

**Coolbaugh Township  
Board of Supervisors  
May 1, 2012 Minutes  
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The Coolbaugh Township Board of Supervisors May 1, 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. Juan Adams, Mr. James H. Frutchet, Jr., and Ms. Lynn Kelly. Mr. Robert B. Hutchins was absent. Also present were Township Solicitor Jerry F. Hanna, Township Secretary Linda Frutchet, and Business Manager / Controller Douglas Hein.

**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.

**Approval of April 17, 2012 Minutes**

Mr. Adams made a motion to approve the April 17, 2012 minutes noting that on page 3, the amount of the Current Obligations needs to be changed from \$243,643.67 to \$243,635.67. Seconded Mr. Frutchet. Discussion followed about the correction being noted. The motion carried 4-0.

**Environmental Resources Associates Proposal (ERA) to prepare an Act 101 Section 902 Grant Application in support of compost operation**

Mr. Frutchet made a motion to accept ERA's Proposal in the amount of \$2,000.00 to prepare an Act 101 Section 902 Grant Application for the Township's compost operations. Seconded by Mr. Adams. Discussion - Ms. Kelly asked Mr. Frutchet what the proposed amount of the Grant would be and if a wheel loader can be requested. Mr. Frutchet replied that the amount of the Grant is approximately \$250,000.00 and the request for a wheel loader is doubtful since the Township has already received one through a prior grant award. The motion carried 4-0.

**Amendment of Traffic Signal Permit - Pocono Summit Road (SR 940) & Summit Avenue / Commerce Street**

Mr. Zito explained that the amendment of the traffic signal permit was a requirement from PennDOT to upgrade the intersection of Pocono Summit Road (SR 940) & Summit Avenue/Commerce Street to mitigate the anticipated traffic impacts. The upgrades include the construction of a right turn lane from south bound Summit Avenue onto SR 940, the addition of certain pedestrian signals and ramps, and related traffic signal changes, including revision of the signal timing.

Mr. Frutchey made a motion to accept the amendment required by PennDOT; to authorize the signatures on the mylars as Coolbaugh Township is the permittee for the traffic signal, and to ensure that the mylars on Sheet 3 of 3 be corrected to Summit Avenue instead of Summit Street. Seconded by Mr. Adams. Discussion - Mrs. Frutchey confirmed that the mylar to be signed this evening was corrected to read Summit Avenue. The motion carried 4-0.

**Purchases through Co-Stars Contract for: Wheel Loader, Sign & Maintenance Truck, Tandem Chassis and Dump Body**

**Wheel Loader**

Mr. Adams made a motion to purchase the John Deere 544K Wheel Loader from Five Star Equipment, Co-stars Contract #2420-02 in the amount of \$119,000.00 as a lease purchase which includes the trade in of the Township Komatsu Loader at a price of \$45,759.00. Seconded by Mr. Frutchey. Discussion - Ms. Kelly stated that since the township has recently raised taxes purchases should be budgeted and paid for outright instead of paying additional costs in interest to borrow money. Discussion - Mr. Frutchey explained that the decision to get some vehicles and equipment by doing lease purchases was decided on during the Budget Work Sessions; the John Deere Model selected is a better quality machine; the 2001 Komatsu Wheel Loader needed to be replaced and the sale acts as the first year's payment, therefore the first payment on the wheel loader is not due until June 2013. Public Input was heard from Fred Berg, Harry Smith and Vince Massaro who each suggested the township follow an extensive maintenance schedule on all equipment. The motion carried 3-1-0 (Ms. Kelly opposed).

### **Sign & Maintenance Truck**

Mr. Frutchey made a motion to purchase the Sign & Maintenance Truck, Model # AT37G, Costars Contract #25-091 from Altec Industries for \$101,320.00 at a five year lease payment plan at \$22,290 per year. Seconded by Mr. Adams. Discussion - Ms. Kelly stated that since the township has recently raised taxes purchases should be budgeted and paid for outright instead of paying additional costs in interest to borrow money. Public Input was heard from Harry Smith, Vince Massaro and Fred Berg with concerns of a maintenance program on the trucks and equipment not being followed. The motion carried 3-1-0 (Ms. Kelly opposed).

### **Break in meeting**

Mr. Frutchey asked to be excused for a few minutes.

### **F Y I**

Mr. Zito informed everyone that Joe O'Boyle recently had gall bladder surgery and is now feeling some better.

### **Tandem Chassis**

Mr. Frutchey made a motion to purchase the tandem truck chassis from Five Star International, Co-stars Contract #025-005 at a price of \$117,755.00 to be paid from the Liquid Fuels Fund. Seconded by Mr. Adams. Discussion - Ms. Kelly asked questions relating to the age of the truck that will be replaced, putting the present truck out to bid, etc. Public Input was heard from Vince Massaro, Fred Berg, and Harry Smith re: equipment maintenance schedule, etc. The motion carried 4-0.

