

**Coolbaugh Township  
Board of Supervisors  
June 7, 2011 Minutes  
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The Coolbaugh Township Board of Supervisors June 7, 2011 Meeting was held in the Township Municipal Center, in building #3, at 5550 Memorial Boulevard, Tobyhanna, Pennsylvania.

**Call To Order**

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

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 M. Zito. Also present were Township Secretary Linda Frutchey, Township Solicitor Jerry F. Hanna and Business Manager /Controller Douglas Hein.

**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.

**Executive Session - 7: 03 to 7:15 p.m.**

**May 24, 2011 Minutes**

Before the Supervisors were 95 pages of minutes prepared by Evilys Brathwaite of Panko Reporting. Mr. Hutchins moved to table the minutes. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

**Stillwater Estates Property Owners Association (POA) request to begin the installation of street signs in their development that are in Tobyhanna Township**

Ron Heckler Community Manager for Stillwater Estates POA was present to represent the community on behalf of the above reference request. Mr. Heckler explained that Tobyhanna Township signs must be in place by September 15, 2011 under Monroe County readdressing project.

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Discussion followed about this matter and Locust Lave Village POA's request being discussed at the Board of Supervisors May 31, 2011 Work Session.

Mr. Hutchins moved that Stillwater Estates POA can follow which ever township ordinance they want to adhere by and notify Coolbaugh Township and Tobyhanna Township respectively. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

**Locust Lake Village Property Owners Association (POA) request to begin installation of street signs in their development in accordance with Tobyhanna Township Ordinance requirements**

Mr. Ron Gatti Community Manager and Will Robinson Board Member for Locust Lake Village POA were present on behalf of the above referenced request.

Mr. Hutchins looking at the representatives of Stillwater Estates POA, "Ditto" (same motion as Stillwater Estates POA). Seconded by Mr. Zito. Discussion - Mr. Gatti and Mr. Robinson responded, "were going with Coolbaugh green". The motion carried 5-0.

**Authorization to advertise an amendment to Coolbaugh Township Code of Ordinances, Chapter 18, Part 5, On Lot Sewage Management Program**

Mr. Zito made a motion to authorize the Secretary to advertise the proposed amendment to Coolbaugh Township On Lot Sewage Management Program Ordinance. Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0.

**Modification to the Township Municipal Park Stormwater Detention Basin Project**

Mr. O'Boyle explained that this matter was discussed with Township Engineer Russ Kresge at the May 31, 2011 Work Session.

Mr. Hutchins made a motion to direct Township Engineer Russ Kresge to proceed with the modification to the Municipal Park Stormwater Detention Basin Project as discussed at the work session and outlined in the email before the board this evening. Seconded by Mr. Frutchey. Discussion - Ms. Kelly said she will notify the Park and Recreation Commission members about the modification at their next meeting. The motion carried 5-0.

**Authorization to sign the Supplement PennDOT Drainage Permit for the CVS Project**

Mr. Hutchins made a motion to sign the Supplement PennDOT Drainage Permit for the CVS Project based on the recommendation of Township Engineer Russ Kresge. Seconded by Mr. Frutchey. Discussion - none. The motion carried 5-0.

**Cherie Escamilla's request for \$75.00 deposit refund due to not using the park pavilion**

Mr. Hutchins made a motion to grant Cherie Escamilla's request for the \$75.00 refund. Seconded by Mr. Frutchey. Discussion - Ms. Kelly asked what was the date the applicant gave notice of not using the pavilion, whether the applicant was going to use the pavilion later this season and asked whether requests should be ineligible if received after the reserved date. Mr. Hutchins said, "I would usually agree but, in these economic times \$75.00 in not going to break Coolbaugh Township". The motion carried 5-0.

**Authorization to PennDOT's Municipal Services Supervisor to prepare specifications for Coolbaugh Township's 2011 Paving Project**

Mr. Zito made a motion to authorize John Davis Municipal Services Supervisor for PennDOT to complete the 2011 Paving Project specifications in time for the first meeting in July. Seconded by Mr. Hutchins. Discussion followed about including Oak Street and Pocono Road in the specifications. Mr. Davis is to let the Township know if he can't complete the specifications within this time frame as Township Engineer Russ Kresge would be directed to proceed with doing the specifications. Public Input - Harry Smith asked how many roads in Pocono Farms were being paved. Mr. O'Boyle said none. The motion carried 5-0.

