

**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

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

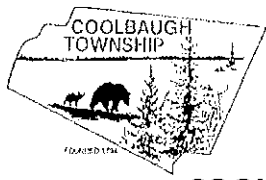
**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION AGENDA
February 19, 2019, 6:00PM**

1. Nepotism Policy Discussion (10 minutes)

2. Length of Service Awards Program (LOSAP) (10 minutes)

3. Other Business

4. Public Input



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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING AGENDA
February 19, 2019, 7:00 PM**

Roll Call

BOARD OF SUPERVISORS

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

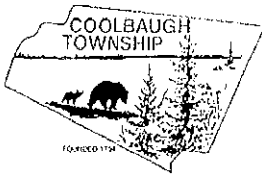
Public input will be considered at the beginning of the meeting for non-agenda items. The public will be given an opportunity to speak on each agenda item. When speaking please state your name and the city or community that you reside in. This meeting is being recorded to aid in the preparation of the minutes.

1. Public input

2. Approval of minutes / notes
 - February 5, 2019 Public Hearing Minutes
 - February 5, 2019 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. Resolution #04-2019 Authorizing Penn Dot to Request Railroad Crossing Upgrades at the Railroad Crossing at Summit Avenue



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5. Employee Title Change- Tomas Keane, Director of Zoning and Code Enforcement

6. Approval of Minor Subdivision joining lots 23 & 24, Section 20, Block A-2014, Property Owner(s)-Kenneth and Margaret Cahill

7. Northeast Signal and Electric Company, Inc.- Quotes for Repairs

8. Northeast Signal and Electric Company, Inc.- Quotes for Generators

9. Verizon Wireless Request for Release of Bond

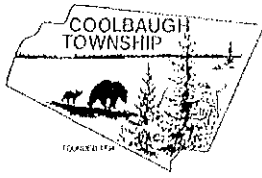
10. Controller Report

11. Current obligations

• General Fund	\$	347,826.46
• Sewer Fund	\$	<u>8,881.81</u>
Total Disbursements	\$	356,708.27

12. Solicitor Armstrong Comments/Updates

13. Other business



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14. Board of Supervisors Executive Sessions

- Prior: Tuesday, February 19, 2019 following the work session Re: Legal

15. Adjournment

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2019 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

TOTAL ENFORCEMENT													2018		
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	JAN	Prior YTD
Total Calls	1102	0	0	0	0	0	0	0	0	0	0	0	1102	1168	1168
Complaints	993	0	0	0	0	0	0	0	0	0	0	0	993	1039	1039
Accidents	109	0	0	0	0	0	0	0	0	0	0	0	109	129	129
Criminal Arrests	105	0	0	0	0	0	0	0	0	0	0	0	105	92	92
Traffic Arrests	161	0	0	0	0	0	0	0	0	0	0	0	161	245	245
Vehicle Code Warnings	161	0	0	0	0	0	0	0	0	0	0	0	161	176	176
Ordinance Arrests	12	0	0	0	0	0	0	0	0	0	0	0	12	41	41

Total Hours															
Patrol	1840.12	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	1840.12
Investigation	2364.49	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	2364.49
Vascar	5.67	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	5.67
Court	293.17	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	293.17
Assigned	2050.55	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	2050.55
Total Actual Time	6554.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6554.00

Assigned Time															
Training	1124.78														1124.78
Assists	10.77														10.77
Admin	915.00														915.00
Total	2050.55	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	2050.55

ACTIVITY OUTSIDE JURISDICTION (Included In Totals Above)																
Calls Outside our Jurisdiction	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
Arrests Outside our Jurisdiction	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4

2019 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
TOBYHANNA TOWNSHIP

	Enforcement												2018		
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	JAN	Prior YTD
Total Calls	260	0	0	0	0	0	0	0	0	0	0	0	260	262	262
Complaints	231												231	224	224
Accidents	29												29	38	38
Criminal Arrests	30	0	0	0	0	0	0	0	0	0	0	0	30	19	19
Booking	19												19		
NT Summons	11												11		
JU/Runaway	0												0		
Traffic Arrests	42												42	65	65
Vehicle Code Warnings	39												39	54	54
Ordinance Arrests	1	0	0	0	0	0	0	0	0	0	0	0	5	5	5

Hours Breakdown	
Patrol	809.18
Investigation	416.30
Vascar	1.32
Court	44.67
Assigned	629.93

Hours Actual vs Purchased	
Total Actual Time	1901.40
Hours Purchased	2013.39
Hours Over/Under	-111.99

