

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
TUESDAY, JULY 15, 2014
MINUTES**

The meeting was called to order by Chairman Lynn Kelly at 7:00pm 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, Robert M. Zito, Fred Pope and Bill Weimer.

Staff present:

Jerry Hanna, Solicitor.

Staff absent:

Doug Hein, Business Manager / Controller

Announcements:

Ms. Kelly announced the following:

- Public Input will be considered at the beginning of the meeting for non-agenda items. The public would 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**

- **Mr. Dave Pope:** Complemented Mr. Weimer on his comments made at the last Pocono Mountain Regional Police Commission meeting. He also inquired about the status of the proposed Veterans Memorial.
- **Mr. Calvin Lane:** Representing the Tobyhanna Conservation Association inquired if the normal stipend budgeted to TCA was disbursed in 2013. This matter will be researched.

- **Mr. Pete Volpe:** Commented on the arrogance of the Police Commission showed toward Coolbaugh Township at its last meeting and hoped that the new PMRP leadership would bring "esprit de corps" back to the Department.
- **Mr. Bryan Sandford:** Asked Mr. Weimer if he felt that the concerns given verbally at the PMRPC meeting would be addressed by the Commission. Mr. Weimer said he hoped so.
- **Mr. Volpe:** Asked why all of Coolbaugh's PMRPC representatives do not vote in the Township's interests.
- **Ms. Peggy Cooney:** Asked if a motion made at the PMRPC meeting precluded looking outside the Department to search for a new Chief. Mr. Weimer said his interpretation was that it did.

At this point Mr. Adams introduced PMRP Interim Chief Lt. Chris Wagner to those present.

- **Ms. Karen Green:** Expressed concern that trash from the "blue bins" in the Recycling Center is blowing onto the Wiley Open Space property.
- **Ms. Michelle Fairservice:** Stated that she felt that the recycling bins should be located in the County industrial parks. She also asked if information on the Municipal Park's 40th Anniversary celebration (8/23/2014) could be placed on the Township website.
- **Mr. Tony Lamanatia:** Commended Mr. Weimer on this comments made at the PMRPC meeting. Also asked about the progress and coordination of the Route 196 turning lane project at APCP's main gate.
- **Ms. Cooney:** Asked if Route 196 was being resurfaced or repaved.
- **Mr. D. Pope:** Agreed with Mr. Volpe's comments.

2. **Approval of Minutes / Notes**

- July 1, 2014 Regular Meeting Minutes
- July 1, 2014 Work Session Notes

The minutes of July 1, 2014 were reviewed and considered for approval.

Mr. Adams made a motion, seconded by Mr. F. Pope to approve the minutes of July 1, 2014 as presented.

- **Discussion:** Ms. Kelly wanted to clarify that any support or reimbursement for Thornhurst Ambulance, as approved at the July 1 meeting, would be for BLS calls only.

Mr. Adams amended his motion, seconded by Mr. F. Pope to approve the minutes of July 1, 2014 as amended per Ms. Kelly's request.

- **Discussion:** Ms. Sue Chappel wanted clarification on what the Township would consider a reimbursable BLS or an un-reimbursable ALS call. Ms. Kelly provided an explanation.
- **Vote: All in Favor. Motion Passed.**

Work Session Notes / Public Hearing Notes

The notes for the work session held on July 1, 2014 were presented for review. It was agreed by consensus that these documents would be published for public viewing on the Township website.

3. 2014 Monthly Reports

- **Coolbaugh Township Volunteer Fire Company** – Lt. Buddy Brennells gave the report. In June there were 22 calls. YTD volume is 118. CTVFC held important drills this month with 18 members participating. Bus rescue classes have been started to provide training to best handle bus fires. CTVFC monitored two community fireworks displays, at APCP and PFCC.
- **Pocono Mountain Regional Emergency Medical Services** – Mr. F. Pope gave a report stating that in the month of June PMREMS had 430 calls, 188 of which were in Coolbaugh Township. YTD numbers were 2,417 total calls (a 2.1% increase over 2013) and 1,098 in Coolbaugh Township (a 5% increase over 2013).
- **Pocono Mountain Regional Police** – Mr. Zito mentioned that the additional report included was for "illustrative purposes only". Mr. Weimer commented that this additional report was a great start and hoped to see a further pinpointing of crime, by area, in the future.

Lt. Wagner explained the type of records management system that PMRP uses. Ms. Kelly clarified with Mr. Wagner the type of report she was looking for. Lt. Wagner said he would work with staff to try to accomplish this.

Mr. Weimer gave a report noting Coolbaugh's hours purchased YTD through June were 13,712.92, with hours used standing at 13,631.36, or 41.18% of the PMRP budget. In June, hours purchased were 2,272.85 vs. 2,013.53 hours used.

Public comments were heard from Mr. Massaro, Mr. D. Pope, Lt. Wagner and Mr. Elmer Money. Lt. Wagner then gave a detailed explanation of the method of allocation of patrols and resources between the member municipalities. Additional comment was heard from Ms. Cooney.

4. **Environmental Advisory Council - Open Space Signage**

- **Request to purchase three signs for each of the open space properties and request for the DPW employees to do the installation**

Mr. Zito made a motion, seconded by Mr. Weimer to approve the request as presented by the Coolbaugh Township Environmental Advisory Council, with installation of the signs by the Coolbaugh Township DPW.

