

**COOLBAUGH TOWNSHIP  
MUNICIPAL CENTER**

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

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING AGENDA  
MAY 18, 2015, 7:00 PM**

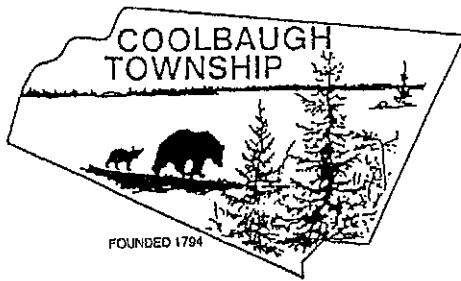
**Roll Call**

**BOARD OF SUPERVISORS**

\_\_\_ B. Weimer \_\_\_ J. Adams \_\_\_ L. Kelly \_\_\_ F. Pope \_\_\_ R. Zito

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.

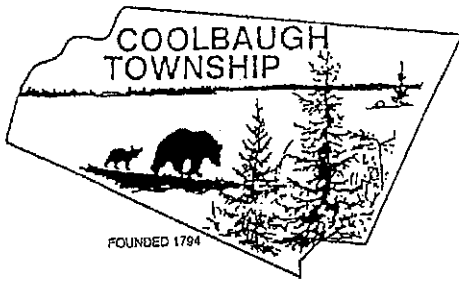
1. Public input
2. Approval of minutes / notes
  - May 5, 2015 Regular Meeting minutes
  - May 5, 2015 Work Session notes
3. Monthly reports
  - Pocono Mountain Regional Police Department
  - Pocono Mountain Regional EMS
  - Coolbaugh Township VFD
  - Gouldsboro VFD
  - Pocono Summit VFD
  - Thornhurst VFD
  - Tobyhanna Township VFD
4. Acceptance of 2014 audit
5. E-911 Readdressing program / Google Maps update



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6. 2015 Paving program update
7. Bid results 2015 – 2018 trash hauling services
8. Demolition of 608 Main St.
9. Repairs to “Beast”
10. Signage mapping program
11. Parks & Recreation Commission purchase requests
12. Business Manager / Controller’s report
13. Current obligations
  - General Fund \$ 87,210.90
  - Sewer Fund \$ 6,080.33
  - Capital Projects Fund \$ 0.00
  - Emergency Services Fund \$ 0.00
  - Liquid Fuels Fund \$ 0.00
  - Escrow Fund \$ 753.25
  - **Total Disbursements \$ 94,044.48**



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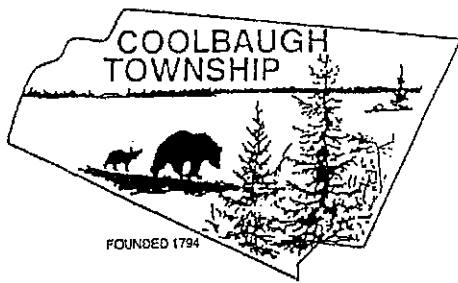
14. Other business

15. Board of Supervisors Executive Sessions

- Held Prior – Tuesday May 5, 2015 at 6:27 pm RE: Legal
- Held Prior – Tuesday May 5, 2015 8:30 RE: Personnel
- Subsequent – Monday May 18, 2015 at a time to be determined RE: Legal

16. Adjournment

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## COOLBAUGH TOWNSHIP MUNICIPAL CENTER

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### COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING MINUTES MAY 5, 2015

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, Juan Adams, Lynn Kelly, Fred Pope and Robert M. Zito

#### **Board Members absent:**

None

#### **Staff present:**

Jerry Hanna, Solicitor and Doug Hein, Business Manager / Controller

#### **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.

#### **1. Public input**

1. D. Pope asked why a fire truck was used to take someone to the prom; Chief K. Ambrogio said it can be used if a volunteer. D. Pope also asked why mattresses were piling up behind CTVFC on Laurel Dr.; K. Ambrogio & Mr. Weimer said it was people dumping.
2. B. Sanford asked if Main St. demo was to start soon; was told it will be.
3. H. Smith asked for update on meeting with Pat Calpin; Mr. Weimer said yard has to be reconfigured and retaining wall rebuilt
4. M. Fairservice asked if Mt. Pocono residents allowed to drop off brush; Mr. F. Pope said their letter to the Board stated they would tell residents not to. Mr. Hein was asked to follow up.
5. B. Sanford asked if next PMRPC meeting would be voting on Barrett Twp. joining; Ms. Kelly reviewed several points.

#### **2. Approval of minutes / notes**

Mr. Pope made a motion, seconded by Mr. Adams to approve the minutes of the April 7, 2015 regular meeting as presented.

