

**Coolbaugh Township  
Board of Supervisors  
April 21, 2009 Meeting  
Page 1**

The Coolbaugh Township Board of Supervisors April 21, 2009 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 7:12 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 M. Zito. Also present were Township Solicitor Jerry F. Hanna 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 for other issues.

**Announcement**

Mr. O'Boyle announced with deepest sympathy the passing of Joseph DeRoo, the brother of Don DeRoo, who is one of our Township employees, and Shamere Rashi Pace a 24 year old who was a volunteer member of the Coolbaugh Township Volunteer Fire Company.

**Approval of April 7, 2009 Meeting Minutes**

Mr. Hutchins moved to approve the April 7, 2009 Meeting Minutes as presented and dispense with the reading. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

**Minor Subdivision Plan - Stillwater Lake Estates, Lots 506 & 507, Section G-II  
- Property Owners - Nancy Ann Marino & Rose Marino**

Brian Courtright, PLS was present on behalf of the above referenced Minor Subdivision Plan. Mr. Frutchey moved to approve the Marino Minor Subdivision Plan in Stillwater Lake Estates. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

**Modification to PADEP Recycling Grant # 4100043948 and Schedule of Expenditures**

Pat Calpin of Environmental Resources Associates gave an overview of the Modifications and Schedule of Expenditures relating to the PADEP Recycling Grant .

Mr. Hutchins moved to forward the Recycling Grant Modifications & Schedule of Expenditures to Chris Fritz at PADEP. Seconded by Ms. Kelly. Discussion followed about the collection equipment. Public input was heard by David Pope who asked what type and model the truck was for the leaf collection. The motion carried 5-0.

**Year Round Drop-Off Site Program**

A lengthy discussion followed about operating the Year Round Drop-Off and Recycling Site Program and the numerous decisions that will have to be made regarding implementation of a schedule of operations, fee schedule changes, a brochure/handout for the public and signs for the site, the Recycling Pass Swipe Card and time frames for production, distribution and guidelines for its use, etc.

Mr. Frutchey moved to table further discussion of the Year Round Drop-Off and Recycling Site to the May Work Session. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

Mr. Zito moved to approved the revised fee schedule for the Year Round Drop-Off and Recycling Site. Seconded by Mr. Hutchins. Discussion followed about items with freon and whether there should be a charge for freon removal plus a separate charge for dropping off the item. It was the consensus of the Supervisors that stand alone items, such as refrigerators, should just be charged for the freon removal. The Supervisors also agreed to further review a draft informational handout at the May Work Session. The motion was called and passed 5-0.

**Board of Supervisors  
April 21, 2009 Meeting  
Page 3**

Before the Board was a letter dated April 2, 2009 from Dave Timko, General Manager of Pocono Farms Country Club Association, regarding the fees being charged at the Drop-Off and Recycling Site. He explained that maintenance staff at Pocono Farms had been trying to help the Township by picking up trash dropped off along township roads in Pocono Farms and delivering it to the site. This worked out when drop off was free, but creates a problem when it incurs costs. Mr. Timko requested that the Supervisors consider allowing Pocono Farms to help as suggested, but waive the fees for trash picked up along township roads, rather than deferring that job back to the Township's DPW.

It was the consensus of the Supervisors that fees for this kind of situation be waived and Pocono Farms should call to inform the Township or DPW prior to making a drop off. Discussion followed about extending the same courtesy to other Property Owners Associations.

**2009 Monthly Reports**

**Coolbaugh Township Volunteer Fire Company**

Mr. Frutchey gave the March 2009 CTVFC report, noting that there were 26 calls for a total of 124.17 staff hours and 227 hours in Training. He also reported that the members of the Fire Company asked that a Burning Ban go into effect immediately and until further notice. It was the consensus of the Supervisors to advertise the Burning Ban Notice.

**Monroe County Road Task Force**

Mr. Frutchey said he attended the thirty-seventh MCRTF meeting on Thursday, April 9, 2009. Items for discussion included the success of the Agility Program, a report from Bob Mudrick about the lack of funding for paving projects and cost cutting by reduced mowing on the interstates. Mr. Mudrick said as many roads as possible will get temporary patching, and paving projects for this year will include SR33 from the Winery to Leighton and some sections of SR 196 may get milling and a possible overlay. Wanertown Road and Thornhurst bridge replacements contracts will be awarded this year. The next MCRTF meeting will be on June 11, 2009 at 1:00 p.m. in room 203 of the MC Administrative Center.

