

**Coolbaugh Township  
Board of Supervisors  
April 16, 2013 Minutes  
Page 1**

The Coolbaugh Township Board of Supervisors April 16, 2013 Meeting was held in the Township Municipal Center, in building #3, at 5550 Memorial Boulevard, Tobyhanna, Pennsylvania.

**Call To Order**

Chairman Juan A. Adams called the meeting to order at approximately 7:00 p.m. and led those in attendance in the recitation of the Pledge of Allegiance.

Supervisors present for the meeting included: Mr. Juan A. Adams, Mr. Robert M. Zito, Mr. James H. Frutchet, Jr., Ms. Lynn Kelly and Mr. Fred Pope. Also present were Township Solicitor Jerry F. Hanna and Township Secretary Linda Frutchet. Business Manager / Controller Douglas Hein was absent.

Mr. Adams announced that the public will be given an opportunity to speak on each agenda matter. Public Input is considered at the end of the meeting for other issues.

**Approval of Minutes**

Mr. Frutchet moved to approve the April 2, 2013 Minutes as presented and dispense with the reading. Seconded by Mr. Pope. Discussion - none. The motion carried 4-0-1 (Mr. Zito abstained).

**2013 Monthly Reports**

**Coolbaugh Township Volunteer Fire Company**

Joe DeQuarto presented the March report with 25 calls with 77 year to date calls. He reported that three more fire fighters took all the courses to become certified.

**Pocono Mountain Regional Emergency Medical Services**

Ms. Kelly presented the March PMREMS report as follows: Coolbaugh Township had 177 calls and 499 year to date. She said the total inside service area calls were 377.

**Pocono Mountain Regional Police**

Mr. Frutchet presented the March 2013 PMRPD report as follows: 892 complaints, 89 accidents, 85 criminal arrests, 277 traffic arrests, 172 traffic warnings and 21 ordinance arrests for a total of 981 year to date calls within the area covered by the regional police.

**Board of Supervisors  
April 16, 2013 Minutes  
Page 2**

**Monroe County Transit Authority - request for a waiver of the Public Hearing Application fee of \$600.00**

Rich Schlameuss Assistant Executive Director for the Monroe County Transit Authority said he has a number of items to take care of before he appears before the Zoning Hearing Board for consideration of a variance relating to the bus shelter at 7 Nations Drive and Sterling Road. Discussion followed.

Mr. Zito moved, seconded by Mr. Adams to waived the fee of \$600.00 for the Monroe County Transit Authority to appear before the Zoning Hearing Board. Seconded by Mr. Adams. The motion carried 5-0.

**Extension request - Pocono Mountains Office Commons Final Land Development Plan**

Ms. Kelly moved per the recommendation of the Planning Commission to grant the Pocono Mountains Office Commons, Phase 1 Final Land Development Plan their extension request to July 31, 2013 as the applicant waives the benefit of a deemed decision through that date. Seconded by Mr. Frutchey. The motion carried 5-0.

**Adoption of an amendment to the Code of Ordinances, Chapter 1 Administration and Government, Part 2 Commission and Authorities**

Mr. Frutchey moved to adopt the amendment to the Code of Ordinances. Seconded by Mr. Pope. Discussion - Ms. Kelly said the membership of the Parks and Recreation increased from five (5) members to seven (7) members by the adoption of this amendment to the ordinance. The motion carried 5-0.

**Appointments to the vacancies on the Environmental Advisory Council, the Parks & Recreation Commission and the Zoning Hearing Board**

**Appointment to the Parks and Recreation Commission**

Ms. Kelly moved to appoint Jose Ramos to serve on the Parks and Recreation Commission (to December 31, 2017). Seconded by Mr. Zito. Discussion - Solicitor Hanna said the ordinance amendment shall be effective five days after the date of enactment. Ms. Kelly and Mr. Zito amended the motion to reflect the date of April 21, 2013. The motion carried 5-0

**Board of Supervisors  
April 16, 2013 Minutes  
Page 3**

**Appointment to the Environmental Advisor Council (EAC)**

Ms. Kelly moved to appoint Elia Taddeo to serve on the EAC to the term ending on December 31, 2015. Seconded by Mr. Adams. Discussion - Ms. Kelly asked Solicitor Hanna if there was anything in the ordinance with regards to age restriction as Elia is only 14 years old. Solicitor Hanna said he did not research the ordinance, but his thoughts are that there is no restriction. It was the consensus to move forward with the appointment at this time and if anything had to be changed it would come back before the Supervisors. The motion carried 5-0.

