

**Coolbaugh Township
Board of Supervisors
November 4, 2013 Minutes
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The Coolbaugh Township Board of Supervisors November 4, 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 7:05 p.m. and led 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 (Via-Skype), Mr. James Frutchey, Jr., Ms. Lynn Kelly and Mr. Fred Pope. Also present were Township Solicitor Jerry F. Hanna, Secretary Linda Frutchey and Business Manager Douglas Hein.

October 15, 2013 Minutes

Ms. Kelly motioned to approve the October 15, 2013 minutes as presented and dispense with the reading. Seconded by Mr. Frutchey. The motion carried 4-0-1 (Mr. Zito abstained).

Smoke Ridge Major Subdivision

Attorney Herbert Sudfeld and Engineer Michael Gable were present to represent the above referenced matter. Attorney Sudfeld gave a summary of the plan located on State Route 196, east of its intersection with State Route 423; the plan proposed to subdivide approximately 471 acres into nine lots with areas of 10.29 acres to 18.75 acres and a tenth lot of approximately 355.18 acres. The site is to be served by on-lot water supply and sewage disposal systems. Discussion followed. Public Input - David Pope, Harry Smith.

Mr. Frutchey motioned to grant the waiver requests of §22-403.2.A., §22-403.2.B., §22-606.3.B.1., and §22-618., of the Subdivision and Land Development Ordinance for the Smoke Ridge Major Subdivision Plan. Seconded by Ms. Kelly. The motion carried 5-0.

Mr. Frutchey moved to approve the Smoke Ridge Major Subdivision Plan with the condition that the remaining comments in Township Engineer Russ Kresge's October 11, 2013 letter are addressed. Seconded by Mr. Zito. The motion carried 5-0.

Extension request - Pocono Mountains Corporate Center East Phase A2 Land Development Plan

Before the Board was a request from Pocono Mountain Industries for an extension of the approved Pocono Mountains Corporate Center- East Phase A2- Land Development Plan until 2018. Mr. Pope moved to grant the extension request to 2018. Seconded by Mr. Adams. Discussion followed. Mr. Pope amended the motion to January 2018. Mr. Adams amended the second to the motion. The motion carried 5-0.

Pocono Services for Families and Children request to partner with Coolbaugh Township in securing LSA funding for the renovation of the former library space

Mr. Zito moved to partner with Pocono Services for Families and Children (Head Start) in securing an LSA Grant. Seconded by Mr. Adams. The motion carried 5-0.

Authorization to advertise the sale of the 2004 Ford Crew Cab in the Pocono Record and on Muncibid

Mr. Pope moved to advertise the sale of the 2004 Ford crew cab in the Pocono Record and on Muncibid. Seconded by Mr. Adams. Discussion followed. Mr. Pope amended the motion to include a \$3,000.00 reserve. Mr. Adams amended the second to the motion. The motion carried 5-0.

Authorization to BCM Engineers to prepare an updated NPDES Permit Application

Ms. Kelly moved to approve the application fee of \$500 and to authorize BCM Engineers to prepare the updated NPDES Permit Application for a not-to exceed fee of \$4,500.00. Seconded by Mr. Frutchey. The motion carried 5-0.

Stillwater Lakes Civic Association's request relating to the use of the Township Leaf Vacuum and Container

Mr. Frutchey explained that Stillwater Lake Civic Association were unable to use the Township's leaf vacuum and container due to not having a large enough truck. The request before you this evening is for the use of one of our trucks. Discussion followed. Mr. Adams moved to approve an employee driving our truck to assist the Stillwater Lakes Civic Association with their leaf collection. Seconded by Mr. Pope. Discussion followed. Mr. Adams amended the motion to include the cost of our employee rate of pay. Mr. Pope amended the second to the motion. The motion carried 5-0.

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Township Elgin Street Sweeper

Mr. Frutchey provided the following report on the 2004 Elgin Street Sweeper: \$155,655.00, 12,024 miles,, 1283 hours \$45,183 in repairs, an approximate value of \$40,000 to \$53,000. Discussion followed. Mr. Frutchey moved to table. Seconded by Mr. Pope. The motion carried 5-0.

Business Manager / Controller's Financial Report

Mr. Hein presented the Financial Report which included an accounting on the final Trial Balance and final Budget Trial Balance for all funds, the General Fund revenues and expenses, debt service payments and sewer revenues. He explained that all the capital projects are moving forward as planned. Included with the report was a listing of time available for all employees as of pay period ending October 26, 2013. The report was accepted as presented.

Current Obligations

General Fund	\$497,715.52
Capital Projects	\$ 16,898.18
Escrow Fund	\$ 3,172.50
Liquid Fuels	\$ 4,140.49
Sewer Fund	\$ 4,382.11
Total Disbursements	<u>\$526,308.80</u>

Mr. Zito motioned to pay the Current Obligations. Seconded by Mr. Pope. Discussion - Ms. Kelly said the highest invoices were to the Pocono Mountain Regional Police in the amount of \$167,005.58 and for their state aid pension in the amount of \$136,690.58. The motion carried 5-0.

Other Business

Advanced Energy Lighting Solution Proposal - DPW Garage

Mr. Frutchey motioned to approve Advanced Energy Lighting Solution Proposal for the DPW garage and authorize the signing of the E-power Direct Discount Participation Agreement Form. Seconded by Mr. Pope. Discussion followed about changing light fixtures with new energy efficient bulbs which will result in a payback to the Township within .4 years from PPL. The motion carried 5-0.

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Letter of Support - LSA Grant

Mr. Frutchey motioned to send the Letter of Support to the Department of Community and Economic Development Monroe County Local Share Account program for Pocono Mountain Industries and Arcadia Properties LLC in their application for grant funding. Seconded by Ms. Kelly. The motion carried 5-0.

Public Input

Robert Zito - Happy Veterans Day and Best of Luck to candidates running for office.

David Pope - asked Mr. Frutchey to look into when the street signs near his home will be put up as the signs are up on the front of the road. Discussion followed.

Michelle Fairservice - about the article in the Pocono Record about Chestnuthill Township plans to start charging contractors that use its compost facility. Discussion followed.

Board of Supervisors Executive Sessions

Chairman Adams announced that the Board of Supervisors held Executive Sessions on Tuesday, October 15, 2013 at 6:35 p.m. for Legal and tonight at 6:15 p.m. for Legal.

Adjournment

With no further business before the Board, Mr. Pope moved to adjourn the meeting. Seconded by Mr. Adams. The motion carried 5-0. The meeting adjourned at approximately 7:46 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Juan A. Adams
Board Chairman