

**Coolbaugh Township
Board of Supervisors
January 17, 2012 Minutes
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The Coolbaugh Township Board of Supervisors January 17, 2012 Meeting was held in the Township Municipal Center, in building #3, at 5550 Memorial Boulevard, Tobyhanna, Pennsylvania.

Call To Order

Chairman Robert B. Hutchins 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. Robert B. Hutchins, Mr. Robert M. Zito, Mr. James H. Frutchey, Jr., Mr. Juan Adams and Ms. Lynn Kelly. Also present were Township Solicitor Jerry F. Hanna, Township Secretary Linda Frutchey, and Business Manager / Controller Douglas Hein.

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 January 3, 2012 Re-Organizational Minutes

Mr. Frutchey moved to approve the minutes of January 3, 2012 as presented and dispense with the reading. Seconded by Mr. Adams. The motion carried 5-0.

2011 Monthly Reports

Coolbaugh Township Volunteer Fire Company

No report was given.

Pocono Mountain Regional Emergency Medical Services

No report was given.

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Pocono Mountain Regional Police

Mr. Frutchey presented the December 2011 PMRPD Monthly Report as follows: 979 complaints, 79 accidents, 138 criminal arrests, 299 traffic arrests, 249 traffic warnings and 22 ordinance arrests for a total of 1058 with a total of 13950 calls for 2011 within the area covered by the regional police, which includes the Borough of Mount Pocono, the Townships of Tobyhanna, Tunkhannock and Coolbaugh.

**Minor Subdivision joining lots 149, 150 & 151 - Section G, APCP - Property Owner
- Margaret Cooney**

Mr. Frutchey moved to approve the Minor Subdivision for Margaret Cooney. Seconded by Mr. Zito. The motion carried 5-0.

**Board of Supervisors appointment of Chairman to the Environmental Advisory
Council (EAC)**

Ms. Kelly made a motion to appoint Wayne Horne as Chairman to the EAC. Seconded by Mr. Zito. The motion carried 5-0.

**Adoption - Township Resolution #03-2012 re: Monroe County 2011 Hazard
Mitigation Plan**

Mr. Frutchey made a motion to adopt Township Resolution #03-2012. Seconded by Mr. Adams. The motion carried 5-0.

Authorization to advertise vacancies on Zoning Hearing Board

Ms. Kelly moved to authorize the advertisement for the ZHB Vacancies. Seconded by Mr. Zito who asked that the three vacancies on the Coolbaugh Township Community Partnership Advisory Commission be included in the advertisement. Ms. Kelly and Mr. Zito amended the motion to include vacancies on the Zoning Hearing Board and the Community Township Community Partnership Advisory Commission. The motion carried 5-0.

Authorization to Township Engineer to prepare specifications for 2012 Township Drainage and Road Paving Projects

Mr. Frutchey made a motion to authorize Township Engineer Russ Kresge to prepare the specifications for the Drainage and Road Paving Projects. Seconded by Mr. Adams. Public Input - **Michelle Fairservice** asked what roads would be paved this year. Mr. Frutchey said Hemlock Drive is on the schedule and the roads will be inspected and then a decision will be made as to what roads need to be paved. **David Pope** mentioned that there is a drainage problem that needs to be inspected at the Jarrett residence on Laurel Drive. Mr. Frutchey the drainage problem at Laurel Drive is on the list to be inspected. The motion carried 5-0.

Authorization to BCM Engineers to prepare Municipal Wasteload Management (Chapter 94) Report for calendar year 2011

Mr. Frutchey made a motion to authorize BCM to prepare the Chapter 94 Report at a Not To Exceed cost of \$2,500.00. Seconded by Mr. Zito. Public Input - David Pope asked what the report entailed. Mr. Hutchins gave an overview of what was needed to be included in the report, the planning efforts required to ensure that the Waste Water Treatment Plant will not be overloaded and the final report has to be sent to PADEP by March 31, 2012. The motion carried 5-0.

Township Financial Report

Before the Supervisors were a list of total General Fund revenues received as of January 12, 2012 in the amount of \$110,554.65 and how it was broken down, a list of expenses, cash balances, a preliminary trial balance, a preliminary revenue and expense report, prepared by Business Manager/Controller Doug Hein. The Report was accepted as presented.

Current Obligations

General Fund	\$277,619.69
Capital Projects Fund	\$ 276.25
Escrow Account Fund	\$ 2,512.65
Sewer Fund (Dec. Invoices)	\$ 6,431.46
Sewer Fund (Jan. Invoices)	\$ 6,076.70

Total Disbursements \$292,916.75

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Mr. Frutchey made a motion to approve paying the Current Obligations in the amount of \$292,916.75. Seconded by Mr. Adams. Discussion - Mr. Hutchins said the highest invoices were the Pocono Mountain Regional Police in the amount of \$166,571.12 and the Township's Health Insurance in the amount of \$26,160.92. Ms. Kelly asked for clarification on the balances in the General Fund and the Rainy Day Fund. Discussion followed with Mr. Hein explaining the balances in each of the funds. The motion carried 5-0.

Other Business

Attendance at the Pennsylvania State Association of Townships Supervisors (PSATS) Convention

Mr. Frutchey made a motion to approve the five supervisors attendance at the PSATS Convention in May 2012. Seconded by Mr. Adams. The motion carried 5-0.

Public Input

Fred Berg – asked if the filters needed for the WWTP were budgeted for this year Mr. Hutchins said yes. Mr. Berg asked if the "For Sale" sign near the J & J Facility is a lot in the Business Park that the developer recently asked for an extension. Mr. Hutchins said, " yes".

David Pope - asked for a status report on the dangerous structure on Lakeside Drive. Mr. Pope was advised that the constable is in the process of serving papers to the homeowners. Mr. Pope asked if the cleared and stoned lot has been approved for a tractor trailer parking lot located on State Route 611. Mr. Pope was advised that the Zoning Officer is looking in to the matter.

Board of Supervisors Executive Sessions

Mr. Hutchins announced that the Board of Supervisors held an Executive Session on Tuesday, November 21, 2011 at 7:25 p.m for Personnel and one was held this evening at 6:45 p.m. for Personnel.

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Adjournment

With no further business before the Board, Mr. Adams moved to adjourn the meeting. Seconded by Frutchey. Discussion - none. The motion carried 5-0. The meeting adjourned at 7:21 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Robert M. Hutchins
Board Chairman