### **Dump Body**

Mr. Frutchey made a motion to purchase a stainless steel Dump Body and Spreader from E.M. Kutz, Co-stars Contract #025-053 in the amount of \$65,801.00 to be paid out of the Liquid Fuels Fund. Seconded by Mr. Adams. Discussion followed about the purchase of a stainless steel body and the reasons for the selection of stainless steel. Public Input - Fred Berg suggested several ways to start a maintenance program. The motion carried 4-0.

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**Business Manager / Controller's Financial Report**

Mr. Hein went over his report in detail, which included the final Trial Balances and final Budget Trial Balance for all funds as of March 31, 2012, and the revised P & L Statement that showed a comparison to last year. A listing for time available for all employees as of pay period ending April 14, 2012 was included in the report. The Report was accepted as presented.

**Current Obligations**

General Fund	\$ 72,639.20
Capital Projects Fund	\$ 35,081.16
Escrow Account	\$ 52.69
Sewer Fund	\$ 5,672.73
Total Disbursements	<u>\$113,445.78</u>

Mr. Frutchey made a motion to approve paying the Current Obligations in the amount of \$113,445.78. Seconded by Mr. Adams. Discussion - Mr. Frutchey said he will abstain from voting on check #30579 to his son in the amount of \$350.00 which represents an insurance reimbursement. Discussion followed about it not being a conflict for him to abstain from the reimbursement. Mr. Frutchey withdrew his abstention. The motion carried 4-0.

**Other Business**

**Coolbaugh Township's Re-Addressing**

Mr. Zito said Kevin Ambrogia, Chief for the Coolbaugh Township Volunteer Fire Company was in attendance to give the fire company report but, had to leave for a call. Prior to him leaving he asked if the township could hold a public meeting to inform the residents about the re-addressing project as there is a lot of misinformation. Discussion followed about not holding a meeting at this time, to put the frequently asked questions with the answers on the web site, to send the questions to the property owners associations and a decision can be made at a later time if we decide to put an article in the newspaper.

**Announcement - Yard Sale to benefit the United Way of Monroe County**

Mr. Adams showed everyone a flyer about the United Way of Monroe County holding a yard sale on the grounds of the Pocono Mountain Municipal Airport on Saturday, May 5, 2012 from 8 am to 3 pm.

**Thank you to Ms. Kelly**

Mr. Frutchet thanked Ms. Kelly for completing the April 17, 2012 minutes and then made a motion to pay Ms. Kelly for her time in preparing the minutes. Seconded by Mr. Adams. Discussion - Ms. Kelly declined the offer to be paid. Discussion followed. Mr. Frutchet withdrew his motion and Mr. Adams withdrew the second to the motion.

**E. F. Possinger Sons, Inc.- Road Sweeping Proposal**

Mr. Frutchet made a motion to accept E. F. Possinger & Sons proposal to finish sweeping the roads at an estimate of three ten hour days, including travel at a cost \$120.00 per hour for a total of \$3,600.00. Seconded by Mr. Adams. Discussion followed about the DPW employees repairing the township street sweeper. The motion carried 4-0.

**PPL Electric Utilities Seminar**

Mr. Frutchet gave each of the Supervisors a pamphlet on the seminar that Doug, Joe Brady and himself attended at Pocono Manor about keeping areas under power lines clear as obstructions are unsafe and can lead to major power outages. Discussion followed.

**Public Input**

**Vince Massaro** - asked questions about the placement of house signs. Discussion followed about each property owner being responsible to make sure their sign is visible from the road.

**Fred Berg** - asked questions about the replacement of the drainage pipe at the corner of Drexel Road in Lexington Woods. Discussion followed.

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**Harry Smith** - asked the following questions: Why Mr. Adams voted for the minutes when he wasn't present for the last meeting. Discussion followed. Solicitor Hanna said his opinion was that it was okay for Mr. Adams to vote for the minutes; The status of a Veterans Plaque. Discussion followed about doing the same program as last year to honor the Veterans; Flags put up for Memorial Day - Discussion followed about buying more flags if needed and the DPW putting them up; If it was legal for Mr. Hutchins to attend the meeting via skype. Discussion followed about asking the question while they are at the PSATS Convention next week.

**Re-addressing Program**

Mr. Zito asked about how the Re-Addressing Program was going since Mr. Hutchins is away and suggested Mr. Frutchey be contacted if needed to help out. Mr. Adams said it would be okay with him. Discussion followed about phone calls slowing down, etc. Mr. Frutchey told Mr. Hein that a list of the changes in the road names would have to be given to Russ Kresge so that he can prepare the Bid for the road signs.

**Board of Supervisors Executive Sessions**

The Board of Supervisors held an Executive Session on Tuesday, April 17, 2012 at 8:05 p.m. for Personnel and one was held this evening at 6:05 p.m. for pending litigation.

**Adjournment**

With no further business before the Board, Mr. Zito moved to adjourn the meeting. Seconded by Mr. Adams. Discussion - none. The motion carried 4-0. The meeting adjourned at 8:54 p.m.

Respectfully submitted:

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Linda Frutchey  
Township Secretary

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Robert M. Zito  
Board Vice-Chairman