

**Coolbaugh Township
Board of Supervisors
September 21, 2010 - Page 1**

The Coolbaugh Township Board of Supervisors September 21, 2010 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.

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 Zito. Also present were Township Secretary Linda Frutchey and Township Solicitor Jerry F. Hanna. Business Manager/Controller Douglas Hein was absent from the meeting.

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.

Approval of September 7, 2010 Minutes

Mr. Zito moved to approve the September 7, 2010 minutes as presented and dispense with the reading. Seconded by Ms. Kelly with there being a correction. Discussion - Mr. Zito said he thought he asked for a full accounting of the breakdown of hours that CPA Todd Bushta would be spending on the project audit for the LSA Funds. Mrs. Frutchey read the sentence that said the motion was amended to request the breakdown of hours, etc. Mr. Zito was satisfied that the motion was amended and in the Minutes. Ms. Kelly asked that the words "are more qualified" be removed in the paragraph about her prepared statement on page 4. The correction was noted. The motion carried 4-0-1 (Mr. Frutchey abstained due to not being present for the meeting).

Significant Industrial User Pretreatment Permit - Wal-Mart Distribution Center

Ms. Kelly moved to issue the Significant Industrial User Pretreatment Permit to the Wal-Mart Distribution center with the start date of October 1, 2010 to December 31, 2012 and

**Board of Supervisors
September 21, 2010 - Page 2**

with the change from quarterly to semi-annual monitoring and adding the definition in Section "H" on page 7. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

GE Water & Process Technologies On Point Service Agreement for Coolbaugh Township Wastewater Treatment Plant

Ms. Kelly moved to approve the GE Water & Process Technologies On Point Service Agreement for the 24/7 Emergency Telephone Technical Support in the amount of \$2,470.00. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

2010 Monthly Reports

Coolbaugh Township Volunteer Fire Company

Mr. Frutchey presented the August 2010 CTVFC Report saying there were 25 fire calls during the month with a total of 199 calls year to date.

Pocono Mountain Regional Emergency Medical Services

Ms. Kelly presented the July 2010 PMREMS Report as follows: Coolbaugh Twp. had 196 calls, Mt. Pocono Boro had 54 calls, Tobyhanna Twp. had 99 calls, Paradise Twp. had 43 calls and Tunkhannock Twp. had 36. Coolbaugh Township has had 1072 calls to date. Ms. Kelly discussed the Engineer's Report, ALS Assist to other units, etc. Mr. O'Boyle commented that the reports are more informative than when he attended the PMREMS Meetings.

Pocono Mountain Regional Police

Mr. Hutchins presented the August 2010 PMRPD Monthly Report as follows: 1382 complaints, 73 accidents, 201 criminal arrests, 373 traffic arrests, 360 traffic warnings and 23 ordinance arrests for a total of 1455 calls within the area covered by the regional police, which includes Tobyhanna, Tunkhannock and Coolbaugh Townships and the Borough of Mount Pocono. Mr. Hutchins went on to explain that the PMRPC Minimum Municipal Obligation for Coolbaugh Township is \$321,614.00 for 2011, which is very high, and the police commission is looking at ways the amount can be reduced for all of the municipalities within our covered area.

**Board of Supervisors
September 21, 2010 - Page 3**

The Cross, Inc. Land Development Plan - Request for Extension

Mr. Zito moved to grant an extension on The Cross, Inc. Land Development Plan until December 21, 2010, per the Planning Commission's recommendation. Seconded by Mr. Frutchey. Discussion - none. The motion carried 5-0.

Minor Subdivision to join lots 4, 5 & 11, Block 47, Section 9, Arrowhead Lake, Property Owners - Michael and Miriam Coughlin

Mr. Frutchey moved to approve the Minor Subdivision to join lots 4, 5 & 11, Block 47, Section 9, Arrowhead Lake North for Property Owners Michael and Miriam Coughlin. Seconded by Mr. Zito with the condition that there be no thru driveway. Mr. Frutchey agreed to the condition. Discussion - none. The motion carried 5-0.

Appointment to Zoning Hearing Board - 2nd alternate member - term ending December 31, 2012

Mr. Zito moved to accept the recommendation of the ZHB members to appoint Patrick Rafter as the 2nd alternate member to the ZHB with a term ending on December 31, 2012. Seconded by Mr. Frutchey. Discussion - Mr. Zito said, "it's nice to have representation from that end of the Township". Mr. Zito's remarks were echoed by the other Supervisors. The motion carried 5-0.

Adoption of Ordinance #112 re: amending the description of the Capital Projects

Ms. Kelly moved to adopt Ordinance #112 amending the description of the Capital Projects listed in Exhibit A which includes a breakdown of the expenses and the list of the projects. Seconded by Mr. Zito. Discussion - none. The motion carried 5-0.

Minimum Municipal Obligation for 2011

Coolbaugh Township Non-uniform Pension Plan - \$67,734.23

Pocono Mountain Regional Police Non-uniform Pension Plan - \$3,233.00

Pocono Mountain Regional Police Pension Plan - \$321,614.00

Mr. Frutchet made a motion to approve the MMO for 2011 as follows: Coolbaugh Township Non-uniform Pension Plan in the amount of \$67,723.23; Pocono Mountain Regional Police Non-uniform Pension Plan in the amount of \$3,233.00 ; Pocono Mountain Regional Police Pension Plan in the amount of \$321,614.00 Seconded by Mr. Hutchins. Discussion - none. The motion passed 5-0.

On-Lot Sewage Management Agreement between Coolbaugh Township / Gabriel and Paul Scavello

Mr. Frutchet moved to approve the On-Lot Sewage Management Agreement between Coolbaugh Township / Gabriel and Paul Scavello. Seconded by Mr. Hutchins. Discussion - none. The motion passed 5-0.

