

COOLBAUGH TOWNSHIP MUNICIPAL CENTER

5520 Municipal Drive , Tobyhanna, PA 18466
(570) 894-8490 • FAX (570) 894-8413

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING MINUTES JANUARY 20, 2015

The meeting was called to order by Chairman William Weimer at 7:02 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 Robert M. Zito

Board Members absent:

Fred Pope

Staff present:

Doug Hein, Business Manager / Controller; 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.

1. Public input

- M. Fairservice asked what other municipalities in the intermunicipality recycling agreement were going to be charged. She was told that it had not been renegotiated and that a meeting needs to be set up. Mr. Weimer asked Mr. Hein to get revenue/expense figures for 2014.

2. Approval of minutes / notes

Mr. Zito made a motion, seconded by Mr. Adams to approve the minutes of the January 5, 2015 reorganizational meeting as presented.

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

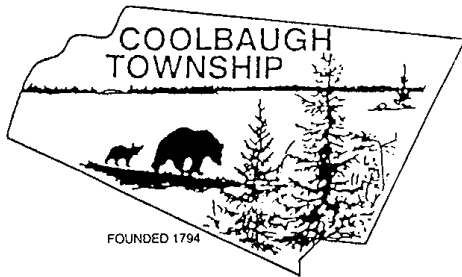
3. Monthly reports

- Pocono Mountain Regional Police Department – **Given by Mr. Adams**
- Pocono Mountain Regional EMS – **Given by Denise Doremus for EMS**
- Coolbaugh Township VFD – **Given by George Dobson for VFD**
- Gouldsboro VFD – **Given by Mr. Weimer as submitted by VFD**
- Pocono Summit VFD – **Given by Mr. Weimer as submitted by VFD**
- Thornhurst VFD – **Given by Mr. Weimer as submitted by VFD**
- Tobyhanna Township VFD – **Given by Chief Troy Couterman for VFD; also submitted 2013 financials**

4. 2015 Fire Tax Resolution #04-2015

Ms. Kelly made a motion, seconded by Mr. Adams to approve the 2015 Fire Tax Resolution, #04-2015.

- **Discussion:** Ms. Kelly read the ordinance. T. Couterman asked when his department should send requests in for funding; he was told to submit by e-mail to Mr. Hein the Wednesday before any meeting.
- **Vote:** All in favor, motion passed.



COOLBAUGH TOWNSHIP MUNICIPAL CENTER

5520 Municipal Drive , Tobyhanna, PA 18466
(570) 894-8490 • FAX (570) 894-8413

5. One appointment to the Environmental Advisory Council (EAC), term ending December 31, 2019

Mr. Adams made a motion, seconded by Ms. Kelly to appoint Susan Stroker to the EAC, term ending December 31, 2019; motion and second amended to be 2017.

- **Discussion:** Karen Green spoke about the mix up in term ending dates; it was decided that Ms. Green and the Board (Mr. Hein) would research the proper term end dates for the EAC members.
- **Vote:** All in favor, motion passed.
- **Board of Supervisors appointment of Chairman to the EAC**

Ms. Kelly made a motion, seconded by Mr. Zito to reappoint Karen Green as EAC Chairman.

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

6. Authorization to move forward with condemnation process of dangerous structures

- **608 Main Street**
- **1418 Belgravia Drive**

Ms. Kelly made a motion, seconded by Mr. Zito to authorize Bill Burton of Bureau Veritas to begin evaluating the above two fire structures as well as begin the necessary condemnation through the UCC.

- **Discussion:** Ms. Kelly stated she had spoken to Mr. Burton; the Township had sent notices from the Zoning Office and identified the owners. Mr. Burton is certified to testify as to the reason for condemnation and he would verify all utilities have been disconnected. Brian Sanford said he was glad to see progress. Cathy LaBosco said she was glad to see progress also but wondered when the property on Falcon Terrace in APCP would be addressed. She was told it would be next, but ownership and service of notice was still being done.
- **Vote:** All in favor, motion passed.

7. Extension request – Pocono Mountain Office Commons – Phase I, Final Land Development Plan – Arcadia Properties to May 5, 2015

Mr. Zito made a motion, seconded by Mr. Adams to approve the extension request through May 5, 2015.

- **Discussion:** Ms. Green asked where this property was and was told on Rt. 611 at the industrial park where the lot has been cleared.
- **Vote:** All in favor, motion passed.

8. Appointment of Planning Commission Recording Secretary

Ms. Kelly made a motion, seconded by Mr. Weimer to appoint Mr. Zito as recording secretary for the PC at the rate set by the Board of Auditors.

