

**Coolbaugh Township
Board of Supervisors
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The Coolbaugh Township Board of Supervisors November 1, 2010 Meeting was held in the Township Municipal Center, in building #3, at 5550 Memorial Boulevard, Tobyhanna, Pennsylvania.

Call To Order

Chairman Joseph O'Boyle called the meeting to order at approximately 7:00 p.m. and led those in attendance in the recitation of the Pledge of Allegiance to the Flag.

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

Statement on the Agenda: Mr. O'Boyle 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.

Approval of Minutes

Ms. Kelly moved to approve the minutes of October 19, 2010 as presented and dispense with the reading. Seconded by Mr. Hutchins. Discussion - none. The motion carried 3-0.

Minor Subdivision to join lots 597 & 598, Section J, A Pocono Country Place - Property Owner - Francisco Gil

Ms. Kelly moved to approve the Minor Subdivision to join lots 597 & 598, Section J, A Pocono Country Place for Francisco Gil. Seconded by Mr. Hutchins. Discussion - none. The motion carried 3-0.

Minor Subdivision to join lots 6 & 7, Block A-1708, Section Seventeen, Arrowhead North - Property Owners Taras Trestman & Natalya Rodionova

Mr. Hutchins moved to approve the Minor Subdivision to join lots 6 & 7, Block A-1708,

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Section Seventeen, Arrowhead North for Taras Trestman & Natalya Rodionova. Seconded by Ms. Kelly. Discussion - None. The motion carried 3-0.

Requests by the Tobyhanna Athletic Association: Replacement of the shed at the Armed Forces Field and the Township to provide the labor and crushed stone to prepare the site

Mr. Hutchins moved to grant permission for the Tobyhanna Athletic Association to replace the shed and to approve the Township providing the labor and crushed stone to prepare the site for the placement of the shed. Seconded by Ms. Kelly. Discussion - Ms. Kelly asked about the amount of time it would take the DPW to level the site in preparation for the placement of the new shed. Mr. O'Boyle responded that it would not take long for the DPW to prepare the site. The motion carried 3-0.

Authorization to advertise Notice on Intent to adopt Township On Lot Sewage Management Program Ordinance

Mr. Hutchins moved to authorize the advertisement of the Notice of Intent to adopt the Township On Lot Sewage Management Program Ordinance. Seconded by Ms. Kelly. Discussion - public input was heard from Harry Smith who asked if he could get a copy of the proposed ordinance. The answer was yes. The motion carried 3-0.

Changes to Coolbaugh Township's Year Round Drop Off Site and Recycling Program

Mr Hutchins moved to table the matter until Mr. Frutchey and Mr. Zito could be present. Seconded by Ms. Kelly. Discussion - none. The motion carried 3-0.

Confirmation of Berkheimer's Commission Rates for 2011 for the collection of Current and Delinquent Earned Income Taxes and Local Services Taxes

Mr. Hutchins moved to approve Berkheimer's 2011 Commission Rates for the collection of current and delinquent Earned Income Taxes and Local Services Taxes as follows: Current EIT: 1.55%, plus postage, Delinquent EIT: 0%. LST: 2% plus postage. Seconded by Ms. Kelly. Discussion - Mr. Hein suggested that a resolution be prepared. Mr. Hutchins

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amended the motion to adopt the Berkheimer 2011 Commission Rates by Resolution with the next available number. Ms. Kelly seconded the amended motion and suggested that the fees be included in the Resolution. The motion carried 3-0.

Authorization to do Display Advertisements and / or purchase a Plaque for the Township Municipal Center re: Coolbaugh Township Board of Supervisors Salutes our Veterans

Mr. Hutchins moved to approve the Display Advertisement, "Salute to our Veterans" for publication in the Pocono Record and the Journal of the Pocono Plateau. Seconded by Ms. Kelly. Discussion followed about selecting the ad for the Journal with the Eagle. It was the consensus of the Supervisors that it would be better to wait on ordering a plaque so notice to the public could be given when the plaque would be presented. Mr. Hutchins said he always takes the time to attend the VFW Ceremony on Veterans Day and encouraged everyone to attend this year. Public input about honoring Veterans was heard from Phyllis Williams, Harry Smith and Fred Berg. Mr. Berg suggested presenting the plaque on Armed Forces Day. The motion carried 3-0.

