



COOLBAUGH TOWNSHIP
MUNICIPAL CENTER
5520 MUNICIPAL DRIVE, TOBYHANNA, PA. 18466
(570) 894-8490 * FAX (570) 894-8413
WWW.COOLBAUGHTWP.ORG

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION AGENDA
December 4, 2018, 6:00PM

1. Review of the Code of Ethics and Conduct Applicable to All Elected and Appointed Officials of the Township
2. Other Business
3. Public Input



**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

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(570) 894-8490 * FAX (570) 894-8413
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**Coolbaugh Township Board of Supervisors
Public Hearing
December 4, 2018, 6:30pm**

Roll Call

BOARD OF SUPERVISORS

___ **B. Weimer** ___ **T. Lamantia** ___ **A. Ruiz-Smith** ___ **C. Colgan** ___ **L. Kelly**
___ **Solicitor Armstrong** ___ **E. Masker**

1. Public Hearing:- Comments on Ordinance #131- 2018: Amending the Coolbaugh Township Zoning Ordinance at Chapter 27 of the Code of Ordinances of Coolbaugh Township by Adding Travels Plazas as a Principal Permitted by Right Use within the I Industrial Zoning District
2. Public Hearing- Comments on Ordinance #132-2018: Amending the Official Zoning Map of Coolbaugh Township by Rezoning the Parcel Identified as Monroe County Tax Code No. 03/6/1/8-1 And Property Identification No. 03635600551425 From C-2 Office Park to I Industrial
3. Closing of the Hearing

1

LEGAL NOTICE

Notice is hereby given that the Coolbaugh Township Board of Supervisors will hold a public hearing on December 4, 2018 at 6:30 p.m., at the Coolbaugh Township Municipal Building, 5520 Municipal Drive, Tobyhanna, Pennsylvania 18466, to receive public comment and to consider and possibly adopt an ordinance, of which this notice is a summary, amending the Coolbaugh Township Official Zoning Map, as contained within the Coolbaugh Township Zoning Ordinance, as amended, by rezoning Monroe County Tax Code No. 03/6/1/8-1, Property Identification No. 03635600551425, from C-2 Office Park to I Industrial. The title of the proposed ordinance is as follows:

AN ORDINANCE OF COOLBAUGH TOWNSHIP, MONROE COUNTY, PENNSYLVANIA, AMENDING THE OFFICIAL ZONING MAP OF COOLBAUGH TOWNSHIP BY REZONING THE PARCEL IDENTIFIED AS MONROE COUNTY TAX CODE NO. 03/6/1/8-1 AND PROPERTY IDENTIFICATION NO. 03635600551425 FROM C-2 OFFICE PARK TO I INDUSTRIAL.

Notice is further given that the Coolbaugh Township Board of Supervisors will also hold a public hearing on December 4, 2018 at 6:30 P.M. at the above-referenced location, to receive public comment and to consider and possibly adopt an ordinance, of which this notice is a summary, amending the Code of Ordinances of Coolbaugh Township, Chapter 27, Zoning, by adding Travel Plazas as a principal permitted by right use in the Schedule of Uses for the I Industrial Zoning District, as referenced in Section 27-404.1 of the Coolbaugh Township Zoning Ordinance. The title of the proposed ordinance is as follows:

AN ORDINANCE AMENDING THE COOLBAUGH TOWNSHIP ZONING ORDINANCE AT CHAPTER 27 OF THE CODE OF ORDINANCES OF COOLBAUGH TOWNSHIP BY ADDING TRAVEL PLAZAS AS A PRINCIPAL PERMITTED BY RIGHT USE WITHIN THE I INDUSTRIAL ZONING DISTRICT.

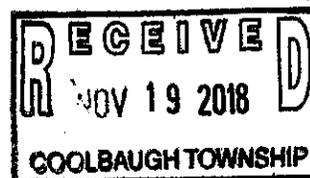
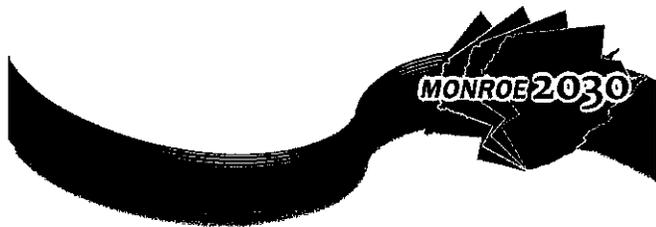
Notice is further given that the Coolbaugh Township Board of Supervisors will also hold a public hearing on December 4, 2018 at 6:30 P.M. at the above-referenced location, to receive public comment and to consider and possibly adopt an ordinance, of which this notice is a summary, amending Section 222 of Chapter 1, Part 2C, Parks and Recreation Commission, of the Code of Ordinances of Coolbaugh Township, by decreasing the membership of the Parks and Recreation Commission from seven (7) to five (5) members. The title of the proposed ordinance is as follows:

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF COOLBAUGH TOWNSHIP AT CHAPTER 1, PART 2C, PARKS AND RECREATION COMMISSION, SECTION 222, COMPOSITION AND

**APPOINTMENT, BY DECREASING THE MEMBERSHIP OF THE
PARKS AND RECREATION COMMISSION TO FIVE (5) MEMBERS.**

Copies of the full text of the above-referenced ordinances are available for review at the Township offices, the Monroe County Law Library, and the offices of this newspaper during normal business hours. All interested parties are invited to attend the above-referenced public hearings.

