

**Coolbaugh Township
Board of Supervisors
December 20, 2011 Minutes
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The Coolbaugh Township Board of Supervisors December 20, 2011 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 asked Fire Company Chief John Zwally to 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 Solicitor Jerry F. Hanna and Township Secretary Linda Frutchey. Business Manager / Controller Douglas Hein was absent.

Announcement: 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.

Approval of December 6, 2011 Minutes

Ms. Kelly made a motion to approve the December 6, 2011 minutes as presented and dispense with the reading. Seconded by Mr. Hutchins. Discussion - none. The motion carried 4-0-1 (Mr. Zito abstained).

2011 Monthly Reports

Coolbaugh Township Volunteer Fire Company

Chief John Zwally presented the November 2011 report as follows: 32 fire calls with a year to date total of 336 calls, 575.67 staff hours with a year to date total of 4,313 hours. He reported that 75% of the firemen can run all the equipment and all have completed the training and are Fire Fighter One Certified. In 2012 Kevin Ambrosia is the Fire Chief and William Welmer is the President.

Pocono Mountain Regional Emergency Medical Services

Ms. Kelly presented the November 2011 PMREMS Report as follows: total response for our service area for the month is 407 calls, year to date is 4566 last year it was 3895 calls. Coolbaugh Township is at 172 calls for the month and year to date at 1909. She reported the responses by outcome with a total of 436 for the month, scratch-cover calls with 7 calls for the month, 13 calls for Assist to other units. She said the search for a new Director is in process.

Pocono Mountain Regional Police

Mr. Hutchins presented the November 2011 PMRPD Monthly Report as follows: 912 complaints, 70 accidents, 123 criminal arrests, 499 traffic arrests, 376 traffic warnings and 14 ordinance arrests for a total of 982 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 reported that the Police Commission members did not want to be forced to lay off 2 of their officers in January. The Officers could not reach a decision to forego the 3% pay raise for 2012. As a result 2 officers will loose their jobs. Each municipalities in the Police Commission have tight budgets to maintain and have had a decline in assessments revenue. David Pope asked what percentage raise the officers were asked to give up to save the jobs. He was told 3%. Discussion followed.

A Pocono Country Place (APCP) - Quick Response Service (QRS) Dispatch Request

No one was present to represent the above referenced matter. Discussion followed about the matter being worked out between APCP and PMREMS..

Mr. Hutchins made a motion to table until further advised. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

Request for time extension

Proposed Warehouse - Revised Final Land Development Plan - Arcadia North Business Park - South Phase, Section 1, Lot #2 (Clarius Project) - March 21, 2012.

Arcadia North Business Park, North Phase, Section 1, Lot #1 - Subdivision and Land Development Plan - March 21, 2012.

Arcadia North Business Park - South Phase, Section 1, Lot #2 - (relating to the length of the cul-de-sac at Arcadia North Road) - March 30, 2012.

Mr. Frutchey moved per the Township Planning Commission's verbal recommendation to grant the Land Development Plans (referenced above) extension request through the applicants requested dates in 2012. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

Minor Subdivision joining lots 38, 39 & 40, Block A-64, Section 11, Arrowhead Lake - Property Owners, RNF Industries, LLC

Mr. Zito made a motion to approve the Minor Subdivision (referenced above). Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0.

Bid Award - 2002 Ford 550 Dump Truck

Before the Board was an email from Greg Berry Founder & CEO \ municibid.com with the high bidder in the amount of \$25,000.00 for the Ford F550 Dump Truck.

Mr. Hutchins made a motion to award the bid to Eugene Schmauder of Wind Gap, PA in the amount of \$25,000.00 for the 2002 Ford F550 Dump Truck. Seconded by Mr. Frutchey. Discussion followed about the good results the Township has received with putting bids on municibid.com. The motion carried 5-0.

Adoption of the 2012 Township Budgets

Mr. Hutchins made a motion to approve the 2012 Township Budgets. Seconded by Mr. Zito. Discussion - Ms. Kelly commented that the 2011 Contingency / Reserve Fund has

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\$213,145.00 and in 2012 there is \$83,291.40 budgeted and her opinion is that the figure should be a lot more. Mr. Hutchins announced that the budget does not include a raise in taxes. Mr. Frutchey said he is voting for the budget but will be abstaining from line item 01.405.120 (secretary's salary) and line item 01.430.140 (wages of the DPW). The motion carried 4-1-0. (Ms. Kelly opposed).

Township Financial Report

Mr. O'Boyle said the Financial Report would be posted on the bulletin board and was accepted as presented.