Hours Over/Under Balance YTD	
Cumulative Carry Over	284.26
Current O/U	172.27

Percentage of Hours	
% Actual	29.01%
% Purchased	30.72%
% Over/Under	-1.71%

2019 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
MOUNT POCONO BOROUGH

	Enforcement												2018		
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	JAN	Prior YTD
Total Calls	189	0	0	0	0	0	0	0	0	0	0	0	189	198	198
Complaints	159												159	167	167
Accidents	30												30	31	31
Criminal Arrests	24	0	0	0	0	0	0	0	0	0	0	0	24	29	29
Traffic Arrests	49												49	63	63
Vehicle Code Warnings	46												46	45	45
Ordinance Arrests	4	0	0	0	0	0	0	0	0	0	0	0	4	11	11

Hours Breakdown	
Patrol	140.98
Investigation	274.43
Vascar	2.35
Court	65.17
Assigned	248.53
	140.98
	274.43
	2.35
	65.17
	248.53

Hours Actual vs Purchased	
Total Actual Time	731.46
Hours Purchased	794.34
Hours Over/Under	-62.88

Hours Over/Under Balance YTD	
Cumulative Carry Over	-74.21
Current O/U	-137.09

Percentage of Hours	
% Actual	11.16%
% Purchased	12.12%
% Over/Under	-0.96%

2019 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
TUNKHANNOCK TOWNSHIP

	Enforcement												2018		
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	JAN	Prior YTD
Total Calls	139	0	0	0	0	0	0	0	0	0	0	0	139	147	147
Complaints	127												127	131	131
Accidents	12												12	16	16
Criminal Arrests	9	0	0	0	0	0	0	0	0	0	0	0	9	7	7
Traffic Arrests	17												17	15	15
Vehicle Code Warnings	17												17	14	14
Ordinance Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Hours Breakdown	
Patrol	123.35
Investigation	411.45
Vascar	1.50
Court	8.38
Assigned	235.40
	123.35
	411.45
	1.50
	8.38
	235.40

Hours Actual vs Purchased	
Total Actual Time	780.08
Hours Purchased	752.40
Hours Over/Under	27.68

Hours Over/Under Balance YTD	
Cumulative Carry Over	-262.09
Current O/U	-234.41

Percentage of Hours	
% Actual	11.90%
% Purchased	11.48%
% Over/Under	0.42%

2019 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
COOLBAUGH TOWNSHIP

Enforcement													2018		
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	JAN	Prior YTD
Total Calls	437	0	0	0	0	0	0	0	0	0	0	0	437	471	471
Complaints	410												410	432	432
Accidents	27												27	39	39
Criminal Arrests	36	0	0	0	0	0	0	0	0	0	0	0	36	35	35
Traffic Arrests	44												44	82	82
Vehicle Code Warnings	54												54	42	42
Ordinance Arrests	7	0	0	0	0	0	0	0	0	0	0	0	7	25	25

Hours Breakdown	
Patrol	644.18
Investigation	1052.05
Vascar	0.50
Court	138.45
Assigned	760.14
	644.18
	1052.05
	0.50
	138.45
	760.14

Hours Actual vs Purchased	
Total Actual Time	2595.32
Hours Purchased	2429.57
Hours Over/Under	165.75

Hours Over/Under Balance YTD	
Cumulative Carry Over	89.10
Current O/U	254.85

Percentage of Hours	
% Actual	39.60%
% Purchased	37.07%
% Over/Under	2.53%

2019 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
BARRETT TOWNSHIP

Enforcement													2018		
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	JAN	Prior YTD
Total Calls	75	0	0	0	0	0	0	0	0	0	0	0	75	87	87
Complaints	64												64	82	82
Accidents	11												11	5	5
Criminal Arrests	6	0	0	0	0	0	0	0	0	0	0	0	6	2	2
Traffic Arrests	9												9	20	20
Vehicle Code Warnings	5												5	21	21
Ordinance Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Hours Breakdown	
Patrol	122.43
Investigation	210.26
Vascar	0.00
Court	36.50
Assigned	176.55
	122.43
	210.26
	0.00
	36.50
	176.55

Hours Actual vs Purchased	
Total Actual Time	545.74
Hours Purchased	564.30
Hours Over/Under	-18.56
	545.74
	564.30
	-18.56

Hours Over/Under Balance YTD	
Cumulative Carry Over	-37.06
Current O/U	-55.62

Percentage of Hours	
% Actual	8.33%
% Purchased	8.61%
% Over/Under	-0.28%

2019 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

ASSISTS

	2018														
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	JAN	Prior YTD
Ambulance Assists	28												28	43	43
Fire Assists	9												9	15	15
Assist to other Agencies	12	0	0	0	0	0	0	0	0	0	0	0	12	12	12
Allentown PD	1														
Berkely Heights PD	1														
Crocker PD	1														
Farmington PD	1														
Newton PD	1														
NYPD	1														
PSP Honesdale	1														
PSP Stroud	1														
SARP	1														
Scranton PD	1														
Seacucus PD	1														
US Marshalls	1														

