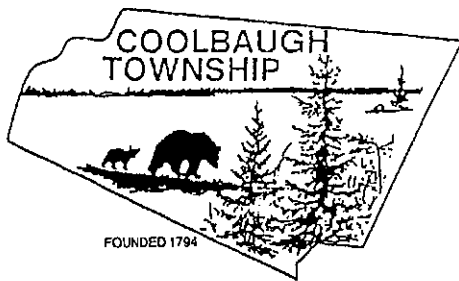


**COOLBAUGH TOWNSHIP  
MUNICIPAL CENTER**

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

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
WORK SESSION AGENDA  
November 2, 2015, 6:00PM**

1. Township Engineer Review of Smoke Ridge Sewer Module (15 Minutes)
2. Wallenpaupack Watershed- Mr. Nick Spinelli (15 Minutes)
3. Other Business (5 Minutes)
4. Public input (5 Minutes)



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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING AGENDA  
November 2, 2015, 7:00 PM**

**Roll Call**

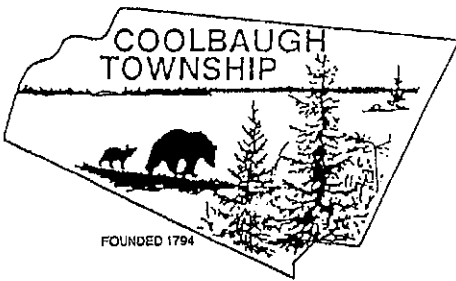
**BOARD OF SUPERVISORS**

\_\_\_ 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
  - October 20, 2015 Regular Meeting minutes
  
3. RFP for CPA to audit the Coolbaugh Twp. Fire Co. LSA Grant
  
4. Proposal from Police Consultant, Safe City Solutions

|                            |                      |
|----------------------------|----------------------|
| 5. Current obligations     |                      |
| • General Fund             | \$ 282,095.83        |
| • Sewer Fund               | \$ 1,351.66          |
| • Capital Projects Fund    | \$ 0.00              |
| • Emergency Services Fund  | \$ 0.00              |
| • Liquid Fuels Fund        | \$ 0.00              |
| • Escrow Fund              | \$ 196.50            |
| <b>Total Disbursements</b> | <b>\$ 283,643.99</b> |



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6. Other business

7. Adjournment

8. Executive Session

- Prior- Monday October 19, 2015 8:00-10:45 am Re: Personnel
- Prior- Tuesday October 27, 2015 6:00-8:30pm Re: Personnel & Legal
- Subsequent – at a time TBD following meeting

**5**

**COOLBAUGH TOWNSHIP**  
**CASH DISBURSEMENTS AND BALANCES REPORT**  
**November 02, 2015**

| DATE                       | CK # | ITEM                      | AMOUNT               |
|----------------------------|------|---------------------------|----------------------|
| 10/29/2015                 |      | Payroll                   | \$ 30,000.00         |
| 11/2/2015                  |      | General Fund              | 252,095.83           |
|                            |      | <b>Total General Fund</b> | <b>282,095.83</b>    |
| 11/2/2015                  |      | Escrow Fund               | 196.50               |
| 11/2/2015                  |      | Sewer Fund                | 1,351.66             |
| <b>Total Disbursements</b> |      |                           | <b>\$ 283,643.99</b> |

| TRIAL BALANCE AS OF NOVEMBER 02, 2015 |                     |                                      |                     |
|---------------------------------------|---------------------|--------------------------------------|---------------------|
| General Fund Checking                 | 385,093.72          | Emerg. Services Fund Money Market    | 144,892.41          |
| Fire Tax/Coolbaugh Twp VFD            | 316,627.82          | Emerg. Services Fund Checking        | 21,071.65           |
| Fire Tax/Gouldsboro VFD               | 55,227.69           | <b>Total Emergency Services Fund</b> | <b>165,964.06</b>   |
| Fire Tax/Pocono Summit VFD            | 29,927.85           | <b>Liquid Fuels Fund Checking</b>    | <b>36,566.13</b>    |
| Fire Tax/Thornhurst VFD               | 10,532.91           | Escrow Fund Checking                 | 68,334.83           |
| Payroll Checking                      | 6,031.52            | Escrow Fund Clarius Checking         | 426,975.85          |
| Rainy Day Fund Savings                | 918,283.87          | <b>Total Escrow Fund</b>             | <b>495,310.68</b>   |
| <b>Total General Fund</b>             | <b>1,721,725.38</b> | <b>Total all Funds</b>               | <b>3,265,251.33</b> |
| Sewer Fund Checking                   | 28,101.75           |                                      |                     |
| Sewer PennVest Checking               | 26.26               |                                      |                     |
| <b>Total Sewer Fund</b>               | <b>28,128.01</b>    |                                      |                     |
| Capital Projects Fund Checking        | 13,936.12           |                                      |                     |

