

**COOLBAUGH TOWNSHIP BOARD OF
SUPERVISORS**

**WORK SESSION /
REGULAR MEETING INFORMATION**

TUESDAY, OCTOBER 7, 2014

- WORK SESSION: 6:00PM
- REGULAR MEETING: 7:00PM

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>October 2014</h1>						
			1	2	3 OPEN Recycling / Drop Off Site 7:30 am to 3:00 pm	4 OPEN Recycling / Drop Off Site 7:30 am to 3:00 pm
5	6	7 Bd. of Supervisors Work Session - 6 pm - Reg. Mtg. 7 pm	8	9	10	11
12	13 Planning Commission Mtg. - 6:30 pm	14 Pocono Mt. Reg. Police Comm. Mtg. 7 pm	15	16	17 Township Official's Banquet - Lake Naomi Clubhouse	18
19	20	21 Bd. of Supervisors Work Session - 6 pm Reg. Mtg. 7 pm	22	23 Environmental Advisory Council Mtg.- 7 pm	24	25
26	27 Council of Government - 7 pm	28 Parks and Recreation Commission Mtg. 6:30 pm	29	30	31	

**Coolbaugh Township Board of Supervisors
Work Session Agenda
October 7, 2014 - 6:00 p.m.**

1. Proposed Township Resolution #05-2014 - disbursement of the funds from the one mill fire tax revenue for fiscal year 2014 to the volunteer fire companies that provide coverage to Coolbaugh Township

2. Five Year Fire Company Service Agreements
 - Coolbaugh Township Volunteer Fire Company
 - Gouldsboro Township Volunteer Fire Company
 - Pocono Summit Volunteer Fire Company
 - Thornhurst Volunteer Fire and Rescue Company

3. Other Business

4. Public Input

**Coolbaugh Township Board of Supervisors
October 7, 2014 - 7:00 p.m.
Regular Meeting Agenda**

Roll Call

BOARD OF SUPERVISORS:

_____ Kelly, _____ Adams, _____ Zito, _____ Pope, _____ Weimer

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.

This meeting is being recorded to aid in the preparation of the minutes.

1. Public Input

2. Approval of Minutes / Notes

September 2, 2014 Regular Minutes
September 2, 2014 Work Session Notes

3. Blue Ridge Cable Franchise Agreement

Authorization to advertise Notice on intent to adopt an
Ordinance re: Cable Franchise Agreement

Blue Ridge Cable Franchise Renewal Agreement

4. Request from Environmental Advisory Council

For approval of the following names for the three Open Space Properties:
Wiley Preserve; The Tannery; Hemlock Sanctuary

Vacancy appointment

5. Update - Dangerous Structures

6. Authorization to re-advertise Public Hearing request for a Zoning District Change-
Worthington & Spinio Pocono Holdings LLC

7. Authorization to advertise Budget Work Sessions

8. Minimum Municipal Obligations (MMO) for 2015
 - Coolbaugh Township Non-uniform Pension -\$ 57,555.36
 - Pocono Mountain Regional Police Pension-\$252,843.13
 - Pocono Mountain Regional Police Non-uniform Pension - \$3,393.92
9. A Pocono Country Place Property Owners Association request for the use of the Township's Leaf Vac
10. Right-of-way construction easement relating to a bridge replacement project north side of SR 611 at the stream
11. Release & Indemnification Agreement / Mutual Agreement
 Midland Asphalt Materials, Inc. - 2013 Fiber Reinforced Seal Coat Project
12. Proclamation in support of Women's Resources of Monroe County in recognizing October as Domestic Violence Awareness Month
13. Northeast Signal & Electric Company – Estimate – Annual Preventative Maintenance.
14. PA Game Commission request to use Township property for a Bear Check-in Station during hunting season.
15. MunicBid - sale of fuel tank
16. Release of 2014 Allocated Donations
17. Business Manager / Controller's Financial Report

18. Current Obligations		
General Fund	\$	360,627.91
Sewer Fund	\$	15,440.96
Escrow Account Fund	\$	6,497.91
Total Disbursements	\$	382,566.78

Paid Since (Due to cancelled 9/16 Regular Meeting)

General Fund	\$	64,053.77
Sewer Fund	\$	13,524.19
Escrow Account Fund	\$	1,201.51
Total Disbursements	\$	78,779.47

19. Other Business

20. Board of Supervisors Executive Sessions

Held Prior: Tuesday, September 2, 2014 @ 6:33 p.m. re:Personnel
and @ 8:27 p.m. re: Legal
Tuesday, September 23, 2014 at 7:00 p.m. re: Personnel

Subsequent: Tuesday, October 7, 2014 after the Regular Meeting re:
Personnel

Note: Executive Session scheduled for Tuesday, September
16, 2014 did not take place.

21. Adjournment

**COOLBAUGH TOWNSHIP BOARD OF
SUPERVISORS**

REGULAR MEETING

TUESDAY, OCTOBER 7, 2014

TAB 2

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
TUESDAY, SEPTEMBER 2, 2014
MINUTES

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

Ms. Kelly led those present in the Pledge of Allegiance.