### **Pocono Mountain Regional Emergency Medical Services**

Mr. O'Boyle presented the PMREMS report, which outlined calls for March as follows: of 300 total dispatches around the area, 151 were in Coolbaugh Township, 61 in Tobyhanna Township, 42 in the Borough of Mount Pocono, 28 in Tunkhannock Township and 5 in Paradise Township. He said a new truck was ordered and gave a summary of miles on the remaining trucks. He also commented that another area, Paradise Township, may join the PMREMS, and if they do, the proposal for an Inter-Municipal Agreement for funding might still be possible. Mr. Zito concurred that Paradise Township joining the ambulance association would be an opportunity to pursue the funding agreement again, as no action has been taken thus far.

### **Pocono Mountain Regional Police**

Ms. Kelly presented the March 2009 PMRPD Monthly Report as follows: 1166 complaints, 62 accidents, 183 criminal arrests, 451 traffic arrests, 430 traffic warnings and 7 ordinance arrests for a total of 1228 calls within the area covered by the regional police, which includes Tobyhanna, Tunkhannock and Coolbaugh Townships and the Borough of Mount Pocono. Ms. Kelly said Coolbaugh Township is doing well on hours, as there is a surplus at this time. She also said there was a display of donated bikes and accessories at the meeting; Chief Harry Lewis reported that they will be able to hire additional officers through a 3 year grant; Officer Steven Mertz was promoted to Corporal, three new officers were sworn in and three are in the academy. There is also another grant being used to target aggressive drivers April 1 - June 30, 2009.

### **Roy and Vera Roper Zoning Enforcement**

Before the Board was a Draft Consent Order and Agreement.

Solicitor Hanna recommended the civil penalty in the amount of \$3,500.00 outlined in #1 of the Agreement and said wording has to be added relating to indemnification in favor of the Township and said the fifth "Whereas" needs clarification relating to footage.

Mr. Hutchins moved to approve the Consent Order and Agreement for Roy and Vera Roper conditioned upon Solicitor Hanna's approval of the final wording in the Agreement. Seconded by Ms. Kelly. Discussion ensued over the amount of the civil penalty. The motion carried 5-0.

**Promulgation - Coolbaugh Township Emergency Management Plan**

Mr. Hutchins moved to sign the Promulgation for an update of the Coolbaugh Township Emergency Management Plan. Seconded by Mr. Zito. A brief discussion followed. The motion passed 5-0.

**Authorization to award the Bid for the Painted Traffic Lines with Glass Beads**

The Bid for the Painted Traffic Lines with Glass Beads was advertised in the Pocono Record on March 29, 2009 and April 3, 2009 with the Bid Opening on Wednesday, April 15, 2009. The following Bids were received: Alpha Space Control Co., Inc. in the amount of \$20,073.91, Traffic Lines, Inc. in the amount of \$39,806.62, PSX, Inc. in the amount of \$19,078.51 and Interstate Road Management Corp. in the amount of \$19,846.44.

Mr. Hutchins moved to award the Bid to Interstate Road Management Corporation in the amount of \$18,846.44 due to the company having a performance factor of 9. Discussion followed about the Township having had a negative experience with the lowest bidder, PSX, Inc., in which this company did not finish painting all of the lines in the Township, and the ones they did paint turned out too light, etc. Based on past performance, the Board agreed they should not consider PSX, Inc. a responsible bidder, in spite of the PennDot rating system, and the bid should go to the next lowest bidder, Interstate Road Management Corp. Further discussion ensued about whether PSX, Inc. must be considered for award of the Bid, because they were pre-qualified by PennDOT. Solicitor Hanna said he would review the issues of being a low bidder with an unsatisfactory performance history in the Township. Mr. Hutchins amended his motion to include the results of Solicitor Hanna's review as a prerequisite to awarding the Bid to Interstate Road Management Corporation. The amended motion was seconded by Mr. Frutchey. The motion carried 5-0.

**Authorization to advertise Bid for a two year contract for the collection of: #1 - trash pick up at various locations in the Township and #2 - delivery and pick up of roll-off containers for the Year Round Drop Off Site**

Mr. O'Boyle moved to authorize the advertisement for the Bid (referenced above). Seconded by Mr. Frutchey. Discussion - public input was heard by Harry Smith who asked about the various locations for the trash pick up. He was told that it was Township locations, etc. The motion carried 5-0.

