

**Coolbaugh Township  
Board of Supervisors  
July 17, 2012 Minutes  
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The Coolbaugh Township Board of Supervisors July 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 (via-Skype) called the meeting to order at approximately 7:00 p.m. and asked Boy Scout Hunter Barabas to lead 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. Juan Adams, Mr. James H. Frutchey, Jr., and Ms. Lynn Kelly. Also present were Township Solicitor Jerry F. Hanna, Township Secretary Linda Frutchey, and Business Manager 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 Minutes**

Mr. Frutchey made a motion to approve the June 19, 2012 minutes as presented and dispense with the reading. Seconded by Mr. Adams. The motion carried 4-0-1 (Mr. Zito abstained due to not being present at the meeting).

Mr. Zito made a motion to approve the June 26, 2012 minutes as presented and dispense with the reading. Seconded by Mr. Frutchey. Discussion - Ms. Kelly said the first paragraph on page 2, ACT 101, Section 902 Recycling Grant Application does not sound right. The two sentences read as follows: Discussion followed about no guarantee of receiving the grant, if awarded, it could be amended; there was no input from the other supervisors on the grapple truck being requested in the grant. Discussion followed about the lengthy discussion that took place at the meeting and the two sentences in the first paragraph being a summary of that discussion.

Mr. Zito amended the motion to change the first two sentences to read as follows: Discussion followed about no guarantee of receiving the grant. There had been no prior input from the other supervisors on the grapple truck being requested in the grant. Mr. Frutchey withdrew the second to the motion. Ms. Kelly seconded the amended motion. The motion carried 3-2-0 (Mr. Frutchey and Mr. Adams opposed).

**2012 Monthly Reports**

**Coolbaugh Township Volunteer Fire Company**

No report was given.

**Pocono Mountain Regional Emergency Medical Services**

Mr. Adams introduced Scott Topping the new Director for the PMREMS and asked him to give the report. Mr. Topping presented the June 2012 PMREMS Report for Coolbaugh Township as follows: 184 calls with a year to date total of 880 calls. Last year at this time there were 173 calls with a year to date of 843 calls. He said that PMREMS are planning on giving CPR and First Aid Courses; the subscription rate drive has approximately 558 forms returned so far.

**Pocono Mountain Regional Police**

Mr. Frutchet presented the June 2012 PMRPD Monthly Report as follows: 1138 complaints, 76 accidents, 157 criminal arrests, 187 traffic arrests, 209 traffic warnings and 4 ordinance arrests for a total of 1214 with 6721 year to date calls within the area covered by the regional police. Discussion followed about the PMRP's Budget being ready for adoption by each municipality in November.

**Status - Wiley Preserve Nature Trail**

Ms. Kelly said Alex Colefield is finishing up with the project and asked that this matter be on the next agenda.

**The Cross Church Final Land Development Plan / Stormwater Management Facilities Maintenance Agreement**

Mr. Frutchet made a motion to table the matter. Seconded by Mr. Adams. The motion carried 5-0.

**Proposed Distribution Center - Clarius Partners, LLC - Arcadia North Business Park - South Phase, Section 1, Lot #2**

George Asimos, Attorney for Arcadia North Business Park Land (Clarius Project) and August Antol of Liberty Engineering spoke on behalf of the plan referenced above.

Mr. Frutchet made a motion to approve the Proposed Distribution Center - Clarius Partners, LLC, Arcadia North Business Park, South Phase, Section 1, Lot #2 Land Development Plan, conditioned upon the following:

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The Pocono Mountain Municipal Airport Authority (PMMA) be allowed to connect to the Lot #2 driveway in the future at a location that is mutually agreed to.

The following comments as numbered in Russ Kresge's July 2, 2012 letter be addressed:

#1 - Communication from the PMMA that there is no hazard to air navigation anticipated from the Arcadia Lot 2 development, but if one arose it could be resolved by moving the ASOS further from Lot 2.

#2 - This plan is dependent upon the finalization of the lot line adjustment plan for Arcadia North and the construction of the roadway improvements.

# 3, #7 and #8 (A & B) be added to a revised Land Development Plan.

#6, and # 11 (A through D) be addressed in the Development Agreement.

#4- Confirmation from the Pocono Mt. Industrial Park Authority about the location and the size of the sanitary sewer connection.

#5 - Once received, a copy of the NPDES Permit is to be given to the Township.

#9 - Submission of The Stormwater Facilities Maintenance Agreement, satisfactory to the Township Solicitor and Township Engineer, and it is to be approved by the Board of Supervisors.

#10 - The analysis by a qualified botanist is a condition (with the waiver of §2.3A(6) of Chapter 26, Part 2 - Stormwater Management and Earth Disturbance being granted by the Board of Supervisors at their June 19, 2012 meeting).

The motion was seconded by Mr. Adams. Discussion - Attorney Asimos asked questions relating to the condition with the PMMA being allowed to connect to the lot #2 driveway. Discussion followed about an approximate location which would have to be mutually agreed to among Clarius, the PMMA and the Township Engineer. Attorney Asimos asked if a letter from PMMA confirming that they did not want to connect to the driveway would be acceptable. The consensus was a letter would be acceptable. The motion carried 5-0.