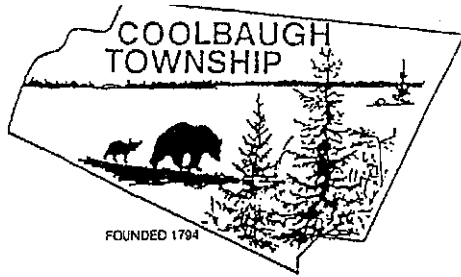
- **Discussion:** None.
- **Vote:** All in favor, motion passed.
- **Note:** Work session notes from April 7, 2015 will be posted to the web site along with the minutes.

Mr. Pope made a motion, seconded by Mr. Adam to approve the minutes of the April 28, 2015 special meeting as presented.

- **Discussion:** Ms. Kelly stated she would be abstaining because she abstained from voting at the meeting.
- **Vote:** Four in favor, Ms. Kelly abstained; motion passed.

#### **3. Monthly reports**

- Pocono Mountain Regional Police Department – **Given by Mr. Adams; V. Masarro asked for # of criminal arrests; Mr. Adams told him it was not broken down**
- Pocono Mountain Regional EMS – **Given by Mr. Pope; membership cards to be sent out**
- Coolbaugh Township VFD – **Given by Chief K. Ambrogio for VFD**
- Gouldsboro VFD – **Given by Mr. Weimer as submitted by VFD**
- Pocono Summit VFD – **Given by Chief Talmadge for VFD**



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- Thornhurst VFD – Given by Mr. Weimer as submitted by VFD
- Tobyhanna Township VFD – Given by Mr. Weimer as submitted by VFD

#### 4. Pocono Summit VFC Parade

Chief G. Talmadge discussed; asked for Township to send usual letter to PennDOT on their behalf. Ms. Kelly made a motion, seconded by Mr. Pope to have Mr. Hein send a letter to PennDOT.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

#### 5. Compost Facility fee schedule

Mr. Hein stated that the fees voted on in April for taking mulch from the compost site are lower than what was originally being charged and they needed to be changed back. Ms. Kelly made a motion, seconded by Mr. Weimer to change the mulch fees back to \$5 / ½ yd., \$30 / 3 yds. when loaded by our machine and compost \$10 / ½ yd., \$60 / 3 yds. when loaded by our machine.

- **Discussion:** Discussion was held to make sure this was clear.
- **Vote:** All in favor, motion passed.

Mr. Pope made a motion, seconded by Mr. Adams to run an ad in both newspapers for the contractor permits.

- **Discussion:** Discussion was held as to size of ad; decided it should be size of ad for leaf collection; H. Smith asked if all contractors would be allowed and was told yes as long as they pay. J. O'Boyle said a sign should be made to place at the yard.
- **Vote:** All in favor, motion passed.

Mr. Pope made a motion, seconded by Mr. Adams to have a sign made to place at the compost yard with the new fees.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

#### 6. Planning Commission recommendations to the Board of Supervisors re: Pocono Transcrete Land Development Plan conditional approval per Township Engineer's letter of April 3, 2015

Mr. Hein stated that there was an additional condition in Zoning Ordinance section 27-1405.B for the airport zone; owner's engineer is aware and will comply. Mr. Pope made a motion, seconded by Mr. Adams to grant conditional approval based on Russ Kresge's letter and meeting the conditions of ZO section 27-1405.B.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

#### 7. Planning Commission recommendation to the Board of Supervisors re: Pocono Transcrete waiver request SALDO section 617 exterior driveway lighting

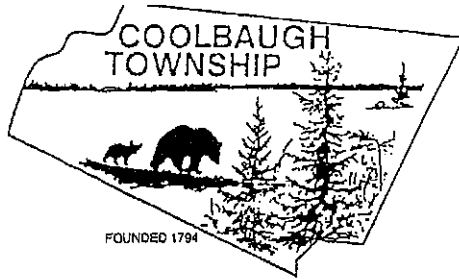
Mr. Pope made a motion, seconded by Mr. Adams to grant waiver request for exterior driveway lighting SALDO section 617; Mr. Hanna said Steve Gitch's letter from Keystone Consulting Engineering should be incorporated; motion and second amended.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

#### 8. Planning Commission recommendation to the Board of Supervisors re: Pocono Mountain Office Commons-Arcadia Properties extension request through July 31, 2015

Mr. Adams made a motion, seconded by Mr. Pope to grant the extension request.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.



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#### 9. DPW backhoe training off-site

Mr. Weimer would like to have DPW employees trained on equipment for succession planning. There is about two days' work to be done moving boulders at the Wildflower/SR196 fire station. He wants Dave Fairservice to train others in the use of the backhoe. Mr. Adams made a motion, seconded by Ms. Kelly to approve the training.

- **Discussion:** D. Pope asked how many would be trained; Mr. Weimer said at least 2. M. Fairservice asked if work would be on SR196 because flaggers would be needed and most of crew would then be there; was told work would be done from firehouse property.
- **Vote:** All in favor, motion passed.

