

COOLBAUGH TOWNSHIP MUNICIPAL CENTER

5520 Municipal Drive , Tobyhanna, PA 18466
(570) 894-8490 • FAX (570) 894-8413

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING MINUTES

September 1, 2015

The meeting was called to order by Vice Chairman Juan Adams at 7:00 pm in the meeting room of the Coolbaugh Township Municipal Office, 5520 Municipal Drive, Tobyhanna, PA.

Board Members present:

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

Board Members absent:

William Weimer

Staff present:

Jerry Hanna, Solicitor, Erin Masker, Recording Secretary

Staff absent:

None

Announcements:

Mr. Adams 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.

1. Public input

- B. Sanford commented on a car that is parked at the Belgravia blighted property. He has spoken to PMRPD officer and they stated that the car is out of the way and that they are going to leave it there. The registration on the car is said to come back to a previous owner.
- Mr. Broxmeier stated that he has given Mr. Zito pictures of Kensington Dr. and Mayfair Rd. showing the deterioration of the road stating that there is not a lot of traffic on that road, but that this is the road that he spoke of previously at a meeting that Mr. Weimer stated he will look into.
- H. Smith asked the status of the other municipalities in regard to the inter-municipal agreement for the compost facility and stated that he sees Tunkhannock hauling out of the facility and was wondering if they are paying.
- Mr. Broxmeier asked the status of the blighted property on Belgravia Dr. in Pocono Farms East. Mr. Zito asked Mr. Hanna where we are from a legal standpoint and was advised that he was unsure and would be able to better answer that question when he is able to meet with Ms. Kelly and Zoning Officer Mr. Brady so that they can take the next step in the legal process. Mr. Hanna stated that the difference in this blighted property being torn down and the Main Street property is the issue of being able to locate the owner.

2. Approval of minutes

Mr. Pope made a motion, seconded by Ms. Kelly to approve the minutes of the August 18, 2015 regular meeting.

- **Discussion:** None
- **Vote:** All in favor, motion passes.

3. Request for Funding from Pocono Summit Volunteer Fire Co.

Motion made by Mr. Pope and seconded by Mr. Adams to grant the request from Pocono Summit Volunteer Fire Company for funding in the amount of \$30,511.88 for the annual payment on their Rescue Truck/Pumper payment.

- **Discussion:** None
- **Vote:** All in favor, motion passes.

4. EAC/Eagle Scout Dog Park Project

Mr. Gonzalez, Eagle Scout Troop 94 gave a presentation about the proposed Dog Park in Coolbaugh Township that he would like to take on as his Eagle Scout Project over the next two years. He explained the details of the project stating that the location would be on the property located next to the skate park on Route 423 in Tobyhanna. The project would include a fenced in area for dogs that are under 35lbs. as well as a larger fenced in area that is separate for dogs that are over 35lbs. Mr. Gonzalez stated that he would be doing the work and stated that he may be able to enlist the help of a professional to help install the fence so that it is stretched properly.



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Mr. Adams made a motion second by Ms. Kelly to approve the Eagle Scout project of the Dog Park at the proposed location on Route 423.

- **Discussion:** Mr. Zito asked about the feces composter and was advised as to how it would work. All members of the Board commended Mr. Gonzalez on his hard work and determination with this project stating if they can be of any help to please let them know. M. Fairservice as a member of Parks and Recreation stated that the one concern that Parks had when discussing the project was the availability of the parking because many times there is no available parking between the guests at the basketball court and skate park. Issues regarding available parking as well as any zoning issues that may be presented with the addition of the dog park will be reviewed. Mr. Pope asked if EAC is ok with the project and was advised that yes they are recommending it in their letter they submitted. P. Volpe stated that we need more young members of the community to do projects like this and commended him. C. Colgan stated that Mr. Gonzalez is the fifth Eagle Scout project that is coming through the Township. J. Wallace stated that she feels this park will be an asset to the community and will help bring people together.

Motion was amended to include the approval based on allowable zoning on that property.