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
5520 Municipal Drive
Tobyhanna, Pennsylvania 18466



MONROE COUNTY PLANNING COMMISSION

November 14, 2018

Erin Masker, Administrative Assistant
Coolbaugh Township
5520 Municipal Drive
Tobyhanna, PA 18466

*ADMINISTRATIVE CENTER
1 Quaker Plaza, Room 106
Stroudsburg, PA 18360-2169
Phone: 570-517-3100
Fax: 570-517-3858
mcpc@monroecountypa.gov
www.monroecountypa.gov*

Re: Industrial District Schedule of Uses: Travel Plazas
Zoning Amendment
Coolbaugh Township
MCPC review #163-18

Dear Ms. Masker:

The above cited amendment was reviewed by Eric Koopman, Lead Senior Planner on behalf of the Monroe County Planning Commission. You will find his comments enclosed. Should you have any special concerns regarding these comments, please contact us immediately.

All comments are preliminary and will be acted upon by the Planning Commission at its regular meeting on December 11, 2018 at 5:00 p.m. at the Monroe County Administrative Center. This action is in keeping with the Planning Commission's review policy and allows the municipalities and other interested parties to respond to the review comments before the Planning Commission's public meeting.

If these comments are not amended and are found to be acceptable by the Board at the next meeting, they should be considered to be approved as enclosed.

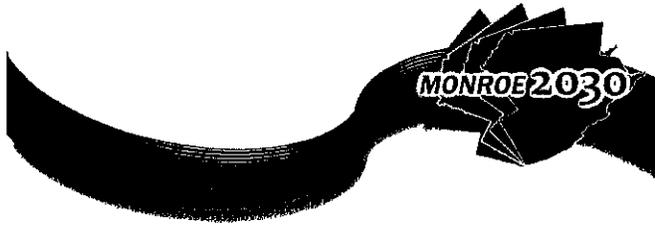
If you have any questions or if we can be of further service to you, please feel free to contact me.

Sincerely yours,

A handwritten signature in black ink that reads "Christine Meinhart-Fritz". The signature is written in a cursive, flowing style.

Christine Meinhart-Fritz
Director

CMF/ek



MONROE COUNTY PLANNING COMMISSION

TO: Christine Meinhart-Fritz, Director

FROM: Eric Koopman, Lead Senior Planner *EKS*

DATE: November 14, 2018

SUBJECT: Industrial District Schedule of Uses: Travel Plazas
Zoning Amendment
Coolbaugh Township
MCPC review #163-18

ADMINISTRATIVE CENTER
1 Quaker Plaza, Room 106
Stroudsburg, PA 18360-2169
Phone: 570-517-3100
Fax: 570-517-3858
mcpc@monroecountypa.gov
www.monroecountypa.gov

The Township of Coolbaugh is proposing an amendment to its zoning ordinance. Specifically, the amendment proposes to allow 'Travel Plazas' as a permitted use by right within the Industrial (I) zoning district. Aside from this, no other changes are proposed.

The above mentioned zoning amendment has been reviewed on the basis of generally accepted planning principles and the provisions set forth by the Pennsylvania Municipalities Planning Code (PMPC), as amended. The following comments are offered:

1. The proposed ordinance amendment is generally consistent with the PMPC, Act 247 of 1968, as amended, in terms of following required procedures.
2. Currently, Travel Plazas are only permitted within the Convenience Commercial (C-1) district as a special exception use. The Township should consider requiring special exception approval in the Industrial (I) district as well.
3. Currently, there are no additional regulations for the specific use of 'Travel Plazas.' In order to mitigate any potential conflicts this use may have within industrial areas, it is suggested that the Township consider incorporating additional regulations within Part 8 'Standards for Specific Uses' of the zoning ordinance. Issues that should be considered include pump safety, commercial vehicle accessibility, and lighting and signage standards (particularly within Airport Hazard Zones).
4. According to the Coolbaugh, Tobyhanna, Tunkhannock Township, and Mount Pocono Borough Regional Comprehensive Plan, June 2005, Industrial zones are intended to provide for manufacturing and related activities. This includes integrated office and industrial parks, and while Travel Plazas are not included in this description, it should be noted that the non-residential and commercial character of the use could be considered generally consistent with the intent of the district.

**BOARD OF SUPERVISORS OF
THE TOWNSHIP OF COOLBAUGH
MONROE COUNTY, PENNSYLVANIA**

ORDINANCE NO. 131-2018

AN ORDINANCE AMENDING THE COOLBAUGH TOWNSHIP ZONING ORDINANCE AT CHAPTER 27 OF THE CODE OF ORDINANCES OF COOLBAUGH TOWNSHIP BY ADDING TRAVEL PLAZAS AS A PRINCIPAL PERMITTED BY RIGHT USE WITHIN THE I INDUSTRIAL ZONING DISTRICT.

