

**Coolbaugh Township
Board of Supervisors
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The Coolbaugh Township Board of Supervisors March 15, 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 7:06 p.m. and led 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.

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Mr. Hutchins moved to approve the March 1, 2011 meeting minutes with the changes presented this evening. Seconded by Mr. Frutchey. Discussion - Ms. Kelly asked what the changes were. Mr. Hutchins said they are in the handout (letter of hold harmless from the Library's contractor). Ms. Kelly asked that the word "when" be replaced with the word "before" in the sentence relating to the library's contractor parking their equipment on the municipal center grounds (page 2). The motion carried 4-0-1 (Mr. Zito abstained due to not being present at the meeting).

"New" Pocono Mountain Public Library Building - Loan Documentation

Mr. Frutchey thanked Solicitor Hanna for all the time he spent on the review of the loan documents for the new library and for the detailed email to the Supervisors explaining the documents. Mr. Frutchey asked, if, by adopting the Resolution, the loan documents are essentially being approved. Solicitor Hanna said "yes".

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Mr. Hutchins made a motion to approve Resolution 04-2011 between Coolbaugh Township and the Pocono Mountain Public Library. Seconded by Mr. Zito. Discussion - Public Input - David Pope asked the following questions: the number of parking spaces, to see a copy of the library plan, who was going to do the maintenance on the new library building and land, how much money for the library is coming from Mount Pocono Borough. Discussion followed - Mr. Pope was advised that the library plans can be reviewed at the Township or the Library. Ms. Shincovich said all other issues will be worked out. The motion carried 5-0. Ms. Kelly asked Solicitor Hanna if a separate motion should be taken on the Remittance Agreement, the Collateral Assignment and the Consent to Leasehold Mortgage as there are board signatures on each of the documents. Solicitor Hanna replied that Resolution #04-2011 authorizes the execution of all of the loan documents.

2011 Monthly Reports

Coolbaugh Township Volunteer Fire Company

Mr. Frutchey stated that the report is not available due to the computer system still being down.

Mr. Frutchey asked for permission for the Fire Company to use the Township's back hoe for a Regional Trench Rescue Class that would be held over a week-end in April, May and June. Ms. Kelly asked who would be using the backhoe. Mr. Frutchey replied Jimmy Frutchey. No objection was heard to the request.

Public Input - David Pope asked Mr. Frutchey what he found out about the fire company putting the roof on the building in the middle of winter. Mr. Frutchey said he checked with the company who is doing the work and several other companies and was told that it is not uncommon for steel roofs to be put on during winter months. Mr. Frutchey said any other questions should be directed to the CTVFC.

Pocono Mountain Regional Emergency Medical Services

Ms. Kelly said she has no report as the meeting is on Thursday, March 17, 2011.

Pocono Mountain Regional Police

Mr. Hutchins presented the February 2011 PMRPD Monthly Report as follows: 854 complaints, 84 accidents, 126 criminal arrests, 458 traffic arrests, 441 traffic warnings and 11 ordinance arrests for a total of 938 calls. There is a total of 2118

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calls to date within the area covered by the regional police, which includes the Borough of Mount Pocono, the Townships of Tobyhanna, Tunkhannock and Coolbaugh.

Mr. Hutchins said, the "Run for the Red Marathon" will not start in Coolbaugh Township this year as the routes have been changed to SR 380, State Route 940 and State Route 314. Discussion followed about the routes chosen may not run as smoothly as they in the past.

Minor Subdivision to join lots 364 & 365, Section F - A Pocono Country Place, Property Owners - D E & S Properties T/A Classic Quality Homes

Ms. Kelly moved to approve the above referenced Minor Subdivision Plan. Seconded by Mr. Hutchins. Discussion - Mr. Zito noted that the Zoning District is listed as R-2 and it should be R-3 and that Steve and David Wengerd notarize their own signatures. Discussion followed. Ms. Kelly withdrew the motion. Mr. Hutchins withdrew the second to the motion.

Ms. Kelly moved to table the Minor Subdivision Plan for D E & S Properties T/A Classic Quality Homes in A Pocono Country Place to get clarification on the Zoning District and the Notarization. Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0.

