

**Coolbaugh Township
Board of Supervisors
July 2, 2013 Minutes
Page 1**

The Coolbaugh Township Board of Supervisors July 2, 2013 Meeting was held in the Township Municipal Center, in building #3, at 5520 Municipal Drive, Tobyhanna, Pennsylvania.

Call To Order

Chairman Adams called the meeting to order at 7:00 p.m. and led those in attendance in the recitation of the Pledge of Allegiance.

Supervisors present for the meeting included: Mr. Juan A. Adams, Mr. Robert M. Zito, Mr. James H. Frutchet, Jr., Ms. Lynn Kelly and Mr. Fred Pope. Also present were Township Solicitor Jerry F. Hanna, Business Manager Douglas Hein and Secretary Linda Frutchet.

Chairman Adams announced that 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. Frutchet moved to approve the June 18, 2013 minutes as presented and dispense with the reading. Seconded by Mr. Adams. The motion carried 5-0.

Pocono Mountain Public Library, Inc. / Corrective Agreement

Mr. Adams moved to approve the Pocono Mountain Public Library Corrective Agreement. Seconded by Mr. Frutchet. Discussion followed about the payment due date was incorrectly stated as December 31, 2014 when it originally was and still is December 31, 2013. The motion carried 5-0.

Women's Resources of Monroe County request for continued use of space

Ms. Kelly moved to grant Women's Resources of Monroe County request for continued use of space in building #2 in the Township Municipal Center. Seconded by Mr. Frutchet who suggested to include a Certificate of Insurance be provided. Ms. Kelly agreed. The motion carried 5-0.

Pocono Mountain Ecumenical Hunger Ministry request to put decal on door

Mr. Adams moved to approve the Pocono Mountain Ecumenical Hunger Ministry request to put a decal for identification purposes on the door leading to their space. (The sign had their name, a picture of a cornucopia and the words - Feeding The Community Through A Community Effort). Seconded by Ms. Kelly. The motion carried 5-0.

Arcadia North Business Park Emergency Access Road - Bridge Widening Plan

Mr. Frutchet moved to approve the Bridge Widening Plan for the Arcadia North Business Park Emergency Access Road. Seconded by Mr. Adams. Discussion - Ms. Kelly asked Mr. Frutchet if the 10' width is adequate for the emergency vehicles. Mr. Frutchet read a note that said the width was previously approved by the fire department. The motion carried 5-0.

Tobyhanna Athletic Association requests a waiver of fees for the use of the Tobyhanna House Pavilion to hold their Awards and Closing Ceremony

Ms. Kelly moved as per the Parks and Recreation recommendation to grant the Tobyhanna Little League their request for a waiver of the fees for the use of the Tobyhanna House Pavilion on Saturday, July 27, 2013 to hold their Awards and Closing Ceremony. Seconded by Mr. Adams. The motion carried 5-0.

Lombardi's Softball Team request to use Freedom Field

Ms. Kelly moved to grant the Lombardi's Softball Team their request to use the Freedom Field for the next six (6) weeks conditioned upon there being no alcohol beverages at the field or the park; they are responsible to clean up the trash before leaving the field, they provide their own bases for the game and a Certificate of Insurance must be provided. Seconded by Mr. Adams. Public Input - Dave Pope, Michelle Fairservice and Fred Berg. The motion carried 5-0.

Assistance from the Township's Department of Public Works with their Four Phase Armed Forces Field Renovation Project

Ms. Kelly moved to approve the Coolbaugh Township's DPW assisting with the removal of the old fencing on the field and to have the DPW prep and install a warning track at the Armed forces Field (also know as the Little League Field). Seconded by Mr. Adams. Discussion - Ms. Kelly said prices for landscaping the infield, quarry dusting and fencing will come before the Supervisors for consideration in a few weeks. The motion carried 5-0.

Coolbaugh Township Volunteer Fire Company request assistance with an LSA Grant Application

Ms. Kelly moved to approve the Township Fire Company's request to consult with the Township Engineer and Business Manager for assistance in preparing their LSA Grant Application about paving the Laurel Drive parking lot project. Seconded by Mr. Adams. The motion carried 5-0.

