

## COOLBAUGH TOWNSHIP MUNICIPAL CENTER

5520 Municipal Drive , Tobyhanna, PA 18466  
(570) 894-8490 • FAX (570) 894-8413

### COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING MINUTES MAY 5, 2015

The meeting was called to order by Chairman William Weimer at 7:00 pm in the meeting room of the Coolbaugh Township Municipal Office, 5520 Municipal Drive, Tobyhanna, PA.

#### **Board Members present:**

William Weimer, Juan Adams, Lynn Kelly, Fred Pope and Robert M. Zito

#### **Board Members absent:**

None

#### **Staff present:**

Jerry Hanna, Solicitor and Doug Hein, Business Manager / Controller

#### **Staff absent:**

None

#### **Announcements:**

Mr. Weimer announced the following:

- Public Input will be considered at the beginning of the meeting for non-agenda items. The public will be given an opportunity to speak on each agenda matter.
- The meeting is being recorded to aid in the preparation of the minutes.

#### **1. Public input**

1. D. Pope asked why a fire truck was used to take someone to the prom; Chief K. Ambrogio said it can be used if a volunteer. D. Pope also asked why mattresses were piling up behind CTVFC on Laurel Dr.; K. Ambrogio & Mr. Weimer said it was people dumping.
2. B. Sanford asked if Main St. demo was to start soon; was told it will be.
3. H. Smith asked for update on meeting with Pat Calpin; Mr. Weimer said yard has to be reconfigured and retaining wall rebuilt
4. M. Fairservice asked if Mt. Pocono residents allowed to drop off brush; Mr. F. Pope said their letter to the Board stated they would tell residents not to. Mr. Hein was asked to follow up.
5. B. Sanford asked if next PMRPC meeting would be voting on Barrett Twp. joining; Ms. Kelly reviewed several points.

#### **2. Approval of minutes / notes**

Mr. Pope made a motion, seconded by Mr. Adams to approve the minutes of the April 7, 2015 regular meeting as presented.

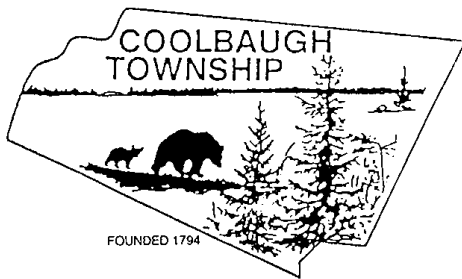
- **Discussion:** None.
- **Vote:** All in favor, motion passed.
- **Note:** Work session notes from April 7, 2015 will be posted to the web site along with the minutes.

Mr. Pope made a motion, seconded by Mr. Adam to approve the minutes of the April 28, 2015 special meeting as presented.

- **Discussion:** Ms. Kelly stated she would be abstaining because she abstained from voting at the meeting.
- **Vote:** Four in favor, Ms. Kelly abstained; motion passed.

#### **3. Monthly reports**

- Pocono Mountain Regional Police Department – **Given by Mr. Adams; V. Masarro asked for # of criminal arrests; Mr. Adams told him it was not broken down**
- Pocono Mountain Regional EMS – **Given by Mr. Pope; membership cards to be sent out**
- Coolbaugh Township VFD – **Given by Chief K. Ambrogio for VFD**
- Gouldsboro VFD – **Given by Mr. Weimer as submitted by VFD**
- Pocono Summit VFD – **Given by Chief Talmadge for VFD**



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- Thornhurst VFD – **Given by Mr. Weimer as submitted by VFD**
- Tobyhanna Township VFD – **Given by Mr. Weimer as submitted by VFD**

#### 4. Pocono Summit VFC Parade

Chief G. Talmadge discussed; asked for Township to send usual letter to PennDOT on their behalf.

Ms. Kelly made a motion, seconded by Mr. Pope to have Mr. Hein send a letter to PennDOT.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

#### 5. Compost Facility fee schedule

Mr. Hein stated that the fees voted on in April for taking mulch from the compost site are lower than what was originally being charged and they needed to be changed back. Ms. Kelly made a motion, seconded by Mr. Weimer to change the mulch fees back to \$5 / ½ yd., \$30 / 3 yds. when loaded by our machine and compost \$10 / ½ yd., \$60 / 3 yds. when loaded by our machine.