Board Members present:

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

Staff present:

Doug Hein, Business Manager / Controller, Jerry Hanna, Solicitor and Tomas Keane, Compliance Officer.

Announcements:

Ms. Kelly announced the following:

- Public Input will be considered at the beginning of the meeting for non-agenda items. The public would 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**

- **Mr. Harry Smith:** Asked if any responses were received regarding Coolbaugh's request to have a joint, closed meeting with representatives of the other PMRP participating municipalities. Ms. Kelly stated that Tobyhanna declined in writing, Mt. Pocono seemed to have declined verbally and Tunkhannock did not respond. He also asked about the status of an LSA grant, which Ms. Kelly will research and get back to him.
- **Mr. Dave Pope:** Asked if anyone knew who was delivering the Verizon phone books, as he felt that many were thrown on the road and he considered this to be littering.
- **Mr. Dan Dougherty:** Asked if the Township had submitted its projected 2015 hours to PMRP. Ms. Kelly stated that we have not, although as stated in a letter received from PMRP if not submissions were received by a certain date, PMRP

would assume a municipality would be buying the same amount of hours in 2015 as was purchased in 2014.

- **Ms. Cathleen LoBosco:** Asked if the Police Task Force was still on target to submit its findings in September or October. Ms. Kelly said that they were.
- **Mr. Vincent Massaro:** Asked if once the Task Force submits its findings, would a decision be to stay with or leave PMRP.
- **Mr. Bryan Sandford:** Asked about the status of "blighted" properties. Ms. Kelly said that she intended to provide an update at the September 16th meeting.
- **Ms. LoBosco:** Asked if public newspaper service was done on any blighted properties. Ms. Kelly noted that several of the blighted properties have been raised.

2. **Approval of Minutes / Notes**

- August 19, 2014 Regular Meeting Minutes
- August 19, 2014 Work Session Notes

The minutes of August 19, 2014 were reviewed and considered for approval.

Mr. F. Pope made a motion, seconded by Mr. Weimer to approve the minutes of August 19, 2014 as presented.

- **Discussion:** Mr. Zito thanked Mr. Hein and Associate Secretary Linda Frutche for preparing this meeting packet in his absence. He also noted that there were several names that needed spelling corrections. All agreed that these were minor changes and the approval of the minutes, with corrections, could go forward. Mr. Dougherty noted that a page was missing from the packet downloaded from the Township website.
- **Vote: Four in Favor. One Abstained (Mr. Adams). Motion Passed.**

Work Session Notes / Public Hearing Notes

The notes for the work session held on August 19, 2014 were presented for review. It was agreed by consensus that these documents would be published for public viewing on the Township website.

3. **Appointment / vacancy – Environmental Advisory Council and Parks and Recreation Commission**

Two letters of interest for the vacancy on P&R, one from Mr. Micky Denig and one from Mr. William Hawkins, were presented.

Mr. Adams made a motion, seconded by Mr. Zito to appoint Mr. Micky Denig to the vacancy on the Parks and Recreation Commission.

- **Discussion:** None
- **Vote:** All in Favor. Motion Passed.

Mr. F. Pope made a motion, seconded by Mr. Weimer to contact Mr. William Hawkins to see if he would be interested in serving on the Environmental Advisory Council and appoint him if he is interested.

- **Discussion:** Mr. Hanna said he thought it best to gauge Mr. Hawkins interest in serving on EAC and then appoint him at a subsequent meeting.

Mr. F. Pope amended his motion, with an amended second by Mr. Weimer to contact Mr. William Hawkins to see if he would be interested in serving on the Environmental Advisory Council and appoint him at a subsequent meeting if he is willing to serve.

- **Vote:** All in Favor. Motion Passed.

4. **Michelle Silva's request for the use of the fields at the Township Municipal Park for the 4th Annual Softball Tournament**

Ms. Kelly stated that due to the Parks' 40th Anniversary Celebration rain date (9/13) Ms. Silva does realize that the all-purpose field will not be available until 2pm.

Mr. Weimer made a motion, seconded by Mr. Adams to allow the Softball Tournament held by Michelle Silva to have use of the Freedom, Volunteer and All-Purpose field (AP Field after 2pm) on September 13, 2014.

- **Discussion:** Ms. Michelle Fairservice stated that the Township needs to make sure that no alcoholic beverages are consumed at the Park.

Mr. Weimer then amended his motion, with an amended second by Mr. Adams to allow the Softball Tournament held by Michelle Silva to have use of the Freedom, Volunteer and All-Purpose field (AP Field after 2pm) on September 13, 2014, provided the Township receive a Certificate of Insurance and that no alcoholic beverages are consumed at the Park.

- **Discussion:** None

- **Vote: All in Favor. Motion Passed.**

5. **Estimates for the double coat of tar and chip on Maple Street**

Mr. Hein reviewed the three estimates received for this project. He said that if the Township wanted to pay for the work out of liquid fuels funds, the work would need to be completed by September 15th. It was also discussed whether to include Keystone Lane in this bid.

Ms. Kelly asked if we could add Keystone Lane to the previously awarded 2014 road bid, at the same price per foot as the awarded bid price, without having to advertise. Mr. Hanna suggested that this could be considered a "change order" to the original bid, awarded to Locust Ridge Construction.