Mr. Zito made a motion to authorize the Secretary to advertise the Bid for the Road Paving Project. Seconded by Mr. Hutchins. Discussion followed about advertising the project so that bid can be awarded in July. The motion carried 5-0.

**Trash Collection Bid Proposal - two year contract - Bid Proposal #2 - Roll-off Containers for Township Drop-off Site**

The Bid for a two year contract for the collection of #1 trash pick-up at various locations in the Township and #2 for the delivery and pick-up of roll-off containers for the collection

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of scrap metal, white goods, bulky waste and tires was advertised in the *Pocono Record* on April 13 and April 17, 2011 with a Bid Opening on May 10, 2011.

Bid Proposal #1 was awarded to Christian Container at the Board of Supervisors May 24, 2011 meeting, Bid Proposal #2 was tabled to have Doug Hein Business Manager/Control prepare an analysis of the dumpster usage and recommendation.

Bid Proposals #2 - The following Bids were received: J.P. Mascaro & Sons, Christian Waste, Waste Management, CCI Waste & Recycling and Panther Waste Systems. In an email to the Supervisors, Mr. Hein recommended Bid #2 be awarded to J.P. Mascaro & Sons as they are the most cost effective based on usage.

Mr. Zito made a motion based on an overall usage to award Bid Proposal #2 to J.P. Mascaro & Sons. Seconded by Ms. Kelly. Public Input was heard from Fred Pope and Michelle Fairservice. Discussion - it was the consensus of the Supervisors that the motion includes no fuel surcharge or tonnage overage. The motion carried 5-0.

**Township Financial Report**

Mr. Hein explained the report that included the final Trial Balance and final Budget Trial Balance for funds as of April 30, 2011. Along with the report was a listing of time available for all employees as of payroll ending May 28, 2011.

**Current Obligations**

General Fund	\$258,679.02
Escrow Account Fund	\$ 96.00
Sewer Fund	\$ 5,523.54
Total Disbursements	<u>\$264,298.56</u>

Ms. Kelly moved to approve paying the Current Obligations in the amount of \$264,298.56. Seconded by Mr. Frutchey. Discussion - none. The motion carried 5-0.

**Other Business**

**Paving Project - Crack Seal Corporate Center Drive**

Mr. O'Boyle moved that a separate bid be prepared by John Davis to include Crack Seal on Corporate Center Drive. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

**Budget Line Item Transfer**

Mr. O'Boyle moved to transfer \$4000.00 from line item 438.450 to line item 438.240 for the purpose of repairing shoulder drop offs. Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0.

**"Kids Art Fusion" event**

Ms. Kelly presented the criteria created by Liz Pemberton for the Kids Art Fusion event that will held at the Municipal Park in July.

**Public Input**

**Fred Berg** - asked the Supervisors if they saw the article in the Pocono Record about statewide garbage collection. Discussion followed about letting him look into the matter and bring it back to the Supervisors.

**Harry Smith** asked if the Intermunicipal Agreement between Mount Pocono Borough, and the Townships of Tobyhanna and Tunkhannock was going to be updated. Discussion followed about the matter being on a future Work Session.

**Dave Pope** - asked if fines were issued to individuals that dumped trash at the end of Cayuga. Discussion followed about names being given to the Monroe County Municipal Waste Authority.

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**Michelle Fairservice** - asked if fines were issued to individuals that dumped trash at the end of Main Street. Discussion followed about names being given to the Monroe County Municipal Waste Authority.

**Board of Supervisors Executive Sessions**

Mr. O'Boyle announced that the Board of Supervisors held an Executive Session on Tuesday, May 24, 2011 at 6:30 p.m for Personnel, one this evening at 7:03 p.m. for legal and one will be held following this meeting on Personnel.

**Adjournment**

With no further business before the Board, Mr. O'Boyle moved to adjourn the meeting. Seconded by Mr. Frutchey. Discussion - none. The motion carried 5-0. The meeting adjourned at approximately 8:05 p.m.

Respectfully submitted:

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Linda Frutchey  
Township Secretary

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Joseph O'Boyle  
Board Chairman