

**Coolbaugh Township
Board of Supervisors
March 20, 2012 Minutes
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The Coolbaugh Township Board of Supervisors March 20, 2012 Meeting was held in the Township Municipal Center, in building #3, at 5550 Memorial Boulevard, Tobyhanna, Pennsylvania.

Call To Order

Vice-Chairman Robert M. Zito called the meeting to order at approximately 7:00 p.m. and led those in attendance in the recitation of the Pledge of Allegiance.

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

Announcement: 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.

Moment of Silence - Mr. Zito asked for a moment of silence in memory of Mark Robbins Surveyor for Martin & Robbins who was one of our long time vendors. Mark passed away today after enduring a courageous battle with ALS. Our condolences go out to his wife Suzanne and family.

Approval of March 6, 2012 Minutes

Mr. Frutchey moved to approve the March 6, 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

Assistant Fire Chief Mike McMann presented the CTVFC February 2012 Report with 20 calls with 649 man hours. Mr. McMann asked for a copy of the E-911 Addressing Ordinance and wanted to know if there was a problem with the CTVFC selling the house signs as a fund raiser. No objections were heard.

Pocono Mountain Regional Emergency Medical Services

Mr. Adams presented the February 2012 PMREMS Report with 177 calls in Coolbaugh Township.

Pocono Mountain Regional Police

Mr. Frutchey presented the March 2012 PMRPD Monthly Report as follows: 940 complaints, 78 accidents, 141 criminal arrests, 315 traffic arrests, 404 traffic warnings and 13 ordinance arrests for a total of 1018 with a total of 2177 year to date calls within the area covered by the regional police, which includes the Borough of Mount Pocono, the Townships of Tobyhanna, Tunkhannock and Coolbaugh.

Request to do an Eagle Scout Service Project - construction of a Nature Trail on the Township's Open Space Property (former Wiley property)

Before the Supervisors was a letter from the Environmental Advisory Council recommending Alex Colefield's Eagle Scout Project. Alex Colefield was present to explain his project for constructing a trail at the Wiley Property, the trail will go from the pond and loop around the property and back to the parking lot, building 2 picnic tables that he plans on putting near the pond, every ten feet he is putting trail markers on the trees; the placement of gravel will be used to fill in low spots on the trail. Mr. Colefield said he has volunteers to help him and there are plans to start the project this week-end.

Mr. Adams made a motion to grant Alex Colefield's request to do his Eagle Scout Service Project to construct a Nature Trail on the Township's Open Space Property starting this week-end. Seconded by Ms. Kelly. Discussion - Mr. Colefield was wished good luck with his project. The motion carried 4-0.

Tobyhanna Little League's request to retrofit Freedom Field

Micky Denig was present to discuss the retrofit of Freedom Field for the purpose of chartering a girls' softball team as outlined in his March 15, 2012 letter. The Tobyhanna Little League will provide the labor and \$1,500 to purchase additional dirt to level the infield. Mr. Denig requested assistance from the township in removing the infield grass and replacing it with dirt mix (#1 in his letter). He said the Little League will do item #2 - the pitcher's mound will be leveled flat conforming to the infield and #3 - the pitching rubber will be moved from its current 46 feet to 40 feet.

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Ms. Kelly moved to approve the Tobyhanna Little League 's request to retrofit Freedom Field into a softball field; Coolbaugh Township's DPW will assist in removing the infield grass and replacing it with dirt mix; Tobyhanna Little League will do the remaining work (#2 & #3 in the letter); and purchase infield mixture. Seconded by Mr. Adams. Discussion - David Pope asked if lights will be planned for this field. Mr. Denig said there were no plans at this time. The motion carried 4-0.

Adoption of Coolbaugh Township E-911 Addressing Ordinance #114-2012

Mr. Frutchet made a motion to adopt the E-911 Addressing Ordinance #114-2012 for Coolbaugh Township. Seconded by Mr. Adams. Discussion - none. The motion carried 4-0.

Approval of changes to the Coolbaugh Township Drop Off Site Program

Discussion followed about the changes to the program being additional swipes on the pass card for larger vehicles.

Ms. Kelly moved to approve the changes to the Drop Off Site Program. Seconded by Mr. Adams. Discussion - Michelle Fairservice asked if the swipe card was going to be available at the site, if so, she wanted to know if Supervisors were going to be available to assist the employees. Discussion followed about having the cards and Supervisors assisting at the site. The motion carried 4-0.

Adoption of Township Fee Resolution #03-2012

Mr. Frutchet made a motion to adopt Township Fee Resolution #03-2012. Seconded by Mr. Adams. Discussion - none. The motion carried 4-0.

Extension Requests

Pocono Mountains Office Commons - Land Development Plan - June 11, 2012

Mr. Frutchet made a motion to grant an extension to Pocono Mountains Office Commons to June 11, 2012. Seconded by Mr. Adams. Discussion - none. The motion carried 4-0.

Proposed Warehouse - Revised Final Land Development Plan - Arcadia North Business Park - South Phase, Section 1, Lot #2 (Clarius Project) - June 22, 2012.

Mr. Adams made a motion to grant the extension to June 22, 2012 for the Final land Development Plan for Arcadia North Business Park - South Phase, Section 1, Lot #2 to June 22, 2012. Seconded by Ms. Kelly. Discussion - none. The motion carried 4-0.

Arcadia North Business Park, North Phase, Section 1, Lot #1 - Subdivision and Land Development Plan - June 9, 2012.

