

**Coolbaugh Township
Board of Supervisors
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The Coolbaugh Township Board of Supervisors October 6, 2009 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 7:00 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 included: Mr. Joseph O'Boyle, Ms. Lynn Kelly, Mr. James H. Frutchey, Jr., Mr. Robert B. Hutchins and Mr. Robert M. Zito. Also present were Township Solicitor Jerry F. Hanna, Douglas Hein, Business Manager/Controller 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 September 15, 2009 Meeting Minutes

Mr. Zito moved to approve the September 15, 2009 Meeting Minutes as presented and dispense with the reading. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

Moment of Silence

Mr. O'Boyle asked for a moment of silence in memory of George Leonard, a long time resident of Tobyhanna and former Coolbaugh Township Supervisor and Road Master.

Planning Commission members will be present per Chairman's request

Wayne Horne, PC Chairman and Alma Ruiz-Smith, Vice Chairperson were present to speak on behalf of the Township Planning Commission regarding discussion about the Summerall Estates Land Development Plan at their September 14, 2009 meeting. It was pointed out that revised plans referred to by Shawn Langen, representing Summerall Estates LDP, were not received by the Township until late afternoon the day of the PC meeting. Because plan submission time prior to the meeting did not comply with our ordinance, the consensus was to table the matter. Discussion followed.

The Board expressed their appreciation for the hard work the PC members perform on behalf of the Township. Andy Sterner, a PC member present in the audience, noted that Mr. Horne and Ms. Ruiz-Smith acted in a professional manner.

Coolbaugh Township's Traffic Study - Algonquin Way / Seven Nations Drive performed by the Monroe County Planning Commission

Andy Sterner and Hugh Dorand were present to discuss the Township's Traffic Study. Mr. O'Boyle said the numbers from the study came in lower than what was expected. Discussion followed about the details of the study, the need for more police patrols and speed limit signs, a "Your Speed Is" sign, etc. It was pointed out that the new traffic signal at SR 196 and King's Way will only increase traffic there. Mr. Sterner and Mr. Dorand expressed concern for the safety of the children in the area as the primary motivation in continuing to advocate for assistance.

The Supervisors said they will get back to them and directed Township Secretary Linda Frutchey to contact Pocono Mountain Regional Police Department to inquire about getting a "Your Speed Is" sign. Public comment was heard from Wayne Horne.

The Animal Welfare Society of Monroe - representatives will be in attendance to discuss the needs for the Animal Shelter Program

Jeannie Lee, Chairman of the Animal Welfare Society of Monroe (AWSOM) was present on behalf of a new animal shelter program for the county. She said she was here to solicit funds for the animal shelter, which is scheduled to open on October 31, 2009 at the site of the former SPCA in Stroudsburg.

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They have a \$360,000 budget and are in need of additional donations and grant funding. She asked the Board if they would consider a \$3000 donation for 2009 and \$1.00 per resident for 2010. Discussion followed about their no-kill mission, what services they plan to perform, the legislators they have contacted for help, donations made by other municipalities, etc.

It was the consensus of the Supervisors to discuss the matter during their Budget Work Sessions. Suggestions were made to run a membership campaign to raise money and to also contact Senator Bob Mellow.

Women's Resources - representatives will be in attendance to make requests for space at the Municipal Center and on behalf of their programs and services

Mr. O'Boyle summarized a letter dated September 24, 2009 from Lisa Brito Greene of Women's Resources, who was present to speak on behalf of their requests. She thanked the Supervisors for the use of office space in the Municipal Center, with discussion following about Internet service at the space, transportation/bus access to Coolbaugh, etc. Public comment was heard from Alma Ruiz-Smith, who said she is on the board of Women's Resources and greatly appreciates the support of the Supervisors, as there is a serious need for these services in this area.

The Supervisors directed Township Secretary Linda Frutchev to send a letter to the Monroe County Transit Authority regarding bus transportation and granted the requests by Women's Resources to continue services in their office space at the Municipal Center and to use the newly renovated conference space in building # 2 on October 16 and 29, 2009.

