

**Coolbaugh Township  
Board of Supervisors  
October 21, 2008 Meeting  
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The Coolbaugh Township Board of Supervisors October 21, 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 7:10 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 7, 2008 Meeting Minutes**

Mr. Zito moved to approve the October 7, 2008 Meeting Minutes as presented and dispense with the reading. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

**Final Minor Subdivision Plan - Lot 4, Spring Hill Realty Co., PA. LP**

Mark Robbins, PLS was present on behalf of the above referenced Minor Subdivision Plan and presented revised plans to address the Planning Commission's comment under number 5 in the general notes regarding minimum lot area. He explained that the site is located on the easterly side of State Route 196 adjacent to its intersection with Kings Way; the plan proposes to subdivide 120.5 acres into two separate lots, lot 4 is an undeveloped lot, the remaining lands will be commercial and contain retail stores,

served with central water by Pennsylvania American Water Company and an on-lot sewage disposal system which still needs approval by PADEP.

Discussion ensued as to whether there would be any impact\road reconfiguration from this project that would affect the proposed Traffic Signal Project on State Route 196 and Kings Way. Mr. Robbins confirmed that he did the initial survey/ diagram drawings on the project and he felt there would not be any impact with the project.

Mr. Hutchins motioned per the recommendation of the Township Planning Commission to approve the Final Minor Subdivision Plan - Lot 4, Spring Hill Realty Company, PA, LP subject to approval of the Sewage Facilities Planning Module by PADEP. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

### **Arcadia North Business Park - Waiver Request of Section 502.21.C - Zoning Ordinance re:the cul-de-sac length**

Attorney Jim Preston, Shawn Langen representing Arcadia Properties, LLC and August Antol representing Liberty Engineering were present on behalf of the above referenced request.

Attorney Preston explained that the access road in Industrial Park Drive North does not reach the proposed cul-de-sac as it is built now, the length of the road to the cul-de-sac exceeds the standards, the deadline to provide second access to the site was only granted by the Board of Supervisors until December 2008.

Mr. Antol showed the road plan that was put in for the gas main, the need for a permanent waiver to extend the cul-de-sac in order to move forward with lot 2, anything wider than 12 feet on the road would require new permits which would take a year or longer to get, the road would be kept opened during the winter, etc. Discussion ensued over the possibility of widening the road to 12' wide, putting guide rails on the bridge, the curve needing to be widen a little more, the road would be built to Township standards, the need for emergency access to allow fire trucks, police and ambulance to safely ingress and egress, putting up a gate with keys being provided to emergency responders , a permanent waiver, the hi-lighted area on the plan becoming a Township road, built to Township standards, twelve feet wide, etc.

Attorney Preston suggested granting a time extension of the waiver of the cul-de-sac that would be conditioned that plans are produced showing the width of the road, how would be constructed, width of the bridge, guard-rails added, bridge widen that would be brought back before the Board for review and approval.

Mr. Frutchey moved to grant the waiver request (Section 501.21.C) relating to the length of the cul-de-sac and extend the time period from December 31, 2008 to December 31, 2010. Seconded by Ms. Kelly. Discussion followed about addressing the issue with the road after a site meeting is held, etc. The motion carried 5-0.

Mr. Frutchey suggested arranging a meeting during daylight to walk or drive on the road, discuss the aforementioned issues, to measure to see if emergency vehicles can egress and ingress, etc. Mr. Langen said he and August would make themselves available.

### **Summerall Estates (Arcadia Properties, LLC) Subdivision Plan/Land Development Plan - Request for Extension**

Shawn Langen of Arcadia Properties, LLC was present on behalf of the above referenced request.

Mr. Zito moved to grant the extension for the Summerall Estates Subdivision Plan/Land Development Plan until January 20, 2009 per the Township Planning Commission's recommendation. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

### **Annexation Plan - Preliminary/Final Land Development Plan - Civic Center for Pocono Farms East Association, Inc. - Request for Extension**

Mr. O'Boyle summarized the request for an extension on the plan referenced above.