Current Obligations

General Fund	\$109,183.55
Capital Projects Fund	\$ 1,117.04
Escrow Account Fund	\$ 5,607.92
Sewer Fund	\$ 5,354.53
Total Disbursements	<u>\$121,263.04</u>

Ms. Kelly made a motion to approve the Current Obligations in the amount of \$121,263.04. Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0.

Other Business

New Years Day Holiday

At the beginning of 2011, the New Year holidays selected were Thursday, December 29 and Friday, December 30, 2011 due to thinking that the Board of Supervisors Re-organization Meeting would be on Monday, January 2, 2012 when it is actually on Tuesday, January 3, 2012.

The employees had the option of voting on the matter; the DPW chose December 29 and December 30, 2011. Administration chose Friday, December 30, 2011 and Monday, January 2, 2012. The Supervisors discussed letting the DPW observe the

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holidays as Thursday the 29th and Friday the 30th with the understanding that if there is any snow on Monday, January 2, 2012 the employees would not be paid overtime during their normal working hours. The Administration employees could observe New Years on Friday, Dec. 30, 2011 and Monday, Jan. 2, 2012 as it made more sense with the post office and banks being closed.

Mr. Hutchins moved that the DPW observe the New Years Holiday on Thursday, December 29, 2011 and Friday, December 30, 2011; Administration would observe the holiday on Friday, December 30, 2011 and Monday, January 2, 2012. Seconded by Ms. Kelly. The motion carried 5-0.

Delaware River Basin Commission (DRBC) Notice of Violation

Mr. O'Boyle summarized the December 5, 2011 letter from Carol Collier Executive Director of DRBC regarding Coolbaugh Township failing to perform monitoring and submitting timely notification. The maximum penalty for the violation would be \$9,000.00 or consideration would be given to recommend a penalty of \$2,058.00 if Coolbaugh Township agrees to cooperate. The alternatives before the board for resolving this matter were: (1) additional process, including a hearing before the Commission or (2) resolution by means of settlement in lieu of penalty.

Ms. Kelly moved to accept the Alternative Approach Settlement in Lieu of Penalty and pay the sum of \$2,058.00. Mr. Frutchey said he would second the motion with the condition that Solicitor Hanna writes the letter and requests the appropriate settlement documents. Discussion- Mr. Zito asked that BCM Engineer be contacted to provide an explanation about the letter and how the fine occurred. The motion carried 5-0.

Drop Off \ Recycling Site

Mr. Frutchey announced that the Drop Off Site would be closed January, February and March. The drop off site will reopen in April of 2012.

Supervisor Robert Hutchins request to attend Re-Organizational Meeting via Skype

Mr. Hutchins explained that he will be in Texas visiting his grandson and daughter-in-law for the holiday season and would like to be part of the January 3, 2012 Re-Organizational Meeting and asked if anyone had any objection to him attending the meeting via Skype from his laptop computer. No objection was heard to Mr. Hutchins request.

Plaque presented to Joseph O'Boyle

Ms. Kelly presented Joseph O'Boyle with a plaque for his commitment and dedication to Coolbaugh Township while serving on the Township Board of Supervisors as Chairman and as Roadmaster. Mr. Frutchey, Mr. Hutchins and Mr. Zito thanked Mr. O'Boyle for his services to the Township. The Supervisors and everyone in attendance applauded.

Public Input

Vince Massaro - asked why A Pocono Country Place - QRS Dispatch Request was tabled. He was advised that the Chief at APCP and a Supervisor from PMREMS have worked out the details.

David Pope - suggested that the signs on Laurel Drive warning truck drivers not to go beyond this point be moved further down the road as he had a truck driver pull into his yard looking for the DPW garage. Mr. Pope said the oil burner in the DPW garage is blowing out black smoke and suggested that it be looked at. Mr. Pope also asked for the status of the park lighting project. Discussion followed.

Welcome Supervisor Elect Juan (John) Adams

The Supervisors welcomed newly elected Supervisor Juan (John) Adams.

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Board of Supervisors Executive Sessions

Mr. O'Boyle announced the Board of Supervisors held an Executive Session on Monday, November 21, 2011 at 7:25 p.m. re: Personnel.

Chairman Joseph O'Boyle thanked everyone for their support

Mr. O'Boyle said the last six years have been very interesting and is very proud of what the Supervisors accomplished together, and thanked everyone for their support.

Best Wishes for the Holidays were exchanged.

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 7:42 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Joseph O'Boyle
Board Chairman