

## COOLBAUGH TOWNSHIP MUNICIPAL CENTER

5520 Municipal Drive , Tobyhanna, PA 18466  
(570) 894-8490 • FAX (570) 894-8413

### COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING MINUTES APRIL 7, 2015

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

#### **Board Members present:**

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

#### **Board Members absent:**

None

#### **Staff present:**

Jerry Hanna, Solicitor

#### **Staff absent:**

Doug Hein, Business Manager / Controller

#### **Announcements:**

Mr. Weimer announced the following:

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

#### **1. Public input**

1. D. Pope thanked the Board for getting potholes filled.
2. P. Volpe asked if Minqua Trail would be paved; Mr. Weimer said it was on the list.
3. B. Sanford asked if Rob Roy would be paved; Mr. Weimer said it would be looked at.
4. At this point, Mr. Weimer also discussed the installation of fire hydrants in conjunction with road paving.
5. V. Massaro asked for an update on the SR 196 turning lane project; Mr. Hanna said it is in review with PennDOT.
6. C. Colgan said there was a lot of truck traffic on Prospect Street between SR 611 & SR 423.

#### **2. Approval of minutes / notes**

Ms. Kelly made a motion, seconded by Mr. Adams to approve the minutes of the March 17, 2015 meeting as presented.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.
- **Note:** Work session notes from March 17, 2015 will be posted to the web site along with the minutes.

#### **3. Gouldsboro VFD purchase of thermal imaging camera – disbursement of tax fund monies in the amount of \$5,200.00**

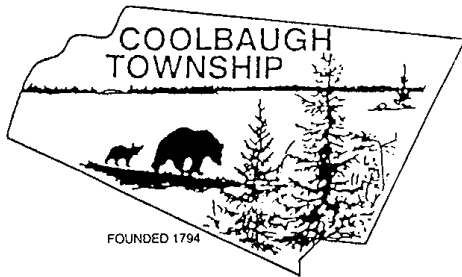
Ms. Kelly made a motion, seconded by Mr. Pope to approve the disbursement of \$5,200 to Gouldsboro Fire Department to reimburse them for the cost of a thermal imaging camera.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

#### **4. Minor subdivision to join lots 476 & 477, Section D, Pocono Farms, property owner Michael Frankenberg**

Mr. Adams made a motion, seconded by Mr. Pope to approve the minor subdivision.

- **Discussion:** Mr. Zito requested that Mr. Hein include a copy of the map in the Board packet.
- **Vote:** All in favor, motion passed.



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#### 5. Minor subdivision to join lots 286 & 287, Section H, A Pocono Country Place, property owner Denise Meskill

Mr. Adams made a motion, seconded by Mr. Pope to approve the minor subdivision.

- **Discussion:** Mr. Zito requested that Mr. Hein include a copy of the map in the Board packet.
- **Vote:** All in favor, motion passed.

#### 6. Business Manager / Controller's report

Ms. Kelly gave Mr. Hein's report in his absence.

#### 7. Current obligations

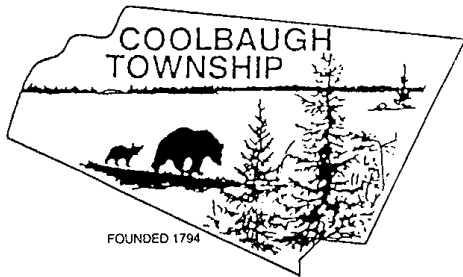
• General Fund	\$102,646.20
• Sewer Fund	\$ 15,605.67
• Capital Projects Fund	\$ 0.00
• Emergency Services Fund	\$ 0.00
• Liquid Fuels Fund	\$ 0.00
• Escrow Fund	\$ <u>8,206.75</u>
• Total Disbursements	\$126,458.62

Ms. Kelly made a motion, seconded by Mr. Adams to approve the current obligations.

- **Discussion:** None
- **Vote:** All in favor, motion passed.