Appointment of Liaison to represent the Township on the Monroe County Complete Census Count Committee

Mr. Zito moved to appoint Supervisor Jim Frutchev as the liaison to represent Coolbaugh Township on the Monroe County Complete Census Count Committee and Mr. Zito as the alternate in the event Mr. Frutchev cannot attend the meetings. Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0.

Authorization to Solicitor Jerry Hanna to sign Stipulation of Council - Petition to Release \$15,000.00 Cash Bond - Tobyhanna Camp Corp.

Mr. Hutchins moved to authorize Solicitor Hanna to sign the Stipulation of Council - Petition to Release \$15,000.00 Cash Bond for the Tobyhanna Camp Corp and to send the owners a letter requesting that the two porta-potties be removed. Seconded by Mr. Frutchey. Discussion - Solicitor Hanna advised the Supervisors about the removal of the porta-potties not being part of the court order. The consensus was that Ms. Frutchey should send a separate letter about the removal of the porta-potties. Discussion followed about recent events being held that may have caused vendors to be behind in picking up the units. The motion carried 5-0.

Request for a Hearing re: Hemlock Estates: Permit for Installation of Sewage Disposal System #Y011549

Mr. O'Boyle summarized the letter from Attorney James Preston who represents Arcadia Properties, LLC for a request for a hearing before the Township Supervisors to appeal the determination of Hanover Engineering Associates, Inc. regarding Hemlock Estates Sewage Permit #YO11549.

Solicitor Hanna's opinion was that they may not be entitled to a Hearing, due to the expiration of the permit, and he referenced the Local Agency Law and the Sewage Facilities Act.

Mr. Hutchins moved to direct Solicitor Hanna to respond to Mr. Preston's letter giving the reason for the denial of the request for a hearing. Seconded by Ms. Kelly. Discussion - none. The motion carried 5-0.

Letters of Resignation - Nancy Smith Knecht, Board of Auditors; Ralph Knecht, Sr., Vacancy Board Chairman

Mr. O'Boyle summarized the letters confirming that the Knechts retired and moved from the area.

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Mr. Hutchins moved to accept the resignations. Ms. Kelly seconded the motion asking if the words "with regret" could be added. Mr. Hutchins repeated his motion. Ms. Kelly withdrew the second to the motion. Mr. Frutchey seconded the motion. Discussion - none. The motion carried 3-2-0 (Ms. Kelly and Mr. Zito opposed).

Discussion followed about the process to follow with the Vacancy Board and the Auditor position. Mr. Hutchins moved to authorize the Township Secretary to advertise all Township vacancies and note in the advertisement that there is an immediate opening for the position of Vacancy Board Chairman, who will be appointed right away and then again at the Board of Supervisors Re-Organizational Meeting. Seconded by Ms. Kelly. Discussion followed about the appointment of the Vacancy Board Chairman being appointed at the Board's first meeting in November. The motion carried 5-0.

Request by Pocono Summit Lakes to hold a Clean Up on November 7, 2009

Mr. Zito explained that this request was forwarded by him following a meeting of the CTCP, and he clarified that there would not be a designated area for the Township to pick up the debris, but that there will be several trucks picking it up and delivering it to the Township. It was decided that laminated signs identifying the Pocono Summit Lakes drop off vehicles will be printed by the Township and displayed in the windows of the vehicles delivering the refuse to the Township, etc. Discussion followed about the Pocono Summit Lakes residents not having to pay to drop off their trash and whether they should pay for freon removal.

Mr. Hutchins moved to grant Pocono Summit Lakes their request to hold a Clean Up on November 7, 2009 and bring the debris to the Township's Year Round Drop Off Site. Seconded by Mr. Frutchey. Discussion - it was the consensus of the Supervisors that the residents from Pocono Summit Lakes will be charged for the freon removal. Public input was heard from Alma Ruiz-Smith, Greg Vinci and Don Troppee. The motion carried 5-0. Ms. Ruiz-Smith thanked the Supervisors on behalf of the Pocono Summit Lakes Property Owners Association and the CTCP.