WHEREAS, Coolbaugh Township has previously ordained and enacted an ordinance entitled the Coolbaugh Township Zoning Ordinance; and

WHEREAS, the Board of Supervisors of Coolbaugh Township believes that it is in the best interest of the Township and the residents of the Township to amend the Coolbaugh Township Zoning Ordinance by permitting Travel Plazas within the I Industrial Zoning District as a principal permitted by right use.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Board of Supervisors of Coolbaugh Township, Monroe County, Pennsylvania, that Chapter 27, Zoning, of the Coolbaugh Township Code of Ordinances is hereby amended as follows:

ARTICLE I.

Chapter 27, Zoning, of the Coolbaugh Township Code of Ordinances is hereby amended by adding Travel Plazas as a principal permitted by right use in the Schedule of Uses for the I Industrial District, as referenced in Section 27-404.1 of the Coolbaugh Township Zoning Ordinance, as follows:

**SCHEDULE OF USES
I INDUSTRIAL DISTRICT**

PRINCIPAL PERMITTED USES

- Travel Plazas.

ARTICLE II. SEVERABILITY.

It is hereby declared to be the legislative intent that if a court of competent jurisdiction declares any provisions of this Ordinance to be invalid or ineffective in whole or in part, the effect of such decision shall be limited to those provisions which are expressly stated in the decision to be invalid or ineffective, and all other provisions of this Ordinance shall continue to be separately and fully effective. The Board of Supervisors hereby declares that it would have

passed this Ordinance and each section or part thereof, other than any part declared invalid, if it had advance knowledge that any part would be declared invalid.

ARTICLE III. REPEALER.

All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed.

ARTICLE IV. EFFECTIVE DATE.

This Ordinance shall become effective five (5) days after enactment.

DULY ENACTED AND ORDAINED this ____ day of _____ 2018, by the Board of Supervisors of Coolbaugh Township, Monroe County, Pennsylvania, in lawful session duly assembled.

Board of Supervisors of Coolbaugh Township

By: _____
William Weimer, Chairman

By: _____
Anthony Lamantia, Vice-Chairman

By: _____
Lynn Kelly, Supervisor

By: _____
Clare Colgan, Supervisor

By: _____
Alma I. Ruiz-Smith, Supervisor

ATTEST:

Erin Masker, Township Secretary

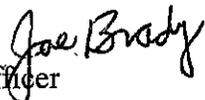
[TOWNSHIP SEAL]

2

Coolbaugh Township
Zoning Office

11/21/2018

TO: Ms. Erin Masker
Township Secretary/Administrative Assistant

From: Joe Brady 
Zoning Officer

RE: Posting of Parcel Tax Map No. 03635600551425

Please see the attached E-Mail from Mr. Thomas Keane stating that he posted the above mentioned parcel of lands with the attached Legal Notice.

I also posted the attached notice on the Bulletin Board in the Office of the Airport. On November 19, 2018 at approximately 1145AM.

Cc Mr. Tomas Keane

Joseph Brady

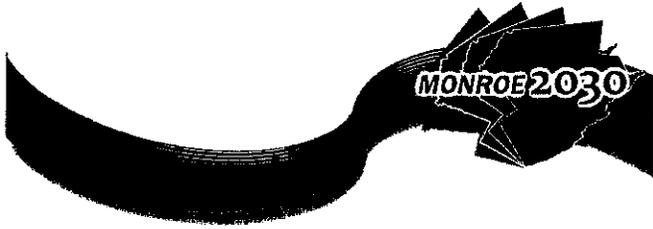
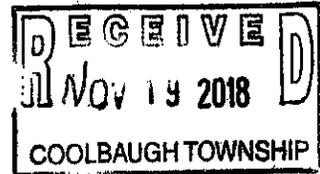
From: Tomas Keane
Sent: Tuesday, November 20, 2018 10:57 AM
To: Joseph Brady
Subject: Airport Posting

Joe

I posted the Airport property at 10.30 am on November 20th in 2 locations. One on a "No Trespassing" sign which is the southerly most point of the property and I installed a metal post on the northern most point and posted there also. Both locations seem to be temporary entrance/exit from the property. Both are clearly visible from Memorial Blvd.

Sincerely

Tomas Keane
Code Enforcement/Zoning/Right to Know
5520 Municipal Dr
Tobyhanna, PA 18466
Phone (570) 894-8763 Ext # 4
Fax (570) 894-8413
www.coolbaughtwp.org



MONROE COUNTY PLANNING COMMISSION

November 14, 2018

Erin Masker, Administrative Assistant
Coolbaugh Township
5520 Municipal Drive
Tobyhanna, PA 18466

ADMINISTRATIVE CENTER
1 Quaker Plaza, Room 106
Stroudsburg, PA 18360-2169
Phone: 570-517-3100
Fax: 570-517-3858
mcpc@monroecountypa.gov
www.monroecountypa.gov

Re: Zoning Map Amendment
Coolbaugh Township
MCPC review #162-18

Dear Ms. Masker:

The above cited amendment was reviewed by Eric Koopman, Lead Senior Planner on behalf of the Monroe County Planning Commission. You will find his comments enclosed. Should you have any special concerns regarding these comments, please contact us immediately.