#### 8. Other business

- Ms. Kelly made a motion, seconded by Mr. Pope to approve advertising the spring leaf collection schedule.
  - **Discussion:** None
  - **Vote:** All in favor, motion passed.
- Mr. Pope made a motion, seconded by Mr. Weimer to reduce the Pocono Office Commons bond to \$150,458.15 per Russ Kresge's April 1, 2015 letter.
  - **Discussion:** None
  - **Vote:** All in favor, motion passed.
- Ms. Kelly made a motion, seconded by Mr. Adams to approve the two field use requests per the Parks & Recreation March 24, 2015 letter.
  - **Discussion:** Mr. Pope asked that the Coolbaugh Soccer Association put together a schedule.
  - **Vote:** All in favor, motion passed.
- FYI – Rep. David Parker's open house at his office in Coolbaugh Township Building 2 will be Thursday April 16, 2015 from 4:00 – 8:00 pm. Mr. Hein was directed to place this on the Township's web site.
- Mr. Pope made a motion, seconded by Mr. Adams to adopt a fee schedule identical to the schedule used by Stroud Township for brush being brought in to the Township compost site.
  - **Discussion:** Mr. Zito asked that the fee for cars/vans be reduced to zero. The motion and second were amended to include this as well as to include a \$500 annual commercial fee plus \$100/vehicle annual commercial pass for all contractors. The fees for taking mulch will not change.
  - **Vote:** All in favor, motion passed.
- M. Fairservice asked if the Supervisors knew that Voter Registration was moving the VFW poll to the Pocono Mountain Library. Discussion followed.



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**9. Board of Supervisors Executive Sessions**

- Held Prior – Tuesday, March 17, 2015 at 6:44 pm RE: Personnel
- Subsequent – Tuesday, April 7, 2015 at 7:44 pm RE: Legal; the meeting was left open and the Board returned at 8:12 pm.

**10. Adjournment**

There being no further business, a motion was made by Ms. Kelly, seconded by Mr. Adams to adjourn the meeting. All in favor, motion passed. Meeting adjourned at 8:13 pm.

**NEXT REGULAR BOARD MEETING: Tuesday, May 5, 2015 at the Coolbaugh Township Municipal Office meeting room. The April 21, 2015 meeting will not be held due to the Board attending the annual PSATS conference in Hershey.**

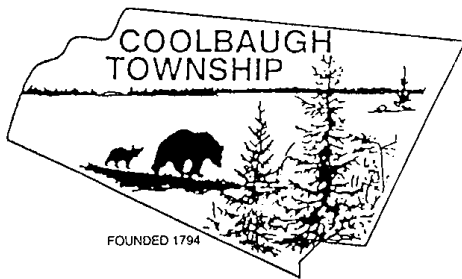
- Work Session – 6:00 pm
- Business Meeting – 7:00 pm

Submitted by: \_\_\_\_\_  
Douglas A. Hein, Business Manager / Controller

Reviewed by: \_\_\_\_\_  
Lynn Kelly, Township Secretary

Witnessed by: \_\_\_\_\_  
Bill Weimer, Chairman

Date: \_\_\_\_\_



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### COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS WORK SESSION NOTES APRIL 7, 2015

The work session was called to order by Vice-Chairman Juan Adams at 6:00 pm in the meeting room of the Coolbaugh Township Municipal Office, 5520 Municipal Drive, Tobyhanna, PA.

**Board Members present:**

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

**Board Members absent:**

None

**Staff present:**

Jerry Hanna, Solicitor

**Staff absent:**

Doug Hein, Business Manager / Controller

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

**1. Compost Facility – (Pat Calpin present to discuss)**

Discussion was held regarding the compost site set up, what to do with contractors coming in, how to charge for brush coming in and mulch going out. Intermunicipal agreements need to be updated as well. Price schedule for Stroud Township was reviewed. Separate fee for residents and annual license/fee schedule for contractors. Vehicles pay based on capacity not on load. Log books need to be filled out for each load coming in so as to accurately determine cost of processing. Permit copy needs to be kept on site. Large piles need to be spread out and be careful to separate dry and wet material to eliminate possibility of spontaneous combustion. Must be careful on size of material coming in to the site. Need specific list of what is accepted and what is not. If other municipalities don't want to renegotiate the Intermunicipal agreement, they can be charged as contractors; they should set up their own drop off and haul in to us from their yards. Commercial is charged annual permit, annual truck fee and per drop fee based on size of truck; they will also be charged per load taken out. Discussion was also had on liquidating unused equipment. Monitoring of through put must be done by the people working in the yard. Grant monies are drying up and can be applied for every other year. It was also suggested by Mr. Calpin to research how bulk items recycling is handled. Mr. Weimer asked Mr. Calpin on recommendations for vendors to recycle electronics; he will provide names. No requirements to accept electronics. Yard not big enough to do five day a week bulk drop off, setting up concrete bins. Meeting was set up for Monday April 13<sup>th</sup> at 8:00 am for Bill, Steve & Pat to meet at the yard.

**2. Other Business**

None

**3. Public Input**

None

The Work Session ended at 6:47 pm.