**Grant - Hemlock Drive Realignment Project**

Mr. Zito made a motion to move forward with submitting a revised grant with the engineer and business manager working out the details with the temporary changes made to

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Hemlock Drive being made permanent. Seconded by Ms. Kelly. Discussion followed about the engineering costs spent over the last several years; going forward with the revised grant would incur additional engineering costs; there may be a shortfall of approximately \$25,000.00. Discussion followed about getting the engineer to give a revised cost estimate and discussing the matter at the next meeting. Mr. Zito withdrew his motion with the condition that we get a revised cost estimate and discuss the matter at the next meeting. Ms. Kelly withdrew the second to the motion. Public Input - Harry Smith went over proposed changes to Hemlock Drive that have been discussed over the last few years.

**Bid Award - Rental Services for Uniforms, Floor Mats and Air Fresheners**

The Rental Services for Uniforms, Floor Mats and Air Fresheners was advertised in the Pocono Record on June 22 and June 26, 2012 with a Bid Opening on July 9, 2012. One bid was received from UniFirst Corporation with a total of \$11,622.78 for the three year contract (\$3,874.26 per year).

Mr. Zito made a motion to award the three year contract to UniFirst Corporation in the amount of \$11,622.78 at \$3,874.26 per year for Rental Services for Uniforms, Floor Mats and Air Fresheners. Seconded by Ms. Kelly. Discussion followed about the present uniform being very cold in the winter and too hot during the summer. Mr. Zito amended the motion that the award of the bid is conditioned upon samples of the uniform being provided and meeting our approval. Ms. Kelly seconded the amended motion. The motion carried 5-0.

**Municipal Bid - 2004 Elgin Geovac**

Mr. Frutchey made a motion to reject all bids. Seconded by Mr. Adams. Discussion followed about the bids starting at 1,000.00 to the highest bid at \$12,100.00; \$150,000 the original cost of the Elgin Sweeper; the quote of \$34,200.00 for the repair of the sweeper; the DPW getting prices on the parts needed to repair the sweeper; whether we would contract for road sweeping or go back to having the DPW sweep the roads; the Supervisors would have to make a decision once the prices were obtained to fix the sweeper; possibly putting it back out to bid, etc. The motion carried 4-1-0 (Ms. Kelly opposed).

**Authorization to Township Engineer to evaluate the Municipal Center Parking Lot Paving Project for budget purposes**

Mr. Frutchey made a motion to authorize Russ Kresge to prepare a cost estimate for the Municipal Center Parking Lot Paving Project to be considered for the 2013 Budget. Seconded by Mr. Adams. Public Input - Michelle Fairservice asked if anyone from the Township would make sure the Library's paving project doesn't cause the Township

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problems. Mr. Hein explained that our Township Engineer and the Library's Engineer have been working together to see that the Library's paving projects run smoothly. The motion carried 5-0.

**Business Manager / Controller's Financial Report**

Mr. Hein went through the break down of the Revenues and Expenses for the General Fund as of July 11, 2012. He explained that the cash balances listed on the Current Obligations sheet represent the balances after the obligations are paid. Included with the Financial Report were preliminary trial balance, preliminary revenue and expense report for each fund for the month ending on June 30, 2012. The Financial Report was accepted as presented.

**Current Obligations**

General Fund	\$430,178.13
Escrow Account Fund	\$ 5,153.68
Liquid Fuels Fund	\$ 37,580.35
Sewer Fund	\$101,447.49
Total Disbursements	<u>\$574,359.65</u>

Mr. Zito made a motion to approve paying the Current Obligations in the amount of \$574,359.65. Seconded by Mr. Adams. The motion carried 4-0-1 (Mr. Frutchey abstained due to a reimbursement of \$350.00 to Linda Frutchey).

**Other Business**

**Purchase Order #5260 to General Recreation Inc.**

Ms. Kelly made a motion to approve Purchase Order #5260 in the amount of \$672.26 plus postage for the straight square grind rail to be installed by the DPW. Seconded by Mr. Zito. The motion carried 5-0.

**Repair of the Audio Equipment**

Ms. Kelly asked the Secretary for a status on the repair of the audio equipment. Discussion followed about the first repair being to try and replace a part in the audio equipment which worked at times, but was not consistent. It was determined that the recording component needed to be replaced and is scheduled to be done the week of July 23, 2012.

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**Lauren Zito - The Gold Award - Highest Achievement within the Girl Scouts**

Mr. Adams representing State Representative Mario Scavello read a plaque honoring Lauren Zito who is being recognized for achieving "The Gold Award", the highest level within the Girl Scouts of the USA. Mr. Zito accepted the plaque for his daughter Lauren who was unable to be present and expressed appreciation for her being honored.

**Public Input**

**Michelle Fairservice** - status of the street sign bid; latest technology is available for the recording system.

**David Pope** - the debris behind the former factory has not been cleaned up, the next step would be to cite the property owner; invite Steve Ferraioli to the next meeting to discuss the problems with the PMSD bus drivers; his request for a mirror at Echo Lake Road and Laurel Drive.

**Harry Smith** - if the Olympic Sports Camp posted their bond; if the SEO was going to do an inspection and provide a written report.

**Board of Supervisors Executive Sessions**

Mr. Hutchins announced that the Board of Supervisors held an Executive Session on Tuesday, June 5, 2012 at 8: 10 p.m. for personnel, one this evening at 6:40 p.m. and one following this meeting for personnel.

**Adjournment**

With no further business before the Board, Mr. Zito moved to adjourn the meeting. Seconded by Mr. Adams. The motion carried 5-0. The meeting adjourned at 8:04 p.m.

Respectfully submitted:

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Linda Frutchey  
Township Secretary

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Robert B. Hutchins  
Board Chairman