Bid - Sale of 1999 Volvo Autocar Tandem Dump Truck

The Bid for the Sale of the 1999 Autocar Tandem Dump Truck was advertised in the Pocono Record on Sunday, September 20, 2009 with a Bid Opening on Thursday, October

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1, 2009. The following Bids were received: Kobalt Construction, Inc. in the amount of \$5,600.00, Valley Ace Hardware in the amount of \$7,000.00 and MNJ Services in the amount of \$17,149.73.

Mr. Hutchins moved to reject all bids. Seconded by Mr. Frutchey. Discussion - Solicitor Hanna said a reason for the rejection of the bids should be given. Mr. Hutchins amended the motion to reject all bids due to the amounts of the bids coming in far less than what the truck is worth. Mr. Frutchey seconded the amended motion. Discussion followed about putting the truck back in service for the winter, and the matter of if and what truck would be temporarily taken out of service would be discussed at the next Work Session. The motion carried 5-0.

Disposition of Summer Camp Donations

Mr. Zito moved to give the \$40.00 collected from the Summer Camp Program to the Boy Scouts and let them do the shopping for the Food Pantry. Seconded by Mr. Hutchins. Discussion - Alma Ruiz-Smith asked about giving the money to the Animal Shelter. The response was that, at this time, it would be preferable to feed hungry people first. The motion carried 5-0.

Joseph Cavoto, Tax Code #03/19C/1/149 - request for a refund of \$100.76 due to house on wrong lot.

Mr. Hutchins moved to table the request for a refund and get more clarification as to what lot the house is on. Seconded by Mr. Frutchey. Discussion - none. The motion carried 5-0.

Coolbaugh Township Volunteer Fire Company - request for assistance with roof replacement at Station #1.

Mr. O'Boyle summarized the letter from the fire company requesting funds in the amount of \$85,100.00 to replace the roof that has been repaired three years in a row, but which still leaks onto gear, computers and the expensive compressed air breathing system. He went on to say the fire company reviewed the possibility of recruiting volunteer firemen to

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install the roof, but they have safety concerns and do not want anyone to get hurt or raise the Township's Workers Compensation Insurance, as the roof is very steep, and they were advised by a local builder to have the work performed by a qualified contractor, etc.

Mr. Frutchey explained that the fire company members will not know until March of 2010 if they will be awarded a \$20,000.00 grant to help with the roof replacement and that the members of the fire company are in agreement that they can wait and do the Social Hall roof at a later time. Mr. Frutchey also said he is in the process of contacting banks to get a short term loan, etc. It was the consensus of the Supervisors that the project should be done right the first time and do the whole project. If the fire company can get any information about the short term loan, the matter will be discussed be at the next meeting or at the next Budget Work Session.

Current Obligations

General Fund	\$373,685.04
Capital Construction	\$ 3,293.75
Escrow Account Fund	\$ 192.53
Sewer System Fund	\$ 20,473.25
Total Disbursements	<u>\$397,644.57</u>

Mr. Zito moved to pay the Current Obligations in the amount of \$397,644.57 and hold the check for Joseph Cavoto in the amount of \$100.76 until the next meeting. Seconded by Mr. Frutchey. Discussion - none. The motion carried 5-0.

Other Business

Open Space Property - SR 196 & King's Way - Proposed Parking Lot

Discussion followed about the Supervisors' visit to the site on Sunday, October 4, 2009 to determine if they wanted to put a 5-6 car parking lot there. Mr. Hutchins moved to proceed with putting in a parking lot at the Open Space Property at SR 196 and King's Way using millings. Seconded by Mr. Zito. Discussion - none. The motion passed 5-0.

Business Manager/Controller - request regarding office computers

An email to the Board from Business Manager/Controller Doug Hein regarding moving his PC to Sandra Tigue's office and purchasing a laptop for him was discussed. Due to budgetary constraints, it was suggested that for now the computer in the Emergency Services office be moved to Ms. Tigue's station, pending a diagnostic by our computer consultant to determine if that PC is adequate for the programs that need to be loaded on it. Mr. Hutchins brought up the fixed asset program with RCI and asked about the disposition of office computers already purchased. Discussion followed.

