

**Coolbaugh Township
Board of Supervisors
April 20, 2010 Meeting
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The Coolbaugh Township Board of Supervisors April 20, 2010 Meeting was held in the Township Municipal Center, in building #3, at 5550 Memorial Boulevard, Tobyhanna, Pennsylvania.

Call To Order

Chairman Joseph O'Boyle called the meeting to order at approximately 7:00 p.m. and led those in attendance in the recitation of the Pledge of Allegiance to the Flag.

Roll Call

Supervisors present for the meeting included: Mr. Joseph O'Boyle, Ms. Lynn Kelly, Mr. James H. Frutchey, Jr., Mr. Robert B. Hutchins and Mr. Robert Zito. Also present were Township Solicitor Jerry F. Hanna, Douglas Hein, Business Manager/Controller and Township Secretary Linda Frutchey.

Statement on the Agenda: Mr. O'Boyle 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.

Moment of Silence - Daryl Feller

Mr. O'Boyle asked for a Moment of Silence in remembrance of Daryl Feller who was a Township resident and a Coolbaugh Township Police Officer who later transferred to the Pocono Mountain Regional Police Department. He also served with the Coolbaugh Township Ambulance Association, the Pocono Mountain Regional EMS and worked as a dispatcher for Monroe County Control Center.

Approval of Minutes

Ms. Kelly moved to approve the April 6, 2010 minutes as presented and to dispense with the reading. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

2008 General Obligation Bonds Capital Projects - Parks and Recreation Building

Mr. Hutchins moved to authorize proceeding with having percolation and soil testing done as soon as possible in order to facilitate moving forward with the Recreational Building. Seconded by Mr. Zito. Discussion followed about Road Foreman Wayne Regan meeting with SEO Jake Schray to point out the area of the proposed building and a possible site to do the percolation testing. Public Input was heard from Harry Smith who questioned the size and location of the building, asked when the drainage at the park would be taken care of and what projects would be coming out of the bond money. Discussion followed. The motion carried 5-0.

Mr. Zito moved to authorize John Schoonover to prepare bid specifications for a 80' X 160' steel Recreation Building complete with HVAC, plumbing and electric; Mr. Schoonover and Township Engineer Russ Kresge are to work together on the project; there is to be close communication with Bureau Veritas to ensure that the building is designed to meet the building code; the building is to be placed in a location that will allow for future expansion; there is an eight (8) week turnaround with bid specifications being prepared with a target date of June 1, 2010 and a start date for the building of August 1, 2010. Seconded by Ms. Kelly. Discussion - the Township Engineer is to be consulted about whether this project is a Land Development Plan. Mrs. Frutchey was directed to arrange a meeting to discuss the project with John Schoonover, Russ Kresge, members from the Parks and Recreation Commission and CTCP as soon as possible. Members of the Parks and Recreation Commission, CTCP and Tobyhanna Athletic Association were thanked for their dedication and continuing work on this project. The motion carried 5-0.

Score Board Project

Micky Denig, representing the Tobyhanna Athletic Association, was present to discuss the electrical work that is needed to be done at the at the Township Municipal Park. Discussion followed about the Proposal from Burke Electric in the amount of \$2,900.00 for the cost of the material, and they will provide all labor at no cost. Mr. Denig explained that the Tobyhanna Athletic Association will pay the \$2,900.00, Wayne Horne will do the electric service at no cost and Wayne Regan said the trench work could be done by the DPW.

Ms. Kelly moved to approve the Tobyhanna Athletic Association request to get the electrical work for the score board project done; the Township will cover the cost from Bureau Veritas for the permit to do the electrical work, and authorization is given to the Township DPW to do the trench work needed to run the conduit. Seconded by Mr. Zito.

Discussion followed about Burke Electric providing a Certificate of Insurance. The motion carried 5-0.

2010 Monthly Reports

Coolbaugh Township Volunteer Fire Company

Mr. Frutchey presented the CTVFC Report with 22 calls for the month of March and 81 year to date calls.

Pocono Mountain Regional Emergency Medical Services

Ms. Kelly presented the following PMREMS Monthly Report as follows: February 2010 had a total of 353 calls with 166 being in Coolbaugh Township; a report was given on the type of truck, year and mileage on each of the vehicles, noting that there are no problems with any of the vehicles in service at this time, etc. Ms. Kelly also reported that Scott Freedom was hired as the new PMREMS Director, and his first day of work was on Monday, April 19, 2010.

Pocono Mountain Regional Police

Mr. Hutchins presented the March 2010 PMRPD Monthly Report as follows: 1267 complaints, 61 accidents, 157 criminal arrests, 661 traffic arrests, 556 traffic warnings and 17 ordinance arrests for a total of 1328 calls within the area covered by the regional police, which includes Tobyhanna, Tunkhannock and Coolbaugh Townships and the Borough of Mount Pocono.

Mr. Hutchins also mentioned that Gloria Bell Grady announced her retirement from the PMRPD. He went on to say that she was hired to work for the Coolbaugh Township Police Department and then transferred to the Pocono Mountain Regional Police Department; he hated to see her go, as she is a good employee who will be missed and wished her luck in her retirement.

Letter of Understanding and Lease Agreement between Coolbaugh Township and Pocono Services for Families and Children - Monroe County Head Start Program

Mr. O'Boyle summarized the Letter of Understanding dated February 2, 2010 to amend the change of the term of occupancy to August 31, 2010, to extend the one dollar per month rental consideration, rental payments shall commence under the long term lease on September 1, 2010, and in the event Head Start does not enter into the long term lease and occupy the space by September 1, 2010, then Head Start will owe a penalty of three months base rent. Mr. Zito moved to approve as summarized by the Chairman. Seconded by Mr. Hutchins. Discussion - None. The motion carried 5-0.

