

**Coolbaugh Township
Board of Supervisors
November 3, 2008 Meeting
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The Coolbaugh Township Board of Supervisors November 3, 2008 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 7:23 p.m. and led those in attendance in the recitation of the Pledge of Allegiance to the Flag.

Roll Call

Supervisors present for the meeting include: Mr. Joseph O'Boyle, Ms. Lynn Kelly, Mr. James H. Frutchey, Jr., Mr. Robert B. Hutchins and Mr. Robert M. Zito.

Also in attendance were Township Solicitor Jerry Hanna and Township Secretary Linda Frutchey.

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 for other issues.

Approval of October 21, 2008 Meeting Minutes

Ms. Kelly moved to approve the October 21, 2008 Meeting Minutes as presented and dispense with the reading. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

Revocation of Sewage Permit Z 028839 - Lot 5724 - Pocono Farms - Kenneth Plank

Mr. Zito moved to table discussion of the revocation of Sewage Permit Z 028839 - Lot 5724 - Pocono Farms - Kenneth Plank. Seconded by Mr. Frutchey. Discussion - none. The motion passed 5-0.

Letter of Support - Townships of Tobyhanna and Tunkhannock Open Space Acquisition - Creekview Property, Route 115, Blakeslee

Mr. Frutchey made a motion to approve sending the Letter of Support as drafted for the Tobyhanna and Tunkhannock Township Open Space acquisition of the Creekview property on Route 115 in Blakeslee. Seconded by Ms. Kelly. Discussion - Mr. Hutchins said he would not vote in favor of sending the letter, as he objected to the term "prime woodlands", because it was his opinion that this is not what Open Space is supposed to be. The motion carried 4-1-0 (Mr. Hutchins opposed).

Change Order #1 - Laurel Drive - DPW Garage Addition - regarding structural changes to building due to snow load conditions

Mr. Zito moved to approve Change Order #1 - Laurel Drive - DPW Garage Addition - regarding structural changes to building due to snow load conditions. Seconded by Ms. Kelly. Discussion - none. The motion passed 4-1-0 (Mr. Hutchins opposed).

Patricia Thorne, Arrowhead Lakes, Lot #005/0057/0011 request for a refund for On-Lot Sewer Disposal System Permit Application

Mr. Zito moved to approve Patricia Thorne's request for a refund of an On-Lot Sewer Disposal System Permit Application fee for purposes of discussion. Seconded by Ms. Kelly. Discussion followed about the procedure, how many of the same type fees have been refunded in the past, that if a refund is made, administrative charges should be debited, etc. It was the consensus of the Supervisors to table the matter until the next meeting to allow time to research past refunds in order to remain consistent.

Mr. Zito withdrew the motion and Ms. Kelly withdrew the second. Mr. Zito moved to table the request by Patricia Thorne for a refund of an On-Lot Sewer Disposal System Permit Application until the next meeting to allow the Township Secretary time to research the records of past refunds associated with Sewage Permits. Seconded by Ms. Kelly. Discussion - none. The motion passed 5-0.

Bid - Janitorial Services at the Coolbaugh Township Municipal Center

The Bid for Janitorial Services at the Coolbaugh Township Municipal Center was advertised in the *Pocono Record* on Saturday, October 11 and Wednesday, October 15, 2008 with a Bid Opening on Monday, October 27, 2008.

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One Bid was received from "It's Clean" in the amount of \$9,620.00 per year/52 weeks @ \$185 (approximately 5 hours per week). Discussion followed.

Mr. Hutchins moved to award the Bid to "It's Clean" for a trial period of three (3) months, if the company is agreeable to this arrangement. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

Current Obligations

General Fund	\$283,899.21
Capital Projects	\$ 10,238.23
Escrow Account Fund	\$ 14,244.85
Sewer System Fund	\$ 24,916.48
Total Disbursements	<u>\$333,298.77</u>

Ms. Zito made a motion to approve the Current Obligations in the amount of \$333,298.77, less a \$2,000.00 donation that he explained is being waived by the Pocono Mountain Ecumenical Hunger Ministry (PMEHM). Seconded by Ms. Kelly. Discussion followed in which it was the consensus of the Supervisors that the Township Secretary check back with Michael Stern, President of the PMEHM, to make sure they still wish to waive the donation, and if so, the check can be voided. The motion was called and carried 5-0.