Mr. F. Pope made a motion, seconded by Mr. Weimer to award the bid to tar and chip Maple Street to Pocono Spray Patch, in the amount of \$9,000.00, provided all work be completed by September 15, 2014.

- **Discussion:** Comments were heard from Mr. Zito, Mr. D. Pope and Ms. LoBosco.
- **Vote: All in Favor. Motion Passed.**

Mr. F. Pope made a motion, seconded by Mr. Weimer to approve a change order to the previously awarded 2014 road bid to Locust Ridge Construction to pave Keystone Lane in the amount of \$40,716.40.

- **Discussion:** None
- **Vote: All in Favor. Motion Passed.**

6. **Blue Ridge Cable Franchise Agreement**

Mr. Adams made a motion, seconded by Mr. Weimer to table consideration of the Blue Ridge Cable Franchise Agreement.

- **Discussion:** Mr. Zito stated that after the Work Session he asked Mr. Hanna and Mr. Hein to ask our attorney to see if there were any advantages to a longer ten year agreement that we might not be seeing.
- **Vote: All in Favor. Motion Passed.**

7. **Belmont Avenue Box Culvert Engineering Study**

A preliminary cost estimate from Township Engineer Russ Kresge for this project, in the amount of \$334,715. A repair option was also presented.

Ms. Kelly made a motion, seconded by Mr. Adams to proceed with an engineering feasibility study of the Belmont Avenue Bridge, complete with an analysis of weight reductions / restrictions, to be done by Hanover Engineering, at a cost not to exceed \$1,500.00.

- **Discussion:** Comment was heard from Mr. F. Pope relating to engineering services. Additional comments were heard from Mr. D. Pope, Mr. Smith and Mr. Dan Broxmeier.
- **Vote: Four in Favor. One Opposed (Mr. Weimer). Motion Passed.**

8. **Authorization to advertise Coolbaugh Township Fall Leaf Collection Notice**

Mr. Zito made a motion, seconded by Mr. Weimer authorize advertising the Coolbaugh Township Fall Leaf Collection.

- **Discussion:** Ms. Kelly stated that the dates of the cleanup were 10/13/14 – 11/21/14.
- **Vote: All in Favor. Motion Passed.**

9. **Business Manager / Controller's Financial Report**

Mr. Hein gave a brief report as of the end of July 2014:

General Fund revenues – \$5,228,735.00.

General Fund expenses – \$3,853,761.00

Sewer Fund revenues – \$221,082.00

Sewer Fund expenses – \$237,967.00

10. **Current Obligations**

Before them, the Supervisors had details of the Township's current obligations totaling \$291,204.13.

Mr. Weimer made a motion, seconded by Mr. Adams pay current obligations in the amount of \$291,204.13.

- **Discussion:** Mr. F. Pope questioned the three checks payable to David Swingle.
- **All in Favor. Motion Passed.**

11. Other Business

DPW Overtime for rescheduled 40th Anniversary Celebration of the Municipal Park

Ms. Kelly made a motion, seconded by Mr. Adams to authorize overtime previously approved overtime for DPW personnel on September 13th.

- **Discussion:** Mr. Zito suggested amending the motion to indicate that, due to rain, the initial August 23rd celebration did not take place.
- **All in Favor. Motion Passed.**

2015 Paving Project

Mr. Weimer offered an invitation to join him, the Road Foreman and Assistant Foreman in reviewing proposed roads to be paved in 2015. Dates will be set at a later time.

Hazardous Materials Incident

Mr. Weimer stated that in light of a hazardous materials spill on Route 196 that recently occurred, he would be getting quotes on an keeping a supply of sand to use in such incidents.

Foam Trailer – for use at the PM Municipal Airport

Mr. Weimer stated that he is in the process of obtaining quotes.

NIMS Compliance

Mr. Weimer stated that he is in the process of obtaining quotes for an accountability system that would allow us to meet our Federal compliance relating to the National Incident Management System.

Comment was heard from Ms. LoBosco.

911 Re-addressing Compliance

Mr. Zito asked Mr. Keane how the project was going. Mr. Keane said that he has completed several on the smaller communities and has started in the main section of A Pocono Country Place and Arrowhead Lakes.

Compost Facility

In response to an inquiry made at an earlier meeting, Mr. Weimer read a memo from PA DEP from 2006 allowing residents of Mt. Pocono and Tobyhanna to drop yard waste at the facility. There is no mention of Tunkhannock in this agreement. Staff will check to see if there is a more recent agreement that includes Tunkhannock.

Letter to Tunkhannock, Tobyhanna and Mt. Pocono

Ms. Kelly asked if the letter stating that Coolbaugh Township would not be automatically renewing, on an annual basis, the inter-municipal composting / recycling agreement with Tunkhannock, Tobyhanna and Mt. Pocono had been sent. Mr. Zito said it had not yet been sent and would go out this week.

Upcoming Events

Mr. F. Pope reminded those in attendance that the composting facility would be open this weekend and the 40th Anniversary Celebration for the Municipal Park would be held on September 13th.

