

**Coolbaugh Township
Board of Supervisors
November 19, 2013 Minutes
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The Coolbaugh Township Board of Supervisors November 19, 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 7:00 p.m. He asked the two Pocono Mountain Regional Police Officers in the audience to lead those in attendance in the recitation of the Pledge of Allegiance.

Roll Call

Supervisors present for the meeting included: Mr. Juan A. Adams, Mr. Robert M. Zito, Mr. James Frutchey, Jr., Ms. Lynn Kelly and Mr. Fred Pope (Via-Skype). Also present were: Secretary Linda Frutchey and Business Manager Douglas Hein. Township Solicitor Jerry F. Hanna was absent.

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Ms. Kelly motioned to approve the November 4, 2013 minutes as presented and dispense with the reading. Seconded by Mr. Adams. The motion carried 5-0.

2013 Monthly Reports

Coolbaugh Township Volunteer Fire Company

William Weimer presented the October 2013 CT VFC Report with 24 calls for the month with a year to date of 243 calls. He reported that they have 3 new junior members, 1 senior member and 8 members have received their fire fighter one certification. The Christmas Tree Fund Raiser will start the week-end of November 29 and end on December 24, 2013.

Pocono Mountain Regional Emergency Medical Services

Ms. Kelly handed out copies of the PMREMS September activity report for the Board to review. She presented the October 2013 activity report and the engineers report as follows: The activity report for October showed Coolbaugh Township's response volume at 170 with a year to date of 1738 calls. The total inside service area calls for the month of October were 428 with a year to date of 4095 responses.

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Pocono Mountain Regional Police

Mr. Frutchey presented the October 2013 PMRPD report as follows: 906 complaints, 70 accidents, 96 criminal arrests, 156 traffic arrests, 94 traffic warnings and 2 ordinance arrests for a total of 976 calls for the month.

Pocono Mountain Regional Police - Fleetmatics - GPS Provider - \$17,472.00 to complete contract

Mr. Frutchey motioned to approve Coolbaugh Township paying \$17,472.00 to complete PMRP contract with Fleetmatics, the current GPS provider. with the condition that PMRP budget for the GPS system in their 2014 budget. Seconded by Mr. Zito. Discussion - Ms. Kelly asked for clarification when Coolbaugh Township had to pay \$17,472.00. Mr. Frutchey said in 2013. The motion carried 5-0.

Draft Agreement on Pocono Mountain Regional Police

Mr. Frutchey motioned to return the Draft Agreement on Pocono Mountain Regional Police to the Commission and advise them that we do not wish to change the current Agreement at this time. Seconded by Ms. Kelly. The motion carried 5-0.

Revision to the Township's Personnel Manual - Non-CDL Personnel Drug and Alcohol Testing Policy

Mr. Zito moved to adopt the Revision to the Township's Personnel Manual Non-CDL Personnel Drug and Alcohol Testing Policy. Seconded by Mr. Adams. The motion carried 4-1-0 (Ms. Kelly opposed).

Copier Lease Renewal

The following copier lease renewal proposals were received: Topp Business Solutions in the amount of \$279.97; Toshiba total lease in the amount of \$289.50; Advanced Business Equipment in the amount of \$242.05; Ricoh in the amount of \$313.75 and Edwards Business Systems in the amount of \$337.97.

Discussion followed. Mr. Hein was asked to get information from Toshiba on a buy out of the current copiers with a maintenance agreement cost for the next meeting. Mr. Frutchey moved to table. Seconded by Mr. Adams. The motion carried 5-0.

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Bid Award- sale of 2001 F 250 Truck with plow

29 bids were received from Municibid Auction Report ranging from \$500 to \$5,100.00. Ms. Kelly moved to award the 2001 Ford F250 XL Super Duty truck with plow to Ryan Carpinet for \$5,100.00. Seconded by Mr. Adams. The motion carried 5-0.

Thornhurst Volunteer Fire and Rescue Company - request for tax distribution funds

Mr. Zito moved to grant Thornhurst Volunteer Fire and Rescue Company's request for the release of their tax distribution funds in the amount of \$20,000.00 to assist them with the purchase of a 3000 gallon super tanker conditioned on verification of an executed sales contract. Seconded by Mr. Frutchey. The motion carried 5-0.

Business Manager / Controller's Financial Report

Mr. Hein gave a short version reporting the total General Fund revenues received were \$6,641,973 and the total General fund expenses were \$5,583,992 with the cash balances listed on the current obligations sheet represent the balances after tonight's obligations are paid. The Financial Report was accepted as presented.

Current Obligations

General Fund	\$354,132.04
Capital Projects	\$ 10,611.47
Escrow Fund	\$ 1,371.77
Liquid Fuels	\$450,000.00
Sewer Fund	\$ 14,608.21
Total Disbursements	<u>\$821,723.49</u>

Mr. Frutchey moved to pay the current obligations. Seconded by Mr. Zito. Mr. Frutchey said the highest invoice is to Hanson Aggregates for the paving project. Public Input - Michelle Fairservice said the amount of the Current Obligations is \$830,723.49. Discussion followed. Mr. Adams agreed that the corrected amount is **\$830,723.49**. The motion carried 5-0.

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Other Business

American Red Cross request for assistance with on site blood drive with ARC Bus to our location

Mr. Frutchet moved to approve the American Red Cross bringing their self-contained ARC Bus to Coolbaugh Township on January 6, 2014 to hold a blood drive. Seconded by Mr. Adams. Discussion followed about the bus being stationed between the library and the municipal center in the front of the buildings. The motion carried 5-0.

Amendment to the Zoning Ordinance

Mr. Frutchet moved to have Jerry and Clark prepare a draft zoning ordinance amendment to reclassify the C-3 Zoning District to a C-1 Zoning to allow digital signage. Seconded by Mr. Adams. The motion carried 5-0.

Public Input

Stephen Grillot re: feral cat problem and the burning of hazardous materials near his home on Lakeside Drive. Discussion followed.

Bryan Sandford - Dan Broxmeier - the home at 1420 Belgravia Drive in the Pocono Farms East Development that burnt several years ago; the structure was never removed; fear that children may be playing in the home; concerns that someone could get seriously hurt, asked if township can assist by boarding up doors, windows or removing the structure. Discussion followed. Mrs. Frutchet was directed to contact Solicitor Hanna to ask if any of the Township Ordinances would allow us to go on the property and demolish the structure since there are health and safety concerns.

Dave Pope - asked if the supervisors who serve on the PMRP Commission (Mr. Adams and Mr. Frutchet) were happy with the outcome of the investigation of Chief Harry Lewis's gun being stolen; asked why he's allowed to take his department vehicle home to the Allentown area at the taxpayer expense. Discussion followed.

Board of Supervisors Executive Sessions

Chairman Adams announced that the Board of Supervisors held Executive Sessions on Tuesday, November 4, 2013 at 6:20 p.m. for Legal and one was held this evening at 6:15 p.m. for Personnel.

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Adjournment

With no further business before the Board, Mr. Pope moved to adjourn the meeting. Seconded by Mr. Zito. The motion carried 5-0. The meeting adjourned at approximately 8:11 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Juan A. Adams
Board Chairman