

**Coolbaugh Township
Board of Supervisors
July 6, 2010 Meeting
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The Coolbaugh Township Board of Supervisors July 6, 2010 Meeting was held in the Township Municipal Center, in building #3, at 5550 Memorial Boulevard, Tobyhanna, Pennsylvania.

Call To Order

Chairman Joseph O'Boyle called the meeting to order at approximately 7:00 p.m. and led those in attendance in the recitation of the Pledge of Allegiance to the Flag.

Roll Call

Supervisors present for the meeting included: Mr. Joseph O'Boyle, Ms. Lynn Kelly, Mr. James H. Frutchey, Jr., Mr. Robert B. Hutchins and Mr. Robert Zito. Also present were: Township Solicitor Jerry F. Hanna, Business Manager/Controller Douglas Hein and Township Secretary Linda Frutchey.

Statement on the Agenda: Mr. O'Boyle 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.

Moment of Silence - Judy Keiper

Mr. O'Boyle asked for a moment of silence in memory of Judy Keiper, a long time resident of Tobyhanna, who was a friend to everyone, she served on our Beautification Committee and numerous other organizations throughout the Township.

Approval of Minutes

Ms. Kelly moved to approve the June 15, 2010 minutes as presented and to dispense with the reading. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

Recommendations - Change of Polling Place of Coolbaugh 3

Mr. O'Boyle summarized the April letter from the Office of Registration/Elections advising Coolbaugh Township that they would consider recommendations for the change of polling place at Coolbaugh 3. Robert Kimble Community Manager for A Pocono Country Place Property Owners Association, Inc. presented a letter acknowledging that the community would open its main gate on Election Day for all Coolbaugh 3 voters with no restrictions of people gaining access to to the E Clubhouse during polling hours. Discussion ensued.

Mr. Zito moved to send a letter to the Office of Registration/Elections recommending the E Club House in A Pocono Country Place Property Owners Association as the Polling Place for Coolbaugh 3 voters. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

Adoption of Township Resolution 06-2010 relating to Arrowhead Sewer Company Special Study Area Act 537 Sewage Facilities Plan

Mr. Hutchins moved to adopt Township Resolution 06-2010 relating to Arrowhead Sewer Company Special Study Area Act 537 Sewage Facilities Plan. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

Consideration of Bid Award for Laurel Drive Intersection Improvements

The Notice to Bidders was advertised in the Pocono Record on Thursday, June 10 and Sunday, June 13, 2010 with a Bid Opening on Monday, June 28, 2010. The following Bids were received: Papillon & Moyer Excavating & Paving, LLC (Papillon & Moyer) in the base amount of \$114,000; Pioneer Construction Co., Inc. in the base amount of \$174,447.00; Grace Industries, Inc. in the base amount of \$173,220.00 and Leeward Construction in the base amount of \$205,825.00.

Based on the recommendation of Township Engineer Russ Kresge, Mr. Zito moved to award the Bid for the Laurel Drive Project to Papillon & Moyer Excavating & Paving, LLC (Papillon & Moyer) in the base amount of \$114,000.00. Seconded by Mr. Hutchins. Discussion ensued over whether to have our DPW do the work on the top soiling and seeding of the abandoned portion of Laurel Drive or whether to approve having Papillon & Moyer do the additional work (top soiling & seeding) for \$2,500.00.

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Mr. Zito amended the motion to authorize Papillon & Moyer to place the top soil and seeding for an additional \$2,500.00 thereby increasing the amount of the bid award to \$116,500.00. Mr. Hutchins seconded the amended motion. Discussion - Mr. Hutchins explained that the funds were coming out of the Capital Projects Fund. Mr. Hein advised the Supervisors that everything has been taken care with the power pole being removed by PPL Electric Utilities. The motion carried 5-0.

Authorization to advertise Budget Work Sessions

Mr. Hutchins moved to authorize advertising the following Budget Work Sessions: Sunday, July 25, 2010 at 8:00 a.m.; Thursday, July 29, 2010 at 6:30 p.m.; Sunday, August 15, 2010 at 6:30 p.m.; Tuesday, August 31, 2010 at 6:30 p.m.; Sunday, September 12, 2010 at 8:00 a.m. and Thursday, September 23, 2010 at 6:30 p.m. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

Current Obligations

General Fund	\$235,848.39
Capital Projects Fund	\$ 8,905.56
Escrow Fund	\$ 1,032.55
Sewer System Fund	\$ 24,624.06
State Liquid Fuels Fund	\$ 9,660.02
Total Disbursements	\$344,070.58

Mr. Hutchins moved to pay the Current Obligations in the amount of \$344,070.58. Seconded by Mr. Frutchey. A lengthy discussion ensued over several invoices to Sundance Networks Inc. that listed charges to Bureau Veritas (Building Codes Department); It was the consensus of the Supervisors that the matter would be discussed at the August Work Session. Public Input about the matter was heard from Michele Fairservice and Harry Smith. The motion carried 3-2 (Mr. Zito and Ms. Kelly opposed).