JANUARY 2019

1 Classification of Offenses PART I 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
01. CRIMINAL HOMICIDE		-	-	-	-	-
A. Murder and Nonnegligent Manslaughter	11			-		
B. Manslaughter by Negligence	12			-		
02. FORCIBLE RAPE Total	20	3	-	3	2	-
A. Rape by Force	21	3		3	2	
B. Assault to Rape-Attempts	22			-		
03. ROBBERY Total	30	-	-	-	-	-
A. Firearm	31			-		
B. Knife or cutting instrument	32			-		
C. Other Dangerous Weapon	33			-		
D. Strong Arm(hands, feet, etc.)	34			-		
04. ASSAULT Total	40	22	1	21	19	1
A. Firearm	41	2		2	1	
B. Knife or cutting instrument	42	2		2	2	
C. Other Dangerous Weapon	43	1		1	1	
D. Hands, fist, feet, etc.	44	2		2	3	
E. Other Assaults-Not aggravated	45	15	1	14	12	1
05. BURGLARY Total	50	9	-	9	2	-
A. Forcible Entry	51	7		7	1	
B. Unlawful Entry-No force	52	1		1	1	
C. Attempted forcible entry	53	1		1		
06. LARCENY - THEFT (except motor vehicle theft)	60	34	3	31	15	
07. MOTOR VEHICLE THEFT Total	70	2	-	2	2	-
A. Autos	71	1		1	1	
B. Trucks and Buses	72			-		
C. Other Vehicles	73	1		1	1	
09. ARSON	90			-		
TOTAL PART I OFFENSES	77	70	4	66	40	1

JANUARY 2019

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	2		2		
110. Fraud	16		16		
120. Embezzlement			-		
130. Stolen Prop., Rec., Possess., Buying	1		1		
140. Vandalism	9		9	2	
150. Weapons, Carrying, Possess, etc.			-	3	
160. Prostitution and Commercialized Vice			-		
170. Sex Offenses (except 02 and 160)	12	2	10	2	
180. Drug Abuse Violations Total	3	-	3	4	-
Sale/mfg. 18A. Opium-Cocaine			-		
18B. Marijuana			-		
18C. Synthetic			-		
18D. Other			-		
Possession 18E. Opium-Cocaine			-		
18 F. Marijuana	3		3	4	
18G. Synthetic			-		
18H. Other			-		
190. Gambling Total	-	-	-	-	-
19A. Book Making			-		
19B. Numbers. Etc.			-		
19C. Other			-		
200. Offenses Against Family & Children	5	2	3	2	
210. Driving Under the Influence	12		12	12	
220. Liquor Laws	3		3	3	1
230. Drunkenness	4		4	3	
240. Disorderly Conduct	59	3	56	38	3
250. Vagrancy			-		
260. All Other Offenses (except traffic)	31	3	28	15	
TOTAL PART II OFFENSES	157	10	147	84	4

**MONTHLY ACTIVITY REPORT
POCONO MOUNTAIN REGIONAL EMS**

January , 2019

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	52	52	54	54	-4%	-4%
COOLBAUGH TWP	223	223	206	206	8.3%	8.3%
MT POCONO BORO	63	63	46	46	37.0%	37.0%
PARADISE TWP	35	35	38	38	-7.9%	-7.9%
PRICE TWP	8	8	13	13	-38.5%	-38.5%
TOBYHANNA TWP	113	113	129	129	-12.4%	-12.4%
TUNKHANNOCK TWP	27	27	29	29	-6.9%	-6.9%
TOTALS - INSIDE SERVICE AREA	521	521	515	515	1.2%	1.2%
<u>Outside Primary SVC Area</u>						
CHESTNUT HILL TWP/ELDRIDGE	1	1	0	0	0.0%	0.0%
EAST STROUDSBURG	3	3	0	0	0.0%	0.0%
HAMILTON	0	0	0	0	0.0%	0.0%
POCONO TWP	22	22	23	23	-4.3%	-4.3%
LEMAN	0	0	0	0	0.0%	0.0%
JACKSON TWP	2	2	0	0	0.0%	0.0%
PIKE COUNTY	3	3	3	3	0.0%	0.0%
POLK TWP	0	0	0	0	0.0%	0.0%
MIDDLE SMITHFIELD TWP.	2	2	1	1	0.0%	100.0%
STROUDSBURG BORO/DEL/GAP	1	1	0	0	0.0%	0.0%
ROSS TWP.	0	0	0	0	0.0%	0.0%
OUTSIDE MONROE CO	1	1	1	1	0.0%	0.0%
TOTAL OUTSIDE PRIMARY AREA	35	35	28	28	25.0%	25.0%
GRAND TOTAL	556	556	543	543	2.4%	2.4%