12. Board of Supervisors Executive Sessions

- Ms. Kelly announced that the Board of Supervisors held Executive Sessions:
 - Tuesday, August 19, 2014 @ 8:50pm – Personnel.
 - Tuesday, September 2, 2014 @ 6:33pm – Personnel.

Ms. Kelly announced that an Executive Session would be held at this time.

13. Adjournment

There being no further business, a motion was made by Ms. Kelly, seconded by Mr. Weimer, to adjourn the meeting. All in favor. Motion passed. Meeting adjourned at 8:26pm.

NEXT REGULAR BOARD MEETING: September 16, 2014

- **Work Session – CANCELLED**
- **Public Hearing – Requested Zoning Change / Smoke Ridge Subdivision – 6:00pm**
- **Business Meeting – 7:00pm**

Submitted by: _____
Robert M. Zito, Township Secretary

Witnessed by: _____
Lynn Kelly, Chairman

Date: _____

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION
SEPTEMBER 2, 2014
NOTES**

The work session was called to order by Chairman Lynn Kelly at 6:03pm in the meeting room of the Coolbaugh Township Municipal Center, 5520 Municipal Drive, Tobyhanna, PA.

Board Members present:

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

Staff present:

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

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

1. **Blue Ridge Cable Franchise Agreement**

Mr. Hein gave a brief rundown of the process used by the attorneys to write the draft agreement before the Supervisors. Mr. Hanna spoke to the legal terms in the proposed agreement, stating that as this agreement was drafted by our attorneys, he was very comfortable with the legal aspects of the contract.

Discussion among the Supervisors then took place, initially on the proposed length of the contract (10 years) and the franchise fee imposed upon BRC users in Coolbaugh Township (3-5%). The consensus among the Supervisors was that a five year length of contract was acceptable.

Mr. F. Pope expressed his preference for keeping the franchise fee at 3%. Mr. Weimer initially concurred. Mr. Adams also expressed his opinions.

It was the consensus of the Board that a free public access channel be sought from BRC.

Several letters from non-profit organizations seeking free services from BRC were discussed. While no specific requests were addressed, discussion took place requesting that the contract language addressing this issue be as broad as possible. Mr. Adams disagreed, saying that this service should be offered to government entities only.

Comments were heard by Ms. Cathleen LoBosco.

This is an agenda item for tonight's Regular Meeting.

2. Other Business

None.

3. Public Input

None.

Ms. Kelly adjourned the Work Session at 6:31pm.

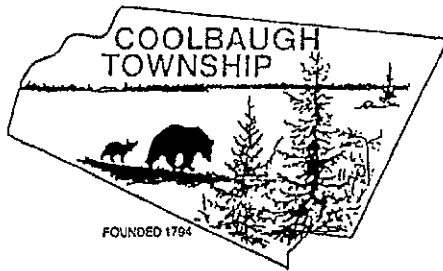
The Supervisors then adjourned to an Executive Session.

**COOLBAUGH TOWNSHIP BOARD OF
SUPERVISORS**

REGULAR MEETING

TUESDAY, OCTOBER 7, 2014

TAB 17



**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

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

**FINANCIAL REPORT
FOR BOARD OF SUPERVISORS
OCTOBER 7, 2014 BOARD MEETING**

I have presented you with the final Trial Balance and final Budget Trial Balance (P & L Statement) for all funds as of August 31, 2014. The P & L has been revised to show a comparison to last year.

General Fund revenues are at 80% of the total budget. Compared to 2013, the Township has, in 2014, collected approximately the same amount revenue. Total revenues to date are \$5,565,721. Instead of drawing on the TAN as in prior years to cover expenses for the first few months until tax revenues come in, we have borrowed \$800,000 from our General Fund savings account; to date it has all been paid back. General Fund expenses of \$4,459,482 are at 64% of the total budget. They are on budget for the year and are in line with 2013. Debt service payments for all funds were all made as scheduled.

Sewer revenues are \$230,719 against expenses of \$272,320. Debt service payments are being made on a monthly basis as scheduled for all sewer loans.

The remaining capital project, the turn lane at Route 196 and A Pocono Country Place main entrance, is continuing. The permitting process with PennDOT has been going back and forth between them and the engineer, thereby delaying the bidding out of the project. I have applied to DCED and have been granted an extension of the grant through June 30, 2016.

Should you have any questions about these statements or this report, please let me know. Thank you.

Sincerely,

A handwritten signature in black ink that reads "Douglas A. Hein".

Douglas A. Hein
Business Manager / Controller

**COOLBAUGH TOWNSHIP BOARD OF
SUPERVISORS**

REGULAR MEETING

TUESDAY, OCTOBER 7, 2014

TAB 18

COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS AND BALANCES REPORT
October 07, 2014

DATE	CK #	ITEM	AMOUNT
9/29/2014		Payroll	\$ 31,000.00
9/29/2014		Transfer to Sewer Fund	30,000.00
General Fund Paid Since Last Meeting			
9/16/2014	3138	Gilmore & Associated	13,352.88
9/16/2014	3139	H. Clark Connor	720.00
9/16/2014	3140	Personalized Threadz	28.00
9/25/2014	3141	Walmart Donation	1,550.07
9/26/2014	3142	Altec Industries, Inc.	1,574.69
			17,225.64
10/7/2014		General Fund	282,402.27
Total General Fund			360,627.91
9/16/2014		Sewer Fund	- 15,440.96
9/16/2014		Escrow Fund	6,497.91
Total Disbursements			\$ 382,566.78