- **Vote:** All in favor, motion passes.

5. Pavilion Roof Replacement

Ms. Kelly reviewed the proposals that were received from Beehler Construction, Fischer Craftmen, Inc, as well as the shingle option with the labor being provided by Coolbaugh Township DPW for roof replacement options including shingles, metal, and Ondura products. Ms. Kelly stated that metal roofing will rust after time and that after discussion with contractors it appears that the best option is the Ondura product.

Ms. Kelly made a motion second by Mr. Adams to award the Pavilion Roof Replacement project to Beehler Construction for the Ondura roof at the cost of \$6,966.00 total for the roof replacement at both pavilions, with the project to be completed this fall.

- **Discussion:** None
- **Vote:** All in favor, motion passes.

6. Contract for Nancy Jackson Recruiting Agency

Ms. Kelly stated that she received the terms of the contract to pursue a qualified Business Manager/Controller from the Nancy Jackson Recruiting Agency and verified that all members were in agreement with moving forward with the process based on the terms that they were provided with.

Ms. Kelly made a motion second by Mr. Adams to accept the terms of the Nancy Jackson Recruiting Agency for the purpose of hiring a qualified Full-Time Business Manager/Controller.

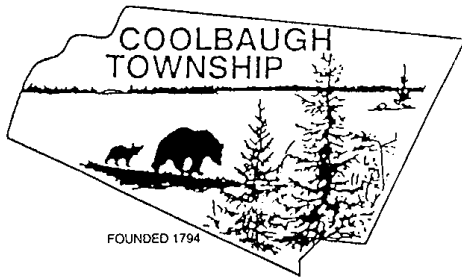
- **Discussion:** None
- **Vote:** All in favor, motion passes.

7. Current Obligations

• General Fund	\$ 298,926.35
• Sewer Fund	\$ 15,885.83
• Capital Projects Fund	\$ 0.00
• Emergency Services Fund	\$ 0.00
• Liquid Fuels Fund	\$ 0.00
• Fire Tax-Thornhurst	\$ 12,500.64
• Escrow Fund	\$ 0.00
Total Disbursements	\$ 327,312.82

Ms. Kelly made a motion second by Mr. Zito to pay the current obligations in the amount of \$327,312.82.

- **Discussion:** None
- **Vote:** All in favor, motion passes.



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8. Other Business

Mr. Adams read a request submitted by the Pocono Mountain Regional Police requesting a letter of support for applying for an LSA grant to purchase four police vehicles.

Mr. Adams made a motion second by Mr. Pope to provide a letter of support to the PMRPD for the application of the LSA Grant to purchase four new police vehicles.

- **Discussion:** Mr. Broxmeier asked about the new vehicles that we received from Barrett Township, being advised that the vehicles were not all new and that new officers have been hired. Mr. Zito asked police commission representatives that were in attendance what their feelings were and if we needed the vehicles and both representative agreed that the vehicles are needed. P. Volpe stated that there are approximately six cars that have over 150,000 miles on them currently. H. Smith asked how many cars were in the budget for this year. B. Sanford stated that the vehicles from Barrett were not new. Mr. Broxmeier stated that they were led to believe that the vehicles from Barrett were newer than they really were.
- **Vote:** All in favor, motion passes.

9. Board of Supervisors Executive Sessions

- Held Prior- Tuesday September 1, 2015 at 6:30pm Re: Legal
- Held Subsequent- Tuesday September 1, 2015 at 7:55 Re: Personnel

10. Adjournment

There being no further business, a motion was made by Mr. Pope, seconded by Mr. Adams to adjourn the meeting. All in favor, motion passed. Meeting adjourned at 7:45pm.

NEXT REGULAR BOARD MEETING: Tuesday, September 15, 2015 at the Coolbaugh Township Municipal Office meeting room.

•Business Meeting – 7:00 pm

Submitted by: Erin Masker, Recording Secretary

Reviewed by: _____
Lynn Kelly, Township Secretary

Witnessed by: _____
Juan Adams, Vice Chairman

Date: _____