TRANSPORTS 2 FOR WESTEND 6

**FOR BUSHKILL 0
RESPONSES BY OUTCOME**

OUTCOME	CURENT YEAR			LAST YEAR			PERCENTAGE CHANGE		
	MONTH	YR TO DATE	MONTH	YR TO DATE	MONTH	YR TO DATE	MONTH	YR TO DATE	YR TO DATE
PT TRANSPORTED	414	414	354	354	17%	17%	17%	17%	17%
CARE TRANSFERRED /FLYS	10	10	12	12	-17%	-17%	-17%	-17%	-17%
ALS INTERCEPT	2	2	4	4	-50%	-50%	-50%	-50%	-50%
BLS ASSIST IN ALS TRANSPORT	15	15	4	4	0%	0%	0%	0%	275%
CANCELED IN ROUTE	30	30	61	61	-51%	-51%	-51%	-51%	-51%
DECEASED ON ARRIVAL	7	7	8	8	-13%	-13%	-13%	-13%	-13%
FALSE CALL	4	4	0	0	0%	0%	0%	0%	0%
NO PT FOUND	6	6	5	5	20%	20%	20%	20%	20%
FIRE CALLS	11	11	13	13	-15%	-15%	-15%	-15%	-15%
POLICE STAND-BYS	2	2	2	2	0%	0%	0%	0%	0%
LIFT ASSIST	17	17	12	12	42%	42%	42%	42%	42%
NO TREATMENT REQUIRED	18	18	0	0	0%	0%	0%	0%	0%
OTHER/ STAND-BYS	0	0	0	0	0%	0%	0%	0%	0%
PUBLIC ASSIST	2	2	0	0	0%	0%	0%	0%	0%
REFUSAL /TRANSPORT	4	4	31	31	-87%	-87%	-87%	-87%	-87%
TREATMENT NO TRANSPORT	31	31	59	59	-47%	-47%	-47%	-47%	-47%
GRAND TOTAL	573	573	565	565	1%	1%	1%	1%	1%

SCRATCH-COVER CALLS

CALLS COVERED BY	CURENT YEAR			LAST YEAR			PERCENTAGE CHANGE		
	MONTH	YR TO DATE	MONTH	YR TO DATE	MONTH	YR TO DATE	MONTH	YR TO DATE	YR TO DATE
LAKE HARMONY	1	1	0	0	100%	100%	100%	100%	0.0%
BUSHKILL	0	0	1	1	-200%	-200%	-200%	-200%	-100.0%
WEST END	2	2	1	1	0%	0%	0%	0%	100.0%
ST LUKES	8	8	12	12	-1600%	-1600%	-1600%	-1600%	-33.3%
SUBURBAN	2	2	0	0	200%	200%	200%	200%	0.0%
LACKAWANA/LUZERNE	0	0	1	1	-200%	-200%	-200%	-200%	-100.0%
TAD/ SAMARITAN	3	3	0	0	300%	300%	300%	300%	0.0%
GRAND TOTAL	16	16	15	15	-1400%	-1400%	-1400%	-1400%	6.7%

ALS ASSIST TO OTHER UNITS

	CURENT YEAR		LAST YEAR		PERCENTAGE CHANGE	
	MONTH	YR TO DATE	MONTH	YR TO DATE	MONTH	YR TO DATE
UNITS RECEIVING ASSIST						
BUSHKILL AMBULANCE	0	0	0	0	0%	0%
ST LUKES	0	0	0	0	0%	0%
GOULDSBORO	0	0	1	1	0%	0%
LAKE HARMONY	0	0	0	0	0%	0%
MARSHALL CREEK STATION 5	0	0	0	0	0%	0%
NEW FOUNDLAND/TAFTON	2	2	2	2	0%	0%
PROMISE LAND	0	0	0	0	0%	0%
TAD/ SAMARITAN	3	3	1	1	200%	200%
WESTEND /WIND GAP BLS	2	2	0	0	0%	0%
GRAND TOTAL	7	7	4	4	75%	75%

BLS ASSTIST TO OTHER UNITS

	CURENT YEAR		LAST YEAR		PERCENTAGE CHANGE	
	MONTH	YR TO DATE	MONTH	YR TO DATE	MONTH	YR TO DATE
UNITS RECEIVING ASSIST						
ST LUKES	0	0	0	0	0%	0%
GRAND TOTAL	0	0	0	0	0%	0%