All comments are preliminary and will be acted upon by the Planning Commission at its regular meeting on December 11, 2018 at 5:00 p.m. at the Monroe County Administrative Center. This action is in keeping with the Planning Commission's review policy and allows the municipalities and other interested parties to respond to the review comments before the Planning Commission's public meeting.

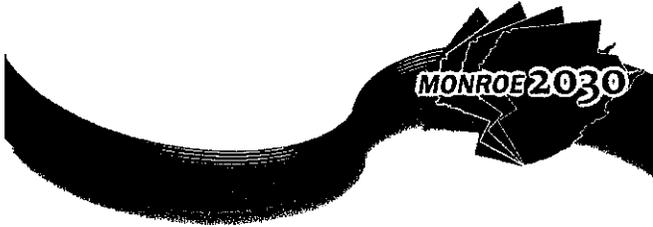
If these comments are not amended and are found to be acceptable by the Board at the next meeting, they should be considered to be approved as enclosed.

If you have any questions or if we can be of further service to you, please feel free to contact me.

Sincerely yours,

Christine Meinhart-Fritz
Director

CMF/ek



MONROE COUNTY PLANNING COMMISSION

TO: Christine Meinhart-Fritz, Director
FROM: Eric Koopman, Lead Senior Planner *EJK*
DATE: November 14, 2018
SUBJECT: Zoning Map Amendment
Coolbaugh Township
MCPC review #162-18

ADMINISTRATIVE CENTER
1 Quaker Plaza, Room 106
Stroudsburg, PA 18360-2169
Phone: 570-517-3100
Fax: 570-517-3858
mcpc@monroecountypa.gov
www.monroecountypa.gov

The Township of Coolbaugh is proposing an amendment to its zoning map. The proposed amendment concerns approximately 10.66 acres located on the easterly side of State Route 611, approximately 300 feet south of its intersection with Corporate Center Drive. The parcel in question is to be rezoned from Office Park (C-2) to Industrial (I).

The above mentioned zoning map amendment has been reviewed on the basis of generally accepted planning principles and the provisions set forth by the Pennsylvania Municipalities Planning Code (PMPC), as amended. The following comments are offered:

It should be noted that the land owner of the parcel in question had previously petitioned the Township for the same zoning map amendment. Comments made in that review are as follows:

1. The proposed ordinance amendment is generally consistent with the PMPC, Act 247 of 1968, as amended, in terms of following required procedures.
2. As noted by the petitioner, the property in question is directly in line with the takeoff and landing paths for an airport runway, and development is limited by FAA standards. The applicant claims rezoning the property to Industrial would expand options for development and improve business viability. This appears reasonable.
3. According to the Coolbaugh, Tobyhanna, Tunkhannock Township, and Mount Pocono Borough Regional Comprehensive Plan, June 2005, this site is located in a Business Development Zone within a Designated Growth Area, as indicated by the future land use map. The intent of the Business Development Zone is to support office, light manufacturing, and related uses. Land uses permitted within Industrial zoning districts generally overlap with the intended uses as prescribed in the Future Land Use Map.
4. The proposed amendments are generally consistent with the Monroe 2030 Comprehensive Plan Update, December 2014 in terms of promoting redevelopment opportunities attracting new businesses.

5. It should be noted that this zoning map amendment is being proposed concurrently with a zoning amendment that would permit Travel Plazas by right within the Industrial (I) zoning district. If the intent of these amendments is to permit a Travel Plaza on the property, the Township should consider adding Travel Plazas to the list of permitted uses within the C-2 district. This would eliminate the need for amending the Township Zoning Map.
6. While the proposed zoning map amendment shares some of the characteristics of spot zoning, due to its abutment to an existing Industrial (I) zone, however, the proposed amendment would likely not be considered spot zoning.
7. If the proposed amendment is approved, this office is able to assist the Township with creating an updated official zoning map.
8. It is recommended that appropriate landscape buffers be placed along the proposed zoning boundary in order to reduce potential adverse impacts between districts.
9. If any revisions are made to the proposed zoning map amendment, it must be re-submitted to the MCPC for review prior to adoption. This requirement was affirmed by the Pennsylvania Commonwealth Court in *Hanover Healthcare Plus, Inc. v. Zoning Hearing Board of Penn Township* 875 A.2d 1255 (Pa. Cmwlth 2005). It is recommended that the Township discuss this with their solicitor.
10. The Staff has reviewed the proposed zoning map amendment and finds it to be a matter of local determination.

