

**Coolbaugh Township
Board of Supervisors
March 19, 2013 Minutes
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The Coolbaugh Township Board of Supervisors March 19, 2013 meeting was held in the Township Municipal Center, 5520 Municipal Drive, Tobyhanna, PA.

Call to Order

Chairman Juan Adams called the meeting to order at approximately 7:00 pm and led those in attendance in the Pledge of Allegiance.

Supervisors present at the meeting were Mr. Juan Adams, Mr. Robert Zito, Mr. Jim Frutchet, Ms. Lynn Kelly and Mr. Fred Pope. Also present were Township Solicitor Mr. Jerry Hanna and Business Manager / Controller Mr. Douglas Hein. Absent was Township Secretary Mrs. Linda Frutchet.

Mr. Adams announced that the public will be given an opportunity to speak on each agenda item. Public input is considered at the end of the meeting for other issues.

1. March 5, 2013 Minutes

Jim Frutchet made the motion, seconded by Fred Pope, to approve the March 5, 2013 minutes as presented and to dispense with the reading. The motion carried 5-0.

2. 2013 Monthly Reports

Coolbaugh Township Volunteer Fire Company

Bill Weimer presented the monthly report for February. Discussion was heard regarding the recent large number of false alarms at Pocono Mountain Charter School.

Pocono Mountain Regional Emergency Medical Services

Lynn Kelly presented the monthly report for February. Coolbaugh Township had 151 calls for February and 322 year-to-date, both of which are a slight decrease over 2012.

Pocono Mountain Regional Police

Jim Frutchet presented the monthly report for February. Coolbaugh Township had 370 calls for February and 777 year-to-date, putting the Township at 275.77 hours under for the year so far.

**3. Minor Subdivision joining lots 15 & 16, Block 49, Arrowhead Lake – Property owners:
Charles & Nicole Carollo**

Lynn Kelly made the motion, seconded by Juan Adams to approve the minor subdivision.
Motion carried 5-0.

4. Appointment to the Environmental Advisory Council

Robert Zito made the motion, seconded by Jim Frutchey to appoint Andrew Sterner through
December 31, 2013 to the EAC. Motion carried 5-0.

**5. The Cross Church request for a waiver of the fees to reserve the Tobyhanna House
Pavilion and the use of the baseball field on June 29, 2013**

Lynn Kelly made the motion, seconded by Juan Adams to waive the fees for the Cross Church to
use the Tobyhanna House Pavilion and use either the softball field or soccer field on June 29,
2013, as there will be Little League tournaments on the other fields. Motion carried 5-0.

6. Authorization to repair the 2004 Elgin Geovac Sweeper

Jim Frutchey made the motion, seconded by Fred Pope to repair the Elgin Geovac Sweeper.
The motion passed 4-1, with Lynn Kelly dissenting, stating she felt it was too expensive and that
we should contract out the street sweeping.

7. Business Manager / Controller's Financial Report

Business Manager Doug Hein gave his financial report. As of March 13, 2013, General Fund
revenues received were \$759,364 and expenditures were \$1,141,804. A breakdown of the
major items was given, along with current cash balances and preliminary trial balance and
revenue / expense reports for the month ending February 28, 2013.

8. Current Obligations

General Fund	\$232,608.83
Escrow Fund	\$ 5,636.87
Sewer Fund	<u>\$ 8,024.22</u>
Total Disbursements	\$246,269.92

Jim Frutchey made the motion, seconded by Juan Adams to approve the current obligations as
presented. The motion carried 5-0.

9. Other Business

- Fred Pope made the motion, seconded by Robert Zito to approve the settlement agreement with Wal-Mart in the amount of \$100,000 for WWTP violations. The motion carried 5-0.
- Lynn Kelly made the motion, seconded by Robert Zito to reimburse the Capital Projects Fund from the General Fund for an invoice paid to Summit Welding in the amount of \$1,550.21 on February 19, 2013. The expenditure was not a capital purchase. The motion carried 5-0.
- Lynn Kelly requested that the Board's representatives again ask PMRPD for a list of employees who work for the Department as it has not yet been received, nor is it on their web-site as was stated in their letter of February 20, 2013. It was also stated that Business Manager Doug Hein should audit the one month of calls as was requested by the Board and approved by the Police Commission. Discussion ensued regarding contacting Todd Bushta, auditor for both the Township and Commission. In the end it was decided to have Mr. Hein do the audit and make recommendations if anything further was warranted.

10. Public Input

- Michelle Fairservice asked who was bringing large amounts of brush and logs to the recycling center. Jim Frutchey said it was Tobyhanna Township. Mrs. Fairservice said the Township should charge because it was given away for free and the center is not self-sufficient. Mr. Frutchey agreed that it should be discussed.
- Dave Pope asked about the status of the street signs. Jim Frutchey said he spoke with the engineer and that we should be receiving them shortly. Mr. Pope also asked about the potholes under the bridge on Laurel Drive. Mr. Frutchey said that the road crew has been out filling in all potholes.

11. Board of Supervisors Executive Sessions

Mr. Adams announced that the Supervisors held Executive Sessions on Tuesday March 5, 2013 at 8:00 pm and Monday March 11, 2013 at 6:00 pm, both for personnel issues. Another Executive Session was held on Tuesday March 19, 2013 at 6:30 pm for pending litigation and one was held at 7:35 pm for personnel, with the meeting being held open.

Resumption of Meeting

The meeting resumed at 7:49 pm. Jim Frutchey made the motion, seconded by Robert Zito to institute a drug and alcohol testing policy for all non-CDL employees who drive Township

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vehicles and / or operate Township equipment. Discussion followed regarding the inclusion of volunteer firefighters, who would be included. A safety committee was also discussed. The motion passed 4-1, with Lynn Kelly dissenting.

12. Adjournment

With no further business before the Board, Fred Pope moved to adjourn the meeting, seconded by Juan Adams. The motion carried 5-0. The meeting adjourned at 7:58 pm.

Respectfully submitted:

Douglas A. Hein
Business Manager / Controller

Juan A. Adams
Board Chairman