ALS ASSIST RECEIVED FROM OTHER UNITS

	CURENT YEAR		LAST YEAR		PERCENTAGE CHANGE	
	MONTH	YR TO DATE	MONTH	YR TO DATE	MONTH	YR TO DATE
UNITS PROVIDING ASSIST						
ST LUKES	0	0	1	1	-100%	-100%
WESTEND	0	0	0	0	0%	0%
SUBURBAN ALS	0	0	0	0	0%	0%
GRAND TOTAL	0	0	1	1	-100%	-100%

BLS ASSIST RECEIVED FROM OTHER UNITS

	CURENT YEAR		LAST YEAR		PERCENTAGE CHANGE	
	MONTH	YR TO DATE	MONTH	YR TO DATE	MONTH	YR TO DATE
UNITS PROVIDING ASSIST						
CENTRAL POCONO	0	0	0	0	0%	0%
THORNHURST	0	0	0	0	0%	0%
GRAND TOTAL	0	0	0	0	0%	0%

Fire Company: **Gouldsboro Vol Fire Co**

Month: January 2019

Total Monthly Calls: 12

Total Calls YTD: 12

Total dispatched in Coolbaugh MTD: 1

Total dispatched in Coolbaugh YTD: 1

Total Mutual Aid Calls to Other Townships: 3

Total Man Hours (Calls) Month: 92.25

Total Man Hours (Calls) YTD: 92.25

Training Man Hours Month: 33

Training Hours YTD: 33

Total Man Hours Business Month: 694.5

Total Man Hours Business YTD: 694.5

Total Hours MTD: 819.75

Total Hours YTD: 819.75

Monthly Call Breakdown Report

Call Type	# per Month
Automatic Alarm	2
Dwelling Fire	2
Fire, other	
Extrication	
Hazmat	
Lift Assist/EMS Assist/ Medivac Landing	
Mutual Aide	3
Odor Investigation - remove smoke	
Structure (Commercial) Fire	
Traffic Control Only	
Vegetation (Brush) Fire	
Vehicle Accident	3
Vehicle Fire	
Wires Down/ Tree on Wires/ Tree Across Road	
Special Type of incident	2
Total Calls per Month	12

Average #firefighters per call: 6

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: JANUARY 2019

Total Monthly Calls: 5

Total Calls YTD: 5

Total dispatched in Coolbaugh MTD: 1

Total dispatched in Coolbaugh YTD: 1

Total Mutual Aid Calls to Other Townships: 0

Total Man Hours (Calls) Month: 29.5
 Training Hours Month (in house): 93.5
 Total Man Hours Business Month: 168.5
 Total Hours MTD: 291.5

Total Man Hours (Calls) YTD: 29.5
 Training Hours YTD: 93.5
 Total Man Hours Business YTD: 168.5
 Total Hours YTD: 291.5

Monthly Call Breakdown Report

Call Type	# per Month
Automatic Alarm	
Dwelling Fire	1
Fire, other	
Extrication	
Hazmat	
Lift Assist/EMS Assist/ Medivac Landing	
Mutual Aide	
Odor Investigation - remove smoke	
Structure (Commercial) Fire	
Traffic Control Only	1
Vegetation (Brush) Fire	
Vehicle Accident	2
Vehicle Fire	
Wires Down/ Tree on Wires/ Tree Across Road	
Special Type of Incident Pump Detail	1
Total Calls per Month	

Average #firefighters per call: 5

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

Email: emasiker@coolbaughtwp.org

Fax: 570-894-8413

Monthly report due by the Wednesday before the meeting.

**THORNHURST FIRE COMPANY
BUSINESS MANHOURS JANUARY 2019**

Meetings:

Fire Regular Business:	21.5 MH
Auxiliary Regular Business:	11.0 MH
Building Committee:	1.0 MH
Installation Dinner Committee:	4.0 MH
Coolbaugh Twp Meeting:	2.0 MH
Thornhurst Twp Meeting:	1.0 MH

TOTAL:	40.5 MH
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Administrative:	3.5 MH
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Work & Equipment Maintenance:	72.5 MH
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Treasurer:	28.0 MH
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Secretary:	24.0 MH
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TOTAL BUSINESS MANHOURS:	168.5
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Training:

CPR:	56.0 MH
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Ice Diving:	37.5 MH
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TOTAL:	93.5
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Fire Company: Tobyhanna Twp. Volunteer Fire Co **Month:** Jan 2019