In an attempt to maintain a library of municipal ordinances, we request that any adopted ordinance amendments (Zoning, Zoning Map and SALDO) be sent to the MCPC within 30 days of enactment as specified in the PMPC.

This review is subject to the approval of the Monroe County Planning Commission at its next regularly scheduled meeting.

**COOLBAUGH TOWNSHIP
MONROE COUNTY, PENNSYLVANIA**

ORDINANCE NO. 132-2018

**AN ORDINANCE OF COOLBAUGH TOWNSHIP, MONROE COUNTY,
PENNSYLVANIA, AMENDING THE OFFICIAL ZONING MAP OF COOLBAUGH
TOWNSHIP BY REZONING THE PARCEL IDENTIFIED AS MONROE COUNTY
TAX CODE NO. 03/6/1/8-1 AND PROPERTY IDENTIFICATION NO. 03635600551425
FROM C-2 OFFICE PARK TO I INDUSTRIAL.**

WHEREAS, the Board of Supervisors of Coolbaugh Township, Monroe County, Pennsylvania desires to amend the Official Zoning Map of Coolbaugh Township, as adopted at Section 27-402.1 of the Coolbaugh Township Zoning Ordinance, by rezoning the parcel identified as Monroe County Tax Code No. 03/6/1/8-1 and Property Identification No. 03635600551425 from C-2 Office Park to I Industrial; and

WHEREAS, the Coolbaugh Township Planning Commission, the Monroe County Planning Commission and the Board of Supervisors of Coolbaugh Township have reviewed this proposed amendment to the Official Zoning Map of Coolbaugh Township; and

WHEREAS, the Board of Supervisors has duly provided public notice of the public hearing and notice of its intent to adopt the proposed amendment to the Official Zoning Map of Coolbaugh Township; and

WHEREAS, the Board of Supervisors held a public hearing pursuant to public notice on the proposed Official Zoning Map amendment as required by the Pennsylvania Municipalities Planning Code; and

WHEREAS, the Board of Supervisors has determined that the proposed amendment to the Official Zoning Map of Coolbaugh Township is in the best interests of Coolbaugh Township and its citizens and is consistent with the overall community objectives of the Coolbaugh Township Zoning Ordinance and the adopted Regional Comprehensive Plan of the Township.

NOW THEREFORE, in consideration of the foregoing, it is hereby **ENACTED AND ORDAINED** by the authority of the Board of Supervisors of Coolbaugh Township:

Section 1. General Provisions

The Official Zoning Map of Coolbaugh Township adopted at Section 27-402.1 of the Coolbaugh Township Zoning Ordinance is hereby amended as set forth herein and in

accordance with Section 27-402.2 of the Coolbaugh Township Zoning Ordinance, such amendment being adopted and incorporated into the Coolbaugh Township Zoning Ordinance and the Coolbaugh Township Code of Ordinances by reference and with the same force and effect as if duly recorded therein.

Section 2. Amendment to Official Zoning Map

Pursuant to Sections 27-1215 and 27-402.2 of the Coolbaugh Township Zoning Ordinance, the Official Zoning Map of Coolbaugh Township is hereby amended by rezoning the parcel identified as Monroe County Tax Code No. 03/6/1/8-1 and Property Identification No. 03635600551425, said parcel identified with an "X" on the attached Exhibit "A", being part of the lands of Pocono Mountains Municipal Airport Authority described in Monroe County Record Book Volume 2111, Page 8500, from C-2 Office Park to I Industrial. The parcel identified as Monroe County Tax Code No. 03/6/1/8-1 and Property Identification No. 03635600551425 is hereby rezoned I Industrial and the Official Zoning Map is hereby amended accordingly.

Section 3. Repealer

All provisions of the Coolbaugh Township Zoning Ordinance, as amended, and the Coolbaugh Township Official Zoning Map unaffected by this Ordinance are declared to be in full force and effect. The provisions of the Coolbaugh Township Zoning Ordinance, as amended, and the Coolbaugh Township Official Zoning Map inconsistent with the provisions of this Ordinance are hereby repealed to the extent of the inconsistency.

Section 4. Severability

Should any sentence, section, clause, part or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part not declared to be invalid. The provisions of this Ordinance are severable. If any sentence, clause or section is for any reason found to be unconstitutional, illegal or invalid, such decision shall not affect the validity of any of the remaining provisions of this Ordinance. It is hereby declared as the legislative intent that this Ordinance would have been adopted had such unconstitutional, illegal or invalid provisions not been included herein.

Section 5. Effective Date

This Ordinance shall become effective immediately upon its passage.

ORDAINED AND ENACTED by the Board of Supervisors of Coolbaugh Township,
Monroe County, Pennsylvania this _____ day of _____, 2018.