#### 10. 2015 paving project

Ms. Kelly made a motion, seconded by Mr. Adams to approve the paving list and pave as many roads as possible within budget. Mr. Weimer asked that he be allowed to set priority; motion and second were amended.

- **Discussion:** Discussion was held to obtain estimate from Russ Kresge on cost per mile. P. Volpe asked why Minqua Trail was not on list; Mr. Weimer said PAWC was paving that. M. Fairservice asked if this was to be bid out and was told yes; she asked if pipes were to be replaced and Mr. Weimer said ones on Cayuga and Salamanca would be replaced.
- **Vote:** All in favor, motion passed.

#### 11. Options for new fire hydrants

Mr. Weimer reviewed where PAWC wants to install 5 new hydrants on Onondaga, Seven Nations, Seneca, Seminole & Algonquin.

Mr. Adams made a motion, seconded by Ms. Kelly to have the hydrants installed.

- **Discussion:** J. O'Boyle asked if 1 or 2 hydrants could be put in Stillwater Civic Association next year; Mr. Weimer said he would look into it.
- **Vote:** All in favor, motion passed.

#### 12. Pocono Mountain Learning & Recreation Center request for fee waiver to use Tobyhanna House pavilion 18, 2015

Mr. Adams made a motion, seconded by Mr. Weimer to grant the fee waiver.

- **Discussion:** Mr. Pope asked if the date was available; Mr. Hein said it was.
- **Vote:** All in favor, motion passed.

#### 13. Request from Pocono Summit Lake Property Owners Association to sweep pavilion parking lot for May 19 election

Mr. Adams made a motion, seconded by Ms. Kelly to allow road crew to sweep the lot.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

#### 14. Authorization to place ad for and place 1998 GMC Sierra pick-up truck on municibid.com

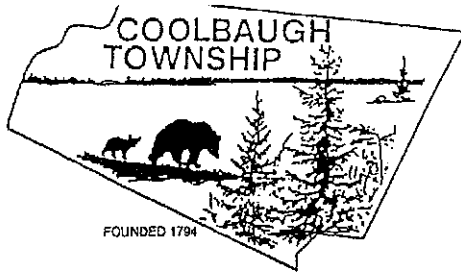
Mr. Pope made a motion, seconded by Ms. Kelly to place the ad to sell the GMC.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

#### 15. Business Manager / Controller's report

Mr. Hein gave a brief report of the finances as of April 30, 2015.





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#### 16. Current obligations

• General Fund	\$263,609.75
• Goulds. Fire Tx. Fund	\$ 5,200.00
• Sewer Fund	\$ 31,947.61
• Capital Projects Fund	\$ 0.00
• Emergency Services Fund	\$ 0.00
• Liquid Fuels Fund	\$ 0.00
• Escrow Fund	\$ 12,498.75
• Total Disbursements	\$313,256.11

Mr. Adams made a motion, seconded by Ms. Kelly to approve the current obligations.

- **Discussion:** None
- **Vote:** All in favor, motion passed.

#### 17. Other business

Ms. Kelly made a motion, seconded by Mr. Adams to grant a fee waiver to Head Start to use the Tobyhanna House pavilion on June 5, 2015.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

Ms. Kelly made a motion, seconded by Mr. Adams to approve attorney Nick Haros to enter an appearance for Coolbaugh Township and Coolbaugh Township Municipal Authority in litigation filed by Pocono Mountain School District.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

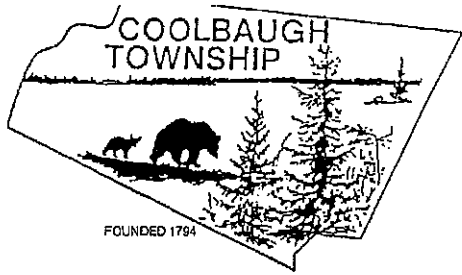
Mr. Weimer stated that due to a new state law, the EAC and Parks & Rec Commission will need to have background checks completed by July 1<sup>st</sup>. The athletic association and soccer league should also be informed.

#### 18. Board of Supervisors Executive Sessions

- Held Prior – Tuesday, April 7, 2015 at 7:44 pm RE: Legal
- Subsequent – Tuesday, May 5, 2015 at 6:27 pm RE: Legal
- Subsequent – Tuesday, May 5, 2015 after the regular meeting RE: Personnel

#### 19. Adjournment

There being no further business, a motion was made by Mr. Pope, seconded by Mr. Adams to adjourn the meeting. All in favor, motion passed. Meeting adjourned at 8:29 pm.



