

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION
JUNE 3, 2014
NOTES**

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

Board Members present:

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

Board Members absent:

Juan A. Adams

Staff present:

Jerry Hanna, Solicitor.

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

1. **Thornhurst Volunteer Fire & Rescue Company Financial Report**

Steve MacDonald, Judy Remak and Sue Remak of TVF&RC presented requested financial data to the Supervisors, including projections / budgets for 2015.

In answer to Mr. MacDonald's question, Ms. Kelly ran through the reasons that Thornhurst's primary designation for the Township was taken away this spring. In response to a concern of loading ALS patients into the Thornhurst ambulance (only BLS equipped), which essentially takes two ambulances (one from Thornhurst and one from PMREMS) out of service, Mr. MacDonald said that many of these incidents were "in route" and therefore the protocol was proper. He referred to Act 37, and stated that Thornhurst was well within Act 37 time response limits. He asked that prior to asking private communities and Thornhurst Township for an increased level of financial support, that the Supervisors first restore primary designation.

This matter will be brought forward to a future meeting.

2. **Pocono Summit Lake Property Owners Association**

Members of Pocono Summit Lake Property Owners Association were present to discuss their recent loss of tax-exempt status.

Ms. Kelly read a letter from former Attorney Greg Malaska regarding the Court's decision to now make the Association liable for taxes on formerly tax-exempt properties (common areas, lake, etc.). Failure to pay taxes might result in a tax upset sale being conducted and a private entity taking ownership of these properties.

Mr. Zito asked if the concerned property owners would be willing to "pony up" and contribute to a financial solution. Mr. Jim Wilson said that out of over 100 owners less than a dozen showed any concern at a meeting called to discuss this issue. Mr. Wilson said that the tax issue will be appealed no later than August 1st.

Mr. Zito will try to gather further information from Atty. Malaka. This matter will be brought forward to a future meeting.

3. Stormwater Management and Earth Disturbance Ordinance

Township Engineer Russ Kresge was present to discuss this previously discussed matter. He said that all County reviews and approvals were complete and the ordinance was ready for advertisement and adoption.

This matter will be brought forward to this evening's meeting.

4. Proposed amendment to Road Acceptance Requirements

Mr. Kresge was present to also discuss this matter. He said that the adoption of a new SALDO in 2013 made the Road Acceptance Requirements obsolete. As we are now involved in codifying our Ordinances, this was a good time to review, streamline and make the requirements consistent with the new SALDO. He said that the revised requirements were now ready for advertisement and adoption.

This matter will be brought forward to this evening's meeting.

5. Financial Statements and Auditors' Reports for year ended 2013

Mr. Todd Bushta, CPA was present to give a summary of the financial statements and management / procedural review for the year ending December 31, 2013.

He said that all necessary accounting controls were in place and being adhered to, leading to a clean audit report.

6. Monroe 2030 Draft Comprehensive Plan

The Monroe 2030 Plan, forwarded to the Township by the Monroe County Commissioners, was briefly discussed. The consensus of the Board was to ask Business Manager Doug Hein to get further information on this matter and report back to the Board.

7. **Pennsylvania Natural Heritage Program - conducting a Natural Heritage Inventory - seeking permission to conduct fieldwork at "Laurel Drive Bog"**

A letter from the Natural Heritage Program regarding this request was read by Ms. Kelly. This request from the group was to conduct fieldwork on the former "Wiley Property", now owned by the Township as open space.

Comments were heard from the Supervisors and the public.

This matter will be brought forward to this evening's meeting.

8. **Other Business**

None.

9. **Public Input**

Mr. MacDonald asked that procedural information handed out earlier not be publicly disclosed.

Ms. Kelly adjourned the Work Session at 6:52pm.