Total Monthly Calls: 55 Total Calls YTD: 55

Total dispatched in Coolbaugh MTD: 3 Total dispatched in Coolbaugh YTD: 3

Total mutual aid calls to Other Townships: 10

Total Man Hours (Calls) Month: 167 Total Man Hours (Calls) YTD: 167

Training Hours Month: 107 Training Hours YTD: 107

Total Man Hours Business Month: 48 Total Man Hours Business YTD: 48

Total Hours MTD: 322 Total Hours YTD: 322

Monthly Call Breakdown Report

CALL TYPE	# per Month
Automatic Alarm	11
Dwelling Fire	2
Extrication	0
Fire, Other	4
Hazmat	0
Lift Assist/EMS Assist/Medevac Landing	1
Mutual Aide	0
Odor Investigation, remove smoke	0
Structure (Commercial) Fire	0
Traffic Control Only	0
Vegetation (Brush) Fire	0
Vehicle Accident	9
Vehicle Fire	1
Wires Down/Tree on Wires/Tree Across Road	2
Special Type of Incident - CO incident	4
Other	21
TOTAL CALLS	55

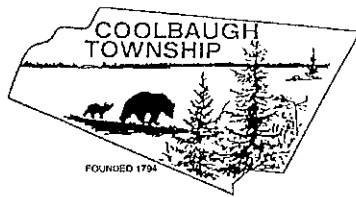
Average Responders Per Call: 6

	Visits	Total Circs	Computer Uses	Wi-Fi
2,019				
January	*no data	2,524	325	580
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				
CURRENT TOTAL		2,524	325	580

*Gate counter is broken.

	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	2,750	3,656	477	580
May	3,188	3,233	497	728
June	2,945	3,380	472	620
July	3,623	3,630	590	764
August	3,485	3,596	576	700
September	2,813	2,771	568	664
October	3,439	3,107	528	732
November	4,266	2,393	344	660
December	*	2,255	296	736
CURRENT TOTAL	33,090	39,825	5,673	7,700

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**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**
5529 Municipal Drive, Tobyhanna, PA 18466
(570) 894-8490 • FAX (570) 894-8413

FINANCIAL REPORT - BOARD OF SUPERVISORS
FEBRUARY 19, 2019 BOARD MEETING
AS OF JANUARY 31, 2019

Revenue

2019 General Fund Budget = \$7,531,031.18

<u>ITEM</u>	<u>AMOUNT</u>	<u>% BUDGET LINE</u>
Real Estate Taxes (Current & Delinquent)	\$ 112,179	3%
Earned Income Tax	49,061	3%
Real Estate Transfer Tax	43,330	10%
LST	36,642	11%
Rents	5,982	11%
Building Code Fees	5,931	30%
Fines & Forfeits	4,401	11%
Zoning Fees	1,214	3%
Licenses & Permits	330	0%
All other sources	4,020	0%
Total Revenue	\$ 263,090	

Expense

2019 General Fund Budget = \$7,531,031.18

<u>ITEM</u>	<u>AMOUNT</u>	<u>% BUDGET LINE</u>
Pocono Mountain Regional Police Dept.	\$ 192,575	8%
Salaries	117,889	11%
Interfund Transfers	59,460	27%
Employee Benefits	46,767	7%
Pocono Mountain EMS	10,000	8%
Utilities	8,836	11%
Insurance	8,573	7%
Contracted Services	7,636	5%
Engineering	5,599	10%
Vehicle Repair & Maintenance	5,214	6%
Control Center	4,504	25%
Fuel	2,799	3%
Capital Purchases	1,486	0%
Fire	1,269	0%
Legal Fees	690	1%
Road Materials	224	0%
All other sources	13,331	3%
Total Expense	\$ 486,851	

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**COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS AND BALANCES REPORT
FEBRUARY 19, 2019**

DATE	CK #	ITEM	AMOUNT
2/12/2019		Payroll	\$45,000.00
2/19/2019		General Fund	302,826.46
2/19/2019		Total General Fund	347,826.46
2/19/2019		Sewer Fund	8,881.81
		Total Disbursements	\$ 356,708.27

TRIAL BALANCE AS OF FEBRUARY 19, 2019

General Fund Checking	1,914,074.29	Emerg. Services Fund Money Market	198,229.72
Fire Tax/Coolbaugh Twp VFD	315,851.17	Emerg. Services Fund Checking	21,545.07
Fire Tax/Gouldsboro VFD	33,447.26	Total Emergency Services Fund	219,774.79
Fire Tax/Thornhurst VFD	42,414.96	Liquid Fuels Fund Checking	142,854.14
Fire Tax/Tobyhanna Twp. VFD	22,148.25	Escrow Fund Checking	180,118.38
Payroll Checking	1,444.08	Escrow Fund Clarius Checking	436,103.26
Rainy Day Fund Savings	936,556.84	Total Escrow Fund	616,221.64
Total General Fund	3,265,936.85		
Sewer Fund Checking	17,262.09		
Sewer PennVest Checking	76.62	Total all Funds	4,276,270.00
Total Sewer Fund	17,338.71		
Capital Projects Fund Checking	14,143.87		