Trick or Treat Date and Hours in Coolbaugh Township

The date and hours for Trick or Treat were briefly discussed, noting a fax from COG recommending Saturday, October 31, 2009 from 6:00 - 8:00 p.m. Ms. Kelly moved to approve Saturday, October 31, 2009 from 5:00 - 8:00 p.m. for Trick or Treat in Coolbaugh Township. Seconded by Mr. Zito. Discussion - none. The motion passed 5-0.

Announcements

Mr. O'Boyle made the following announcements:

Letters of Support for grant applications were signed by the Board of Supervisors for proposed Economic Development Projects in Coolbaugh Township and the Wilkes-Barre & Eastern Trail Greenway Feasibility Master Plan Project.

Budget Work Sessions - one was held at 8:00 a.m. on Sunday, October 4, 2009 and the rest of them are scheduled for the following Sundays at 8:00 a.m.: October 18, November 1, November 15 and November 29, 2009.

Boiler Conversion

The Board discussed an email dated October 2, 2009 from Township Engineer Russ Kresge regarding the boiler conversion issue. It was the consensus of the Supervisors to send a letter to Scott Koch of UGI saying that if UGI will bear the cost of the installation of the gas lines, including the line to the garage, the Township will convert to a gas-fired burner for the garage.

Ordinance 111-2009

Ms. Kelly moved to authorize the Township Secretary to advertise Ordinance #111-2009, pending Solicitor Hanna's review. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

Mr. Zito - Meeting Packet

Mr. Zito said he had a confusing weekend and misplaced his meeting packet, so he wanted to thank Mrs. Frutchev and staff for putting together another one for him.

Update on request by Phyllis White of Faith Outreach for space at Municipal Center to distribute clothing

Ms. Kelly gave an update on the matter referenced above and asked if she should move forward. Discussion followed about boxing out a 10' x 10' closet, which could possibly be built by the Boy Scouts; show the idea to Wayne Regan and have him do a sketch, estimate the cost of materials and bring it back to the Board for review.

On Demand Energy Solutions

Mr. Hein noted that the electricity rate is going up in January 2010, with a potentially significant increase in the cost for the Township. The Greater Pocono Chamber of Commerce entered into a pool for its members with On Demand Energy Solutions. The Supervisors met with a Representative from On Demand Energy Solutions at their June Work Session. Mr. Hein explained that based on our rate from PPL, we could realize a savings of about \$12,800.00 if we went with On Demand Energy Solutions. Discussion followed about getting a sample bill and discussing the matter at the October 20th meeting.

Township Recycling Pass Swipe Card - Mulch

It was the consensus of the Supervisors that the number of free swipes for mulch / size of the unit and / or load that would be added on the Township Recycling Pass Card Swipe Card would be discussed at the next meeting.

Public Input

Gregory Vinci - attended the September 1, 2009 meeting and presented the Supervisors with an outline of actions he believes are necessary to improve and define the aesthetics of residential and commercial property in the Township. He wanted to know the status of the Service Request he sent in about the Somber's residence at 2706 Echo Lake Road as it was near his property line, etc. Mr. Vinci said that Zoning Officer Joseph Brady and employees from the Monroe County Municipal Waste Management Authority contacted him, but he has not received an update in a few weeks. It was the consensus of the Supervisors that he should contact the Zoning Office for a status report.

Mr. Vinci asked for an update on the Supervisors going forward with adopting a Property Maintenance Code to clean up the properties, etc. He was informed that the matter may be discussed at their January Work Session.

Mr. Vinci also brought up the matter of the Animal Welfare Society of Monroe, saying he agreed that they need all the support they can get for the Animal Shelter Program, because it is his opinion that a lot of people do not care what happens to animals.

Mr. Vinci recommended putting in speed bumps at the SR 196 & King's Way location.

Board of Supervisors Executive Sessions

Mr. O'Boyle said that the Board of Supervisors held Executive Sessions on Tuesday, September 15, 2009 at 9:23 p.m. re: Personnel Issues and an Executive Session would be held this evening following our meeting re: Personnel Issues.

Adjournment

With no further business before the Board, Mr. Hutchins moved to adjourn the meeting. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0. The meeting adjourned at approximately 9:26 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Joseph O'Boyle
Board Chairman