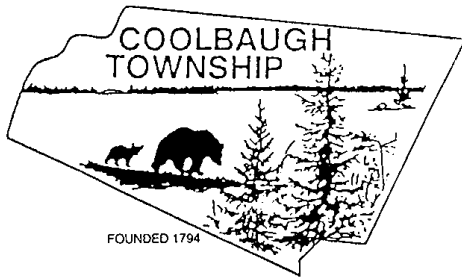
- **Discussion:** Mr. Zito said he would do it at the reorganizational meeting. Ms. Kelly said she felt it was necessary for continuity since Mr. Zito had done it last year. Mr. Adams asked why Mr. Hein couldn't do it until the part time administrative person was hired.
- **Vote:** Ms. Kelly & Mr. Weimer in favor, Mr. Adams against, Mr. Zito abstained, motion failed.
- **Mr. Hein was assigned PC Recording Secretary until a part time person is hired.**

9. Business Manager / Controller's report

Mr. Hein gave a brief report of the finances as of January 14, 2015.

10. Current obligations

• General Fund	\$300,256.84
• Sewer Fund	\$ 13,615.59
• Capital Projects Fund	\$ 0.00
• Emergency Services Fund	\$ 0.00
• Escrow Fund	<u>\$ 18,634.50</u>
• Total Disbursements	\$332,506.93



COOLBAUGH TOWNSHIP MUNICIPAL CENTER

5520 Municipal Drive , Tobyhanna, PA 18466
(570) 894-8490 • FAX (570) 894-8413

Ms. Kelly made a motion, seconded by Mr. Adams to approve the current obligations.

- **Discussion:** Ms. Fairservice asked what the check to UGI was for; she was told it was for gas service to Building #2. Ms. LaBosco asked what the check to Time Clock Plus was for; she was told it was for the new time clocks.
- **Vote:** All in favor, motion passed.

11. Other business

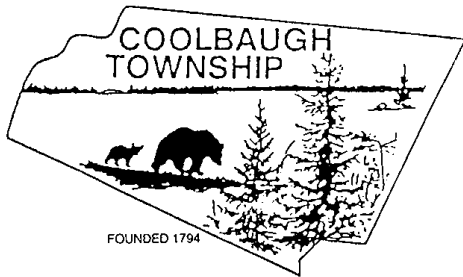
- Paradise Township Comprehensive Plan – Ms. Kelly stated that when a municipality makes changes to their plan, it is a courtesy to give the surrounding municipalities a written copy; the copy will be available for public review.
- Mr. Zito made a motion, seconded by Ms. Kelly to appoint Mr. Hein as the administrative contact for the PC to receive plans, etc.
 - **Discussion:** None.
 - **Vote:** All in favor, motion passed.
- Ms. Kelly made a motion, seconded by Mr. Adams to authorize three separate advertisements for the PC, EAC and P&R boards listing their meeting dates as soon as they are available.
 - **Discussion:** None.
 - **Vote:** All in favor, motion passed.
- Ms. Kelly made a motion, seconded by Mr. Zito to set the drop off/recycle center dates as Saturday April 11, June 6, August 1 and October 3, 2015. Residents will still get four times to drop off for free and four free scoops of mulch.
 - **Discussion:** None.
 - **Vote:** All in favor, motion passed.
- Mr. Weimer stated that Steve Weber would like to know who received the COG bid for salt and cinders so that he can order some. Mr. Hein said he would find out.
- Without malice and with great reluctance, Mr. Zito made a motion, seconded by Mr. Adams, to authorize Neil Morris and Frank Noyes of Offit Kurman law firm to file suit against the PMRPC, Tobyhanna Township, Tunkhannock Township and Mt. Pocono Borough.
 - **Discussion:** Mr. Zito stated that this is the only way to get all our facts before a judge. Ms. Kelly asked that the motion and second be amended to add that the lawyers also defend the suit filed against Coolbaugh Township by PMRPC. Motion and second were amended. Mr. D. Pope asked if this was the suit against Coolbaugh Township and was told yes. Ms. LaBosco asked if this was a declaratory judgment. Mr. Hanna stated it was and that we are adding ours to it.
 - **Vote:** All in favor, motion passed.

12. Board of Supervisors Executive Sessions

- Held Prior – Monday, January 5, 2015 at 8:30 pm RE: Personnel
- Subsequent – Tuesday, January 20, 2015 at 6:50 pm RE: Personnel
- Subsequent – Tuesday, January 20, 2015 after the regular meeting RE: Personnel & Legal

13. Adjournment

There being no further business, a motion was made by Mr. Zito, seconded by Mr. Adams to adjourn the meeting. All in favor, motion passed. Meeting adjourned at 7:51 pm.



**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

5520 Municipal Drive , Tobyhanna, PA 18466
(570) 894-8490 • FAX (570) 894-8413

NEXT REGULAR BOARD MEETING: Tuesday, February 3, 2015 at the Coolbaugh Township Municipal Office meeting room.

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

Submitted by: _____
Douglas A. Hein, Business Manager / Controller

Reviewed by: _____
Lynn Kelly, Township Secretary

Witnessed by: _____
Bill Weimer, Chairman

Date: _____