Board of Supervisors of Coolbaugh Township

By: _____
William Weimer, Chairman

By: _____
Anthony Lamantia, Vice-Chairman

By: _____
Lynn Kelly, Supervisor

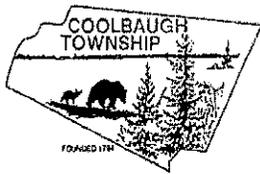
By: _____
Clare Colgan, Supervisor

By: _____
Alma I. Ruiz-Smith, Supervisor

ATTEST:

Erin Masker, Township Secretary

[TOWNSHIP SEAL]



**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

5520 MUNICIPAL DRIVE, TOBYHANNA, PA. 18466
(570) 894-8490 * FAX (570) 894-8413
WWW.COOLBAUGHTWP.ORG

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING AGENDA
December 4, 2018, 7:00 PM**

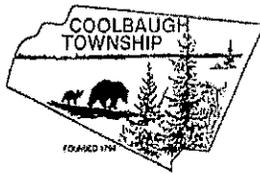
Roll Call

BOARD OF SUPERVISORS

___ B. Weimer ___ T. Lamantia ___ A. Ruiz-Smith ___ C. Colgan ___ L. Kelly
___ Solicitor Armstrong ___ E. Masker

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 / notes
 - November 8, 2018 Budget Meeting Minutes
 - November 20, 2018 Regular Meeting Minutes
3. Adoption of Ordinance #131-2018: Amending the Coolbaugh Township Zoning Ordinance at Chapter 27 of the Code of Ordinances of Coolbaugh Township by Adding Travels Plazas as a Principal Permitted by Right Use within the I Industrial Zoning District
4. Adoption of Ordinance #132- 2018: Amending the Official Zoning Map of Coolbaugh Township by Rezoning the Parcel Identified as Monroe County Tax Code No. 03/6/1/8-1 and Property Identification No. 03635600551425 From C-2 Office Park to I Industrial
5. Authorization to Advertise Notice of intent to appoint a Certified Public Accountant at the Board of Supervisors Re-Organizational Meeting



**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

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6. Conditional Approval of Minor Subdivision joining lots 15 & 16, Pope Road- Tobyhanna, Property Owner(s)-Daniel J. Stapleton upon submission of a corrective deed of consolidation

7. Conditional Approval of Minor Subdivision joining lots 35 & 36, Section A, Pocono Farms, Property Owner(s)-Frank and Anna Ezzo upon submission of a corrective deed of consolidation

8. Parks and Recreation Recommendation of Field Usage Approval for Tobyhanna Athletic Association

9. Adoption of Resolution #11-2018: Code of Ethics and Conduct Applicable to All Elected and Appointed Officials of the Township

10. Current obligations

• General Fund	\$	367,175.97
• Sewer Fund	\$	9,126.09
• Escrow Fund	\$	<u>1,271.05</u>
Total Disbursements	\$	377,573.11

11. Solicitor Armstrong Comments/Updates

12. Other business

13. Board of Supervisors Executive Sessions

- After: Tuesday, December 4, 2018 following the meeting Re: Legal & Personnel



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14. Adjournment

10

**COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS AND BALANCES REPORT
DECEMBER 04, 2018**

DATE	CK #	ITEM	AMOUNT
11/19/2018		Payroll	\$42,500.00
11/27/2018	4885	Wayne Bank (GOB Bond)	7,401.18
11/28/2018	4886	Spytronics Electronic Security	8,500.00
12/4/2018		General Fund	308,774.79
12/4/2018		Total General Fund	367,175.97
12/4/2018		Escrow Fund	1,271.05
12/4/2018		Sewer Fund	9,126.09
		Total Disbursements	\$ 377,573.11

TRIAL BALANCE AS OF DECEMBER 04, 2018

General Fund Checking	2,619,042.16	Emerg. Services Fund Money Market	147,905.30
Fire Tax/Coolbaugh Twp VFD	293,343.27	Emerg. Services Fund Checking	20,509.81
Fire Tax/Gouldsboro VFD	33,392.53	Total Emergency Services Fund	168,415.11
Fire Tax/Thornhurst VFD	42,345.55	Liquid Fuels Fund Checking	672,758.79
Fire Tax/Tobyhanna Twp. VFD	22,112.01	Escrow Fund Checking	146,771.39
Payroll Checking	674.39	Escrow Fund Clarius Checking	435,389.55
Rainy Day Fund Savings	935,058.19	Total Escrow Fund	582,160.94
Total General Fund	3,945,968.10		
Sewer Fund Checking	9,816.96		
Sewer PennVest Checking	82.24	Total all Funds	5,393,294.93
Total Sewer Fund	9,899.20		
Capital Projects Fund Checking	14,092.79		