Authorization to Township Engineer to prepare Bid Specification for all Township Road Signs and Posts to comply with Federal Regulations and E- 911

Mr Hutchins moved to table the matter until Mr. Frutchey and Mr. Zito could be present. Seconded by Ms. Kelly. The motion carried 3-0.

Muschlitz Excavating, Inc. - SR 196 Sterling Road & Kings Way/Seven Nation Drive Intersection Improvements - Request for Payment Application #5 in the amount of \$97,794.72

Ms. Kelly moved to approve Payment Application #5 in the amount of \$97,794.72. Seconded by Mr. Hutchins. Discussion - Mr. Hutchins questioned whether the last change order was in the Payment Application #5. Discussion followed. The motion carried 3-0.

Township's Financial Report

Before the Supervisors were detailed Financial Reports and a listing of leave balances available for all employees as of pay period ending October 16, 2010 prepared by Business Manager/Controller Doug Hein. Mr. Hein discussed the summary of financial information as of September 30, 2010, regarding revenues, expenses and cash balances. Mr. Hein said a check to Muschlitz Excavating, Inc. in the amount of \$97,794.72 and a check to Del-Val International in the amount of \$71,754.00 will be mailed tomorrow and will show as "paid since" in the Current Obligations for November 16, 2010.

Mr. Hutchins questioned whether the TAN balance of \$250,000.00 plus interest could be paid by the end of the year, and if it can't, he suggested starting negotiations with the bank as soon as possible. Discussion followed.

Mr. Hutchins asked if there was any progress made as to where the funds went that were suppose to pay for the membranes needed for the STP. Discussion followed. It was the consensus of the Supervisors to have CPA Todd Bushta attend the November 23, 2010 Work Session to discuss financial issues.

Current Obligations

General Fund	\$344,742.74
Liquid Fuels	\$ 14,004.58
Sewer System Fund	\$ 1,369.56
Total Disbursements	<u>\$399,330.89</u>

Mr. Hutchins moved to approve the Current Obligations in the amount of \$399,330.89. Seconded by Ms. Kelly. Discussion - Mr. Hutchins informed the public that a check in the amount of \$133,707.42 goes to the Coolbaugh Township Firemen's Relief Association which is state allocated and a check in the amount of \$177,344.17 goes to the Pocono Mountain Regional Police. The motion carried 3-0.

Other Business

Zoning Vehicle Repairs

Mr. O'Boyle asked if we should go forward with ordering the new Zoning Vehicle as the present one needs a major tune up, new tires, etc. A decision was made to discuss it at the next meeting when Mr. Frutchey and Mr. Zito would be present.

DPW Foreman's request to consider purchasing two generators

Mr. O'Boyle read DPW Foreman Steve Weber's memo suggesting that 2 - 3500 watt generators be brought for the traffic lights as they are needed when there is a power outage. It was the consensus of the Supervisors to have Mr. Weber get prices so that matter could be discussed during the budget process.

Mechanic to check all vehicles

Mr. O'Boyle suggested having a mechanic check over all of our vehicles in order to get an idea of what repairs, maintenance we may be facing in the coming months so that funds would be in the budget to cover the expenses. The consensus was to discuss the matter at the Budget Work Session. Discussion followed. Mr. Hein was directed to contact PMRP for information on what program they use for tracking vehicle expenses.

Public Input

Michael Forsythe - said he is employed with Gateway Energy Services and asked if he could go door to door to residents to discuss electric rates and the savings with his company. Discussion followed about nothing being in our ordinances that would prevent him from going door to door.

Fred Berg - said he was at a luncheon today and heard Dan Ferguson give a speech about recycling items Coolbaugh Township is doing. Mr. Ferguson

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mentioned that Coolbaugh Township is opened year round and we collect electronic equipment. Discussion followed about giving Dan the correct facts.

Harry Smith - brought up the issue with zoning fees for garages and / or sheds permits. Discussion followed.

Board of Supervisors Executive Sessions

Mr. O'Boyle announced that the Board of Supervisors held an Executive Session on Tuesday, October 19, 2010 at 8:15 p.m. re: Personnel and on Tuesday, October 26, 2010 at 8:45 p.m. re: Personnel. An Executive Session will be held after the meeting on Legal and one will be held on Monday, November 8, 2010 at 6:00 p.m. for Personnel.

Adjournment

With no further business before the Board, Mr. Hutchins moved to adjourn the meeting. Seconded by Ms. Kelly. Discussion - none. The motion carried 3-0. The meeting adjourned at approximately 7:54 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Joseph O'Boyle
Board Chairman