&lt;&lt; &lt;Report Printed &lt; &lt;2015-10-29 14:55:18&lt; &lt; COOLBAUGH TOWNSHIP&lt;

&lt;&lt;&lt;&lt;List of Bills - (01101000) GENERAL FUND CHECKING&lt;&lt;

&lt;&lt;&lt;&lt; GENERAL FUND &lt;&lt;

&lt;&lt;&lt;Meeting Date: 11/03/2015 For bills from 10/21/2015 to 10/29/2015&lt;

&lt;&lt;&lt;&lt;

| Check# | Vendor                                   | Description                        | Payment    | Check Total |
|--------|--|------------------------------------|------------|-------------|
| 5502   | 1105 - ABLE AUTO SERVICE, INC.           | PO 10383 INSPECTION                | 35.00      | 35.00       |
| 5503   | 44 - AIRGAS USA, LLC                     | PO 10321 supplies                  | 236.42     | 236.42      |
| 5504   | 490 - ALARM INSTALLERS CORP              | PO 10365 HISTORICAL ASSOC.         | 240.00     | 240.00      |
| 5505   | 900 - ALTEC CAPITAL SERVICES, LLC        | PO 10322 nov lease                 | 1,857.50   | 1,857.50    |
| 5506   | 1039 - AMERICAN UNITED LIFE INS. CO.     | PO 10357 nov                       | 594.55     | 594.55      |
| 5507   | 52 - BILL'S ACE HARDWARE                 | PO 10317 battery                   | 27.98      | 27.98       |
| 5508   | 724 - CINTAS FIRST AID & SAFETY          | PO 10349 first aid cabinet         | 680.29     | 680.29      |
| 5509   | 8 - D.G. NICHOLAS CO.                    | PO 10326 OIL FILTERS               | 67.45      |             |
|        |  | PO 10343 parts/misc                | 217.71     | 285.16      |
| 5510   | 1085 - DE LAGE LANDEN                    | PO 10355 copy                      | 208.80     | 208.80      |
| 5511   | 151 - E.M. KUTZ, INC.                    | PO 10353 motor /tie plate          | 1,066.10   | 1,066.10    |
| 5512   | 135 - EUREKA STONE QUARRY                | PO 10361 sand & stone              | 1,539.04   | 1,539.04    |
| 5513   | 19 - F & S SUPPLY COMPANY, INC.          | PO 10346 repair lawn mower         | 1,557.17   |             |
|        |  | PO 10351 part                      | 17.94      | 1,575.11    |
| 5514   | 918 - FIRST PRIORITY LIFE                | PO 10328 NOVEMBER HEALTH INS       | 19,602.50  | 19,602.50   |
| 5515   | 255 - FIVE STAR EQUIPMENT, INC.          | PO 10324 parts                     | 843.90     | 843.90      |
| 5516   | 535 - HANOVER ENGINEERING ASSOC., INC.   | PO 10329 SEO                       | 3,797.37   | 3,797.37    |
| 5517   | 515 - HIGHWAY EQUIPMENT & SUPPLY CO.     | PO 10340 PARTS                     | 53.22      | 53.22       |
| 5518   | 450 - INTERSTATE ROAD MANAGEMENT         | PO 10358 concrete glare screen     | 720.00     | 720.00      |
| 5519   | 345 - J.P. MASCARO & SONS                | PO 10344 recycle                   | 600.00     |             |
|        |  | PO 10366 TRASH REMOVAL /RECYCLE    | 3,600.00   | 4,200.00    |
| 5520   | 277 - LONG LIFE SPRINGS, INC.            | PO 10350 parts                     | 746.11     |             |
|        |  | PO 10382 REPAIR O8 INTERN'L        | 1,609.12   | 2,355.23    |
| 5521   | 211 - LYNN KELLY                         | PO 10377 GHOULEBAUGH/ CANDY        | 80.96      | 80.96       |
| 5522   | 634 - MACROSMITH INC                     | PO 10327 OCTOBER                   | 1,837.00   | 1,837.00    |
| 5523   | 67 - MARTIN & ROBBINS                    | PO 10369 GREEN ROAD                | 350.00     | 350.00      |
| 5524   | 917 - MILLENNIUM ADMINISTRATORS          | PO 10368 ADMIN FEE                 | 500.00     | 500.00      |
| 5525   | 241 - MONROE COUNTY CONTROL CENTER       | PO 10348 control center            | 7,495.58   | 7,495.58    |