Mr. Frutchey made a motion to grant an extension to June 9, 2012 for the Arcadia North Business Park, North Phase, Section 1, Lot #1 Subdivision and Land Development Plan. Seconded by Mr. Adams.

Arcadia North Business Park - South Phase, Section 1, Lot #2 - (relating to the length of the cul-de-sac at Arcadia North Road) - June 29, 2012

Mr. Zito moved to grant an extension to April 3, 2012 relating to the cul-de-sac at the Arcadia North Business Park - South Phase, Section 1, Lot #2 with the condition that substantial progress is made with the outstanding issues raised by Township Engineer Russ Kresge in his March 20, 2012 letter. Seconded by Mr. Frutchey. Discussion - David Pope - this has been on going for several years and to many extensions have been granted. The motion carried 4-0.

Partial Release of Performance Bond - Scavello 940 Land Development Plan

Mr. Frutchey made a motion to approve the release of \$341,578.42 from the Performance Guarantee Bond of \$727,997.84 for the Scavello 940 Land Development Plan as per Township Engineer Russ Kresge's letter of March 20, 2012. Seconded by Ms. Kelly. Discussion - none. The motion carried 4-0.

Papillon & Moyer Proposal - Repair Manhole at the intersection of Route 611 & Industrial Park Drive

Mr. Adams moved to approve Papillon & Moyer's Proposal in the amount of \$2,486.00 to repair the manhole. Seconded by Mr. Frutchey. Discussion - Ms. Kelly asked if there were other proposals. Mr. Frutchey responded no other proposals were received. The motion carried 3-1-0 (Ms. Kelly opposed).

GE - Membrane Expansion Proposal - Coolbaugh Township Wastewater Treatment Plant

Ms. Kelly made a motion to approve the Membrane Expansion Proposal in the amount of \$128,199.18 to be taken out of the allocated budget. Seconded by Mr. Adams. Discussion - none. The motion carried 4-0.

A & H Equipment Proposal - repair Control Panel Box on Elgin Road Sweeper

Mr. Frutchey said due to the cost of the repair being over \$8,000.00 and then having to wait to get the equipment repaired, he sent out a request for proposals from outside contractors to rent the equipment and sweep the roads, but was unable to have the proposals for this meeting. Discussion followed.

Mr. Frutchey moved to table the proposal to repair the equipment and to obtain proposals from outside contractors. Seconded by Mr. Adams. Discussion followed about the delay of a few more weeks and outside contractors doing work for other municipalities and we may have to wait too long to get the work done. It was the consensus, to get the quotes, and if needed, a Purchase Order could be prepared and signed. David Pope said it was a good move to out source the work. The motion carried 4-0.

Business Manager / Controller's Financial Report

Mr. Adams went through the break down of the Revenues and Expenses for the General Fund as of March 15, 2012. He explained that the cash balances listed on the Current Obligations sheet represent the balances after the obligations are paid. Included with the Financial Report were preliminary trial balance, preliminary revenue and expense report for

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each fund for the month ending on February 29, 2012. The Financial Report was accepted as presented.

Current Obligations

General Fund	\$110,158.45
Sewer Fund	\$ 14,045.04
Total Disbursements	<u>\$124,203.49</u>

Mr. Frutchey made a motion to pay the Current Obligations in the amount of \$124,203.49. Seconded by Mr. Adams. The motion carried 4-0.

Other Business

Pocono Mountains Council of Government Auction

Mr. Adams moved to approve putting the pot hole patcher at COG's Auction with Myers Auctioneering. Seconded by Mr. Frutchey. Discussion - Mr. Frutchey said he will get an idea of what the equipment is worth and compare it to what amount of money we would get from the auction as it may be better if the equipment was sold as scrap metal. The motion carried 4-0.

Authorization to Solicitor Jerry F. Hanna re: Docket No: 1811 CV 2012

Ms. Kelly made a motion to authorize Solicitor Hanna to enter an appearance at Monroe County Courthouse for Docket No. 1811 CV 2012 Civil Hearing. Seconded by Mr. Frutchey. Discussion - none. The motion carried 4-0.

Authorization to Solicitor H. Clark Connor

Mr. Adams made a motion to authorize H. Clark Connor to enter an appearance on behalf of Coolbaugh Township Zoning Hearing Board relating to the (Dennis and Grisel) Bloom Appeal. Seconded by Mr. Zito. Discussion - none. The motion carried 4-0.

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Public Input

Don Trollope - asked where the house number sign could be purchased as he received his letter with his new address. Discussion followed about the Coolbaugh Township Volunteer Fire Company and the Pocono Summit Volunteer Fire Company selling the signs as a fund raiser.

David Pope - asked for a mirror at the corner of the Echo Lake Road and Laurel Drive and a light at the entrance of SR 611 and Laurel Drive.

Michelle Fairservice asked for the status on the putting a BMX Trail at the Township Municipal Park. Discussion followed with Clare Colgan (a member of the Parks & Rec Commission) about the details of looking into doing the project.

Board of Supervisors Executive Sessions

Mr. Zito announced that the Board of Supervisors held an Executive Session on Tuesday, March 6, 2012 at 6:45 p.m. and at 7:50 p.m. on Personnel. One was held this evening at 6:40 p.m. for Pending Litigation.

Adjournment

With no further business before the Board, Mr. Adams moved to adjourn the meeting. Seconded by Mr. Zito. Discussion - none. The motion carried 4-0. The meeting adjourned at 8:08 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Robert M. Zito
Board Vice-Chairman