

**Coolbaugh Township
Board of Supervisors
May 7, 2013 Minutes
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The Coolbaugh Township Board of Supervisors May 7, 2013 Meeting was held in the Township Municipal Center, in building #3, at 5520 Municipal Drive, Tobyhanna, Pennsylvania.

Call To Order

Chairman Adams called the meeting to order at approximately 7:17 p.m. and led those in attendance in the recitation of the Pledge of Allegiance.

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

Mr. Adams 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 for other issues.

Approval of Minutes

Ms. Kelly moved to approve the April 16, 2013 minutes as presented and dispense with the reading. Seconded by Mr. Frutchey. Discussion - none. The motion carried 5-0

Pocono Community Access Television

No one was present to represent the above referenced matter. Mr. Frutchey moved to table. Seconded by Ms. Kelly. The motion carried 5-0.

General Code - Proposal for Codification Services

Mr. Adams moved to approve General Code's Proposal for Codification Services. Mr. Frutchey said he would second the motion if the costs for the service and maintenance fee were added to the motion. Mr. Adams amended the motion to include \$18,792 for the Codification Service and the annual maintenance fee of \$1,195. Mr. Frutchey seconded the amended motion. Discussion followed about whether the annual maintenance fee was an automatic renewal, if there was a consumer price index adjustment yearly. The motion was amended to reflect that the annual maintenance fee of \$1,195.00 be locked in for five years and there not be an automatic renewal. The motion carried 5-0.

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Bid - Sale of Toro Mower

The Municibid Bid for the sale of the Toro Mower received twenty six (26) bids starting at \$250 to \$1,510.00. Mr. Pope moved to award the sale of the Toro Mower to James Allen the high bidder in the amount of \$1,510.00. Seconded by Mr. Frutchey. The motion carried 5-0.

Authorization to purchase 2013 Ford F-350 Crew Cab through Co-Stars Contract

Additional information was needed in order to consider this matter. Mr. Frutchey moved to table. Seconded by Mr. Pope. The motion carried 5-0.

Coolbaugh Learning Center

Mr. Adams said this is a unique opportunity to do good for the entire top of the mountain, the learning center will be used as a general community center to provide programs for preschool children, youth, seniors, etc. He went on to say that he contacted state legislators about acquiring grants to do the necessary renovations. Discussion followed about the costs of the maintenance on the building; the million dollars it may take to bring the building up to code (Americans with Disabilities Act), it could take up to two years to do the necessary repairs, what will happen to our building when the library and head start move out, etc.

Mr. Zito motioned to accept the offer made by the Pocono Mountain School District of the Coolbaugh Learning Center. Seconded by Mr. Adams. A lengthy discussion followed with various comments made by board members. Public input was heard from David Pope, Michelle Fairservice, Phyllis Williams, Harry Smith, Fred Berg, Vince Massaro, Joe O'Boyle, Raphael Pizarro and Anthony La Mantia. Mr. Adams read a letter from Dan Ferguson. Ms. Kelly said we really needed six months to a year more to do our homework, etc. The motion carried 3-2-0 (Mr. Frutchey and Mr. Pope opposed).

Business Manager / Controller's Financial Report & Review of PMRP Records

Mr. Hein presented the Financial Report which included an accounting on the final Trial Balance and final Budget Trial Balance for all funds, the General Fund revenues and expenses, debt service payments and sewer revenues. He said that all capital projects are moving forward as planned. Included with the report was a listing of time available for all employees as of pay period ending April 27 2013. The report was accepted as presented.

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Review of Pocono Mountain Regional Police Records

Mr. Hein went through the details of his review of the Pocono Mt. Regional Police records. He reported that he found no discrepancies. He suggested that more detailed time sheets be kept and requested that the officers list on their time sheets which municipality they are working in. Discussion followed about two officers 24/7 being paid out of our budget and the numbers not matching what we pay for. The report was accepted as presented.

Current Obligations

General Fund	\$282,107.03
Capital Projects	\$ 488.75
Sewer Fund	\$ 27,639.97
Total Disbursements	<u>\$310,235.75</u>

Mr. Pope moved to pay the Current Obligations. Seconded by Mr. Adams. The motion carried 3-0-2 (Mr. Zito and Mr. Frutchey abstained from voting on reimbursements).

