

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES**

**August 2, 2016**

The meeting was called to order by Chairman William Weimer at 7:06 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, and Alma I. Ruiz-Smith

**Board Members absent:**

Anthony Lamantia

**Staff present:**

Erin Masker, Recording Secretary, Maureen Mills, Controller

**Staff absent:**

Jerry Hanna, Solicitor

**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, please state your name and city before speaking.

**1. Public input**

- K. Winowich inquired about the status of the Red Barn.
- H. Smith requested clarification on a grant that was issued through Pat Calpin for the cost of accounting for incoming and outgoing records at the compost facility.
- M. Fairservice stated that the grant issued was to compile the information and still couldn't be completed.
- D. Pope stated that a portable scale would tell the incoming and outgoing materials on the daily basis.
- H. Smith stated that the cost for the facility needs to be made up as no one else offers the service for free.
- L. Cellucci stated that the property in APCP on Falcon Terrace still has no activity with the demolition.

**2. Approval of minutes / notes : July 19, 2016 Regular Meeting Minutes**

*Ms. Ruiz- Smith made a motion second by Ms. Kelly to approve the meeting minutes of the July 19, 2016 regular meeting as presented.*

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

**3. Authorization to advertise 2016 Fall Leaf Cleanup Schedule**

*Mr. Adams made a motion second by Ms. Kelly to advertise the 2016 Fall Cleanup dates as presented.*

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

**4. Request for Disbursement- Pocono Farms Country Club Crime Watch \$250.00**

*Ms. Kelly made a motion second by Ms. Ruiz-Smith to authorize the donation of \$250.00 to the Pocono Farms Country Club Crime Watch.*

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

**5. Approval to go out to Auction for an Electric Company**

*Mr. Weimer made a motion second by Ms. Kelly to approve going out to bid for an Electric Company*

- **Discussion:** Ms. Kelly stated it is worth a shot to try to save money.
- **Vote:** All in favor, motion passes.

6. **Minor Subdivision joining lots 7 & 15, Block 79, Section 12 Arrowhead Lake, Property Owner(s)-Daniel & Elaine Kogan.**  
*Motion made by Ms. Kelly second by Mr. Adams to approve the Minor Subdivision joining lots 7 & 15, Block 79, Section 12 Arrowhead Lake, Property Owner(s)-Daniel & Elaine Kogan.*

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

7. **Minor Subdivision joining lots 5005 & 5006, Country Club Drive, Pocono Farms, Property Owner(s)- Leslie & Jeanette P. Kuhns**

*Motion made by Mr. Adams second by Ms. Ruiz-Smith to approve the Minor Subdivision joining lots 5005 & 5006, Country Club Drive, Pocono Farms, Property Owner(s)- Leslie & Jeanette P. Kuhn.s*

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

8. **Minor Subdivision joining lots 267 & 268, Section J, Pocono Country Place, Property Owner(s)- Louis Silva**

*Motion made by Ms. Kelly second by Mr. Weimer to approve the Minor Subdivision joining lots 267 & 268, Section J, Pocono Country Place, Property Owner(s)- Louis Silva.*

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

9. **Controller Quarterly Report**

Ms. Mills presented the Controllers report up to June 30, 2016 along with the detailed quarterly report which included budget vs. actual figures.

- **Discussion:** None

10. **Current obligations**

• General Fund	\$	310,893.60
• Sewer Fund	\$	2,974.01
• Escrow Fund	\$	107.03
• State Fund Liquid Fuels	\$	<u>127,900.00</u>
<b>Total Disbursements</b>	<b>\$</b>	<b>441,874.64</b>

*Mr. Adams made a motion second by Ms. Ruiz-Smith to pay the current obligations in the amount of \$441,874.64*

- **Discussion:** Ms. Ruiz-Smith asked for clarification on check #6356 pertaining to the interest rate of the PMRPC Mortgage.
- **Vote:** All in favor, motion passes.

11. **Other Business**

Mr. Weimer stated that the Coolbaugh Township Historical Society will host their 2016 Summerfest on Saturday, August 13, 2016 from 11am-4pm at the Municipal Center Complex.

*Ms. Kelly made a motion second by Ms. Ruiz-Smith to pay Sandra Tigue an .80 cent per hour wage increase for the additional job duty of volunteer supervision.*

- **Discussion:** D. Pope asked if it is administration.
- **Vote:** All in favor, motion passes.

12. **Board of Supervisors Executive Sessions**

Prior: Tuesday, August 2, 2016 from 6:34pm-7:03pm Re: Legal and Personnel

13. **Adjournment**

There being no further business, a motion was made by Ms. Ruiz-Smith and second by Mr. Adams.

- **Vote:** All in favor, motion passed.

Meeting adjourned at 7:40pm.

**NEXT REGULAR BOARD MEETING: Tuesday, August 16, 2016 at the Coolbaugh Township Municipal Office meeting room.**

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

**Submitted by:** Erin Masker, Recording Secretary

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

**Witnessed by:** \_\_\_\_\_  
William Weimer, Chairman

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