TRIAL BALANCE AS OF OCTOBER 07, 2014

General Fund Checking	482,412.59	Emerg. Services Fund Money Market	143,956.48
Fire Tax/Coolbaugh Twp VFD	166,507.68	Emerg. Services Fund Checking	20,935.53
Fire Tax/Gouldsboro VFD	40,144.17	Total Emergency Services Fund	164,892.01
Fire Tax/Pocono Summit VFD	40,144.17	Liquid Fuels Fund Checking	614,354.64
Fire Tax/Thornhurst VFD	20,050.28	Escrow Fund Checking	100,908.05
Payroll Checking	2,917.39	Escrow Fund Clarius Checking	423,765.40
Rainy Day Fund Savings	1,233,286.44	Total Escrow Fund	524,673.45
Total General Fund	1,985,462.72	Total All Funds	3,326,933.16
Sewer Fund Checking	22,150.27		
Sewer PennVest Checking	26.26		
Total Sewer Fund	22,176.53		
Capital Projects Fund Checking	15,373.81		

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

Meeting Date: 10/07/2014 For bills from 09/26/2014 to 10/01/2014

Check#	Vendor	Description	Payment	Check Total
3143	44 - AIRGAS USA,LLC	PO 8472 SUPPLIES	80.64	
		PO 8510 SUPPLIES	237.03	317.67
3144	900 - ALTEC CAPITAL SERVICES, LLC	PO 8469 OCT	1,857.50	1,857.50
3145	1039 - AMERICAN UNITED LIFE INS. CO.	PO 8515 LIFE INS	718.63	718.63
3146	914 - AMERIHEALTH CASUALTY SERVICES	PO 8460 WC	5,484.53	5,484.53
3147	1101 - ANDRES SANCHEZ	PO 8530 TAX REFUND	13.44	13.44
3148	1092 - ANTONACCI GAETANO	PO 8522 TAX REFUND	13.44	13.44
3149	1092 - ANTONACCI GAETANO	PO 8523 TAX REFUND	13.44	13.44
3150	157 - B.CAVANAUGH MECH. COMPANY	PO 8541 FREON REMOVAL	1,275.00	1,275.00
3151	1099 - BENJAMIN POLI	PO 8528 TAX REFUND	13.18	13.18
3152	52 - BILL'S ACE HARDWARE	PO 8557 supplies	1,199.90	1,199.90
3153	202 - BRADCO SUPPLY CO.	PO 8466 SUPPLIES	49.44	
		PO 8543 supplies	52.00	101.44
3154	569 - CARROT TOP INDUSTRIES	PO 8548 flags	671.19	671.19
3155	530 - CAT ACCESS ACCOUNT	PO 8545	791.62	791.62
3156	177 - CCI WASTE & RECYCLING SERVICE, INC.	PO 8459 RECYCLE	1,916.00	1,916.00
3157	1090 - CELINE FADRIGO	PO 8520 TAX REFUND	13.44	13.44
3158	1093 - CHARLES GRONERT	PO 8524 TAX REFUND	13.18	13.18
3159	1060 - COHEN LAW GROUP	PO 8536 Cable Contract	2,856.00	2,856.00
3160	190 - COOLBAUGH SEWER FUND	PO 8562 SEWER	374.82	374.82
3161	1 - CRAMERS HOME BUILDING CENTERS	PO 8534 flashing	16.52	16.52
3162	8 - D.G. NICHOLAS CO.	PO 8486 oil filter	14.54	
		PO 8532 supplies	147.99	162.53
3163	1085 - DE LAGE LANDEN	PO 8482 COPIER	208.80	208.80
3164	757 - DIRECT ENERGY	PO 8497 pump sta	1,862.90	1,862.90
3165	24 - DOLORES A. BRACY	PO 8554 ZHB	48.00	48.00
3166	151 - E.M. KUTZ, INC.	PO 8511 FILTER	167.00	167.00
3167	19 - F & S SUPPLY COMPANY, INC.	PO 8512 BELTS	104.30	104.30
3168	918 - FIRST PRIORITY LIFE	PO 8495 oct	21,532.20	21,532.20
3169	169 - FLORENCE GERRITY	PO 8474 OCT	406.98	406.98
3170	812 - FOSTER & CO., INC.	PO 8507 paint	200.36	
		PO 8546 supplies	97.28	297.64
3171	30 - GOTTA GO POTTIES	PO 8490 rental	590.00	590.00
3172	535 - HANOVER ENGINEERING ASSOC., INC.	PO 8556 seo	4,075.07	4,075.07
3173	1087 - JOHN AURORA	PO 8517 TAX REFUND	13.18	13.18
3174	1089 - JOHN EPISCOPIA	PO 8519 TAX REFUND	13.18	13.18
3175	1102 - LAURA SANTOS	PO 8531 TAX REFUND	13.18	13.18
3176	1086 - LIBRADA ALEA	PO 8516 TAX REFUND	13.18	13.18
3177	604 - LINDA FRUTCHEY	PO 8491 ins ded	350.00	350.00
3178	1084 - LORETTA WHITE	PO 8479 TAX REFUND	339.78	339.78
3179	775 - MAILFINANCE	PO 8563 MAIL MACHINE	285.00	285.00
3180	241 - MONROE COUNTY CONTROL CENTER	PO 8496 oct	7,495.58	7,495.58
3181	73 - MOUNTAIN SERVICES	PO 8509 INSPECTION	104.00	104.00
3182	858 - MUNICIPAL CAPITAL CORP.	PO 8552 2012 dump truck	1,614.25	1,614.25
3183	452 - OFFICE MAX CONTRACT	PO 8477 SUPPLIES	56.05	56.05
3184	81 - P P & L	PO 8463 ELECTRIC	432.39	
		PO 8489 electric	16.54	
		PO 8513 ELECTRIC	161.73	
		PO 8535 electric	66.19	
		PO 8544 electric	16.42	693.27
3185	81 - P P & L	PO 8551 electric	96.38	96.38
3186	1088 - PATRICIA BURROWES	PO 8518 TAX REFUND	13.18	13.18
3187	86 - PENNSYLVANIA AMERICAN WATER CO	PO 8492 water	18.96	
		PO 8493 water	174.34	193.30
3188	88 - PENNSYLVANIA PAPER & SUPPLY CO.	PO 8502 SUPPLIES	541.15	541.15
3189	739 - PENTELEDATA	PO 8457 MAILBOX	5.85	5.85
3190	89 - PETTY CASH	PO 8549 petty cash	176.04	176.04
3191	430 - POCOMO ACE HARDWARE	PO 8465 SUPPLIES	9.70	
		PO 8471 SUPPLIES	14.38	
		PO 8485 supplies	21.59	
		PO 8488 SUPPLIES	39.55	