Adoption of an Amendment to the Township Code of Ordinances, Chapter 15, Motor Vehicles and Traffic, Part 2, Traffic Regulations, Section 213 - posting a multi-way stop installation on the corners of Hemlock Drive and Green Road

Mr. Zito moved to approve the amendment to post a multi-way stop installation on the corners of Hemlock Drive and Green Road. Seconded by Ms. Kelly. Discussion - none. The motion passed 5-0.

New Life Faith Temple request for the waiver of fees for the use of the Township Pavilion to hold a Youth Event on Saturday, August 7, 2010

Ms. Kelly moved to grant the request for a waiver of the fees as we have done for other non-profits in the past. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

Request for Tax Refund due to incorrect building information - Norbert Lagodzinski & Marietta Laskowska - Tax ID # 03/8B/1/45

Mr. Hutchins moved to approve the tax refund in the amount of \$136.20. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

Township's Financial Report

Before the Supervisors was a Financial Report prepared for the April 20, 2010 Board meeting by Business Manager/Controller Doug Hein. Mr. Hein presented a summary of financial information as of April 20, 2010, regarding revenues, expenses and cash balances. Discussion followed. Mr. Hein was asked if the Current Obligations could be done in alphabetical order instead of by account codes.

Current Obligations

General Fund	\$346,003.07
Capital Projects Fund	\$ 27,233.75
Escrow Fund	\$ 1,556.50
Sewer System Fund	\$ 11,687.06
State Liquid Fuels Fund	\$ 2,858.05
Total Disbursements	\$420,338.43

Mr. Zito moved to approve paying the Current Obligations in the amount of \$420,338.43. Seconded by Mr. Frutchey. Discussion - none. The motion passed 5-0.

Other Business

Request for space in the Community Services Center

Mr. Hein was directed to schedule members of the First Bond and Youth Infusion, Inc. to meet with the Supervisors, if possible, at their April 27, 2010 Work Session for the purposes of occupying space in the Township's Community Services Center.

Mr. O'Boyle made the following Announcements:

A Letter of support was sent to Department of Conservation and Natural Resources regarding the Mount Pocono Borough Grant Application for the acquisition of the Knob Property.

Tobyhanna Little League received a \$9,450.00 grant from ESSA Bank for the resurfacing of the 3 baseball fields at the Township Park.

Minor Subdivision - Lands of Pocono Farms (Laurel Drive Relocation)

Mrs. Frutchev was directed to contact Mark Robbins for a status report on the Minor Subdivision for the lands of Pocono Farms (Laurel Drive Relocation) and schedule it on the April 27, 2010 Work Session.

500 gallon gas tank

Mr. Frutchev asked if Wayne Regan could get prices for a L & I approved 500 gallon gas tank for the DPW garage including pumps plus hook-up to our fuel dispensing system.

Seminar

Mr. Frutchev said if there is no objection, the Emergency Services car will be used on Saturday and Sunday for the EMC, Assistant EMC and 3 firemen to go to Berks County Fire Academy for a seminar. No objection was heard.

Generator Preventative Maintenance Service

The following quotes were received for annual service on Generator Preventative Maintenance Service for our four generators: GenServe Inc. in the amount of \$2,300.00; Cleveland Brothers in the amount of \$2,800.00 and Mechanical Services in the amount of \$4,030.00.

Mr. Hutchins moved to approve the proposal from GenServe Inc. in the amount of \$2,300.00 to do the preventative service on the Township's four generators. Seconded by Mr. Zito. Discussion - none. The Motion passed 5-0.

Run For the Red - May 16, 2010

Mr. Frutchev moved to approve six of our DPW employees three hours of overtime on Sunday, May 16, 2010 for Run For The Red Marathon. Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0.

Public Input

Marion Riccardi - presented pictures of debris at homes, business and the roadway along SR196 and requested that something be done to clean up the area.

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Discussion followed. Keith Hudson said the Cub Scouts are working on a project to pick up the litter along this roadway.

Christopher Hickler - explained that he is trying to establish an auto repair garage at 179 Main Street. He has been advised by the Zoning Officer that the business was vacated over 25 years ago and there are some issues that have to be looked into, etc. Mr. Hickler was told that the Zoning Officer, Township Solicitor and Township Engineer will meet tomorrow to discuss the issues that have to be addressed, etc. Discussion followed.

Harry Smith - thanked Keith Hudson for his efforts with working with the Cub Scouts to pick up the litter and asked if the litter could be picked up at the fire company building on SR 196. He also offered his tractor to help Head Start with doing a garden and asked for information on our used waste oil program.

Keith Hudson - said United Care of All Ages will hold the Pitch, Hit & Run on April 24, 2010 starting at 8:30 a.m. at the Township Municipal Park. He encouraged everyone to come out to meet CHAMP (Wilkes-Barre/Scranton Yankees mascot).

Board of Supervisors Executive Sessions

Mr. O'Boyle announced that the Board of Supervisors held an Executive Session on April 6, 2010 at 7:45 p.m. and 8:45 p.m. regarding Personnel Issues. Mr. O'Boyle asked for a very brief Executive Session on Personnel and to leave the meeting open.

An Executive Session was held from 8:29 p.m. to 8:50 p.m.

Adjournment

With no further business before the Board, Mr. Frutchey moved to adjourn the meeting. Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0. The meeting adjourned at approximately 8:53 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Joseph O'Boyle
Board Chairman