

**Coolbaugh Township
Board of Supervisors
June 19, 2012 Minutes
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The Coolbaugh Township Board of Supervisors June 19, 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 Mr. Frutchey to lead those in attendance in the recitation of the Pledge of Allegiance.

Supervisors present for the meeting included: Mr. Robert B. Hutchins, Mr. Juan Adams, Mr. James H. Frutchey, Jr., and Ms. Lynn Kelly. Also present were Township Solicitor Jerry F. Hanna, Township Secretary Linda Frutchey, Mr. Robert M. Zito and Mr. Douglas Hein were absent.

Announcement by Mr. Hutchins: 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 June 5, 2012 Minutes

Mr. Frutchey made a motion to approve the June 5, 2012 minutes as presented and dispense with the reading. Seconded by Mr Adams. Discussion - none. The motion carried 4-0.

2012 Monthly Reports

Coolbaugh Township Volunteer Fire Company

No report was given.

Pocono Mountain Regional Emergency Medical Services

No report was given.

Pocono Mountain Regional Police

Mr. Frutchey presented the May 2012 PMRPD Monthly Report as follows: 1083 complaints, 70 accidents, 145 criminal arrests, 201 traffic arrests, 201 traffic warnings and 7 ordinance arrests for a total of 1153 with 5507 year to date calls within the area covered by the regional police.

Coolbaugh Realty Partners re: Declaration of Commercial Condominium

Attorney David Horvath of Newman Williams was present to represent Coolbaugh Realty Partners.

Mr. Hutchins made a motion to grant Coolbaugh Realty Partners the waiver from the SALDO requirements with the condition that a condominium plan is submitted and meets the approval of Township Solicitor Jerry Hanna and Township Engineer Russ Kresge. Seconded by Mr. Frutchey. Public Input - Fred Berg asked who will be responsible for the site. Mr. Horvath said, "Coolbaugh Realty Partners". The motion carried 4-0.

Pocono Mountains Municipal Airport - Proposed Hangar E & S Plan and Drainage Plan Report

Terry D. Martin, P.L.S. was present to represent the plan referenced above.

Mr. Frutchey made a motion to approve the Pocono Mountain Municipal Airport - Proposed Hangar Project, an E & S Plan and a Drainage Plan Report as all comments have been addressed in Russ Kresge Township Engineer's June 14, 2012 letter. Seconded by Mr. Adams. Discussion - none. The motion carried 4-0.

Waivers and Extension Requests - Proposed Distribution Center - Clarius Partners, LLC - Arcadia North Business Park - South Phase, Section 1, Lot #2

No one was present on behalf of the above referenced matter.

Waiver Requests from Chapter 26, Part 2, Stormwater Management and Earth Disturbance Ordinance

Mr. Frutchey made a motion to grant Arcadia North Business Park - South Phase, Section 1, Lot #2 (Clarius Partners) the waiver request for §502.24A. A centerline intersection angle less than 90 degrees (60 degrees); §2.3A(6). A basin bottom slope less than 1% with the condition that a qualified botanist performs an analysis of this situation; and §2.3B(1). Construction of the basin emergency spillway with fill rather than in undisturbed, virgin soil. Seconded by Mr. Adams. Discussion - none. The motion carried 4-0.

Extension request

Mr. Frutchey made a motion to approve the extension request to August 31, 2012 for the Arcadia North Business Park - South Phase, Section 1, Lot #2 (Clarius Partners) per the

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Planning Commission's recommendation. Seconded by Mr. Adams. Discussion - none. The motion carried 4-0.

Extension request - Arcadia North Business Park - Industrial Park Drive North - (re: length of the cul-de-sac at Arcadia North Road)

Before the Supervisors was an email from Shawn Langan of Arcadia Properties with an update of the access road restoration work that has been completed and a request for an extension until August 31, 2012.

Mr. Frutchet moved to grant the extension request to August 31, 2012 on the completion of the Arcadia North Road. Seconded by Mr. Hutchins. The motion carried 4-0.