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**NEXT REGULAR BOARD MEETING: Tuesday, April 7, 2015 at the Coolbaugh Township Municipal Office meeting room.**

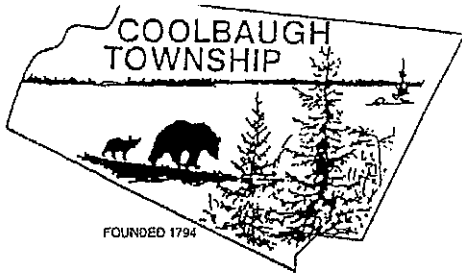
- **Work Session – 6:00 pm**
- **Business Meeting – 7:00 pm**

**Submitted by:** \_\_\_\_\_  
**Douglas A. Hein, Business Manager / Controller**

**Reviewed by:** \_\_\_\_\_  
**Lynn Kelly, Township Secretary**

**Witnessed by:** \_\_\_\_\_  
**Bill Weimer, Chairman**

**Date:** \_\_\_\_\_



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### COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS WORK SESSION NOTES MAY 5, 2015

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

**Board Members present:**

Bill Weimer, Juan Adams, Lynn Kelly, Fred Pope and Robert M. Zito

**Board Members absent:**

None

**Staff present:**

Jerry Hanna, Solicitor and Doug Hein, Business Manager / Controller

**Staff absent:**

None

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

**1. Wastewater treatment plant update**

Dave Kavitski and Ken Fulford were present to give a quarterly update on issues with the WWTP. Mr. Kavitski stated the Chapter 94 report was submitted to DEP on time; the Act 537 Plan should be reviewed as it is 20 years old; Township should look at those connected to WWTP to make sure sump pumps are not running into drains; grease traps need to be inspected; a walk-through of the plant was set for 8:30 on Monday May 11<sup>th</sup> at 8:30 am; asphalt around manholes on Main St. should be repaired by PennDOT; Wal-Mart autodialer is online and working; Wal-Mart is back online. Mr. Fulford gave an update on the DRBC and parameters of our permit.

**2. Other Business**

None

**3. Public Input**

None

The Work Session ended at 6:27 pm at which point the Supervisors went into Executive Session until 6:55 pm.

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**POCONO MOUNTAIN REGIONAL POLICE  
2015 MONTHLY ACTIVITY BREAKDOWN**

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	2015 YTD	2014	2013
<b><u>TOBYHANNA</u></b>															
<b>Total Calls</b>	249	209	213	207	0	0	0	0	0	0	0	0	878	2,857	3,563
<i>Complaints</i>	216	183	188	186									773	2,642	3,309
<i>Accidents</i>	33	26	25	21									105	215	254
<b>Criminal Arrests</b>	19	9	23	47	0	0	0	0	0	0	0	0	98	276	353
<b>Traffic Arrests</b>	101	46	64	89									300	478	800
<b>Veh Code Warnings</b>	55	45	63	64									227	457	582
<b>Ordinance Arrests</b>	4	6	3	4	0	0	0	0	0	0	0	0	17	14	28
<b><u>MT. POCONO</u></b>															
<b>Total Calls</b>	160	159	159	143	0	0	0	0	0	0	0	0	621	2,092	2,188
<i>Complaints</i>	132	132	140	127									531	1,849	1,926
<i>Accidents</i>	28	27	19	16									90	243	262
<b>Criminal Arrests</b>	22	30	31	12	0	0	0	0	0	0	0	0	95	311	348
<b>Traffic Arrests</b>	46	53	24	38									161	571	632
<b>Veh Code Warnings</b>	28	9	12	13									62	296	384
<b>Ordinance Arrests</b>	23	25	7	9	0	0	0	0	0	0	0	0	64	65	130
<b><u>TUNKHANNOCK</u></b>															
<b>Total Calls</b>	121	144	109	117	0	0	0	0	0	0	0	0	491	1,574	1,749
<i>Complaints</i>	104	136	103	109									452	1,440	1,605
<i>Accidents</i>	17	8	6	8									39	134	144
<b>Criminal Arrests</b>	6	7	6	10	0	0	0	0	0	0	0	0	29	141	138
<b>Traffic Arrests</b>	9	13	8	8									38	131	399
<b>Veh Code Warnings</b>	4	4	6	3									17	98	224
<b>Ordinance Arrests</b>	0	0	0	0	0	0	0	0	0	0	0	0	-	1	1
<b><u>COOLBAUGH</u></b>															
<b>Total Calls</b>	391	332	379	407	0	0	0	0	0	0	0	0	1,509	5,344	5,324
<i>Complaints</i>	363	305	345	386									1,399	5,024	5,013
<i>Accidents</i>	28	27	34	21									110	320	311
<b>Criminal Arrests</b>	28	30	35	25	0	0	0	0	0	0	0	0	118	455	397
<b>Traffic Arrests</b>	69	44	56	87									256	546	740
<b>Veh Code Warnings</b>	42	26	35	44									147	284	415
<b>Ordinance Arrests</b>	11	9	7	3	0	0	0	0	0	0	0	0	30	49	60



