14485 DPW | 174.00 | |
| | | PO 14490 MUNICIPAL CENTER/TRASH REMOVAL | 174.00 | |
| | | PO 14507 RECYCLING CENTER | 1,298.00 | 1,820.00 |
| 4181 | 1 - CRAMERS HOME BUILDING CENTERS | PO 14482 ROOF MISSING SHINGLES/HISTORIAL BLD | 79.96 | 79.96 |
| 4182 | 8 - D.G. NICHOLAS CO. | PO 14471 WIPER BLADES/SILICONE SPRAY | 74.48 | 74.48 |
| 4183 | 13 - DEVELOPMENTAL EDUCATION SERVICES | PO 14491 RECYCLING | 16.00 | 16.00 |
| 4184 | 151 - E.M. KUTZ, INC. | PO 14473 CHAINWHEEL ASSY 2012 INT'L | 396.00 | |
| | | PO 14474 CHAINWHEEL HELMET 2012 INT'L | 51.00 | 447.00 |
| 4185 | 919 - FIDELITY SECURITY LIFE INSURANCE/EY | PO 14481 EYE-MED | 258.82 | 258.82 |
| 4186 | 1019 - FORD CREDIT DEPT 67-434 | PO 14489 2014 FORD F350 APRIL | 1,028.77 | 1,028.77 |
| 4187 | 1293 - GIANT FLOOR & WALL COVERING | PO 14499 CARPET/FOR COURT | 8,009.00 | 8,009.00 |
| 4188 | 806 - GILMORE & ASSOCIATES | PO 14478 196 COUNTRY PLACE | 1,897.25 | 1,897.25 |
| 4189 | 1064 - GREEN POND NURSERY INC | PO 14517 CERTIFIED PLAYGROUND | 819.00 | 819.00 |
| 4190 | 48 - H. CLARK CONNOR | PO 14509 PLANNING COMMISSION MEETING | 480.00 | 480.00 |
| 4191 | 54 - H.A. BERKHEIMER, INC. | PO 14483 LST COMMISSION | 8.40 | |
| | | PO 14512 LST COMMISSION | 59.00 | 67.40 |
| 4192 | 1112 - JOSEPH W. ROGAN | PO 14501 A. ORTIZ SERVED | 75.00 | 75.00 |
| 4193 | 891 - LOWE'S | PO 14497 CHURCH/COURT/GARAGE/BASEMENT-- REPAI | 821.13 | 821.13 |
| 4194 | 183 - NORTHEAST SIGNAL & ELECTRIC CO., INC | PO 14487 196 COUNTRY PLACE | 305.22 | 305.22 |
| 4195 | 452 - OFFICE DEPOT | PO 14508 SUPPLIES | 11.39 | 11.39 |
| 4196 | 81 - P P & L | PO 14470 STREET LIGHTS | 1,125.00 | |
| | | PO 14475 84771-32002 507 SIGNAL LIGHTS | 30.95 | |
| | | PO 14510 49924-86007 IND'L PARK DR. | 79.70 | 1,235.65 |
| 4197 | 1021 - PAPCO | PO 14467 FUEL | 5,154.92 | 5,154.92 |
| 4198 | 87 - PENNSYLVANIA ONE CALL SYSTEM, INC. | PO 14493 CBT/FAX | 137.15 | 137.15 |
| 4199 | 1113 - PEOPLES SECURITY BANK & TRUST | PO 14518 ADOBE/MSFT/CALL-EM ALL/CROCKPOT/BAT | 491.41 | 491.41 |
| 4200 | 430 - POCONO ACE HARDWARE | PO 14461 HANGER STORAGE | 7.18 | 7.18 |
| 4201 | 95 - POCONO RECORD | PO 14495 ADV/MAINT WORKER/DPW WORKER | 391.76 | 391.76 |
| 4202 | 206 - PSATS | PO 14506 TESTING | 60.00 | 60.00 |
| 4203 | 102 - RELIABLE SIGN AND STRIPING, INC. | PO 14513 STREET SIGNS HEMLOCK/COOLBAUGH/7 MI | 182.85 | 182.85 |
| 4204 | 1203 - RUSSELL R. KRESGE JR. | PO 14498 ESCROW/ALDI/AIRPORT/2018 PAVING/DUN | 2,149.00 | 2,149.00 |
| 4205 | 104 - S & H SUPPLY CO., INC. | PO 14465 ZIPTIES FOR PARK TARP | 41.01 | 41.01 |
| 4206 | 105 - S & S TOOLS & SUPPLIES | PO 14514 SOCKET/NUTS/LOCK WASH/BOLTS | 271.48 | 271.48 |
| 4207 | 1046 - SCOTT'S SIGNS PRINTING | PO 14472 NAMEPLATE | 23.00 | 23.00 |
| 4208 | 623 - SERVICE TIRE TRUCK CENTERS | PO 14457 FLAT TIRE REPAIR LOADER | 289.90 | |
| | | PO 14458 TIRE 2011 FORD 550 | 1,032.04 | |
| | | PO 14459 REPAIR 2014 FORD 350 | 1,186.86 | |
| | | PO 14488 NEW VOLVO BLIZZARD STORM REPAIR 10H | 531.94 | 3,040.74 |
| 4209 | 801 - STIFF OIL CO. | PO 14515 HEATING FUEL DPW | 2,861.99 | 2,861.99 |
| 4210 | 120 - SUNDANCE NETWORKS INC. | PO 14477 PERMIT MANAGER | 165.50 | 165.50 |
| 4211 | 31 - THYSSENKRUPP ELEVATOR CORP. | PO 14468 4/1-4/30/2018 MAINT | 287.45 | 287.45 |
| 4212 | 756 - UGI Utilities | PO 14456 MUNICIPAL CENTER | 3,247.28 | |
| | | PO 14460 GARAGE | 317.03 | |
| | | PO 14469 FIRE HYDRANTS | 1,361.28 | 4,925.59 |
| 4213 | 929 - UNITED CONCORDIA LIFE & HEALTH | PO 14494 DENTAL APRIL | 1,774.34 | 1,774.34 |
| 4214 | 930 - WILKES-BARRE MATERIALS | PO 14480 COLD PATCH | 555.39 | 555.39 |

