

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
MONDAY, NOVEMBER 3, 2014  
MINUTES**

The meeting was called to order by Chairman Lynn Kelly at 7:00 pm in the meeting room of the Pocono Mountain Public Library, 5500 Municipal Drive, Tobyhanna, PA.

**Board Members present:**

Lynn Kelly, Juan Adams, Fred Pope, Bill Weimer and Robert M. Zito.

**Staff present:**

Tomas Keane, Codes Enforcement Officer

**Staff absent:**

Doug Hein, Business Manager/Controller

**Announcements:**

Ms. Kelly announced the following:

- Public Input will be considered at the beginning of the meeting for non-agenda items. The public will be given an opportunity to speak on each agenda matter.
- The meeting is being recorded to aid in the preparation of the minutes.
  
- A Veterans Day Ceremony will be held. Mr. Weimer led those present in the Pledge of Allegiance. Mr. Zito offered opening comments. Mr. F. Pope presented donations to the two VFW Posts in Coolbaugh Township. Commanders of VFW Post 509 and VFW Post 3448 made remarks. Mr. Adams offered closing remarks.

1. **Public Input**

- Mr. Zito offered a moment of silence for Helen Hanna, Sue Pope and Joe Battisto.
- Mr. E. Money – praised volunteer fire departments. He also encouraged people to vote.
- Ms. Foster – spoke about PMRPD and what it will cost to have our own PD. If issue is with Commission Board, solve issues of communication.

2. **Approval of Minutes / Notes**

- October 21, 2014 Regular Minutes
- October 21, 2014 Work Session Notes

The minutes of October 21, 2014 were reviewed and considered for approval.

**Mr. Adams made a motion, seconded by Mr. Weimer to approve the minutes of October 21 2014 as presented.**

- **Discussion:** None
  - **Vote: 4 in favor, Mr. Zito abstained. Motion Passed.**
- Work Session Notes / Public Hearing Notes**

The notes for the work session held on October 21, 2014 were presented for review. It was agreed that these documents would be published for public viewing on the Township's website.

**July 1, 2014 correction of minutes re: Ford F250 and F550 financing**

**Mr. Weimer made a motion, seconded by Mr. Zito to correct the error in the July 1, 2014 minutes for them to reflect that the 2015 F250 was to be financed through Peoples Security Bank and the 2015 F550 was to be purchased with Liquid Fuels funds.**

- **Discussion:** Discussion was held.
- **Vote: All in Favor. Motion Passed.**

3. **Minor Subdivision joining lots 54 & 61, Section G, A Pocono Country Place, Property Owners – Nestor & Cassandra Garcia**

**Mr. F. Pope made a motion, seconded by Mr. Adams to approve the minor subdivision.**

- **Discussion:** None
- **Vote: All in Favor. Motion Passed**

4. **Arcadia North Business Park, South Phase, Section 1 – request for release of financial security**

**Mr. Zito made a motion, seconded by Mr. F. Pope, based on the comments by Russ Kresge in his October 29, 2014 letter, to release \$6,000 of bond # B10 010 457 and to release the entire \$122,023 of bond # B10 010 455.**

- **Discussion:** Discussion was held.
- **Vote: All in Favor. Motion Passed.**

5. **E-911 Re-addressing Violations**

- **Authorization to file with court for non-compliance**
- **Clarification of fine amount**
- **Post the names of local businesses that carry the correct re-addressing signs on Township's website**

**Mr. F. Pope made a motion, seconded by Mr. Weimer to table the first two items and allow the third.**

- **Discussion:** Discussion was held. Mr. Hanna said he would like to meet with Mr. Keane to review filing procedures and possibly meet with Judge Fluegel as well.
- **Vote: All in Favor. Motion to Table Passed.**

6. **Support letter for Dog Goods USA**

**Mr. Adams made a motion, seconded by Mr. F. Pope, to send a letter of support with the condition that Dog Goods USA obtain all necessary permits and clearances.**

- **Discussion:** Discussion was held.
- **Vote: Three in favor; Ms. Kelly and Mr. Weimer voted against. Motion Passed.**

7. **Estimates – Traffic Signal / Traffic Lights Maintenance Agreement**

**Mr. F. Pope made a motion, seconded by Mr. Adams to award the bid to Telco.**

- **Discussion:** Discussion was held regarding cost.
- **Vote: 2 in Favor; Ms. Kelly, Mr. Weimer and Mr. Zito voted against. Motion Failed.**

**Mr. Weimer made a motion, seconded by Ms. Kelly to award the bid to Northeast Signal.**

- **Discussion:** Discussion was held regarding cost.
- **Vote: 3 in Favor; Mr. F. Pope and Mr. Adams voted against. Motion Passed.**

8. **Rineheimer Construction, Inc. – request for waiver of zoning permit fees for the Youth Association of Pocono Mountain Football & Cheerleading – to build a press box at Clear Run School Campus**

**Mr. Weimer, seconded by Mr. Adams, to approve waiving zoning permit fees.**

- **Discussion:** Discussion was held.
- **Vote: All in Favor. Motion Passed.**

9. **Business Manager / Controller's Financial Report**

Mr. F. Pope read Mr. Hein's report in his absence.

10. **Current Obligations**

Before them, the Supervisors had details of the Township's current obligations totaling \$465,112.49.

**Mr. Adams made a motion, seconded by Mr. Weimer to pay current obligations in the amount of \$465,112.49.**

- **Discussion:** Ms. Fairservice questioned check #3280 (General Fund).
- **All in Favor. Motion Passed.**

11. **Other Business**

- **Mr. Weimer made a motion, seconded by Ms. Kelly to award a bid to Keystone Fence in the amount of \$13,693.75 to replace the fence around the baseball field. Vote-All in favor, motion passed.**
- **Mr. F. Pope made a motion to contract with Time Clock Plus, seconded by Mr. Weimer. A discussion was held. Mr. Dan Dougherty suggested Easy Clocking bio-metric thumb print reader clocks. Motion and second withdrawn for Mr. Hein to look into Easy Clocking. Mr. F. Pope made a motion to table, seconded by Mr. Weimer. Vote-All in favor, motion to table passed.**

12. **Board of Supervisors Executive Sessions**

- **Held prior: Tuesday October 21, 2014 at 9:00 pm re: Legal and Personnel**
- **Held prior: Tuesday October 28, 2014 at 6:00 pm re: Legal**
- **Subsequent: Monday November 3, 2014 at a time TBD re: Legal**

13. **Adjournment**

**There being no further business, a motion was made by Mr. Weimer, seconded by Mr. Adams, to adjourn the meeting. All in favor. Motion passed. Meeting adjourned at approximately 8:37 pm.**

**NEXT REGULAR BOARD MEETING: November 18, 2014 at the Pocono Mountain Public Library second floor conference room.**

- **Work Session – 6:00 pm**
- **Business Meeting – 7:00pm**

**Submitted by:** \_\_\_\_\_  
**Robert M. Zito, Township Secretary**

**Witnessed by:** \_\_\_\_\_  
**Lynn Kelly, Chairman**

**Date:** \_\_\_\_\_