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

Meeting Date: 10/07/2014 For bills from 09/26/2014 to 10/01/2014

Check#	Vendor	Description	Payment	Check Total
		PO 8499 supplies	150.99	
		PO 8501 GRASS SEED	76.49	
		PO 8533 supplies	67.45	
		PO 8538 supplies	10.09	390.24
3192	430 - POCONO ACE HARDWARE	PO 8542 PAINT	26.99	
		PO 8559 supplies	17.96	44.95
3193	94 - POCONO MOUNTAIN REGIONAL EMS	PO 8461 DONATION	8,333.33	8,333.33
3194	93 - POCONO MOUNTAIN REGIONAL POLICE DEP	PO 8470 OCT	166,988.81	
		PO 8500 MORTGAGE	3,403.11	170,391.92
3195	889 - POCONO SPRAY PATCHING	PO 8483 lakeside dr	9,000.00	9,000.00
3196	1083 - RANDOLPH ARTHUR	PO 8480 TAX REFUND	100.49	100.49
3197	1100 - ROBERT POWELL	PO 8529 TAX REFUND	13.18	13.18
3198	1091 - RUTH FALKENSTERN	PO 8521 TAX REFUND	13.18	13.18
3199	104 - S & H SUPPLY CO., INC.	PO 8494 supplies	24.07	
		PO 8537 supplies	29.59	53.66
3200	623 - SERVICE TIRE TRUCK CENTERS	PO 8484 REPAIR	272.68	
		PO 8539 repair	231.46	504.14
3201	111 - SHERWIN WILLIAMS	PO 8462 PAINT	483.00	
		PO 8498 paint	214.17	
		PO 8514 PAINT	88.80	785.97
3202	738 - TEAMSTERS LOCAL 773	PO 8526 nov	445.00	445.00
3203	1006 - THORNHURST TOWNSHIP	PO 8560 workers comp Thornhurst fire & ambu	3,374.00	3,374.00
3204	329 - THORNHURST VOLUNTEER FIRE & RESCUE	PO 8481 DONATION	27,822.56	27,822.56
3205	1055 - TULPEHOCKEN SPRING WATER INC	PO 8478 WATER	73.65	73.65
3206	381 - UNIFIRST CORPORATION	PO 8487 UNIFORMS	83.52	
		PO 8525 uniforms	83.52	
		PO 8558 uniforms	180.58	347.62
3207	119 - VERIZON	PO 8464 PHONE	722.93	722.93
3208	892 - VERIZON WIRELESS	PO 8506 phones	546.54	546.54
3209	122 - WEST END PRINTING	PO 8458 SUPPLIES	306.00	306.00
	TOTAL			282,402.27

