

**Coolbaugh Township  
Board of Supervisors  
December 6, 2011 Minutes  
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The Coolbaugh Township Board of Supervisors December 6, 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 led 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., and Mr. Robert B. Hutchins. Mr. Robert M. Zito was absent. Also present were Township Solicitor Jerry F. Hanna, Township Secretary Linda Frutchey, and Business Manager / Controller Douglas Hein.

**Moment of Silence**

Chairman O'Boyle asked for a moment of silence in remembrance of Pearl Harbor Day.

**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 November 15, 2011 Minutes**

Mr. Hutchins made a motion to approve the November 15, 2011 minutes as presented and to dispense with the reading. Seconded by Ms. Kelly. Discussion - none. The motion carried 3-0-1 (Mr. O'Boyle abstained).

**Authorization to advertise:**

Notice of vacancies on various Boards, Commissions or Council

Notice of Organizational Meeting for various Boards, Commissions or Council

Notice to residents - vehicles left on Township Right of Way during ice or snow removal will be towed at Owner's expense

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Bid for the Road Name Signs, Posts, Brackets and an Alternate Bid for Miscellaneous Road Signs

Mr. Hutchins moved to approve the aforementioned advertisements. Seconded by Mr. Frutchey. Discussion - Ms. Kelly said she believes the Coolbaugh Township Community Partnership does not meet any longer. Ms. Frutchey said she checked with Mr. Zito and was told to advertise the meeting. The motion carried 4-0.

**Minor Subdivision joining lots 3-5, Block 2010, Section 20, Arrowhead North - Property Owners - Thomas & Mary Beth Dean**

Mr. Frutchey moved to approve the joining of the lots (referenced above). Seconded by Mr. Hutchins. Discussion - none. The motion carried 4-0.

**Minor Subdivision joining lots 22 & 23, Block 87, Section 13, Arrowhead North - Property Owners - Alexander & Geta Bichutsky**

Mr. Hutchins moved to approve the joining of the lots (referenced above). Seconded by Mr. Frutchey. Discussion - none. The motion carried 4-0.

**Township employees request to purchase outdated computers**

Before the Supervisors was an email from Doug Hein with a suggested price of \$60.00 per computers that covers the price of wiping the hard drive clean and reinstalling the operating system. Ms. Kelly made a motion that the computers can be purchased at the recommended price of \$60.00 per computer. Mr. Hutchins said he would second for discussion purposes. Mr. Hutchins said he wanted to see the computers for sale on the web site and offering them to non-profits groups. Mr. Hein confirmed that it was on the web site. Public Input - Michelle Fairservice asked if the offer to purchase a computer was for all employees. She was advised the offer was for all employees. The motion carried 4-0.

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

APCP Chief Daniel Yeager and Phyllis Haase Board President were present to discuss their request for their QRS units to be dispatched alongside PMREMS to all medical calls at APCP in hopes to streamline the efficiency of patient care and it would give them direct communication with the Country Control Center as well as other responding EMS units. Mr. Yeager said he has been advised by Gary Hoffman of Control Center that the approval for APCP QRS Units to be dispatched alongside PMREMS needs to have the approval of Coolbaugh Township. Discussion followed about this being a good idea and should be discussed with PMREMS for their opinion. Ms. Kelly gave Mr. Yeager the date and time of the next PMREMS Meeting.

Mr. Frutchet moved to table until the next board meeting. Seconded by Ms. Kelly. Discussion - none. The motion carried 4-0.

**Proposals - 2012 Tax and Revenue Anticipation Note**

Proposals for the 2012 Tax and Revenue Note (TAN) in the amount of \$1,700,000 were received from: ESSA Bank & Trust did not submit a bid; First Keystone Community Bank presented at 2.75% fixed rate with a ceiling rate at 3.50%; Penn Security Bank & Trust presented a fixed rate of 3.02% and did not submit a variable rate; PNC Bank did not submit a fixed rate bid but gave a variable rate at one month LIBOR plus 2.00% (currently would be at 2.25%); Wells Fargo Bank did not submit a fixed rate bid but, gave a variable rate at 67% LIBOR plus 2.3%.

Mr. Hutchins moved to accept the First Keystone Community Bank proposal with a fixed rate of 2.75%. Seconded by Ms. Kelly. Discussion - none. The motion carried 4-0.

Mr. Frutchet moved to adopt Township Resolution Number 10-2011 authorizing and securing a Tax and Revenue Anticipation Note in the amount of \$1,700,000 with First Keystone Community Bank. Seconded by Mr. Hutchins. Discussion - none. The motion carried 4-0.

**Township Financial Report**

Mr. Hein went over his report in detail, which included the final Trial Balances and final Budget Trial Balance for all funds as of October 31, 2011, and the revised P & L Statement that showed a comparison to last year. A listing for time available for all employees as of pay period ending November 26, 2011 was included in the report.

**Current Obligations**

General Fund	\$263,636.25
Capital Projects Fund	\$ 4,336.75
Escrow Account Fund	\$ 18,351.69
Sewer Fund	\$ 25,831.49
Total Disbursements	<u>\$369,823.18</u>

Mr. Frutchey moved to pay the Current Obligations in the amount of \$369,823.18. Seconded by Ms. Kelly. Discussion - none. The motion carried 4-0.

**Other Business**

**Bid - Ford 550 Truck and Rosco machine**

Mr. Hein said the highest bid on municibid.com received so far for the Ford Truck is \$9000.00 and so far we have not received any bids for the Rosco machine.

**Parks & Recreation Commission and EAC**

Ms. Kelly said the Parks & Recreation Commission and the EAC will not hold a meeting in December and their next meeting will be on Wednesday, January 11, 2012.

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**Jinglebaugh**

Mr. O'Boyle said the Jinglebaugh event turned out very nice, the Mount Pocono Church Bell Choir was fantastic and he encouraged everyone to look at the decorated tree and the reindeer on the front yard.

**Public Input**

**Ronnie Byrd** Commander, VFW Post 3448 thanked the Supervisors for the recent donation to the VFW. Mr. Berg said he is representing several residents who want to make the Supervisors aware that Andrew Sterner pleaded guilty for stealing money from the VFW Post 3448. He asked the Supervisors to remove Mr. Sterner from serving on the Planning Commission. Chairman O'Boyle advised him that the matter would be discussed with Solicitor Hanna in an Executive Session.

**Vince Massaro** - praised Chief Yeager and his staff for their quick response to emergency situations in APCP.

**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.

**Adjournment**

With no further business before the Board, Mr. Frutchet moved to adjourn the meeting. Seconded by Mr. Hutchins. Discussion - none. The motion carried 4-0. The meeting adjourned at approximately 7:32 p.m.

Respectfully submitted:

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Linda Frutchet  
Township Secretary

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Joseph O'Boyle  
Board Chairman