Other Business

Resignation of Township Administrative Assistant Jerilyn Inness

Mr. O'Boyle summarized a letter from Jerilyn (Jeri) Inness about resigning due to recently becoming engaged and will relocate to Minnesota to get married. Mr. Kelly moved to accept Jeri's letter of resignation with regret. Seconded by Mr. Frutchey. Discussion - none. The motion carried 5-0.

Township's Financial Report

Before the Supervisors were detailed Financial Reports for all funds as of May 31, 2010 that were prepared for the July 6, 2010 Board meeting by Business Manager/Controller Doug Hein. Mr. Hein presented a summary of financial information for all funds regarding revenues, expenses and cash balances. Discussion followed.

Promotion of Stephen Weber to the position of Road Foreman/Facility Manager

Mr. Hutchins moved to promote Township Employee Stephen Weber to the position of Road Foreman/Facility Manager retroactive to June 15, 2010. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

Posting Notice At DPW Garage for Acting Foreman Position

Mr. O'Boyle moved to approve posting a notice at the DPW Garage for anyone being interest in becoming the Acting road Foreman and the pay would be an additional \$1.00 per hour. Seconded by Mr. Zito. It was the consensus of the Supervisors that the employee would be in charge only when Mr. Weber is off on vacation, sick or personnel. Discussion followed about the position would go through the union process. Discussion followed about taking action at the next meeting. The motion carried 5-0.

Summer Employment

Discussion ensued over needing an individual for approximately 30 hours a week to the end of August to work at the municipal park, Mr. Weber working out a work schedule, etc. Mr. Hutchins moved to advertise for summer help for 30 hours a week. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

Hiring of Zoning Officer - Joseph Brady

Mr. O'Boyle summarized the need to hire a Zoning Officer for 5 days a week for approximately 25 to 30 hours due to Zoning Officer Todd Schollhammer being ill. Mr. Zito moved to hire Joseph Brady as Zoning Officer at \$23.87 an hour. Seconded by Mr. Hutchins. Discussion - None. The motion carried 5-0.

SEO to do Inspections at the Olympic Sports Camp

Mr. Hutchins moved to authorize Jake Schray SEO to do an inspection at the Olympic Sports Camp, at his discretion once a month during July and August and he is to provide a written report to the Supervisors on his findings. Seconded by Mr. Zito. Discussion followed about these inspections will be in addition to the end of the season inspection. The motion carried 5-0.

Coolbaugh Township Volunteer Fire Company (CTVFC) Requests

Mr. O'Boyle summarized a memorandum from Jim Frutchey President of CTVFC requesting the use of the Township loader, dump truck and man power to assist Keystone Tree Service who is donating his services in removing 5 trees so the parking lot at Fire Station 2 at Wildflower Lane / SR 196 can be expanded conditioned upon the equipment and manpower being provided. Discussion followed. Mr. Hutchins moved to approve the DPW assisting the CTVFC during township working hours. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

Dirt Track Motocross

Mr. Hutchins said he saw kids of all ages having a good time riding their bikes over the dirt track motocross which is referred to a BMX Course while he was visiting at Princeton State Park. He asked if there was any interest in looking into the matter.

Discussion followed. It was the consensus of the Supervisors that this was a good idea. Mr. Hutchins said he would get the information and forward it to the Park and Recreation Commission members in time for their next meeting.

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Public Input

Fred Berg - questioned the liability of providing this BMX Course for the public and asked what the insurance costs would be. Discussion followed about following the same guidelines as people using the skate park, etc.

Harry Smith - asked if the Township had to take action on the posting of the \$15,000.00 cash bond. Discussion followed about no action is required by the Supervisors as it a Court Order.

Township Noise Meter

Discussion ensued over having the Township Noise Meter calibrated, having an employee becoming certified to work the meter, looking into see if PMRP can do the reading of the noise meter. Public input was heard on the issue of the noise meter from Harry Smith and Michele Fairservice.

Board of Supervisors Executive Sessions

Mr. O'Boyle announced that the Board of Supervisors held Executive Sessions on Thursday, June 15, 2010 at 8:10 p.m. re: Legal and Personnel; Tuesday, June 22, 2010 at 6:00 p.m. re: Personnel and on Tuesday, June 29, 2010 at 6:30 p.m. & 8:15 p.m. re: Personnel. One will be held following this meeting on Personnel.

Adjournment

With no further business before the Board, Mr. Hutchins moved to adjourn the meeting. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0. The meeting adjourned at approximately 8:12 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Joseph O'Boyle
Board Chairman