- **Discussion:** Discussion was held to make sure this was clear.
- **Vote:** All in favor, motion passed.

Mr. Pope made a motion, seconded by Mr. Adams to run an ad in both newspapers for the contractor permits.

- **Discussion:** Discussion was held as to size of ad; decided it should be size of ad for leaf collection; H. Smith asked if all contractors would be allowed and was told yes as long as they pay. J. O'Boyle said a sign should be made to place at the yard.
- Vote:** All in favor, motion passed.

Mr. Pope made a motion, seconded by Mr. Adams to have a sign made to place at the compost yard with the new fees.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

#### 6. Planning Commission recommendations to the Board of Supervisors re: Pocono Transcrete Land Development Plan conditional approval per Township Engineer's letter of April 3, 2015

Mr. Hein stated that there was an additional condition in Zoning Ordinance section 27-1405.B for the airport zone; owner's engineer is aware and will comply. Mr. Pope made a motion, seconded by Mr. Adams to grant conditional approval based on Russ Kresge's letter and meeting the conditions of ZO section 27-1405.B.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

#### 7. Planning Commission recommendation to the Board of Supervisors re: Pocono Transcrete waiver request SALDO section 617 exterior driveway lighting

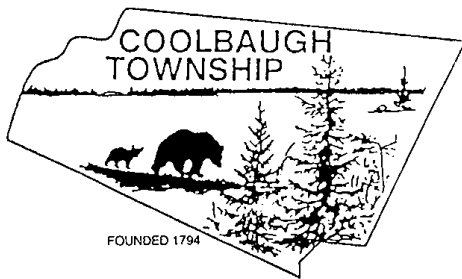
Mr. Pope made a motion, seconded by Mr. Adams to grant waiver request for exterior driveway lighting SALDO section 617; Mr. Hanna said Steve Gitch's letter from Keystone Consulting Engineering should be incorporated; motion and second amended.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

#### 8. Planning Commission recommendation to the Board of Supervisors re: Pocono Mountain Office Commons-Arcadia Properties extension request through July 31, 2015

Mr. Adams made a motion, seconded by Mr. Pope to grant the extension request.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.



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#### 9. DPW backhoe training off-site

Mr. Weimer would like to have DPW employees trained on equipment for succession planning. There is about two days' work to be done moving boulders at the Wildflower/SR196 fire station. He wants a DPW member to train others in the use of the backhoe. Mr. Adams made a motion, seconded by Ms. Kelly to approve the training.

- **Discussion:** D. Pope asked how many would be trained; Mr. Weimer said at least 2. M. Fairservice asked if work would be on SR196 because flaggers would be needed and most of crew would then be there; was told work would be done from firehouse property.
- **Vote:** All in favor, motion passed.

#### 10. 2015 paving project

Ms. Kelly made a motion, seconded by Mr. Adams to approve the paving list and pave as many roads as possible within budget. Mr. Weimer asked that he be allowed to set priority; motion and second were amended.

- **Discussion:** Discussion was held to obtain estimate from Russ Kresge on cost per mile. P. Volpe asked why Minqua Trail was not on list; Mr. Weimer said PAWC was paving that. M. Fairservice asked if this was to be bid out and was told yes; she asked if pipes were to be replaced and Mr. Weimer said ones on Cayuga and Salamanca would be replaced.
- **Vote:** All in favor, motion passed.

#### 11. Options for new fire hydrants

Mr. Weimer reviewed where PAWC wants to install 5 new hydrants on Onondaga, Seven Nations, Seneca, Seminole & Algonquin.

Mr. Adams made a motion, seconded by Ms. Kelly to have the hydrants installed.

- **Discussion:** J. O'Boyle asked if 1 or 2 hydrants could be put in Stillwater Civic Association next year; Mr. Weimer said he would look into it.
- **Vote:** All in favor, motion passed.

