

**Coolbaugh Township
Board of Supervisors
November 20, 2012 Minutes
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The Coolbaugh Township Board of Supervisors November 20, 2012 Meeting was held in the Township Municipal Center, in building #3, at 5520 Municipal Drive, Tobyhanna, Pennsylvania.

Call To Order

Mr. Adams called the meeting to order at approximately 7:16 p.m. (the meeting was delayed due to the Veterans Ceremony held prior to this meeting). Mr. Adams led those in attendance in the recitation of the Pledge of Allegiance.

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

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.

Presentation of Plaque via-skype to Robert B. Hutchins

Mr. Adams showed everyone the plaque that is being presented to Mr. Hutchins via skype. Mr. Adams read the words on the plaque that thanked him for his commitment and dedication to Coolbaugh Township while serving on the Board of Supervisors, the Joint Code Enforcement Program and the Pocono Mountain Regional Police Commission for the past 12 years. The Supervisors each took a turn thanking Mr. Hutchins for his dedication, saying how much they missed him and wished he and his wife Colleen the best of luck. Mr. Hutchins thanked everyone for their support and for taking the time to present the plaque via-skype.

Approval of Minutes

Mr. Frutchey motioned to approve the November 5, 2012 minutes as presented and dispense with the reading. Seconded by Ms. Kelly. The motion carried 5-0.

Road Signs Bid

Russ Kresge Township Engineer explained that the lowest bidders for the road signs had inconsistencies in the spacing of the letters which affect the sign lengths. He asked each of the lowest bidders to provide a sample sign overlay with the name of "Coolbaugh Rd"

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so that the spacing and legibility could be evaluated. He showed samples of the sign that were received. Discussion followed about the size of the sample sign, the signs if this long would require a lot of maintenance, concerns that high winds may cause a lot of damage to the signs, etc. Mr. Kresge suggested that the E-911 Addressing Ordinance be amended to require that for local two-lane roads with speed limits of 25 miles or less, the lettering on the street name signs could be an upper-case 4" followed by lower-case 3" letters and where applicable, the size of the street name signs could be reduced to a height of 6". Discussion followed.

Mr. Zito moved to authorize the Secretary to advertise an amendment to the Coolbaugh Township E-911 Addressing Ordinance to require a smaller street name sign on roads that have a speed limit sign of 25 miles or less. Seconded by Mr. Frutchey. The motion carried 5-0.

Mr. Zito moved to authorize Township Engineer Russ Kresge to request a proposal from the three lowest bidders with the new revised specifications. Seconded by Mr. Adams. The motion carried 5-0.

Mr. Zito moved to reject all bids that were received for the street name signs. Seconded by Mr. Frutchey. The motion carried 5-0.

Township Municipal Park Survey

Mr. Kresge said Martin and Robbins is working on plotting the electrical lines at the Township Park and asked if the Topographic Survey for the Little League field should be done at the same time. The Supervisors gave their okay for the survey to be completed at the same time as the plotting for the electrical lines.

2012 Monthly Reports

Coolbaugh Township Volunteer Fire Company

No report was given.

Pocono Mountain Regional Emergency Medical Services

No report was given.

Pocono Mountain Regional Police

Mr. Frutchey presented the October 2012 PMRPD Monthly Report as follows:

1224 complaints, 66 accidents, 148 criminal arrests, 156 traffic arrests, 166 traffic

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warnings and 39 ordinance arrests for a total of 11745 year to date calls within the area covered by the regional police. The Township is 1063 man hours over which may cost the Township \$258,000. A meeting was held prior to this meeting to discuss draft versions of the 2013 Budget which are as follows: Draft 1 for Coolbaugh Township is \$2,112,966.- Draft 2 for Coolbaugh Township is \$2,028,116.62; Draft 2A for Coolbaugh Township is \$2,003,796.91 with a officer being reduced and no replacement; Draft 2B for Coolbaugh Township is \$1,968,034.71 with is a reduction of 2 officers and no replacement of 1 officer. It appears that the commission may go with Draft 2A. Mr. Frutchey said there will be another meeting on Monday, November 27, 2012 and asked the Supervisors for their recommendation on which Draft they would prefer.

Minor Subdivision to join lots 8 & 9, Section G, A Pocono Country Place Property Owners - Frank and Betty Intini

Mr. Frutchey moved to approve Frank and Betty Intini Minor Subdivision Plan. Seconded by Mr. Pope. The motion carried 5-0.

Agreement between Pocono Mountains Industrial Park Authority, Monadnock Non-Wovens, LLC and Coolbaugh Township to vacate Park Court

Solicitor Hanna's sent an email recommending that the Agreement be tabled if Monadnock and PMIPA did not have a finalized Agreement to us by this meeting.