Total to be paid from Fund 01 GENERAL FUND

282,402.27

282,402.27

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

Meeting Date: 10/07/2014 For bills from 10/08/2014 to 10/01/2014

Check#	Vendor	Description	Payment	Check Total
1370	490 - ALARM INSTALLERS CORP	PO 8468 REPAIR	210.00	210.00
1371	856 - AQUA WASTEWATER	PO 8467 SLUDGE REMOVAL	558.78	558.78
1372	228 - CARDNO ATC	PO 8475 MISC	525.00	
		PO 8476 WALMART	735.00	1,260.00
1373	757 - DIRECT ENERGY	PO 8497 pump sta	2,389.50	2,389.50
1374	520 - K.L. FULFORD ASSOCIATES, INC	PO 8561 OCT	5,800.00	5,800.00
1375	876 - Microbac Laboratories, Inc.	PO 8503 testing	124.00	
		PO 8504 testing	124.00	
		PO 8505 testing	124.00	
		PO 8550 testing	372.00	
		PO 8553 TESTING	124.00	868.00
1376	936 - NORTH END ELECTRIC	PO 8547 repair	1,934.50	1,934.50
1377	160 - NORTHEAST CHEMICAL& SUPPLY CO., INC.	PO 8508 SODA ASH	830.15	830.15
1378	81 - P P & L	PO 8463 ELECTRIC	340.54	340.54
1379	706 - PENN WORKS PUBLIC	PO 8473 OCT	965.35	965.35
1380	119 - VERIZON	PO 8464 PHONE	284.14	284.14
	TOTAL			15,440.96

Total to be paid from Fund 08 SEWER FUND

15,440.96

15,440.96

List of Bills - (85101000) ESCROW FUND CHECKING ESCROW

Meeting Date: 10/07/2014 For bills from 10/08/2014 to 10/01/2014

Check#	Vendor	Description	Payment	Check Total
1041	535 - HANOVER ENGINEERING ASSOC., INC.	PO 8556 seo	6,497.91	6,497.91
	TOTAL			----- 6,497.91
Total to be paid from Fund 85 ESCROW			6,497.91	
			<u>6,497.91</u>	

COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS AND BALANCES REPORT
September 16, 2014

DATE	CK #	ITEM	AMOUNT
9/3/2014		Payroll	\$ 29,000.00
		General Fund Paid Since Last Meeting	
9/2/2014	3090	Environmental Resources Assoc.	812.50
9/2/2014	3091	H. Clark Connor	525.00
			1,337.50
9/16/2014		General Fund	33,716.27
		Total General Fund	64,053.77
9/16/2014		Sewer Fund	- 13,524.19
9/16/2014		Escrow Fund	1,201.51
		Total Disbursements	\$ 78,779.47

TRIAL BALANCE AS OF SEPTEMBER 16, 2014

General Fund Checking	658,150.29	Emerg. Services Fund Money Market	143,956.48
Fire Tax/Coolbaugh Twp VFD	166,345.57	Emerg. Services Fund Checking	20,935.53
Fire Tax/Gouldsboro VFD	40,144.17	Total Emergency Services Fund	164,892.01
Fire Tax/Pocono Summit VFD	40,144.17	Liquid Fuels Fund Checking	614,354.64
Fire Tax/Thornhurst VFD	20,050.28	Escrow Fund Checking	104,194.39
Payroll Checking	153.99	Escrow Fund Clarius Checking	423,765.40
Rainy Day Fund Savings	1,233,286.44	Total Escrow Fund	527,959.79
Total General Fund	2,158,274.91		
Sewer Fund Checking	5,697.43		
Sewer PennVest Checking	26.26		
Total Sewer Fund	5,723.69		
Capital Projects Fund Checking	15,373.81	Total All Funds	3,486,578.85

