

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
TUESDAY, FEBRUARY 4, 2014  
MINUTES**

The meeting was called to order by Chairman Lynn Kelly at 7:03pm in the meeting room of the Coolbaugh Township Municipal Center, 5520 Municipal Drive, Tobyhanna, PA.

Ms. Kelly led those present in the Pledge of Allegiance.

**Board Members present:**

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

**Staff present:**

Doug Hein, Business Manager / Controller and Jerry Hanna, Solicitor.

**Announcements:**

Ms. Kelly announced the following:

- The public would be given an opportunity to speak on each agenda matter and that public input would be considered at the end of the meeting for other issues.
- The meeting is being recorded to aid in the preparation of the minutes.

**1. Approval of the January 21, 2014 Minutes**

The minutes of January 21, 2014 were reviewed and considered for approval.

**Mr. Adams made a motion, seconded by Mr. Weimer to approve the minutes of January 21, 2014 as presented.**

- **Discussion: None.**
- **Vote: Four In Favor, One Abstention (Mr. F. Pope). Motion Passed 4-0-1.**

**2. Minor Subdivision joining lots 2514 & 2515, Section J, Pocono Farms, Property Owners – Harry & Denise Hamill**

**Mr. Adams made a motion, seconded by Mr. F. Pope to approve the Minor Subdivision joining lots 2514 & 2515, Section J, Pocono Farms, Property Owners – Harry & Denise Hamill.**

- **Discussion: None**
- **Vote: All in Favor. Motion Passed.**

3. **Authorization to advertise Planning Commission, Environmental Advisory Council and Parks and Recreation Commission 2014 Meetings**

**Mr. Adams made a motion, seconded by Mr. F. Pope to authorize advertising Planning Commission, Environmental Advisory Council and Parks and Recreation Commission 2014 Meetings.**

Ms. Kelly then read the contents of the proposed advertisement. In summary, the Planning Commission will meet on the second Monday of each month at 6:30pm, EAC will meet on the fourth Tuesday of each month at 6:30pm, with no meeting in December and the Parks and Recreation Commission will meet on the fourth Tuesday of each month at 7:30pm, with no meeting in December. All meetings will be held at the Coolbaugh Township Municipal Center.

- **Discussion: None.**
- **Vote: All in Favor. Motion Passed.**

4. **Business Manager / Controller Financial Report**

Mr. Hein gave a brief summary of his written financial report. He told those present that CPA Todd Bushta would be in our office next Monday, 2/10, weather permitting, to begin the 2013 audit.

The unofficial, unaudited results for 2013 are as follows:

- General Fund revenues – \$7,036,385.00.
- General Fund expenses – \$6,708,923.00.
- Sewer Fund revenues - \$430,484.00.
- Sewer Fund expenses - \$437,885.00.

There were no comments or questions from the Supervisors or the public on the report.

5. **Current Obligations**

Before them, the Supervisors had details of the Township's current obligations totaling \$278,440.49.

**Mr. Adams made a motion, seconded by Mr. Welmer to pay current obligations in the amount of \$278,440.49.**

- **Discussion: None.**
- **Vote: All in Favor. Motion Passed.**

## 6. Other Business

Mr. Zito spoke of this evening's earlier Work Session in which Engineer Russ Kresge was present to discuss, among other issues, a lighting issue with Waste Not Technologies. He stated that at the January Planning Commission meeting this issue was discussed and that the Planning Commission recommended that Mr. Kresge be authorized to send a letter of clarification to Mr. Patrick Kelley (Waste Not Technologies) and his engineer Ms. Ann Wingert of Niclaus Engineering. **Mr. Zito then made the following motion.**

**That the Board authorize Mr. Kresge to draft a letter to Mr. Patrick Kelley of Waste Not Technologies and Ms. Ann Wingert of Niclaus Engineering clarifying issues that have been raised relative to the Waste Not Technology facility. Mr. Adams seconded the motion.**

- **Discussion: None.**
- **Vote: All in Favor. Motion Passed.**

Mr. Zito then spoke of an extension request from Tobyhanna DG, LLC on the proposed Dollar General store on Route 196. Hr. Hein read an email from Associate Secretary Linda Frutchey stating that their time frame is up on February 17<sup>th</sup>, and that in the past 60 day extensions have been granted.

Mr. Zito explained that this action would normally be before the Board of Supervisors after recommendation from the Planning Commission, but that their next meeting, scheduled for Monday, February 10<sup>th</sup>, would likely be cancelled due to a lack of issues to be considered. He said that the members were polled by email, and that they approved this action be recommended to the Supervisors.