Mr. Hutchins moved to grant the extension for the Annexation Plan - Preliminary/Final Land Development Plan for the Civic Center for Pocono Farms East Association, Inc. until February 5, 2009 as per the Township Planning Commission's recommendation. Seconded by Mr. Frutchey. Discussion - Mr. Zito (General Manager for the Association) asked Solicitor Hanna if he should abstain from voting on this issue Solicitor Hanna confirmed that it would be okay for him to vote on this issue. The motion carried 5-0.

## **2008 Monthly Reports**

### **Coolbaugh Township Volunteer Fire Company**

Mr. O'Boyle presented the August 2008 Township Volunteer Fire Company Monthly Report as follows: 23 total calls and 165.75 in staff hours.

### **Pocono Mountain Regional Emergency Medical Services**

Mr. O'Boyle presented the monthly report for the number of hours/calls in the municipalities served as follows: 156 Coolbaugh Township, 71 Tobyhanna Township, 52 Tunkhannock, 25 Boro of Mount Pocono, 2 Chestnuthill Township, 6 Barrett Township, 1 Pocono Township for a total of 318 calls.

### **Pocono Mountain Regional Police**

Ms. Kelly presented the September 2008 PMRPD Monthly Report as follows: 1268 complaints, 59 accidents, 97 criminal arrests, 444 traffic arrests, 167 traffic warnings and 15 ordinance arrests for a total of 1327 calls within the area covered by the

regional police, which includes Tobyhanna, Tunkhannock and Coolbaugh Townships and the Borough of Mount Pocono. She said Coolbaugh Township is still over in hours - high calls were in burglaries and offenses against families. Harry Smith said there is a Budget Work Session on Wednesday, October 23, 2007 at 7:00 p.m.; on October 27 & 28 there will be 32 applicants interviewed for the position of Police Officer. Mr. O'Boyle asked if there were any minorities applying for the position. Mr. Smith said to the best of his knowledge only one applied.

### **Tobyhanna Athletic Association - Request for a waiver of fees for the use of the Township Municipal Park Pavilion**

Mr. O'Boyle summarized the letter from President Erin Masker requesting a waiver of the fees to host an annual awards banquet for the children of the Tobyhanna Little League.

Mr. Hutchins moved to grant the Tobyhanna Athletic Association their request for a waiver of the fees for the use of the Township Municipal Park. Seconded by Mr. Frutchey. Discussion - Mr. Zito asked what the date was - Ms. Frutchey replied July 25, 2009. The motion carried 5-0.

### **American Red Cross of Monroe County request for permission to utilize roads within Coolbaugh Township for the fourth annual Pocono Mountain "Run for the Red" Marathon on Sunday, May 17, 2008**

Mr. Hutchins moved to approve the American Red Cross of Monroe County's request for permission to utilize roads within Coolbaugh Township for the fourth annual Pocono Mountain "Run for the Red" Marathon on Sunday, May 17, 2009. Seconded by Mr. Zito. Discussion ensued over the event being later this year as in the past it has been held the first week-end in May. The motion passed 5-0.

### **Snow Removal Agreement Coolbaugh Road with Adam Beers**

Mr. O'Boyle summarized the above referenced agreement with Adam Beers, noting that each time the road is plowed, Mr. Beers will be paid \$75.00.

Mr. Zito moved to approve the Coolbaugh Road Snow Removal Agreement with Adam Beers. Seconded by Mr. Frutchey. Discussion followed about who calls Adam Beers out to plow the road. Mr. Frutchey replied that it has always been to Mr. Beers discretions. The motion carried 5-0.

### **Request for a refund due to incorrect building information - Richard and Kathleen DeMarsico- Tax I.D. 03/15A/2/113**

Mr. Hutchins made a motion to grant the request from Richard & Kathleen DeMarsico, Tax Code #03/15A/2/113 for a refund of \$97.68 due to incorrect building information. Seconded by Mr. Zito. Discussion - Mr. Hutchins asked if the School District & the Library granted their portion of the refund. No one could answer the question. The motion carried 5-0.