Township Resolution #05-2011 re: collection of fees at the Township Recycling & Drop Off Site

Mr. Hutchins moved to adopt Township Resolution #05-2011. Seconded by Mr. Frutchey. Discussion - Ms. Kelly asked when the fees for the collection of tires went up. Mr. Frutchey said it was discussed by the Supervisors to have all tires be one charge. Discussion followed. The motion carried 4-1-0 (Ms. Kelly voted no). Ms. Kelly asked for clarification on the vote count. Mr. O'Boyle, Mr. Frutchey, Mr. Hutchins and Mr. Zito voted yes, Ms. Kelly voted no due to opposing the tire increase.

Discussion followed about changing the 2011 Drop off and Recycling Site Program Guidelines and the 2011 Recycle and Mulch Card Application to include the tenant name if applicable and to consider giving the cardholder arrangements for someone else to use the card in the event of an illness, etc. Mr. Hein showed the 2011 Recycling Pass with the line to print and sign your name and the words "Signatory must show photo ID".

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Mr. Zito moved to approve the 2011 Drop Off Recycling Site Guidelines and the 2011 Recycle & Mulch Card Application with the changes and enhancements as discussed and management personnel are to work together to implement it. Seconded by Mr. Hutchins. Public Input - Eileen Mercado asked about the notification to the Township if in the event a card holder can't be present. Mr. O'Boyle suggested that in the event a cardholder is unable to be present - sick or whatever, arrangements in advance for someone else to use the card can be made by calling or sending a letter to the Township. Discussion followed about a memo being given to the employees explaining the changes. It was also suggested to hold a meeting with the DPW employees to go over what needs to be carried out. The motion carried 5-0.

Township Financial Report

Mr. Hein read the report giving the total of General Fund revenues, expenses and cash balances as of March 10, 2011. The detailed report included a preliminary trial balance and a preliminary revenue and expenses for each fund for the month ending February 28, 2011. Mr. Zito encouraged funds being deposited each month to the Rainy Day Fund. Public Input - David Pope asked if he could see the report on the expenses for the tools and equipment. He was told that the report would be made available.

Current Obligations

Payroll Fund	\$ 30,000.00
General Fund	\$ 83,308.82
Escrow Account Fund	\$ 1,032.00
Sewer Fund	\$ 15,733.52
Total Disbursements	<u>\$100,074.34</u>

Mr. Hein said the total disbursements should be \$130,074.34. Mr. Frutchev moved to approve the Current Obligations in the amount of \$130,074.34. Seconded by Ms. Kelly. Discussion - Mr. Zito asked Mr. Hein for clarification on the invoice to Coyne Textile Services in the amount of \$90.00. Mr. Hein said it was for Todd Schollhammer's uniforms that were not returned. Mr. Hein said this matter has been taken care of. Mr. Hutchins asked what fuel was being brought from Tobyhanna Service Station. Discussion followed about purchasing gas due to not having our own gas tank. The motion carried 5-0.

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Other Business - There was no Other Business.

Public Input

Fred Berg - said he attended a seminar and spoke to the Director of Monroe County Municipal Waste Management Authority and learned that you can drop off #1 through #9 plastic and household shredding in plastic bags to the blue bins. Discussion followed.

David Pope - asked why yellow flashing lights were not used at the Laurel Drive underpass during the recent heavy rains and went on to explain that the lights should have been put at the sight as a safety precaution. Discussion followed about the flashing lights and cones being placed at numerous areas in the township during the storm. **Mr. Pope** suggested that the Township check into having parts delivered instead of allowing two or three guys in a big truck to go pick up parts. Discussion followed about looking into the matter.

Board of Supervisors Executive Sessions

Mr. O'Boyle announced that the Board of Supervisors held an Executive Session on Tuesday, March 1, 2011 at 6:00 p.m. re: Legal and Tuesday, March 15, 2011 at 6:15 p.m. re: 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 5-0. The meeting adjourned at approximately 8:08 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Joseph O'Boyle
Board Chairman