Ms. Kelly motioned to table. Seconded by Mr. Frutchey. The motion carried 5-0.

Loan Proposal - Tax and Revenue Anticipation Note

Request for a Loan Proposal for the Tax and Revenue Anticipation Note (TAN) were received on November 19, 2012 from the following: First Keystone Community bank at a fixed rate of 1.50% or variable rate of 1.4625%, ESSA Bank & Trust at a fixed rate of 1.89%, Penn Security Bank & Trust at a fixed rate of 2.24%, PNC Bank did not submit a fixed rate but variable rate of 2.25%.

Ms. Kelly moved to approve the 2013 TAN Loan Proposal from first Keystone Community Bank at a fixed rate of 1.50% for \$750,000. Seconded by Mr. Pope. Discussion - Mr. Zito said he is hopeful that this will be the last year that we have to apply for a TAN. He also said he would prefer taking Option 1 with the savings in the first year at \$76,000 for the refinancing of the 2008 General Obligation Bond as this would help with the money that is borrowed from the TAN. The motion carried 4-1 (Mr. Zito opposed).

Summit Avenue Highway Occupancy Permit Modification

Mr. Frutchey motioned to approve signing the PennDOT HOP forms for the modification to the intersection of Route 940 and Commerce / Summit Avenue. Seconded by Mr. Adams. The motion carried 5-0.

Refunding Opportunity - Series of 2008 Bond

Ms. Kelly motioned to accept Option 2 for the Refinancing of the 2008 General Obligation Bond with the saving level of \$85,000.00 over the life of the loan. Seconded by Mr. Frutchey. Discussion followed on the various options which are: Option 1 - savings in the first year of \$76,000; Option 2 Savings Level over Life - \$85,000 or \$14,000/year, Option 3 - Savings as Cash at Closing - \$76,000 Debt service remains at current level; must be spent within 3 years of closing; Option 4 - maintain annual debt service at current approximate levels of \$325,000 / year; determine amount of additional new money to be borrowed, while incorporating refunding, term extended to 2020. Mr. Zito said he would preferred Option 1 with the savings in the first year of \$76,000. The motion carried 4-1 - (Mr. Zito opposed based on the option choice).

Business Manager / Controller's Financial Report

Mr. Hein gave a summary of Revenues and Expenses as of November 15, 2012. The report was accepted as presented.

Current Obligations

General Fund	\$101,904.75
Capital Projects	\$ 1,861.89
Escrow Fund	\$ 5,329.46
Sewer Fund	\$ 13,130.64
Total Disbursements	<u>\$122,226.74</u>

Mr. Frutchey motioned to approve paying the Current Obligations in the amount of \$122,226.74. Seconded by Mr. Zito. The motion carried 5-0.

Other Business

Authorization to advertise 2013 Budget Adoption Notice

Mr. Zito moved to authorize the Secretary to advertise the Notice that 2013

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Proposed 2013 Township Budget is completed and is open for inspection and will be considered for adoption at the December 18, 2012 meeting. Seconded by Mr. Adams. Discussion - it was the consensus of the Supervisors that the advertisement could be canceled if the Supervisors determine after their Nov. 26, 2012 Budget Work Session that the Budget is not ready for public inspection. The motion carried 5-0.

Stephen Micenec's request for a refund of \$59.72 - Service Request #41-2012

Stephen Micenec wrote in the Service Request that he paid his real estate property taxes in July, somehow the check did not clear and he had to pay a penalty. He is requesting to be reimbursed \$59.72. Discussion followed. It was the consensus of the Supervisors that Tax Collector Gratz Washenik should be contacted about the problem and see if it can be resolved through him.

Public Input

Michelle Fairservice - asked questions relating to the Township Volunteer Fire Company Foreign Fire Casualty Insurance check in the amount of \$136,928.00. That is sent to the Fire Relief Fund. Discussion followed about what the money is spent on.

David Pope - said he appreciated the mirror that was put up at the corner of Echo Lake and Laurel Drive. He asked for the status of the removal of the debris at the former factory on SR 423. Discussion followed. Mr. Hein said he would get a status report from the Zoning Officer.

Board of Supervisors Executive Sessions

Mr. Adams announced that the Board of Supervisors held an Executive Session on Tuesday, November 20, 2012 at 6:25 p.m. for Pending Litigation.

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Adjournment

With no further business before the Board, Mr. Pope moved to adjourn the meeting. Seconded by Ms. Kelly. The motion carried 5-0. The meeting adjourned at approximately 8:31 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Juan A. Adams
Chairman