## Current Obligations

General Fund	\$136,001.80
Capital Projects	\$ 36,577.86
Sewer System Fund	\$ 4,682.86
Total Disbursements	<u>\$177,262.52</u>

Mr. Frutchey moved to pay the Current Obligations in the amount of \$177,262.52. Seconded by Mr. Hutchins. Discussion - Mr. Zito asked if the \$35,000.00 to the Pocono Summit Volunteer Fire Company was the correct amount. The answer was yes. The motion carried 5-0.

## Other Business

### **Parks and Recreation Commission - Field Use Rules and Regulations**

Clare Colgan and Karen Green were present on behalf of the Parks and Recreation Commission on the above referenced matter.

The revised Field Use Rules and Regulations were before the Board with the change in #4 regarding current copy of Certificate of Insurance with Coolbaugh Township listed as an additional insured, on file at the Coolbaugh Township Office. The Supervisors thanked the Parks and Recreation Commission members for their hard work and it was suggested to put the rules on the Township Web Site.

### **Tobyhanna Army Depot field**

Ms. Colgan said she gave the secretary a memo to be considered at the next work session relating to the use of the Tobyhanna Army Depot field.

### **Ghoulbaugh's Haunted Halloween Adventure**

Ms. Colgan and Ms. Green commented on the success of the Ghoulbaugh's Haunted Halloween Adventure with approximately 75 children with parents attending, a good time held by all, good communications between adults, etc.

**Tannery Park** - Ms. Green asked if anyone had any information on Tannery Park. It was suggested that she contact Kay Kinsley at the Coolbaugh Township Historical Association.

## **Budget Work Session**

Mr. Zito moved to authorize the Secretary to advertise a Budget Work Session on

Tuesday, October 28, 2008 at 7:00 p.m. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

### **Evacuation Drill - A Pocono Country Place**

Mr. Frutchey said an evacuation drill was preformed on Monday with members from the A Pocono Country Place Development with personnel from the Public Safety Center and himself.

### **Rail Road Crossing at Pocono Summit**

Mr. Frutchey said the problem with the alignment of the railroad tracks at Pocono Summit has been completed today and is much improved.

### **Coolbaugh Township Leaf Collection**

Mr. Frutchey said the leaf collection is going well pickup in Pocono Farms was last week, this week is Pocono Farms East, next week is the Tobyhanna Village and surrounding areas not in private developments, Arrowhead Lakes and Stillwater Lakes is the week of November 3 and Pocono Summit is the week of November 10. Public input was heard from Karen Green as to what area in Stillwater Lakes.

### **Budget Work Session**

Mr. Hutchins encouraged everyone to attend the Budget Work Session on Tuesday, October 28.

### **Public Input**

**Harry Smith** - Arcadia Properties - access road is a very wet area, especially at the lower end on the right hand side, there is a deep ditch and when it rains water runs over the road.

**Don Sullivan** - asked for the details on the PMRPD report - he was handed a copy of the report.

### **Board of Supervisors Executive Sessions**

Mr. O'Boyle announced that the Board of Supervisors held Executive Sessions on Tuesday, October 7, 2008 at 6:15 p.m. regarding Pending Litigation and Personnel, on Tuesday, October 21, 2008 at 6:00 p.m. regarding Personnel. He also announced that the Supervisors would hold one on Tuesday, October 28, 2008 at 6:00 p.m. regarding Legal.

### **Announcement**

Mr. O'Boyle announced that the next meeting of the Board of Supervisors has been changed to Monday, November 3, 2008 at 7:00 p.m. due to Election being on Tuesday.

## **Adjournment**

With no further business before the Board, Mr. Zito moved to adjourn the meeting. Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0. The meeting adjourned at approximately 8:19 p.m.

Respectfully submitted:

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Linda Frutchey  
Township Secretary

Joseph O'Boyle  
Chairman