#### 12. Pocono Mountain Learning & Recreation Center request for fee waiver to use Tobyhanna House pavilion 18, 2015

Mr. Adams made a motion, seconded by Mr. Weimer to grant the fee waiver.

- **Discussion:** Mr. Pope asked if the date was available; Mr. Hein said it was.
- **Vote:** All in favor, motion passed.

#### 13. Request from Pocono Summit Lake Property Owners Association to sweep pavilion parking lot for May 19 election

Mr. Adams made a motion, seconded by Ms. Kelly to allow road crew to sweep the lot.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

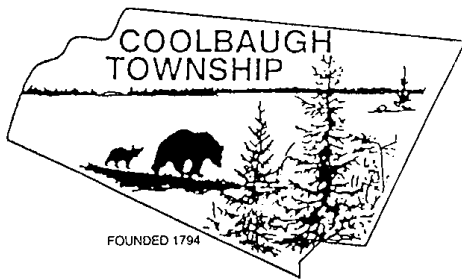
#### 14. Authorization to place ad for and place 1998 GMC Sierra pick-up truck on municibid.com

Mr. Pope made a motion, seconded by Ms. Kelly to place the ad to sell the GMC.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

#### 15. Business Manager / Controller's report

Mr. Hein gave a brief report of the finances as of April 30, 2015.



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#### 16. Current obligations

• General Fund	\$263,609.75
• Goulds. Fire Tx. Fund	\$ 5,200.00
• Sewer Fund	\$ 31,947.61
• Capital Projects Fund	\$ 0.00
• Emergency Services Fund	\$ 0.00
• Liquid Fuels Fund	\$ 0.00
• Escrow Fund	\$ <u>12,498.75</u>

#### • Total Disbursements \$313,256.11

Mr. Adams made a motion, seconded by Ms. Kelly to approve the current obligations.

- **Discussion:** None
- **Vote:** All in favor, motion passed.

#### 17. Other business

Ms. Kelly made a motion, seconded by Mr. Adams to grant a fee waiver to Head Start to use the Tobyhanna House pavilion on June 5, 2015.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

Ms. Kelly made a motion, seconded by Mr. Adams to approve attorney Nick Haros to enter an appearance for Coolbaugh Township and Coolbaugh Township Municipal Authority in litigation filed by Pocono Mountain School District.

- **Discussion:** None.
- **Vote:** All in favor, motion passed.

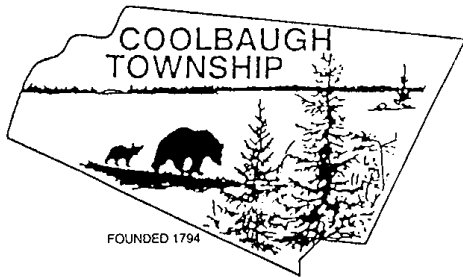
Mr. Weimer stated that due to a new state law, the EAC and Parks & Rec Commission will need to have background checks completed by July 1<sup>st</sup>. The athletic association and soccer league should also be informed.

#### 18. Board of Supervisors Executive Sessions

- Held Prior – Tuesday, April 7, 2015 at 7:44 pm RE: Legal
- Subsequent – Tuesday, May 5, 2015 at 6:27 pm RE: Legal
- Subsequent – Tuesday, May 5, 2015 after the regular meeting RE: Personnel

#### 19. Adjournment

There being no further business, a motion was made by Mr. Pope, seconded by Mr. Adams to adjourn the meeting. All in favor, motion passed. Meeting adjourned at 8:29 pm.



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**NEXT REGULAR BOARD MEETING: Tuesday, April 7, 2015 at the Coolbaugh Township Municipal Office meeting room.**

- **Work Session – 6:00 pm**
- **Business Meeting – 7:00 pm**

**Submitted by:** \_\_\_\_\_  
**Douglas A. Hein, Business Manager / Controller**

**Reviewed by:** \_\_\_\_\_  
**Lynn Kelly, Township Secretary**

**Witnessed by:** \_\_\_\_\_  
**Bill Weimer, Chairman**

**Date:** \_\_\_\_\_