TOTAL

164,771.37

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<<<<List of Bills - (01101000) GENERAL FUND CHECKING<<<<
 <<<< GENERAL FUND <<

<<<< Summary By Account

| Check# | Vendor | Description | Payment | Check Total |
|--------|--------|-------------|---------|-------------|
|--------|--------|-------------|---------|-------------|

| ACCOUNT | DESCRIPTION | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT< |
|-------------------|--------------------------------|-------------------|--------------|---------------|-------------------|
| 01.101.000 | GENERAL FUND CHECKING | | | 0.00 | 164,771.37 |
| 01.400.000 | GENERAL GOV'T | 1,538.97 | | | |
| 01.403.000 | TAX COLLECTION | 97.28 | | | |
| 01.404.000 | LAW | 1,897.25 | | | |
| 01.405.000 | MUNICIPAL OFFICE | 391.76 | | | |
| 01.409.000 | BUILDING & PLANTS | 15,182.31 | | | |
| 01.411.000 | FIRE | 115,361.28 | | | |
| 01.414.000 | ZONING OFFICE | 100.08 | | | |
| 01.419.000 | PLANNING COMMISSION | 480.00 | | | |
| 01.427.000 | SOLID WASTE COLLECTION / DISPO | 1,298.00 | | | |
| 01.430.000 | DPW-HIGHWAYS ROADS STREETS | 10,855.72 | | | |
| 01.432.000 | DPW-SNOW & ICE REMOVAL | 2,816.75 | | | |
| 01.433.000 | DPW-TRAFFIC SIGNS STREET SIGN | 598.72 | | | |
| 01.437.000 | DPW-REPAIR OF TOOLS & MACHINER | 3,631.86 | | | |
| 01.438.000 | DPW-HIGHWAY REPAIR & MAINT | 555.39 | | | |
| 01.454.000 | PARKS | 1,034.01 | | | |
| 01.486.000 | INSURANCE | 7,187.00 | | | |
| 01.487.000 | EMPLOYEE BENEFITS | 1,744.99 | | | |
| TOTALS FOR | GENERAL FUND | 164,771.37 | 0.00 | 0.00 | 164,771.37 |