- **Discussion:** Ms. Kelly detailed the request. The cost of this request would be \$3,000.00, with an anticipated reimbursement from Monroe County of \$1,250.00. Comment was heard from Ms. Clare Colgan.
- **Vote: All in Favor. Motion Passed.**

5. **Minor Subdivision joining lots 2 & 3, Block 44, Section 9, Arrowhead Lakes - Property Owner - Inga Smolyar**

Mr. F. Pope made a motion, seconded by Mr. Weimer to approve the Minor Subdivision joining lots 2 & 3, Block 44, Section 9, Arrowhead Lakes - Property Owner - Inga Smolyar.

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

6. Minor Subdivision joining lots 8, 9, & 10, Block 1609, Section 16, Arrowhead North- Property Owner - Vincent Zito

Mr. Weimer made a motion, seconded by Mr. F. Pope to approve the Minor Subdivision joining lots 8, 9, & 10, Block 1609, Section 16, Arrowhead North- Property Owner - Vincent Zito.

- **Discussion:** Mr. Zito stated that the applicant was not related to him. A comment regarding the use of E-911 addresses was heard from Mr. Money. Mr. Hanna explained that deeds use a legal description for these matters.
- **Vote: All in Favor. Motion Passed.**

7. Minor Subdivision joining lots 8 7 10, Block No. 2, Section T, Pocono Summit Lake - Property Owners - Alan Rybarchyk and Terri Skladany

Mr. Weimer made a motion, seconded by Mr. F. Pope to approve the Minor Subdivision joining lots 8 7 10, Block No. 2, Section T, Pocono Summit Lake - Property Owners - Alan Rybarchyk and Terri Skladany.

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

8. Extension request - Pocono Mountains Office Commons - Phase 1 Final Land Development Plans

Mr. Zito noted that at its meeting last night the Coolbaugh Township Planning commission voted to recommend an extension, on the advice of Solicitor H. Clark Connor, to November 3, 2014, rather than October 31, 2014. The November 3, 2014 date corresponds to the date of a Board of Supervisors meeting.

Mr. Adams made a motion, seconded by Mr. F. Pope to approve the Extension request - Pocono Mountains Office Commons to November 3, 2014.

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

9. **Authorization to advertise July 29, 2014 Work Session**

Ms. Kelly stated that this proposed Work Session was to meet with representatives of the Coolbaugh, Pocono Summit, Gouldsboro and Thornhurst Volunteer Fire Companies to review their five year service agreements. It was the consensus of those present to begin the meeting at 6pm.

Mr. Adams made a motion, seconded by Mr. Weimer Pope to advertise July 29, 2014 Work Session to discuss the five year service agreements with the Coolbaugh, Pocono Summit, Gouldsboro and Thornhurst Volunteer Fire Companies.

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

10. **Township Road Bid Proposal Award**

Ms. Kelly stated that on July 10th sealed bids were opened for the 2014 bituminous road paving project. The low bidder, for both the base bid and the additional bid, was Locust Ridge Contractors, the low base bid being \$730,262.15 and the low additional bid being \$262,108.85.

As the additional bid being proposed was work on Leslie Way and Rob Roy Drive, Mr. Zito said he spoke to Township Engineer Russ Kresge who said that both he and Road Foreman Steve Weber agreed that Leslie Way needed to be done this year, but Rob Roy Drive should be able to last another year.

Mr. Weimer suggested that we wait until next year to do Rob Roy Drive and that we speak to PAWC to see if additional fire hydrants could be placed on Rob Roy Drive before we pave it.

Mr. F. Pope made a motion, seconded by Mr. Adams to award the base 2014 bituminous road paving project to Locust Ridge Contractors, in the amount of \$730,262.15.

- **Discussion:** Comment was made by Mr. Sandford.
- **Vote:** All in Favor. Motion Passed.

Mr. Zito made a motion, seconded by Mr. Weimer to include Leslie Way in the 2014 bituminous road paving project, and to award the contract to Locust Ridge Contractors, in an amount not to exceed \$30,000.00.

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

11. Business Manager / Controller's Financial Report

In Mr. Hein's absence, no report was given.

12. Current Obligations

Before them, the Supervisors had details of the Township's current obligations totaling \$123,932.66.

Mr. F. Pope questioned the item labeled as "DOG TREATS". Mr. Zito explained that this expenditure was for the Zoning Hearing Board's hearing on the proposed dog treat production facility on Main Street.

Mr. F. Pope made a motion, seconded by Mr. Adams to pay current obligations in the amount of \$123,932.66.

- **Discussion:** Ms. Fairservice questioned check #2879.
- **All in Favor. Motion Passed.**

13. Other Business

Thanks to DPW

Mr. Weimer thanked DPW for the strong effort they have forth to get the Municipal Park in shape for the 40th anniversary celebration, especially noting the efforts of Mr. Kyle Knecht.

14. Board of Supervisors Executive Sessions

- Ms. Kelly announced that the Board of Supervisors held Executive Sessions:
 - Saturday, June 21, 2014 @ 7:00am – Personnel.
 - Tuesday, July 15, 2014 @ 6:23pm – Personnel and Legal

Mr. Zito asked for an Executive Session at this time and that the meeting be held open.

The meeting was recessed at 8:22pm.

The meeting was reconvened at 8:55pm.

15. Adjournment

There being no further business, a motion was made by Mr. Weimer, seconded by Mr. Adams, to adjourn the meeting. All in favor. Motion passed. Meeting adjourned at 8:56pm.

NEXT REGULAR BOARD MEETING: August 5, 2014

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

Submitted by: _____
Robert M. Zito, Township Secretary

Witnessed by: _____
Lynn Kelly, Chairman

Date: _____