**POCONO MOUNTAIN REGIONAL POLICE**  
**2015 TOTAL HOURS**

	HOURS PAID YTD	HOURS ACTUAL YTD	OVER/UNDER YTD	MISC	OVER/UNDER BALANCE
TOBYHANNA TWSP	7,210.80	7,423.70	212.90	-	(457.19)
MT POCONO BORO	2,898.80	2,652.51	(246.29)	-	313.56
TUNKHANNOCK TWSP	2,743.00	2,468.24	(274.76)	-	(66.02)
COOLBAUGH TWSP	9,091.40	9,399.54	308.14	-	209.60

**PERCENTAGE**

TOBYHANNA TWSP	32.86%	33.83%	0.97%	N/A
MT POCONO BORO	13.21%	12.09%	-1.12%	N/A
TUNKHANNOCK TWSP	12.50%	11.25%	-1.25%	N/A
COOLBAUGH TWSP	41.43%	42.83%	1.40%	N/A

**2015 BUDGET HOURS BREAKDOWN**

MUNICIPALITY	WEEKLY		MONTHLY HRS		Total Hrs Available Per Day	183
	HRS	%	28 DAY	31 DAY		
Tobyhanna	420.61	32.86%	1682	1803	1863	
Mount Pocono	169.09	13.21%	676	725	749	
Tunkhannock	160.00	12.50%	640	686	709	
Coolbaugh	530.30	41.43%	2121	2273	2348	
<b>Total</b>	<b>1280.00</b>	<b>100.00%</b>	<b>5120</b>	<b>5486</b>	<b>5669</b>	





1 Classification of Offenses <b>PART I OFFENSES</b>		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
<b>01. CRIMINAL HOMICIDE</b>						
A. Murder and Nonnegligent Manslaughter	11					
B. Manslaughter by Negligence	12					
<b>02. FORCIBLE RAPE</b> <b>Total</b>	20	1		1		
A. Rape by Force	21	1		1		
B. Assault to Rape-Attempts	22					
<b>03. ROBBERY</b> <b>Total</b>	30	3		3		
A. Firearm	31	1		1		
B. Knife or cutting instrument	32					
C. Other Dangerous Weapon	33					
D. Strong Arm(hands, feet, etc.)	34	2		2		
<b>04. ASSAULT</b> <b>Total</b>	40	11		11	9	4
A. Firearm	41	1		1		
B. Knife or cutting instrument	42					
C. Other Dangerous Weapon	43					
D. Hands, fist, feet, etc.	44	3		3	2	1
E. Other Assaults-Not aggravated	45	7		7	7	3
<b>05. BURGLARY</b> <b>Total</b>	50	16	2	14	2	
A. Forcible Entry	51	9		9	1	
B. Unlawful Entry-No force	52	4	1	3	1	
C. Attempted forcible entry	53	3	1	2		
<b>06. LARCENY - THEFT</b> (except motor vehicle theft)	60	31		31	9	1
<b>07. MOTOR VEHICLE THEFT</b> <b>Total</b>	70	2		2		
A. Autos	71	2		2		
B. Trucks and Buses	72					
C. Other Vehcles	73					
<b>09. ARSON</b>	90					
<b>TOTAL PART I OFFENSES</b>	77	64	2	62	20	5

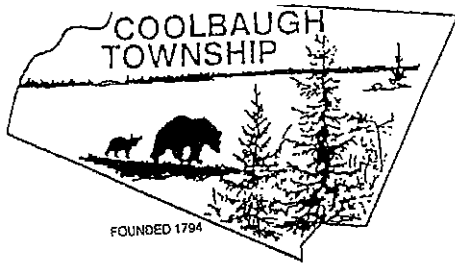
1 Classification of Offenses <b>PART II OFFENSES</b>	2 Offenses Reported or known to police (include unfounded and attempted)	3 Unfounded, i.e. False or Baseless Complaints	4 Number of Actual Offenses(Col. 2 minus Col. 3) Include Attempts	5 Total Offenses Cleared by Arrest or Exceptional means Includes Col. 6	6 Number of Clearances Involving only Persons under 18
100. Forgery and Counterfeiting	5		5		
110. Fraud	3		3	1	
120. Embezzlement					
130. Stolen Prop., Rec., Possess., Buying					
140. Vandalism	7		7	4	
150. Weapons, Carrying, Possess, etc.	5		5	2	
160. Prostitution and Commercialized Vice					
170. Sex Offenses (except 02 and 160)	5		5	2	
180. Drug Abuse Violations Total	9		9	6	2
Sale/mfg. 18A. Opium-Cocaine	2		2	2	
18B. Marijuana	2		2	2	1
18C. Synthetic	1		1		
18D. Other					
Possession 18E. Opium-Cocaine	1		1		
18 F. Marijuana	3		3	2	1
18G. Synthetic					
18H. Other					
190. Gambling Total					
19A. Book Making					
19B. Numbers. Etc.					
19C. Other					
200. Offenses Against Family & Children	4	1	3		
210. Driving Under the Influence	7		7	7	
220. Liquor Laws	1		1		
230. Drunkenness	2	2			
240. Disorderly Conduct	78	8	70	54	9
250. Vagrancy					
260. All Other Offenses (except traffic)	31	1	30	18	1
<b>TOTAL PART II OFFENSES</b>	<b>157</b>	<b>12</b>	<b>145</b>	<b>94</b>	<b>12</b>