Total to be paid from Fund 01 GENERAL FUND

164,771.37

 164,771.37

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<<<<List of Bills - (85101000) ESCROW FUND CHECKING<<

<<<< ESCROW <<

<<<<

| Check# | Vendor | Description | Payment | Check Total |
|--------|------------------------------|--|-----------|-------------|
| 1142 | 1203 - RUSSELL R. KRESGE JR. | PO 14498 ESCROW/ALDI/AIRPORT/2018 PAVING/DUN | 1,962.50 | 1,962.50 |
| 1143 | 1295 - TANGZAY BURNEY STOKES | PO 14500 FIRE ESCROW RETURN | 16,000.00 | 16,000.00 |
| TOTAL | | | | 17,962.50 |

< Summary By Account

| ACCOUNT | DESCRIPTION | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT< |
|------------|-------------------------------------|------------|--------------|---------------|-----------|
| 85.101.000 | ESCROW FUND CHECKING | | | 0.00 | 17,962.50 |
| 85.250.013 | TANGZAY BURNEY STOKES | | | 16,000.00 | |
| 85.250.045 | DUNKIN DONUTS | | | 848.50 | |
| 85.250.270 | POCONO MT MUNICIPAL AIRPORT | | | 250.00 | |
| 85.250.272 | CLARIUS PARTNERS (ARCADIA N, LOT 2) | | | 312.00 | |
| 85.250.308 | DOLLAR GENERAL SITE DEVELOPMENT | | | 40.00 | |
| 85.250.320 | ALDI INC. | | | 512.00 | |
| TOTALS FOR | ESCROW | 0.00 | 0.00 | 17,962.50 | 17,962.50 |

Total to be paid from Fund 85 ESCROW

17,962.50
 =====
 17,962.50

<<<<List of Bills - (08101000) CHECKING<<

<<<< SEWER FUND <<

<<<<

| Check# | Vendor | Description | Payment | Check Total |
|--------|--|------------------------------------|----------|-------------|
| 2003 | 1120 - COUNTY WASTE | PO 14492 WWTP/TRASH REMOVAL | 98.00 | 98.00 |
| 2004 | 520 - K.L. FULFORD ASSOCIATES, INC | PO 14462 WWTP PLANT OPERATION | 5,800.00 | 5,800.00 |
| 2005 | 699 - MAIN POOL & CHEMICAL CO | PO 14505 ALUMINUM SULFATE SOLUTION | 576.10 | 576.10 |
| 2006 | 232 - MECHANICAL SERVICE COMPANY | PO 14511 PUMP STA GENERATOR | 1,430.95 | 1,430.95 |
| 2007 | 160 - NORTHEAST CHEMICAL& SUPPLY CO., INC. | PO 14486 SODA ASH | 885.80 | 885.80 |
| TOTAL | | | | 8,790.85 |

< Summary By Account

| ACCOUNT | DESCRIPTION | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT< |
|------------|---------------------------|------------|--------------|---------------|----------|
| 08.101.000 | CHECKING | | | 0.00 | 8,790.85 |
| 08.429.125 | CONTRACT SERVICE PLANT | 5,800.00 | | | |
| 08.429.200 | SUPPLIES | 1,461.90 | | | |
| 08.429.374 | MAINT/REPAIR EQUIPMENT | 1,430.95 | | | |
| 08.429.453 | CONTRACTED SERVICE -TRASH | 98.00 | | | |
| TOTALS FOR | SEWER FUND | 8,790.85 | 0.00 | 0.00 | 8,790.85 |

Total to be paid from Fund 08 SEWER FUND

8,790.85

8,790.85