Arcadia North Business Park, North Phase, Section 1, Lot #1 - Subdivision and Land Development Plan - Extension request

Mr. Frutchet made a motion to grant the extension to September 30, 2012 for the Arcadia North Business Park, North Phase, Section 1, Lot #1 Subdivision Land Development Plan. per the recommendation of the Planning Commission. Seconded by Mr. Adams. Discussion - none. The motion carried 4-0.

Alvaro Rodriguez Land Development Plan - Extension request

Mr. Frutchet made a motion to grant a time extension for Alvaro Rodriguez Land Development Plan to September 30, 2012 per the recommendation of the Planning Commission. Seconded by Mr. Adams. The motion carried 4-0.

Lowe's Home Center - request for a reduction in their Performance Bond

Mr. Hutchins made a motion to accept the Deed of Dedication for Lowe's of Mount Pocono relating to the two lots that are needed for stormwater purposes. Seconded by Mr. Adams. The motion carried 4-0.

Mr. Adams made a motion to approve the release of the Performance Bond in the amount of \$2,290,202.89 with the condition that the Township receives a Maintenance Bond in the amount of \$49,383.88 for a period of 18 months starting with today's date. Seconded by Mr. Frutchet. The motion carried 4-0.

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**Minor Subdivision to join lots 636 & 637, Section G, A Pocono Country Place -
Property Owners - Kyle & Mary Hannah**

Mr. Adams moved to approve the Minor Subdivision for property owners Kyle & Mary Hannah Minor Subdivision to join lots 636 & 637, Section G in A Pocono Country Place. Seconded by Mr. Frutchey. The motion carried 4-0.

Status - Wiley Preserve Nature Trail

Clare Colgan EAC member said Alex Colefield's Eagle Scout Project is finishing up with signage and the completion of the walking trail. Ms. Kelly asked that this be on the next meeting agenda.

Wal-Mart Distribution Center request to use Township fields

Ms. Kelly made a motion to grant Wal-Mart permission to use the Township fields on June 25 & 26, 2012 until 3:15 pm and a Certificate of Insurance is provided. Seconded by Mr. Frutchey. Public Input - Michelle Fairservice asked if a Certificate of Insurance is provided when Wal-Mart uses the fields in the fall for the Children's Miracle Network. The answer was yes. The motion carried 4-0.

**Authorization to advertise Bid for - Rental Service for Uniforms, Floor Mats and
Air Fresheners**

Mr. Adams moved to authorize the advertisement of the Bid for Rental Services for Uniforms, Floor Mats and Air Fresheners. Seconded by Ms. Kelly. Discussion - none. The motion carried 4-0.

Business Manager / Controller's Financial Report

Mr. Adams presented the Financial Report. He went through the breakdown of the Revenues and Expenses for the General Fund as of June 13, 2012. Included with the Financial Report were preliminary trial balance, preliminary revenue and expense report for each fund for the month ending on May 31, 2012. The Financial Report was accepted as presented.

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Current Obligations

General Fund	\$419,832.24
Capital Projects Fund	\$ 2,230.14
Escrow Account Fund	\$ 2,893.39
Sewer Fund	\$ 10,771.15
Total Disbursements	<u>\$435,726.92</u>

Mr. Adams moved to approve the Current Obligations in the amount of \$435,726.92. Seconded by Ms. Kelly. Discussion - Mr. Frutchey said he will abstain from a reimbursement to Linda Frutchey. Ms. Kelly asked about invoices listed in the Capital Projects Fund that did not include the detail. Discussion followed on the explanation of the invoices. Ms. Kelly requested that a detail description is provided on future reports. The motion carried 3-0-1 (Mr. Frutchey abstained).