**Pocono Mountain Regional Police UCR Crime Stats**  
**APRIL 2015**

	<b>DEPARTMENT TOTAL</b>	<b>TOBY</b>	<b>TUNK</b>	<b>BORO</b>	<b>COOL</b>	<b>OUT</b>
Homicide	0	0	0	0	0	0
Rape	1	0	0	0	1	0
Robbery	3	0	1	0	2	0
Assaults	7	1	0	2	4	0
Burglary	16	4	5	0	7	0
Larceny - Thefts	30	4	2	19	5	0
Stolen Vehicles	2	0	1	0	1	0
Arson	0	0	0	0	0	0
Forgery	5	0	0	5	0	0
Fraud	3	1	0	0	2	0
Embezzlement	0	0	0	0	0	0
Stolen Property	0	0	0	0	0	0
Vandalism	7	2	0	0	5	0
Weapons	3	1	0	1	1	0
Prostitution	0	0	0	0	0	0
Sex Offenses	2	1	0	0	1	0
Drug Violations	9	2	1	2	4	0
Gambling	0	0	0	0	0	0
Offenses Family & Children	2	0	0	0	2	0
DUI	7	2	2	1	2	0
Liquor Laws	0	0	0	0	0	0
Drunkenness	2	0	0	2	0	0
Disorderly Conducts	56	10	10	8	28	0
All Others	29	8	4	4	13	0
<b>UCR TOTALS</b>	<b>184</b>	<b>36</b>	<b>26</b>	<b>44</b>	<b>78</b>	<b>0</b>

Domestics	74	13	13	5	43	0
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**COOLBAUGH TOWNSHIP  
MUNICIPAL CENTER**

5550 Memorial Blvd., Tobyhanna, PA 18466  
(570) 894-8490 • FAX (570) 894-8413

**FINANCIAL REPORT – BOARD OF SUPERVISORS**  
**MAY 18, 2015 BOARD MEETING**

**Revenues**

- As of May 13, 2015, total General Fund revenues received were \$4,314,431. This is broken down as follows (2015 budget is \$7,231,978):

<u>ITEM</u>	<u>AMOUNT</u>	<u>% BUDGET LINE</u>
○ Real estate taxes (current & dlq.)	\$3,384,508	83%
○ Earned income tax	\$ 549,059	42%
○ LST	\$ 125,333	38%
○ R/E transfer tax	\$ 92,756	31%
○ Licenses & permits	\$ 88,132	32%
○ Rents	\$ 33,858	42%
○ Fines & forfeits	\$ 11,126	32%
○ All other sources	\$ 29,659	41%

**Expenses**

- As of May 13, 2015, total General Fund expenses were \$2,806,649 with the largest categories being (2015 budget is \$7,231,978):

<u>ITEM</u>	<u>AMOUNT</u>	<u>% BUDGET LINE</u>
○ PMRPD	\$ 914,936	41%
○ R/E tax distribution to Library	\$ 430,987	83%
○ GOB P&I payment	\$ 304,322	98%
○ Salaries	\$ 288,402	36%
○ Employee benefits	\$ 173,739	29%
○ Road materials	\$ 137,213	86%
○ Transfer to sewer account	\$ 89,000	40%
○ PMREMS	\$ 50,338	37%
○ Utilities	\$ 47,352	40%
○ Engineering	\$ 47,166	85%
○ Fuel	\$ 37,689	33%
○ Legal fees	\$ 33,445	71%
○ Capital purchases	\$ 25,542	9%
○ Vehicle repair & maintenance	\$ 24,237	35%
○ Control Center	\$ 14,991	50%
○ R/E tax refunds	\$ 12,546	251%
○ Contracted services-traffic lights	\$ 9,566	32%
○ All other sources	\$ 165,178	2.3%

**Cash balances & Reports**

- \$855,500 has been withdrawn from the "Rainy Day Fund" to supplement the General Fund cash account with \$500,000 being paid back in May. This is in place of a tax anticipation note (TAN).
- The cash balances listed on the current obligations sheet in the Board Books represent the balances after tonight's obligations are paid. Enclosed are preliminary financial reports as of April 30, 2015.