**East Penn Technical Search and Rescue request for a waiver of the fees for the use of the Township Park Pavilion for the purpose of holding a fund raising event**

Mr. Zito moved to approve East Penn Technical Search and Rescue's request for a waiver of the fees for the use of the Township Park Pavilion on May 30, 2009. Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0.

**Current Obligations**

General Fund	\$270,681.25
Capital Projects Fund	\$ 35,846.91
Pocono Community Bank	\$ 8,727.48
Sewer System Fund	\$ 25,913.29
<b>Total Disbursements</b>	<b>\$341,168.93</b>

Ms. Kelly moved to approve paying the Current Obligations in the amount of \$341,168.93. Seconded by Mr. Frutchey. Discussion - none. The motion carried 5-0.  
Other Business

**Other Business**

**Announcement**

Mr. O'Boyle announced that the Supervisors canceled their April 28, 2009 Work Session and rescheduled it to be held on Thursday, April 30, 2009 at 6:30 p.m.

**UGI Utilities, Inc. - proposal to convert oil to gas at Municipal Center**

Doug Hein Business Manager/Controller sent a memo asking if they wanted to meet with a Representative from UGI Utilities to see if there was any interest in converting to gas from oil for the Municipal Center. The consensus of the Supervisors was to have the UGI's Representative attend the May 26, 2009 Work Session to discuss the possible cost of the conversion, etc.

### **Bid Information on Township web site**

It was the consensus of the Supervisors that Bids and related information can be posted on the Township's web site.

### **Retirement Financial Planning Seminar**

Mr. Zito said the CTCP, ESSA and the Pocono Mountain Public Library are working together to hold a free Retirement Financial Planning seminar on Tuesday, June 9, 2009 from 5:30 p.m. to 6:30 p.m. in the Township Community Service Center.

### **Prospective Tenant for Vacated Space in Building #2**

Mr. Zito asked for authorization for the Township Engineer to work with an entity interested in taking over the area in the Community Service Center previously occupied by Pegasus Child Advocacy Center, as this party is willing to pay for Russ's time. The consensus was granted.

### **Possible Grant for Library**

Mr. Frutchey asked if it was true that Paul Kanjorski was working on getting the Pocono Mountain Public Library a two million dollar Grant for their Building Project. Discussion followed.

## **Public Input**

**Harry Smith** - asked about the status of Coolbaugh Township getting more representation on the Pocono Mountain Public Library Board of Trustees. Discussion followed. He was invited to attend the Library Board Meeting on the first Wednesday of the month.

**Mr. Smith** said he was contacted by Ms. Thomas who lives on Stout Road about the cones put up by the Pocono Community Church on Sunday being in the way. Discussion followed.

**Dave Pope** - said the signs at the Year round Drop Off site need to be changed, as he wanted to drop off leaves and branches this past Saturday and the gate was locked. Mr. Frutchey said the signs are being corrected.

**Board of Supervisors  
April 21, 2009 Meeting  
Page 8**

**Mr. Pope** asked Mr. Frutchey if he would look at the head wall near the driveway of Phyllis William's home on Pope Road. Mr. Frutchey said he would.

**Mr. Pope** said it was a problem with neighbors whose trash blows all over the place before it is picked up. He went on to say that the 2 homes at the end of Pope's Road are an eye sore as they need the debris picked up. Mr. Pope was asked to fill out a Service Request and this would be brought to the attention of the Township Zoning Office.

**Board of Supervisors Executive Sessions**

Mr. O'Boyle announced that an Executive Session was held on Tuesday, April 7, 2009 at 6:00 p.m regarding Pending Litigation. An Executive Session was held this evening, April 21, 2009 at 6:00 p.m. and another is scheduled after this meeting regarding Pending Litigation. Executive Sessions are also scheduled for Tuesday, April 28, 2009 at 5:30 p.m. regarding Pending Litigation and on Tuesday, June 2, 2009 at 6:00 p.m. regarding Personnel.

**Adjournment**

With no further business before the Board, Mr. Frutchey moved to adjourn the meeting. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0. The meeting adjourned at approximately 8:35 p.m.

Respectfully submitted:

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Linda Frutchey  
Township Secretary

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Joseph O'Boyle  
Board Chairman