**Mr. Zito made a motion, seconded by Adams to approve an extension for Tobyhanna DG, LLC site plan through April 17, 2014.**

- **Discussion:** Mr. Dave Pope asked where the proposed store was being located. It was stated that the store is being proposed on a parcel owned by Mr. Richard Sombers on State Route 196.
- **Vote: All in Favor. Motion Passed.**

Mr. Weimer said that he has followed up with PPL regarding the street light at Laurel Drive and State Route 611. He said that the plans were sent to PPL today and that after they are reviewed they would be sent to their scheduling people to schedule a date for installation.

Mr. Weimer also make those present aware that like many other municipalities we are low on road salt. He said that we had put in orders totaling 700 tons, and to date have only received 100 ton. He said he was on a conference call with the Emergency Management team in Monroe County and he was told of two possible suppliers in the Philadelphia area that might have availability, and that

he would have Road Foreman Steve Weber make some calls tomorrow to see if we could scoop some up. He stated that Mr. Weber said we were good for the impending storm, scheduled for Wednesday, 2/5, but we might have a problem with another storm predicted for Sunday, 2/9. He said that we would do the best with what we have on hand and what we might get. He also said that other municipalities would be contacted to see if there was a possibility of borrowing any salt supplies they might be able to spare.

## **7. Public Input**

Mr. Vincent Massaro asked if the GPS units that were already installed and working in some Pocono Mountain Regional Police vehicles were still working, or have been turned off, due to the ongoing dispute between commission members regarding the continued activation of these units. Ms. Kelly said that even as a Police Commissioner, she could not answer that question. The last status she received regarding this issue was at the PMRPC meeting in January. She also stated that the Supervisors did authorize Solicitor Hanna to draft a letter to PMRPC again stating our expectations that the units would be in all vehicles and operational in a reasonable time frame, given the fact that we stepped up to the plate, paying the \$17,472.00 to make the broken Fleetmatics contract whole, and that our letter would be before the members of PMRPC at their February meeting.

Mr. Massaro then asked if any members have been picked for the Police Research Committee as of yet. Ms. Kelly stated that letters of interest would be accepted through February 11<sup>th</sup>, and that no members have been chosen at this time.

Ms. Cathleen LaBosco asked if we knew how much the police hours we did not use for the year 2013 (376.48 hours) equated to in dollars, stating Mr. Dave Pope asked that question at our last meeting. Ms. Kelly said that we did not have an update on that amount at this time.

Ms. LaBosco asked about the progress of a "Dangerous Building Ordinance" Solicitor Hanna said that he is still in the review process and that he needed to look at it further before offering anything over to the Supervisors.

Ms. LaBosco then mentioned various dangerous structures in A Pocono Country Place, specifically lot H-473, which has been a blighted property since 2007. She discussed the "Blighted Property Act" in which nine statutes need to be met to be considered under this act, and four or five other properties in ACP that might qualify under this act.

Finally she asked if any progress had been made on a "Fire Inspection Ordinance". Ms. Kelly said that she will speak to Zoning Officer Joe Brady to begin moving this forward.

Ms. Clare Colgan asked about the EAC / Planning Commission appointment and if Mr. Zito had polled the Planning Commission members to see if there was interest in any of them serving on EAC. He said he had, and that there did not appear to be any interest from the PC members at this time.

Ms. Colgan then asked if "No Tractor Trailer" signs, similar to the ones by the Township Road Department Garage, could be put on the other side of the overpass. Mr. Weimer said that he would price out signs and bring the issue back to the Supervisors

**8. Board of Supervisors Executive Sessions**

Ms. Kelly announced that the Board of Supervisors held Executive Sessions:

- January 17, 2014 @ 6:15PM – Legal
- January 21, 2014 @ 6:45PM – Personnel
- February 4, 2014 @ 6:45PM - Legal

She stated that there would be a brief Executive Session after tonight's meeting for Personnel, and that the Regular Meeting need not stay open.

**9. Adjournment**

**There being no further business, a motion was made by Mr. Zito, seconded by Mr. Weimer, to adjourn the meeting. All In favor. Motion passed. Meeting adjourned at 7:33PM.**

**NEXT REGULAR BOARD MEETING: February 18, 2014**

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

Submitted by: \_\_\_\_\_  
**Robert M. Zito, Township Secretary**

Witnessed by: \_\_\_\_\_  
**Lynn Kelly, Chairman**

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