Other Business

Street Name Signs

Ms. Kelly motion to authorize Jerry Hanna and Russ Kresge to work together on the details to put in the letter to the company (Reliable Sign and Striping) about our sign order not being in compliance with our specifications and we want them done right. Seconded by Mr. Pope. Discussion followed about Jerry and Russ working on a time frame on the company's response to the letter. The motion carried 5-0.

Road Inspection

Mr. Frutchey moved to authorize the Secretary to advertise the Road Inspection for Wednesday, May 15, 2013 at 8:00 a.m. Seconded by Ms. Kelly. The motion carried 5-0.

Hemlock Drive Project

Mr. Zito moved to proceed with the Hemlock Drive Project as presented by Hanover Engineers. Ms. Kelly seconded the motion. The motion did not carry - 2-3-0 (Mr. Adams, Mr. Frutchey and Mr. Pope opposed).

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Condemning House at 1418 Belgravia Drive

Mr. Frutchet motioned to authorize Township Engineer Russ Kresge to work with Zoning Officer Joe Brady to do an inspection of the dwelling at Belgravia Drive and go through the procedure for condemning the dwelling. Seconded by Mr. Zito. The motion carried 5-0.

Spring Leaf Collection

Mr. Frutchet moved to advertise the Spring Leaf Collection with the schedule as presented. Seconded by Mr. Zito. The motion carried 5-0.

Agreement for the joint use of equipment

Mr. Adams moved to approve the Agreement between Middle Smithfield Township to use the Township's Windrow Turner and Coolbaugh Township using Middle Smithfield's Township Extec Dirt Sifter. Seconded by Mr. Frutchet. Discussion followed about changing the 4th paragraph to reflect an annual renewal. The motion was amended to have an annual renewal. The motion carried 5-0.

Wright Township request maintenance assistance with their beast equipment

Mr. Frutchet motioned to approve Coolbaugh Township giving maintenance assistance to Wright Township in changing the teeth on their "Beast" with the condition that they pay the wages for the two employees who assisted with this project and transportation costs. Seconded by Mr. Adams. The motion carried 5-0.

Surrounding Municipalities Line Painting Bid

Mr. Frutchet motioned to approve Coolbaugh Township joining the Line Painting Bid with Tobyhanna Township, Tunkhannock Township and the Boro of Mount Pocono with our Township taking their turn in paying for the advertisement. Seconded by Mr. Adams. The motion carried 5-0.

Support of Act 47

Mr. Hein was advised that the letter to the State Representative in support of Act 47 was okay to mail.

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June Work Session

Mrs. Frutchey was asked to list Recycling on the June 4, 2013 Work Session.

Public Input

Dave Pope - Thanked the Supervisors for the get well card. He asked if there was any more discussion on doing a Veterans Monument. Discussion followed.

Michele Fairservice - requested the Coolbaugh Learning Center motion be read.

Fred Berg - commented on how difficult it is to get volunteers.

Harry Smith - commented about the veterans monument.

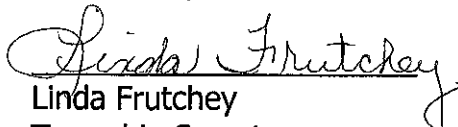
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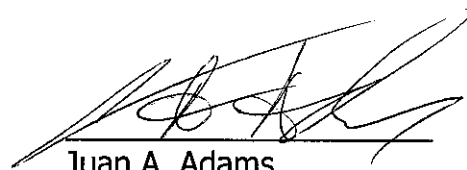
Mr. Adams announced that the Board of Supervisors held an Executive Session on Tuesday, April 16, at 6:30 p.m. for legal and personnel.

Adjournment

With no further business before the Board, Mr. Pope moved to adjourn the meeting. Seconded by Mr. Adams. The motion carried 5-0. The meeting adjourned at 9:22 p.m.

Respectfully submitted:


Linda Frutchey
Township Secretary


Juan A. Adams
Board Chairman