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

Meeting Date: 09/16/2014 For bills from 09/17/2014 to 09/10/2014

Check#	Vendor	Description	Payment	Check Total
3092	52 - BILL'S ACE HARDWARE	PO 8389 RENTAL	99.00	
		PO 8445 fuel pump	18.95	117.95
3093	1059 - BILL'S SHOPRITE	PO 8422 FUEL	459.42	459.42
3094	1082 - BONNIE COMBS	PO 8451 OVERPAYMENT	77.00	77.00
3095	99 - C & S BROTHERS, INC.	PO 8420 PARK	785.00	
		PO 8426 MAPS	36.00	821.00
3096	177 - CCI WASTE & RECYCLING SERVICE, INC.	PO 8406 recycle	958.00	958.00
3097	190 - COOLBAUGH SEWER FUND	PO 8394 SEWER	374.82	374.82
3098	8 - D.G. NICHOLAS CO.	PO 8388 SUPPLIES	57.00	
		PO 8413 supplies	37.99	
		PO 8444 part	20.18	115.17
3099	13 - DEVELOPMENTAL EDUCATION SERVICES	PO 8449 recycle	14.00	14.00
3100	151 - E.M. KUTZ, INC.	PO 8434 REPAIR	140.00	140.00
3101	51 - EDWARDS SAND & STONE	PO 8387 PSI	191.00	191.00
3102	919 - FIDELITY SECURITY LIFE INSURANCE/EY	PO 8398 SEPTEMBER	294.05	294.05
3103	1019 - FORD CREDIT DEPT 67-434	PO 8439 2014 truck	1,047.29	1,047.29
3104	29 - GLECO PAINTS	PO 8407 paint	58.34	58.34
3105	30 - GOTTA GO POTITIES	PO 8414 rental	85.00	85.00
3106	54 - H.A. BERKHEIMER, INC.	PO 8427 1st	557.00	557.00
3107	949 - H.A. WEIGAND INC	PO 8441 signs	82.19	82.19
3108	825 - HAB-DLT (ER)	PO 8395 WAGE GARNISH	13.00	13.00
3109	179 - JERRY F. HANNA	PO 8431 MISC	2,366.00	2,366.00
3110	829 - KREITZER SANITATION	PO 8450 trash	239.00	239.00
3111	891 - LOWE'S	PO 8443 supplies	37.46	37.46
3112	634 - MACROSMITH INC	PO 8416 oct	1,837.00	1,837.00
3113	858 - MUNICIPAL CAPITAL CORP.	PO 8419 OCT	1,614.26	1,614.26
3114	74 - NAPA AUTO PARTS OF DALEVILLE	PO 8412 repair	12.52	12.52
3115	183 - NORTHEAST SIGNAL & ELECTRIC CO., INC	PO 8410 sr435	300.00	300.00
3116	452 - OFFICE MAX CONTRACT	PO 8405 supplies	220.40	
		PO 8429 SUPPLIES	80.48	
		PO 8430 SUPPLIES	72.13	373.01
3117	1061 - OFFIT KURMAN	PO 8435 August 2014	7,304.00	7,304.00
3118	81 - P P & L	PO 8415 rt423	118.46	
		PO 8428 ELECTRIC	26.92	
		PO 8437 street lights	864.81	1,010.19
3119	82 - P.M. ASSOCIATES	PO 8408 elevator	70.00	70.00
3120	83 - PANKO REPORTING	PO 8404 ZHB	135.00	135.00
3121	1021 - PAPCO	PO 8432 FUEL	6,166.86	6,166.86
3122	86 - PENNSYLVANIA AMERICAN WATER CO	PO 8402 FIRE HYDRANTS	1,189.30	1,189.30
3123	87 - PENNSYLVANIA ONE CALL SYSTEM, INC.	PO 8440 cbt	156.40	156.40
3124	430 - POCONO ACE HARDWARE	PO 8390 CEMENT	20.69	
		PO 8392 SUPPLIES	61.62	
		PO 8397 SUPPLIES	11.17	
		PO 8411 supplies	94.46	
		PO 8424 supplies	16.70	
		PO 8433 SUPPLIES	26.95	231.59
3125	95 - POCONO RECORD	PO 8438 adv	124.80	124.80
3126	166 - R.J. HALL COMPANY INC.	PO 8446 pension	750.00	750.00
3127	104 - S & H SUPPLY CO., INC.	PO 8393 SUPPLIES	36.91	36.91
3128	623 - SERVICE TIRE TRUCK CENTERS	PO 8425 repair	35.95	35.95
3129	111 - SHERWIN WILLIAMS	PO 8399 PAINT	321.44	321.44
3130	120 - SUNDANCE NETWORKS INC.	PO 8421 zoning	1,099.99	1,099.99
3131	738 - TEAMSTERS LOCAL 773	PO 8418 OCT	445.00	445.00
3132	31 - THYSSENKRUPP ELEVATOR CORP.	PO 8401 ELEVATOR	251.82	251.82
3133	756 - UGI Utilities	PO 8400 HEATING	155.29	155.29
3134	381 - UNIFIRST CORPORATION	PO 8391 UNIFORMS	83.52	
		PO 8396 MATS	93.06	
		PO 8448 uniform	83.52	260.10
3135	929 - UNITED CONCORDIA LIFE & HEALTH	PO 8436 oct	1,672.35	1,672.35
3136	122 - WEST END PRINTING	PO 8403 BUSINESS CARDS	114.80	114.80

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

Meeting Date: 09/16/2014 For bills from 09/17/2014 to 09/10/2014

Check#	Vendor	Description	Payment	Check Total
	TOTAL			33,716.27

Total to be paid from Fund 01 GENERAL FUND	33,716.27

	33,716.27

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

Meeting Date: 09/16/2014 For bills from 09/17/2014 to 09/10/2014

Check#	Vendor	Description	Payment	Check Total
1363	856 - AQUA WASTEWATER	PO 8423 SLUDGE REMOVAL	1,676.34	1,676.34
1364	520 - K.L. FULFORD ASSOCIATES, INC	PO 8386 SEPT	5,800.00	5,800.00
1365	829 - KREITZER SANITATION	PO 8450 trash	238.00	238.00
1366	699 - MAIN POOL & CHEMICAL CO	PO 8447 supplies	492.60	492.60
1367	160 - NORTHEAST CHEMICAL& SUPPLY CO., INC.	PO 8409 soda ash	830.15	830.15
1368	439 - YOUNG & HAROS, LLC	PO 8442 walmart	279.50	279.50
1369	612 - ZENON ENVIRONMENTAL CORP	PO 8452 repair	4,207.60	4,207.60
TOTAL				13,524.19

Total to be paid from Fund 08 SEWER FUND

13,524.19

13,524.19

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

Meeting Date: 09/16/2014 For bills from 09/03/2014 to 09/10/2014

Check#	Vendor	Description	Payment	Check Total
1039	1081 - UNITED INSPECTION SERVICES	PO 8417 TESTING -- UGI KALAHARI PROJECT	1,201.51	1,201.51
	TOTAL			1,201.51
Total to be paid from Fund 85 ESCROW			1,201.51	
			=====	
			1,201.51	