Authorization to advertise:

Mr. Frutchey moved to authorize the Secretary to advertise the July 11, 2013 Board of Supervisors Special Meeting and to advertise the Environmental Advisory Council change in their meeting time. Seconded by Mr. Adams. The motion carried 5-0.

Authorization to proceed re: Monroe County Board of Assessment Appeals - Refund to 54 property owners per out of court settlement at A Pocono Country Place

Mr. Frutchey moved to authorize processing the refunds to 54 property owners in A PCP as per the out of court settlement. Seconded by Mr. Pope. Discussion followed about the property owners refund being approximately \$48.10 plus \$4.00 refund on the fire tax. The motion carried 5-0.

Business Manager / Controller's Financial Report

Mr. Hein presented the Financial Report which included an accounting on the final Trial Balance and final Budget Trial Balance for all funds, the General Fund revenues and expenses, debt service payments and sewer revenues. All capital projects are moving forward as planned. Mr. Hein said he received a letter from DCED approving the transfer of the grant funds from Hemlock Drive to the turning lane project on SR 196 near APCP Main Entrance. Included with the report was a listing of time available for all employees as of pay period ending June 22, 2013. The report was accepted as presented.

Current Obligations

General Fund	\$248,461.89
Capital Projects Fund	\$ 1,148.39
Sewer Fund	\$ 6,781.84
Total Disbursements	<u>\$256,392.12</u>

**Board of Supervisors
July 2, 2013 Minutes
Page 4**

Mr. Frutchet moved to approve paying the Current Obligations in the amount of \$256,392.12. Seconded by Mr. Adams. The motion carried 4-0-1 (Mr. Pope abstained).

Other Business

Flooding Situation at SR 196 and Kings Way

Mr. Zito showed pictures of the extreme flooding situation at SR 196 and Kings Way and expressed concerns about the condition on a very busy road. He went on to say his opinion is that the Township has an obligation to do something about correcting the situation as soon as possible. Discussion followed.

Mr. Zito moved to authorize Township Engineer Russ Kresge to look into the situation and report his findings to be discussed at the next meeting of the Board. Seconded by Mr. Frutchet. Public Input - Dave Pope. The motion carried 5-0.

Authorization to purchase Used Oil from Hazleton Oil Company

Mr. Frutchet explained that Hazleton Oil has an early bird special on savings if you purchase waste oil and pay it by July 8, 2013.

Mr. Frutchet moved to purchase 3,050 gallons of waste oil from Hazleton Oil Company at \$2.00 per gallon for a total of \$6,100.00 with the condition that it is paid by July 8, 2013. Seconded by Mr. Adams. The motion carried 5-0.

Eagle Truck Equipment, Inc. - Additional Cost

Mr. Frutchet said he measured wrong when he gave the height of our existing hook system to Eagle Truck Equipment and the cost would be an additional \$3,125.00 and motioned to approve the additional cost. Seconded by Mr. Adams. The motion carried 3-1-1 (Ms. Kelly opposed. Mr. Pope abstained due to being employed with Kenworth of Pennsylvania and he does commerce with Eagle Truck Equipment).

Public Input

Vince Massaro - asked if the Dollar Store project is opening on SR 196. Mr. Hein said there has not been any update on the project. Mr. Massaro asked how many lots are involved in the out of court settlement in A PCP. Mr. Hein reported 54 properties.

**Board of Supervisors
July 2, 2013 Minutes
Page 5**

David Pope - showed pictures of Lori Horan's front lawn that showed day lilies and wild flowers being mowed down by a DPW employee. Mr. Frutchey said he would discuss the matter with Mr. Weber. Mr. Pope said he is still waiting for the mirror at the corner of Laurel Drive and Echo Lake to be adjusted. Mr. Frutchey said he would see that its adjusted.

Board of Supervisors Executive Sessions

Mr. Adams announced that the Board of Supervisors held an Executive Session on Tuesday, June 18, 2013 at 7:30 p.m. for a legal matter and one this evening at 6:30 p.m. for personnel.

Adjournment

With no further business before the Board, Mr. Adams moved to adjourn the meeting. Seconded by Mr. Frutchey. The motion carried 5-0. The meeting adjourned at approximately 7:56 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Juan Adams
Board Chairman