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

<<<< GENERAL FUND <<

Check#	Vendor	Description	Payment	Check Total
4887	1039 - AMERICAN UNITED LIFE INS. CO.	PO 15686 LIFE INS. DEC	925.94	925.94
4888	1283 - APR SUPPLY CO.	PO 15649 HEX BRUSH	24.11	
		PO 15659 SPEARS/SPRING STOCK	209.08	233.19
4889	5 - CARGILL, INCORPORATED	PO 15708 SALT- ICE CONTROL	12,730.59	
		PO 15709 SALT- ICE CONTROL	15,862.15	
		PO 15710 SKID- ICE CONTROL	6,993.15	35,585.89
4890	1179 - CAT FINANCIAL COMMERCIAL ACCOUNT	PO 15658 BEAST REPAIR -SERVICE CALL	952.78	952.78
4891	1240 - CINTAS CORPORATION	PO 15664 MAT/ UNIFORMS	232.99	
		PO 15696 MATS	12.43	245.42
4892	8 - D.G. NICHOLAS CO.	PO 15669 BLADES STOCK/TACKY GREASE STOCK	103.70	
		PO 15674 FITTINGS/MEGA FLEX-FOR CINDER SPREA	148.24	
		PO 15703 STOCK FOR TRUCKS WINTER WIPER BLADE	41.70	
		PO 15704 SNOW PLOW HEADLIGHT FORD PICK UP	30.98	324.62
4893	52 - DALEVILLE ACE HARDWARE	PO 15691 ADAPTER/EXT CORD	87.95	87.95
4894	1085 - DE LAGE LANDEN	PO 15694 2- COPIERS UPSTAIRS/DOWNSTAIRS DEC	208.80	208.80
4895	151 - E.M. KUTZ, INC.	PO 15648 2 SPINNER MOTOR FITS ALL TRUCKS (ST	510.00	510.00
4896	255 - FIVE STAR EQUIPMENT, INC.	PO 15693 REPAIR LOADER/PARTS	375.24	375.24
4897	1296 - GRIM,BIEHN & THATCHER	PO 15667 LEASE COURT/CODIFICATION/DOLLAR GEN	3,968.00	3,968.00
4898	275 - H.A. THOMSON CO.	PO 15676 PUBLIC OFFICIALS BOND	2,050.00	2,050.00
4899	535 - HANOVER ENGINEERING ASSOC., INC.	PO 15677 SEO CONTRACTED SERVICE	5,933.26	
		PO 15699 196 PROJECT	4,739.95	10,673.21
4900	1192 - HIGHMARK BLUE SHIELD	PO 15663 DEC HEALTH INS	31,171.56	31,171.56
4901	616 - KIMBALL MIDWEST	PO 15706 STOCK FOR TRUCKS	139.00	139.00
4902	775 - MAILFINANCE	PO 15688 DEC/22- 3/19 2019	285.00	285.00
4903	302 - MONROE COUNTY TREASURERS OFFICE	PO 15662 TAX FORMS	1,121.28	1,121.28
4904	823 - MONROE COUNTY WASTE AUTHORITY	PO 15666 DONATION DEER REMOVAL	2,000.00	2,000.00
4905	183 - NORTHEAST SIGNAL & ELECTRIC CO., INC	PO 15685 REPAIR- 196 ECHO LAKE	593.50	593.50
4906	452 - OFFICE DEPOT	PO 15684 LAMINATING POUCHES/OIL FOR SHREDDER	50.20	
		PO 15690 PAPER-SUPPLIES	180.15	230.35
4907	582 - OLD DOMINION BRUSH CO, INC.	PO 15707 LEAF SUCKER -SHAFT BELT/BEARING/GEA	1,309.41	1,309.41
4908	81 - P P & L	PO 15650 39910-23005 196 COUNTRY PLACE	33.13	
		PO 15651 36034-04005 ECHO LAKE	37.94	
		PO 15653 89343-21023 SCHOOL SPEED LIMIT	28.20	
		PO 15654 54691-27003 DPW	376.04	
		PO 15660 88900-24001 196/WILDFLOWER	33.55	
		PO 15665 51540-24008 196 KNOLLWOOD	30.03	
		PO 15680 07251-41006 PROJECT ST	15.36	
		PO 15681 98496-55008 7 KINGSWAY	53.57	607.82
4909	81 - P P & L	PO 15682 88094-98000 940 SUMMIT ST	38.28	
		PO 15683 85457-02009 423 BASEBALL FIELD	378.04	416.32
4910	1021 - PAPCO	PO 15673 PROPANE FOR DPW	1,706.00	
		PO 15687 FUEL	4,307.76	6,013.76
4911	430 - POCONO ACE HARDWARE	PO 15668 HILLMAN FASTENERS	11.12	
		PO 15675 FENDER WASHER/FLAT WASHER FOR DPW R	16.18	
		PO 15692 LOADER/HILLMAN FASTENERS	2.10	
		PO 15705 TARP FOR TRUCK FORD F350	9.75	39.15
4912	94 - POCONO MOUNTAIN REGIONAL EMS	PO 15647 2018 FINAL PAYMENT	8,333.37	8,333.37
4913	93 - POCONO MOUNTAIN REGIONAL POLICE DEP	PO 15646 2018 FINAL PAYMENT	183,721.09	
		PO 15661 DEC/MORTGAGE	3,156.31	186,877.40
4914	161 - STEPHENSON EQUIPMENT INC.	PO 15670 HYDRAULIC PRESSURE ISSUE /LEAF SUCK	827.19	827.19
4915	1215 - SUPER HEAT, INC.	PO 15656 DPW NO HEAT REMOVED OIL PUMP REPLAC	845.08	845.08
4916	1006 - THORNHURST TOWNSHIP	PO 15671 2018 DONATION	10,588.00	10,588.00
4917	31 - THYSSENKRUPP ELEVATOR CORP.	PO 15689 ELEVATOR	287.45	287.45
4918	892 - VERIZON WIRELESS	PO 15679 PHONES	948.11	948.11
TOTAL				308,774.79

< Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT<
01.101.000	GENERAL FUND CHECKING			0.00	308,774.79

< Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT<
01.400.000	GENERAL GOV'T			5,585.29	
01.401.000	MANAGER -EXECUTIVE			27.11	
01.403.000	TAX COLLECTION			1,121.28	
01.404.000	LAW			3,840.00	
01.409.000	BUILDING & PLANTS			3,484.62	
01.410.000	POLICE			186,877.40	
01.411.000	FIRE			10,588.00	
01.412.000	AMBULANCE / RESCUE			8,333.37	
01.413.000	SEO / BUILDING CODE			5,933.26	
01.414.000	ZONING OFFICE			331.24	
01.430.000	DPW-HIGHWAYS ROADS STREETS			4,694.98	
01.432.000	DPW-SNOW & ICE REMOVAL			35,585.89	
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN			848.20	
01.437.000	DPW-REPAIR OF TOOLS & MACHINER			4,386.68	
01.439.000	DPW-HIGHWAY CONSTR & REBUILDIN			4,739.95	
01.454.000	PARKS			393.40	
01.461.000	COMMUNITY DEVELOPMENT			2,000.00	
01.486.000	INSURANCE			2,050.00	
01.487.000	EMPLOYEE BENEFITS			27,954.12	
TOTALS FOR	GENERAL FUND	0.00	0.00	308,774.79	308,774.79

Total to be paid from Fund 01 GENERAL FUND

308,774.79

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308,774.79

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

<<<< ESCROW <<

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Check#	Vendor	Description	Payment	Check Total
1170	1296 - GRIM,BIEHN & THATCHER	PO 15667 LEASE COURT/CODIFICATION/DOLLAR GEN	576.00	576.00
1171	535 - HANOVER ENGINEERING ASSOC., INC.	PO 15678 ALDI ONLOT SEWAGE	268.37	
		PO 15700 POCONO SELF STORAGE - LATZANICH	426.68	695.05
TOTAL				1,271.05

< Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT<
85.101.000	ESCROW FUND CHECKING			0.00	1,271.05
85.250.292	ARCADIA NORTH, SOUTH PHASE, SECTION 1			64.00	
85.250.299	POCONO SELF STORAGE			426.68	
85.250.308	DOLLAR GENERAL SITE DEVELOPMENT			512.00	
85.250.333	ALDI -SEWER			268.37	
TOTALS FOR	ESCROW	0.00	0.00	1,271.05	1,271.05

Total to be paid from Fund 85 ESCROW

1,271.05

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1,271.05

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

Check#	Vendor	Description	Payment	Check Total
2099	746 - BIROS SEPTIC & DRAIN CLEANING INC	PO 15695 16,500 GAL. PUMPING SLUDGE 11/6 -CL	2,227.50	2,227.50
2100	771 - COMMONWEALTH OF PA	PO 15657 P24001544-429 PENNWORKS	965.35	965.35
2101	1294 - GOTTA GO SEPTIC'S	PO 15645 HAULING 11/15/2018	400.00	
		PO 15698 PUMPED 11/22	400.00	800.00
2102	1296 - GRIM,BIEHN & THATCHER	PO 15667 LEASE COURT/CODIFICATION/DOLLAR GEN	304.00	304.00
2103	699 - MAIN POOL & CHEMICAL CO	PO 15701 ALUMINUM SULFATE 11/20	526.00	
		PO 15702 SULFATE SOLUTION 10/19	559.40	1,085.40
2104	876 - Microbac Laboratories, Inc.	PO 15672 TESTING WWTP	155.80	
		PO 15697 TESTING 11/21/2018	155.80	311.60
2105	81 - P P & L	PO 15652 26491-26001 WWTP	3,249.20	
		PO 15655 04090-21003 PUMP STA	183.04	3,432.24
TOTAL				9,126.09

< Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT<
08.101.000	CHECKING			0.00	9,126.09
08.269.500	PENNWORKS 2008 GOB			793.59	
08.429.200	SUPPLIES			1,085.40	
08.429.314	PROFESSIONAL FEE SOLICITOR			304.00	
08.429.361	ELECTRIC			3,432.24	
08.429.451	OUTSIDE LAB TESTING			311.60	
08.429.452	SLUDGE HAULING			3,027.50	
08.472.106	PENNWORKS INTEREST LN #99900048			171.76	
TOTALS FOR	SEWER FUND	0.00	0.00	9,126.09	9,126.09

Total to be paid from Fund 08 SEWER FUND
 9,126.09
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 9,126.09