| 5526   | 73 - MOUNTAIN SERVICES                   | PO 10334 PARTS                     | 1,606.49   | 1,606.49    |
| 5527   | 858 - MUNICIPAL CAPITAL CORP.            | PO 10362 lease nov                 | 1,614.26   | 1,614.26    |
| 5528   | 759 - MUNICIPAL SOFTWARE, INC.           | PO 10379 FUND ACCTG SYSTEM SUPPORT | 2,040.00   | 2,040.00    |
| 5529   | 1049 - NORTHEAST HYDRAULICS CO           | PO 10345 replace parts             | 141.72     | 141.72      |
| 5530   | 582 - ODB                                | PO 10354 baffle                    | 80.00      |             |
|        |  | PO 10360 parts                     | 87.31      | 167.31      |
| 5531   | 81 - P P & L                             | PO 10320 196 country place         | 17.23      |             |
|        |  | PO 10331 STREET SIGN               | 34.66      |             |
|        |  | PO 10339 PUMP STA                  | 120.94     |             |
|        |  | PO 10356 electric                  | 173.32     |             |
|        |  | PO 10363 BALLFIELD                 | 536.77     | 882.92      |
| 5532   | 81 - P P & L                             | PO 10367 ELECTRIC                  | 17.22      | 17.22       |
| 5533   | 387 - PATRICIA ROSENDALE                 | PO 10378 INS. FOR RICHARD          | 350.00     | 350.00      |
| 5534   | 88 - PENNSYLVANIA PAPER & SUPPLY CO.     | PO 10381 SUPPLIES                  | 383.07     | 383.07      |
| 5535   | 430 - POCONO ACE HARDWARE                | PO 10262 PAINTBRUSH                | 20.15      |             |
|        |  | PO 10316 fasteners                 | 13.00      |             |
|        |  | PO 10319 fasteners                 | 1.08       |             |
|        |  | PO 10325 HILLMAN FASTENERS         | 11.94      |             |
|        |  | PO 10333 TAPE                      | 21.11      |             |
|        |  | PO 10337 FASTENERS                 | 6.76       |             |
|        |  | PO 10359 tape                      | 4.49       |             |
|        |  | PO 10364 TOGGLE SWITCH             | 17.60      | 96.13       |
| 5536   | 94 - POCONO MOUNTAIN REGIONAL EMS        | PO 10335 NOV                       | 8,333.33   | 8,333.33    |
| 5537   | 93 - POCONO MOUNTAIN REGIONAL POLICE DEP | PO 10342 nov                       | 180,207.44 | 180,207.44  |
| 5538   | 95 - POCONO RECORD                       | PO 10375 newspaper                 | 166.40     | 166.40      |
| 5539   | 104 - S & H SUPPLY CO., INC.             | PO 10374 expansion tank            | 13.61      | 13.61       |
| 5540   | 300 - STADIUM INTERNATIONAL TRUCKS       | PO 10318 parts                     | 185.90     | 185.90      |
| 5541   | 161 - STEPHENSON EQUIPMENT INC.          | PO 10336 PARTS                     | 943.73     | 943.73      |
| 5542   | 286 - SUBURBAN PROPANE                   | PO 10347 dpw                       | 50.18      | 50.18       |
| 5543   | 738 - TEAMSTERS LOCAL 773                | PO 10380 DEC DUES 2015             | 452.70     | 452.70      |
| 5544   | 381 - UNIFIRST CORPORATION               | PO 10370 MATS                      | 108.60     |             |
|        |  | PO 10372 UNIFORMS                  | 94.03      |             |
|        |  | PO 10373 UNIFORMS                  | 93.18      |             |
|        |  | PO 10384 UNIFORMS                  | 94.03      | 389.84      |
| 5545   | 1123 - UNIQUESOURCE                      | PO 10338 MISC                      | 1,517.33   | 1,517.33    |