Other Business

Request for space to hold a 4-H Day Camp on July 31, 2012

Before the Supervisors was an email from Sherri Abbruzzi requesting the use of the conference room in the Community Service Center to hold a 4-H Day Camp, plus an area outside, and access to a kitchen. They will contact Head Start for permission to use the kitchen area for access to their stove and refrigerator. Discussion followed. Public Input - Michelle Fairservice suggested they be sent to the Township Municipal Park. Other suggestions mentioned were: St. Ann's, Coolbaugh Township Fire Company Building and the Tobyhanna United Methodist Church.

Mr. Adams made a motion to grant permission to use the conference room to hold a 4-H Day Camp with the condition that they obtain permission from Head Start to use the kitchen area. Seconded by Ms. Kelly. Discussion - Ms. Kelly said in the future the Library can be added to the list of suggestions for space. The motion carried 4-0.

Final Payment to Muchlitz - SR 196 and Kings Way Intersection

Mr. Frutchey made a motion to approve Muchlitz receiving their final payment of \$9,792.95. Seconded by Mr. Adams. Discussion - none. The motion carried 4-0.

Cancellation of July 3, 2012 Meeting

Mr. Frutchey made a motion to cancel the July 3, 2012 meeting. Seconded by Mr. Adams. Discussion followed about the July 17, 2012 meeting Agenda being too long with this meeting being canceled. The motion carried 3-1-0 (Ms. Kelly opposed).

Purchase of a Rail for the Township Municipal Skate Park

It was the consensus of the Supervisors that a Purchase Order can be put in the read room for signatures to purchase the rail for the Township Municipal Park in the amount of \$750.00.

ACT 101, Section 902 Recycling Grant Application

Discussion followed about the ACT 101, Section 902 Recycling Grant Application has to be submitted by June 29, 2012. Discussion followed about the use of the funds, a grapple truck equipment being the only piece of equipment being requested, the benefits of having a grapple truck, etc. Public Input - Michelle Fairservice - about the Grapple Truck.

Special Meeting

Ms. Kelly made a motion to authorize the advertisement for a Special Meeting on June 26, 2012 at 7:00 p.m. for the purpose of considering the Recycling Grant Application and any other Business that may come before the Board. Seconded by Mr. Adams. The motion carried 4-0.

Linde Corporation - Purchase Order

It was the consensus of the Supervisors to put a Purchase Order in the read room for signatures to Linde Corporation for their work in installing pulley shives, belts and pipe connection associated with the installation of the new Membrane at the Sewage Treatment Plant.

Robert B. Hutchins Resignation from the PMRPC

Mr. Hutchins read his letter of resignation from the PMRPC saying that he enjoyed serving on the Commission. He suggested appointing Juan Adams to take his place. Ms. Kelly made a motion to accept, with regret, Robert Hutchins resignation from the PMRPC, thanking him for his service. Seconded by Mr. Frutchey who echoed the regret for the resignation. Discussion - none. The motion carried 4-0.

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Appointment of Juan Adams to the PMRPC

Mr. Hutchins made a motion to appoint Juan Adams to the PMRPC effective immediately. Seconded by Ms. Kelly. The motion carried 3-0-1 (Mr. Adams abstained).

Statement

Mr. Hutchins said he would like to put a stop to rumors that seem to be going around and announced that Coolbaugh Township Board of Supervisors have no plans to start their own police department. Mr. Adams, Mr. Frutchey and Ms. Kelly agreed to the announcement.

Public Input

Michelle Fairservice -wanted to know the status of the township ordering street signs; asked when homeowners have to have their signs installed; asked if J & J got a permit to replace their roof. Ms. Fairservice requested an update to her questions at the next meeting.

Harry Smith - asked if more flags would be put up.

Joe O'Boyle - asked when the depression in front of the Blue Bins would be repaired; appreciated the Work Session Agenda being on the website.

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.

Adjournment

With no further business before the Board, Mr. Frutchey moved to adjourn the meeting. Seconded by Mr. Hutchins.. Discussion - none. The motion carried 4-0. The meeting adjourned at 8:34 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Robert B. Hutchins
Board Chairman