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

Check#	Vendor	Description	Payment	Check Total
5093	490 - ALARM INSTALLERS CORP	PO 16015 HISTORIAL BLDG	240.00	240.00
5094	1258 - AM TRUST NORTH AMERICA	PO 16034 WORKER'S COMP POLICY #WWC3396301 EF	7,081.00	7,081.00
5095	1240 - CINTAS CORPORATION	PO 16026 FLOOR MATS	14.02	
		PO 16039 UNIFORMS	141.22	
		PO 16054 MATS	156.52	
		PO 16055 UNIFORM CLEANING	81.14	392.90
5096	849 - COMMUNITY PLANNING & MANAGEMENT LLC	PO 16040 WIRELESS COMMUNICATIONS CELL TOWER	458.10	458.10
5097	190 - COOLBAUGH SEWER FUND	PO 16017 FEB 2019/ MUNICIPAL CTN	374.82	374.82
5098	1120 - COUNTY WASTE	PO 16046 PARK/DPW/MUNICIPAL CENTER- TRASH RE	570.00	570.00
5099	1 - CRAMERS HOME BUILDING CENTERS	PO 16037 SHINGLES - BLACKTITE ROOF PAPER -HI	56.77	56.77
5100	652 - CYPHERS TRUCK PART	PO 16025 AIR DRYER CARTRIDGE-FOR LEAF TRUCK	121.75	
		PO 16052 PARTS- FOR REPAIR 2007 PETERBILT 34	399.88	521.63
5101	8 - D.G. NICHOLAS CO.	PO 16023 HYD FITTING/QT GLOBAL SYN/WINTER WI	57.14	57.14
5102	13 - DEVELOPMENTAL EDUCATION SERVICES	PO 16035 RECYCLING SURCHARGE JAN. 2019	16.00	16.00
5103	504 - DONALD DEROO	PO 16029 INSURANCE REIMBURSEMENT 2019	350.00	350.00
5104	151 - E.M. KUTZ, INC.	PO 16058 08 TANDEN-EMERGENCY REPAIR LEAKING	825.00	825.00
5105	919 - FIDELITY SECURITY LIFE INSURANCE/EY	PO 16014 FEB 2019 - EYE-MED	277.77	277.77
5106	1327 - FRASER ADVANCED INFO.SYSTEMS	PO 16036 LEXMARK TONER FREE DELIVERY CHARGE	10.00	
		PO 16063 OVERAGE CHARGE FOR COPIES 11/6/18-	7.91	17.91
5107	1191 - FREY & CO.	PO 16010 2018 AUDIT	9,299.00	9,299.00
5108	926 - GENERAL SUPPLY	PO 16031 STANDARD KEYS FOR NEW PERSON & STOC	38.52	38.52
5109	806 - GILMORE & ASSOCIATES	PO 16019 196 & COUNTRY PLACE PROFESSIONAL SE	654.00	
		PO 16066 196 COUNTRY PLACE PROFESSIONAL SERV	1,664.00	2,318.00
5110	522 - GRATZ WASHENIK TAX COLLECTOR	PO 16032 STAPLES/PAPER/POSTAGE- TWP TO PAY 1	256.45	256.45
5111	1250 - GUYETTE COMMUNICATIONS	PO 16033 MAKING PROGRAMMING CHANGES TO PHONE	233.00	233.00
5112	54 - H.A. BERKHEIMER, INC.	PO 16042 LST COMMISSION	578.99	578.99
5113	891 - LOWE'S	PO 16049 SUPPLIES-BASEMENT-WIRE FOR LIGHTS O	295.84	295.84
5114	452 - OFFICE DEPOT	PO 16028 LEGAL FOLDERS	35.98	
		PO 16044 PAPER CLIP/COPY PAPER/MANILA JACKET	155.82	191.80
5115	81 - P P & L	PO 16020 83201-80003 STREET LIGHT	1,101.70	1,101.70
5116	1021 - PAPCO	PO 16061 FUEL	3,320.39	3,320.39
5117	86 - PENNSYLVANIA AMERICAN WATER CO	PO 16011 FIRE HYDRANTS	1,307.28	1,307.28
5118	87 - PENNSYLVANIA ONE CALL SYSTEM, INC.	PO 16043 CBT MONTHLY FEE FOR CALL OUTS-FAX	67.51	67.51
5119	88 - PENNSYLVANIA PAPER & SUPPLY CO.	PO 16041 GREEN ICE MELT- FOR SIDEWALKS	575.91	575.91
5120	1113 - PEOPLES SECURITY BANK & TRUST	PO 16056 CALL-EM-ALL-MONITORS KEY BOARD-GLOV	1,429.53	1,429.53
5121	430 - POCONO ACE HARDWARE	PO 16022 FLAT HR PLN/FIN HX NUT-FOR REPAIR M	13.30	
		PO 16024 HILLMAN FASTENERS	24.04	
		PO 16038 GAS CANS (2) NON-SPILL 2.5GAL/ 5	51.28	
		PO 16053 HILLMAN FASTENERS- BOLTS FOR AIR DR	14.94	103.56
5122	95 - POCONO RECORD	PO 16059 ADV-ZONING ORDINANCE-RECYCLING-HOLI	406.61	406.61
5123	206 - PSATS	PO 16062 PRE-EMPLOYMENT TESTING	60.00	60.00
5124	206 - PSATS	PO 16065 WORKSHOP	35.00	35.00
5125	1265 - SCHAEGLER YESCO	PO 16050 DPW- (4) SALT SHED LIGHTS LED -SENS	588.34	588.34
5126	120 - SUNDANCE NETWORKS INC.	PO 16027 SETUP NEW LAPTOPS /BITDEFENDER/LAPT	911.25	911.25
5127	1215 - SUPER HEAT, INC.	PO 16064 SERVICE 2/5-PIN HOLE LEAK THAT RUST	1,492.18	1,492.18
5128	587 - THE BANK OF NEW YORK MELLON	PO 16018 GOB2013 INTEREST / PRINCIPAL	261,950.00	261,950.00
5129	31 - THYSSENKRUPP ELEVATOR CORP.	PO 16021 FEB 2019 MAINTENANCE	296.88	296.88
5130	1226 - TRIAD TRUCK EQUIPMENT, INC	PO 16051 AUGER FOR 96"WIDE SPREADER-AUGER BE	376.00	376.00
5131	1055 - TULPEHOCKEN SPRING WATER INC	PO 16060 BOTTLE WATER-MUNICIPAL CENTER-GARAG	60.68	60.68
5132	756 - UGI Utilities	PO 16013 GARAGE	388.04	388.04
5133	929 - UNITED CONCORDIA LIFE & HE	PO 16047 FEB. 2019 -DENTAL	2,049.16	2,049.16
5134	119 - VERIZON	PO 16057 WWTP- PHONES- ADMIN PHONES	911.85	911.85
5135	892 - VERIZON WIRELESS	PO 16012 PHONES	943.95	943.95
TOTAL				302,826.46