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**COOLBAUGH TOWNSHIP**  
**CASH DISBURSEMENTS AND BALANCES REPORT**  
 May 19, 2015

DATE	CK #	ITEM	AMOUNT	
5/11/2015		Payroll		\$ 35,000.00
5/19/2015		General Fund	52,210.90	52,210.90
		<b>Total General Fund</b>		<b>87,210.90</b>
5/19/2015		Escrow Fund	753.25	
		<b>Total Escrow Fund</b>		<b>753.25</b>
5/19/2015		Sewer Fund	6,080.33	
		<b>Total Sewer Fund</b>		<b>6,080.33</b>
		<b>Total Disbursements</b>		<b>\$ 94,044.48</b>



TRIAL BALANCE AS OF MAY 19, 2015			
General Fund Checking	1,694,432.37	Emerg. Services Fund Money Market	144,575.47
Fire Tax/Coolbaugh Twp VFD	374,055.35	Emerg. Services Fund Checking	21,025.55
Fire Tax/Gouldsboro VFD	35,116.13	<b>Total Emergency Services Fund</b>	<b>165,601.02</b>
Fire Tax/Pocono Summit VFD	40,316.78	<b>Liquid Fuels Fund Checking</b>	<b>486,526.51</b>
Fire Tax/Thornhurst VFD	20,136.49	Escrow Fund Checking	93,342.69
Payroll Checking	7,970.18	Escrow Fund Clarius Checking	425,587.52
Rainy Day Fund Savings	560,976.92	<b>Total Escrow Fund</b>	<b>536,366.97</b>
<b>Total General Fund</b>	<b>2,733,004.22</b>		
Sewer Fund Checking	7,067.98		
Sewer PennVest Checking	26.26		
<b>Total Sewer Fund</b>	<b>7,094.24</b>	<b>Total All Funds</b>	<b>3,942,560.89</b>
Capital Projects Fund Checking	13,967.93		



