

**Coolbaugh Township
Board of Supervisors
August 16, 2011 Minutes
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The Coolbaugh Township Board of Supervisors August 16, 2011 Meeting was held in the Township Municipal Center, in building #3, at 5550 Memorial Boulevard, Tobyhanna, Pennsylvania.

Call To Order

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

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 Secretary Linda Frutchey, Township Solicitor Jerry F. Hanna and Business Manager /Controller Douglas Hein.

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.

Approval of August 2, 2011 Minutes

Mr. Frutchey moved to approve the August 2, 2011 minutes as presented and dispense with the reading. Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0.

Monthly Reports

Coolbaugh Township Volunteer Fire Company

No one was present to give the report.

Pocono Mountain Regional Emergency Medical Services

Ms. Kelly presented the July 2011 PMREMS Report as follows: total response for our service area for the month is 557 calls, year to date is 2875 calls. Coolbaugh Township at 218 calls for the month and year to date at 1221.

PMREMS Board Vacancy

Mr. O'Boyle read the letter from Maureen Sterner requesting that the Township announce the vacancy on the PMREMS Board as Mike Kelly is no longer a member. Mr. Hein said he would post the vacancy on the Township's Web Site. Public input - Harry Smith asked if their fuel invoices were caught up. Mr. Hein said they are current with their payment plan.

Pocono Mountain Regional Police

Mr. Frutchey presented the July 2011 PMRPD Monthly Report as follows: 1308 complaints, 88 accidents, 201 criminal arrests, 383 traffic arrests, 277 traffic warnings and 31 ordinance arrests for a total of 1396 calls within the area covered by the regional police, which includes the Borough of Mount Pocono, the Townships of Tobyhanna, Tunkhannock and Coolbaugh.

Mr. Hutchins said the robbery at the church parking lot, at Kentucky Fried Chicken and at the Dollar General store in the Boro of Mount Pocono will be topic for discussion at the September meeting.

**Minor Subdivision to join lots 302 & 340, Section E - A Pocono Country Place -
Property Owner - David Bielski**

Mr. Hutchins made a motion to approve the Minor Subdivision for property owner David Bielski. Seconded by Mr. Frutchey. Discussion - none. The motion carried 5-0.

Extension request - Alvaro Rodriquez Land Development Plan

Mr. Hutchins made a motion to grant the extension request until February 21, 2012, per the Planning Commission's recommendation. Seconded by Mr. Frutchey. Discussion - Ms. Kelly asked that the motion include the wording, "the applicant waives the rights to a deemed approval". Mr. Hutchins and Mr. Frutchey agreed to the change in the motion. Public Input - Harry Smith asked what type of business it was and where it was located. Discussion followed about it being a used car lot and it will be located on SR 196 across from Mount Pocono Storage. The motion carried 5-0.

Amendment to the Intermunicipal Sewer Service Agreement between Coolbaugh Township and Mount Pocono Municipal Authority

Mr. Frutchey moved to approve the Amendment to the 1997 Intermunicipal Sewer Service Agreement between Coolbaugh Township and Mount Pocono Municipal Authority. Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0.

Electrical Lighting Audit

Mr. Hein explained that he was contacted by Commonwealth Energy Group, LLC to do a lighting system payback analysis. Discussion ensued over the firm reviewing the current incandescent light bulbs expected to be phased out of production, annual energy costs, monthly costs, annual energy savings, single payback, PPL Rebate, etc. Discussion ensued about discussing this matter during the budget review process, sending out a "Request for Proposal" to other vendors and adding light sensors. Public Input - Eileen Mercado handed Mr. Hein information on the topic.

Lease Purchase Quote for the 2012 International Truck

Information from Municipal Capital Corporation for financing the 2012 International truck was before the Supervisors. Discussion ensued about the rate factor, payment schedule whether to go with the terms of the lease at 48 months, 60 months or 72 months, the amount of the down payment being taken from the sale of the Sterling truck and the sale of the Ford truck and whether to take money from the Liquid Fuels Fund to add to the down payment.

Mr. Frutchey made a motion to approve the Municipal Lease through Municipal Capital Corporation with a down payment of \$30,700.00 at the term of 72 months. Seconded by Mr. Hutchins. Discussion followed - Mr. Zito suggested stretching payments as long as possible and to look at a more comprehensive solution. Mr. Frutchey and Mr. Hutchins agreed with his reasoning and withdrew the motion. Mr. Hutchins said he would like a rolling plan for future board members and asked Mr. Hein to prepare a spread sheet with the age of the DPW trucks, what trucks and the urgency of what need to be replaced, etc. It was the consensus of the Supervisors that they wanted the report a week ahead of the next meeting to allow everyone time to read the information.