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

<<<< GENERAL FUND <<

<<<Meeting Date: 11/03/2015 For bills from 10/21/2015 to 10/29/2015<

<<<<

| Check# | Vendor                    | Description                    | Payment | Check Total |
|--------|---------------------------|--------------------------------|---------|-------------|
| 5546   | 119 - VERIZON             | PO 10323 phones                | 747.59  | 747.59      |
| 5547   | 892 - VERIZON WIRELESS    | PO 10376 phones                | 781.58  | 781.58      |
| 5548   | 1174 - VICTORIA GREENWALD | PO 10371 TAX REFUND            | 91.37   | 91.37       |
| 5549   | 1171 - WILLIAM BEEHLER    | PO 10352 repair basement walls | 734.00  | 734.00      |
| TOTAL  |                           |                                |         | 252,095.83  |

< Summary By Account

| ACCOUNT    | DESCRIPTION                    | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT<    |
|------------|--------------------------------|------------|--------------|---------------|------------|
| 01.101.000 | GENERAL FUND CHECKING          |            |              | 0.00          | 252,095.83 |
| 01.230.650 | UNION DUES                     |            |              | 452.70        |            |
| 01.400.000 | GENERAL GOV'T                  | 5,181.46   |              |               |            |
| 01.402.000 | FINANCIAL ADMIN                | 2,040.00   |              |               |            |
| 01.403.000 | TAX COLLECTION                 | 91.37      |              |               |            |
| 01.408.000 | ENGINEER                       | 350.00     |              |               |            |
| 01.409.000 | BUILDING & PLANTS              | 2,203.32   |              |               |            |
| 01.410.000 | POLICE                         | 180,207.44 |              |               |            |
| 01.412.000 | AMBULANCE / RESCUE             | 8,333.33   |              |               |            |
| 01.413.000 | SEO / BUILDING CODE            | 3,797.37   |              |               |            |
| 01.415.000 | EMERGENCY MANAGEMENT           | 7,495.58   |              |               |            |
| 01.427.000 | SOLID WASTE COLLECTION / DISPO | 4,200.00   |              |               |            |
| 01.430.000 | DPW-HIGHWAYS ROADS STREETS     | 4,174.55   |              |               |            |
| 01.433.000 | DPW-TRAFFIC SIGNS STREET SIGN  | 1,705.23   |              |               |            |
| 01.437.000 | DPW-REPAIR OF TOOLS & MACHINER | 7,696.74   |              |               |            |
| 01.453.000 | SPECTATOR RECREATION           | 240.00     |              |               |            |
| 01.454.000 | PARKS                          | 4,486.18   |              |               |            |
| 01.487.000 | EMPLOYEE BENEFITS              | 19,440.56  |              |               |            |
| TOTALS FOR | GENERAL FUND                   | 251,643.13 | 0.00         | 452.70        | 252,095.83 |

Total to be paid from Fund 01 GENERAL FUND

252,095.83

252,095.83

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

<<<< ESCROW <<

<<<<

| Check# | Vendor                                 | Description                | Payment | Check Total |
|--------|--|----------------------------|---------|-------------|
| 1077   | 535 - HANOVER ENGINEERING ASSOC., INC. | PO 10330 SMOKE RIDGE SEWER | 196.50  | 196.50      |
| TOTAL  |  |                            |         | 196.50      |

< Summary By Account

| ACCOUNT    | DESCRIPTION          | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT< |
|------------|----------------------|------------|--------------|---------------|---------|
| 85.101.000 | ESCROW FUND CHECKING |            |              | 0.00          | 196.50  |
| 85.250.309 | SMOKE RIDGE SEWER    |            |              | 196.50        |         |
| TOTALS FOR | ESCROW               | 0.00       | 0.00         | 196.50        | 196.50  |

Total to be paid from Fund 85 ESCROW

196.50

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196.50



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

<<<< SEWER FUND <<

<<<Meeting Date: 11/03/2015 For bills from 11/04/2015 to 10/29/2015<

<<<<

| Check# | Vendor                  | Description         | Payment | Check Total |
|--------|-------------------------|---------------------|---------|-------------|
| 1642   | 81 - P P & L            | PO 10339 PUMP STA   | 37.03   |             |
|        |                         | PO 10341 WWT        | 56.74   | 93.77       |
| 1643   | 706 - PENN WORKS PUBLIC | PO 10332 PENN WORKS | 965.35  | 965.35      |
| 1644   | 119 - VERIZON           | PO 10323 phones     | 292.54  | 292.54      |
| TOTAL  |                         |                     |         | 1,351.66    |

< Summary By Account

| ACCOUNT    | DESCRIPTION                      | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT<  |
|------------|----------------------------------|------------|--------------|---------------|----------|
| 08.101.000 | CHECKING                         |            |              | 0.00          | 1,351.66 |
| 08.429.320 | TELEPHONE                        | 292.54     |              |               |          |
| 08.429.361 | ELECTRIC                         | 93.77      |              |               |          |
| 08.471.105 | PENNWORKS PRINCIPAL LN #99900048 | 744.49     |              |               |          |
| 08.472.106 | PENNWORKS INTEREST LN #99900048  | 220.86     |              |               |          |
| TOTALS FOR | SEWER FUND                       | 1,351.66   | 0.00         | 0.00          | 1,351.66 |

Total to be paid from Fund 08 SEWER FUND

1,351.66  
 =====  
 1,351.66