Other Business

Equipment Repair and Replacement Policy

Mr. O'Boyle asked if the Supervisors wanted to discuss an Equipment Repair and Replacement Policy. It was the consensus of the Supervisors not to discuss the matter or to have such a policy at this time.

Telephone data and telecommunciations lines - Building #2

Mr. O'Boyle asked the Board members about making a decision regarding the matter referenced above. It was the consensus of the Supervisors to go ahead with the installation of the lines.

Work Session Agenda Items

Mr. O'Boyle asked if the Supervisors wanted to discuss Work Session items, such as the Spring and Fall Clean Ups for 2009. It was the consensus of the Board members to discuss all items at the next Work Session.

Budget Work Sessions

Mr. Frutchey moved to authorize the Township Secretary to advertise the Budget Work Sessions for Thursday, November 13, 2008 at 6:30 p.m., Sunday, November 16, 2008 at 8:00 a.m. and Wednesday, November 19, 2008 at 6:30 p.m. Seconded by Mr. Hutchins. Discussion - none. The motion passed 5-0.

Snow Plowing Advertisement

Mr. Frutchey moved to authorize the Township Secretary to advertise the Snow Plowing Advertisement. Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0.

Senator Robert Mellow - \$25,000. 00 grant for Coolbaugh Township

Mr. Zito reported that Senator Robert Mellow is securing a \$25,000.00 grant for use in Coolbaugh Township, noting that it could be used for the renovations at Building #2. He asked that a letter requesting the grant and thanking Senator Mellow for his support be sent as soon as possible to accompany the grant application.

Holiday Celebration - Saturday, December 6, 2008

Mr. Zito announced that the Coolbaugh Township Community Partnership Commission, the Historical Association and Pocono Mountain Public Library will be hosting a Holiday Celebration at the Municipal Center on Saturday, December 6, 2008 from 2:00 - 5:30 p.m. Some of the activities will include children's programs at the Library, Santa Claus, refreshments, a band and the Pocono Mountain West Band Choir performing, a tree lighting and bonfire (with the CTVFC standing by).

Social Services Offices - Building #2

Mr. O'Boyle brought up the subject of the social services offices going in Building #2 and the need for more public transportation to the Municipal Center in order to serve these offices, as well as the Library, District Court and Historical Association. Mr. O'Boyle moved to petition the Monroe County Transit Authority for more bus routes. Seconded by Mr. Hutchins.

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Discussion followed. It was the consensus of the Supervisors to send a letter of interest to the MCTA advising them of the need for additional bus routes and transportation services in this area. The motion carried 5-0.

Public Input

Harry Smith - said he was sorry he will miss the Holiday Celebration on December 6, 2008 and suggested that the event be taped.

Mr. Smith also commented that Coolbaugh Township will be contributing an extra mil to the Library and asked about looking into the Library Code to see if we should have more representation on the Pocono Mountain Public Library Board of Trustees. Discussion followed.

The consensus of the Supervisors was to have Ms. Frutchey send a letter to the Library Board of Trustees inquiring about future representation on the Library Board based on guidelines outlined in the Library Code with regard to financial contributions from our contributing neighboring municipality.

Board of Supervisors Executive Sessions

Mr. O'Boyle announced that the Board of Supervisors held Executive Sessions on Tuesday, October 21, 2008 at 6:00 p.m. regarding Pending Litigation and Personnel, and on Monday, November 3, 2008 at 6:00 p.m. regarding Personnel/Litigation Issues and at 7:00 p.m. regarding Litigation.

Adjournment

With no further business before the Board, Mr. Hutchins moved to adjourn the meeting. Seconded by Mr. Frutchey. Discussion - none. The motion carried 5-0. The meeting adjourned at approximately 8:06 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Joseph O'Boyle
Chairman