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01.101.000	GENERAL FUND CHECKING			0.00	302,826.46
01.400.000	GENERAL GOV'T	4,163.79			
01.401.000	MANAGER -EXECUTIVE	35.00			

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01.402.000	FINANCIAL ADMIN	9,386.97			
01.403.000	TAX COLLECTION	835.44			
01.405.000	MUNICIPAL OFFICE	390.41			
01.409.000	BUILDING & PLANTS	5,957.90			
01.411.000	FIRE	1,307.28			
01.414.000	ZONING OFFICE	611.46			
01.430.000	DPW-HIGHWAYS ROADS STREETS	6,419.88			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	1,790.76			
01.453.000	SPECTATOR RECREATION	240.00			
01.454.000	PARKS	190.00			
01.471.000	PRICIPAL PAYMENTS	261,950.00			
01.486.000	INSURANCE	7,081.00			
01.487.000	EMPLOYEE BENEFITS	2,466.57			
TOTALS FOR	GENERAL FUND	302,826.46	0.00	0.00	302,826.46

Total to be paid from Fund 01 GENERAL FUND

302,826.46

302,826.46

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

Meeting Date: 03/05/2019 For bills from 02/13/2019 to 02/15/2019

Check#	Vendor	Description	Payment	Check Total
2144	228 - ATC	PO 16048 MISCELLANEOUS -WALMART-WWTP FLOWS	1,952.50	1,952.50
2145	1120 - COUNTY WASTE	PO 16045 WWTP TRASH REMOVAL	110.00	110.00
2146	1294 - GOTTA GO SEPTIC'S	PO 16016 SLUDGE REMOVAL 1/31/2019 2 LOADS	800.00	800.00
2147	520 - K.L. FULFORD ASSOCIATES, INC	PO 16030 WWTP PROFESSIONAL SERVICE FOR FEB 2	5,800.00	5,800.00
2148	119 - VERIZON	PO 16057 WWTP- PHONES- ADMIN PHONES	218.81	218.81
TOTAL				8,881.31

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
08.101.000	CHECKING			0.00	8,881.31
08.429.125	CONTRACT SERVICE PLANT	5,800.00			
08.429.313	ENGINEERING SERVICES	1,952.50			
08.429.320	TELEPHONE	218.81			
08.429.452	SLUDGE HAULING	800.00			
08.429.453	CONTRACTED SERVICE -TRASH	110.00			
TOTALS FOR	SEWER FUND	8,881.31	0.00	0.00	8,881.31

Total to be paid from Fund 08 SEWER FUND

8,881.31
=====

8,881.31