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

Check#	Vendor	Description	Payment	Check Total
5422	1114 - ADVANCED BUSINESS EQUIP.	PO 9590 FREIGHT	10.44	10.44
5423	490 - ALARM INSTALLERS CORP	PO 9537 ALARM	240.00	240.00
5424	1068 - ALL PHASE ELECTRIC SUPPLY CO.	PO 9556 PART	69.38	69.38
5425	1059 - BILL'S SHOPRITE	PO 9557 fuel	253.05	253.05
5426	234 - BUSINESS CARD	PO 9571 CHARGE	472.33	472.33
5427	5 - CARGILL, INCORPORATED	PO 9591 ice control	8,312.93	8,312.93
5428	569 - CARROT TOP INDUSTRIES	PO 9535 FLAGS	241.50	241.50
5429	177 - CCI WASTE & RECYCLING SERVICE, INC.	PO 9567 RECYCLE	958.00	958.00
5430	4 - CHEMUNG SUPPLY CORP.	PO 9553 PARTS	5,797.80	5,797.80
5431	711 - CINTAS FIRE PROTECTION	PO 9524 inspection	98.11	98.11
5432	1152 - CLARE COLGAN	PO 9593 MILEAGE	192.05	192.05
5433	1120 - COUNTY WASTE	PO 9560 trash removal	239.00	239.00
5434	1 - CRAMERS HOME BUILDING CENTERS	PO 9549 SUPPLIES	112.56	
		PO 9550 SUPPLIES	71.18	183.74
5435	8 - D.G. NICHOLAS CO.	PO 9543 BATTERY	106.44	
		PO 9581 PARTS	70.55	
		PO 9582 PART	11.84	188.83
5436	13 - DEVELOPMENTAL EDUCATION SERVICES	PO 9596 RECYCLE	14.00	14.00
5437	757 - DIRECT ENERGY	PO 9576 ELECTRIC	2,517.41	2,517.41
5438	151 - E.M. KUTZ, INC.	PO 9545 SUPPLIES	97.00	97.00
5439	51 - EDWARDS SAND & STONE	PO 9562 STONE	136.35	136.35
5440	19 - F & S SUPPLY COMPANY, INC.	PO 9563 PART	38.72	38.72
5441	532 - FEDERAL PUBLISHING	PO 9577 OSHA	298.50	298.50
5442	919 - FIDELITY SECURITY LIFE INSURANCE/EY	PO 9542 MAY	228.02	228.02
5443	255 - FIVE STAR EQUIPMENT, INC.	PO 9552 PARTS	1,148.78	
		PO 9564 PARTS	89.23	1,238.01
5444	1019 - FORD CREDIT DEPT 67-434	PO 9565 LEASE	1,028.77	1,028.77
5445	25 - FRIEDMAN ELECTRIC SUPPLY CO. INC	PO 9546 SUPPLIES	45.09	45.09
5446	30 - GOTTA GO POTTIES	PO 9579 RENTAL	665.00	665.00
5447	54 - H.A. BERKHEIMER, INC.	PO 9559 1st	730.95	730.95
5448	535 - HANOVER ENGINEERING ASSOC., INC.	PO 9555 SMOKE RIDGE	3,048.16	3,048.16
5449	1140 - HOURIGAN KLUGER & QUINN	PO 9578 local 773	989.00	989.00
5450	179 - JERRY F. HANNA	PO 9568 MISC	2,366.00	2,366.00
5451	891 - LOWE'S	PO 9586 SUPPLIES	275.99	275.99
5452	634 - MACROSMITH INC	PO 9534 JUNE	1,837.00	1,837.00
5453	1149 - MANPOWER	PO 9561 erin masker	582.68	582.68
5454	68 - MAY EQUIPMENT	PO 9588 SUPPLIES	262.35	262.35
5455	917 - MILLENNIUM ADMINISTRATORS	PO 9536 ADMIN fee	500.00	500.00
5456	858 - MUNICIPAL CAPITAL CORP.	PO 9554 LEASE	1,614.26	
		PO 9574 june	1,614.26	3,228.52
5457	452 - OFFICE MAX CONTRACT	PO 9551 SUPPLIES	76.22	76.22
5458	81 - P P & L	PO 9538 ELECTRIC	27.29	
		PO 9558 st. lights	877.08	904.37
5459	82 - P.M. ASSOCIATES	PO 9583 ELEVATOR	70.00	70.00
5460	1021 - PAPCO	PO 9547 FUEL	4,640.00	4,640.00
5461	86 - PENNSYLVANIA AMERICAN WATER CO	PO 9540 FIRE	1,283.25	1,283.25
5462	87 - PENNSYLVANIA ONE CALL SYSTEM, INC.	PO 9570 CBT	71.15	71.15
5463	88 - PENNSYLVANIA PAPER & SUPPLY CO.	PO 9575 SUPPLIES	282.63	282.63
5464	430 - POCONO ACE HARDWARE	PO 9533 supplies	35.05	35.05
5465	95 - POCONO RECORD	PO 9587 ADV	476.36	476.36
5466	603 - R.J. GRONER	PO 9584 REPAIR	1,634.01	1,634.01
5467	120 - SUNDANCE NETWORKS INC.	PO 9539 REPAIR	108.00	108.00
5468	31 - THYSSENKRUPP ELEVATOR CORP.	PO 9548 MAINTENANCE	260.00	260.00
5469	1055 - TULPEHOCKEN SPRING WATER INC	PO 9589 BOTTLE WATETR	61.65	61.65
5470	756 - UGI Utilities	PO 9541 HEAT	1,626.05	1,626.05
5471	381 - UNIFIRST CORPORATION	PO 9527 uniforms	78.09	
		PO 9544 UNIFORMS	8.40	
		PO 9585 MATS	93.06	
		PO 9592 uniforms	78.09	257.64
5472	929 - UNITED CONCORDIA LIFE & HEALTH	PO 9572 DENTAL	1,604.70	1,604.70
5473	119 - VERIZON	PO 9573 PHONES	724.10	724.10
5474	123 - WILKES-BARRE TRUCK CENTER	PO 9580 REPAIR	519.45	519.45

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

Check#	Vendor	Description	Payment	Check Total
5475	1153 - WILLIAM HAWKINS	PO 9594 MILEAGE	191.59	191.59
	TOTAL			----- 52,210.90
Total to be paid from Fund 01 GENERAL FUND			52,210.90	
			=====	
			52,210.90	

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

Check#	Vendor	Description	Payment	Check Total
1061	535 - HANOVER ENGINEERING ASSOC., INC.	PO 9555 SMOKE RIDGE	753.25	753.25
	TOTAL			----- 753.25
Total to be paid from Fund 85 ESCROW			753.25	
			<u>753.25</u>	
			753.25	

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

Meeting Date: 05/19/2015 For bills from 04/01/2015 to 05/13/2015

Check#	Vendor	Description	Payment	Check Total
1552	856 - AQUA WASTEWATER	PO 9569 DISPOSAL	552.08	552.08
1553	711 - CINTAS FIRE PROTECTION	PO 9595 service	287.59	287.59
1554	1120 - COUNTY WASTE	PO 9560 trash removal	119.50	119.50
1555	757 - DIRECT ENERGY	PO 9576 ELECTRIC	3,982.60	3,982.60
1556	160 - NORTHEAST CHEMICAL& SUPPLY CO., INC.	PO 9566 SODA ASH	849.80	849.80
1557	119 - VERIZON	PO 9573 PHONES	288.76	288.76
TOTAL				6,080.33

Total to be paid from Fund 08 SEWER FUND

6,080.33

6,080.33