**Appointment to the Zoning Heard Board - Alternate Position**

Mr. Adams moved to appoint Hugh Doran to serve on the ZHB to the term ending on December 31, 2015. The motion carried 5-0.

**Authorization to advertise Bid for the Hemlock Drive Project**

Mr. Zito moved to authorize the advertisement of the Hemlock Drive Project Bid. No second was heard to the motion.

**Authorization to purchase 2013 Ford F-350 Crew Cab through Co-Stars Contract**

No action was taken on the above referenced matter.

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

Mr. Adams presented the Financial Report which included an accounting of the total General Fund revenues and expenditures as of April 11, 2013. The report included a breakdown of the major items.. The Report was accepted as presented.

**Current Obligations**

General Fund	\$400,665.79
Capital Projects	\$ 6,874.33
Escrow Account Fund	\$ 3,072.39
Sewer Fund	\$ 9,907.42
Total Disbursements	<u>\$420,519.93</u>

Mr. Frutchev motioned to approve paying the Current Obligations in the amount of \$420,519.93. Seconded by Mr. Pope. The motion carried 5-0.

**Other Business**

**Plaque for Al Masker**

Ms. Kelly motioned to authorize the Parks & Recreation Commission to order a plaque for Al Masker for all of the work he has done at the Township Park over the years which will be presented to him on April 27, 2013, the cost to be taken out of the Parks line item budget and is not to exceed \$100.00. Seconded by Mr. Pope. The motion carried 5-0.

Ms. Kelly asked if a plaque could be purchased for Wayne Horne for his years of service on the Parks and Rec Commission, EAC and the Planning Commission. No objection was heard.

**Motion to hire summer help**

Ms. Kelly moved to authorize Steve Weber to re-hire John Knecht and Michael Fairservice for the summer, not to exceed 1000 hours, with an increase of 25 cents an hour. Seconded by Mr. Zito. The motion carried 5-0.

**Toro Lawn Mower on Munic.-Bid**

Mr. Frutchey moved, seconded by Ms. Kelly to authorize Doug Hein to place the TORO mower on munic-bid.com. The motion carried 5-0.

**Authorization to advertise the Bid for the collection of trash and the pick up of roll-off containers**

Mr. Zito moved to authorize the Business Manager to advertise the Bid for the two year contract for the collection of #1 trash pick-up at various locations and #2 the drop off of roll off containers for the collection scrap metal, white goods, bulky waste and tires. Seconded by Mr. Frutchey. The motion carried 5-0.

**SR 196 and Echo Lake Traffic Signal**

Mr. Frutchey moved to authorize PennDOT to revise the SR 196 and Echo Lake traffic plans. Seconded by Ms. Kelly. The motion carried 4-1-0 (Mr. Zito opposed).

**Public Input**

**Harry Smith** - said he put a copy of the PMRP quarterly budget on the table for each of them. He also asked that the Township support Act 47 governing municipal pension reform for municipalities. Mr. Frutchey motioned to have Mr. Hein write a letter of support to our Senator and Representative in support of Act 47. Ms. Kelly seconded the motion. The motion carried 5-0.

**Board of Supervisors  
April 16, 2013 Minutes  
Page 5**

**Vincent Massaro** - asked if the Township was going to take any action on a Non CDL Personnel Drug and Alcohol Testing Policy. He was advised that the matter was still under consideration.

**David Pierce** - introduced himself as the reporter for the Pocono Record. He asked if there was any decision on the Coolbaugh Learning Center. He was advised that the Supervisors had a lot of homework to do before any decision could be made.

**Board of Supervisors Executive Sessions**

Mr. Adams announced that the Board of Supervisors held an Executive Session on Tuesday, March 19, 2013 at 6:30 p.m. for pending litigation and at 7:35 p.m. for personnel and one this evening at Tuesday, April 16, 2013 at 6:30 p.m. for legal and personnel.

**Adjournment**

With no further business before the Board, Mr. Pope moved to adjourn the meeting. Seconded by Mr. Frutchey. The motion carried 5-0. The meeting adjourned at 7:51 p.m.

Respectfully submitted:

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Linda Frutchey  
Township Secretary

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Juan A. Adams  
Board Chairman