Sewage Maintenance Program mailings

Discussion followed about receiving a price from Lackawanna Printing for folding the letters, stuffing the envelopes and postage for a total price of \$1,327.66, the postage at 24 cents compared to 44 cents, which is a savings and it will not involve staff hours, etc. Mr. Hein said he was unable to locate any bulk mail services in Monroe County. Mr. Hein was asked to put a purchase order in the read file to be signed by the Supervisors.

GE - On Point Service Agreement for Coolbaugh Township Wastewater Treatment Plant

Mr. Frutchey moved to approve the GE Water & Process Technologies On Point Service Agreement for the 24/7 Emergency Telephone Technical Support in the amount of \$2,470.00. Seconded by Mr. Zito who asked if it was an increase over last year agreement. Discussion followed about it may be an increase of a hundred dollars. The motion carried 5-0.

Township Financial Report

Mr. Hein explained the report that included the General Fund revues at \$6,254,510 as of August 12, 2011 which included \$1,100,000.00 drawn from the TAN to pay back the \$240,000.00 .and \$860,000.00 to fund current year expenses until tax revenues start flowing in. Mr. Hein gave a recap of all the bank balances.

Current Obligations

General Fund	\$114,856.56
Capital Projects Fund	\$ 396.50
Escrow Account Fund	\$ 34,377.87
Liquid Fuels	\$ 18,582.95
Sewer Fund	\$ 22,436.44
Total Disbursements	<hr/> \$190,650.32

Mr. Hutchins made a motion to approve paying the Current Obligations in the amount of \$190,650.32. Seconded by Mr. Frutchey. Discussion - it was the consensus of the Supervisors that the check from the Sewer Fund in the amount of \$1,327.66 for the mailing of the letters on the sewage maintenance program should be void and a new check should be issued from the General Fund. The motion carried 5-0.

Other Business

Thornhurst Volunteer Fire and Rescue Company request for donation to host children's parties

No action was taken on the above referenced request due to money not being budgeted for this type of event.

Proposal from Eco Analysts Inc. - Aquatic Survey

Mr. Frutchey made a motion to approve Purchase Order #5325 to Eco Analysts Inc. in the amount of \$4,546.00 to complete the second aquatic survey as required in the Consent Order and Agreement with PADEP. Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0.

Office of Monroe County Registration/ Elections re: Pocono Farms East New Club House as a Coolbaugh 4 Polling Place location

Discussion ensued over the letter from Sara May-Silfee, Director of the Monroe County Registration/ Elections to Mr. Zito, Property Manager, PFE about not using the new PFE Club House for the Coolbaugh 4 Polling Place due to a concern of a lack of parking to accommodate 3,155 registered voters. Mr. Zito said he expected to get a positive response following the meeting with representatives from the office. It was the consensus of the Supervisors to send a letter to the Office of Monroe County Registration / Elections expressing disappointment, concerns that voters living in the area surrounding SR 196 should not have to travel the extra distance to vote and request an elaboration of their rationale.

BRC Agreement - Cross Cuts repair

Mr. Hein said he has been advised by Steve Weber that BRC is refusing to cooperate in doing the repairs to the cross cuts in Pocono Farms. Discussion ensued over whether Solicitor Hanna should send a letter, to look at whether we can cancel their contract agreement and have our engineer review the matter. It was suggested to contact BRC Manager and request a plan on repairing the roads.

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Public Input

David Pope - said nothing has been done with the vehicle parked by the side door making it hard to see to cross the Main Street. Discussion - Mr. Pope was advised that Zoning Officer Joe Brady went down and met with the owner. Several comments were made about the site problem being cleared up.

Vince Massaro - said it's his understanding that tractor trailers are not allowed to travel on SR 196. Discussion followed about it being a state road and tractor trailers have the right to use the road.

Board of Supervisors Executive Sessions

Mr. O'Boyle announced that the Board of Supervisors held an Executive Session on Tuesday, July 19, 2011 at 6:50 p.m for Personnel issues.

Adjournment

With no further business before the Board, Mr. Hutchins moved to adjourn the meeting. Seconded by Mr. Frutchey. Discussion - none. The motion carried 5-0. The meeting adjourned at approximately 8:12 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Joseph O'Boyle
Board Chairman