Coolbaugh Boiler Conversions - Building No. 2 & Garage - Application #3 for payment

Mr. Hutchins moved to approve Application #3 for the Coolbaugh Boiler Conversions Project in the amount of \$5,440.00 as amended and recommended by Township Engineer Russ Kresge. Seconded by Mr. Zito. Discussion ensued over requesting prevailing wage certificates and/or the affidavit of exemption should be made current. The motion was amended to reflect requesting the updated affidavit for the files. The motion carried 5-0.

Laurel Drive Intersection Improvements - Application #2 for payment

Mr. Frutchet moved to approve Application #2 for payment to Papillon & Moyer in the amount of \$47,917.38 with the condition that items 1 to 4 in Township Engineer Russ Kresge's September 21, 2010 letter have been satisfactorily addressed. Seconded by Mr. Zito.

**Board of Supervisors
September 21, 2010 - Page 5**

Discussion - Mr. Zito expressed appreciation to the engineers and the contractors for a job well done as the road looks great and is much safer. Public Input - Fred Berg said the road needs signs such as "curve ahead or sharp turn". Discussion - Mr. Berg was advised that the signs are on the way and will be installed soon. The motion carried 5-0.

Proposal from Del-Val International to paint 2011 Chassis truck

Mr. Zito moved to accept the Proposal from Del-Val International to paint 2011 Chassis truck in the amount of \$1,800.00. Seconded by Ms. Kelly. Discussion - none. The motion carried 4-0-1 (Mr. Frutchey abstained due to not being present at the last meeting when the matter was discussed).

Township's Financial Report

Before the Supervisors were detailed Financial Reports prepared by Business Manager/Controller Doug Hein. Mr. O'Boyle read the summary of financial information as of September 15, 2010 that included revenues, expenses and cash balances. No discussion followed.

Current Obligations

| | |
|----------------------------|--------------------|
| General Fund | \$37,743.06 |
| Capital Projects Fund | \$ 1,481.50 |
| Escrow Account Fund | \$ 2,210.00 |
| Sewer System Fund | \$10,193.52 |
| Total Disbursements | \$79,628.08 |

Mr. Frutchey moved to approve the Current Obligations in the amount of \$79,628 Seconded by Mr. Zito. Discussion - Michelle Fairservice asked what the title "PR" meant next to the name of John Adams. Mrs. Fairservice was advised that the payment is for a Zoning Hearing Board hearing which John Adams attended as a ZHB member. The motion carried 5-0.

Other Business

Permit for Pipe Replacement under Cayuga Drive at SR 611

Mr. Frutchey made a motion to issue a Purchase Order to Township Engineer Russ Kresge to start the process of obtaining a permit from the Monroe County Conservation District for the pipe replacement under Cayuga Drive at SR 611. Seconded by Mr. Hutchins. Discussion - none. The motion passed 5-0.

Porch by the District Court

Discussion ensued over the enclosed porch outside the Tax Collector's office and how shackled prisoners are looking into the window while Mr. Washenik is trying to work on financial transactions. He is requesting that the doors be locked before the next court session. Discussion followed. A decision was made to visit the site ahead of the September 28, 2010 Work Session and discuss the matter with District Justice Anthony Fluegel.

Pocono Mountain Ecumenical Hunger Ministry (Food Pantry) - installation of electrical circuits

Mr. O'Boyle read a September 16, 2010 letter from Michael Stern, President of the Food Pantry saying they are purchasing one commercial freezer and a commercial refrigerator, but because their office area is constantly tripping the circuit breaker indicating the existing circuit is being overloaded, Mr. Stern is in the process of getting quotes for the installation of two new 20 amp circuits. He confirmed that the pantry will assume the full cost of the electrical upgrade. Discussion followed ensuring that Bureau Veritas will do the electrical inspection.

Waste Water Treatment Plant equipment - Muffin Monster, Compressor & Blowers

Discussion ensued over the Waste Water Treatment Plant muffin monster(the influent grinder that grinds the sewage up as it comes into the plant), compressor and blowers taking up space in the DPW garage and receiving no bids after advertising twice in the Pocono Record and on municibid.com. The Supervisors directed DPW Foreman Steve Weber to contact a few scrap yard businesses to see

**Board of Supervisors
September 21, 2010 - Page 7**

what the Township could get for selling the equipment as scrap metal. The matter would be discussed at the next Work Session.

DPW Applications for employment

Mr. O'Boyle said the Township got a good response from CDL employee advertisement. It was the consensus of the Supervisors to discuss dates to start the interview process at the next Work Session.

Fuel Master dedicated phone line

Mr. Frutchey moved to approve getting a dedicated phone line for the Fuel Master System. Seconded by Mr. Hutchins. Discussion followed over what the cost would be, if there is a need for a dedicated phone line, etc. The motion passed 4-1-0 (Ms. Kelly opposed).

Vehicle repair account substructure

Mr. O'Boyle said the tracking of vehicle repairs, etc. has been implemented.

Authorization to switch insurance carriers for Life/ A D& D/ STD/ LTD

It was the consensus of the Supervisors not to take action on authorization to switch insurance carriers for Life / AD & D/STD/LTD until the matter could be discussed with Mr. Hein.

Ghoulbaugh Pumpkin Patch Event

Ms. Kelly moved to allow \$300.00 to be taken out of the Parks and Recreation line item "Other Services and Charges" to be used to hold their annual Ghoulbaugh Pumpkin Patch Event at the Township Municipal Park. Seconded by Mr. Hutchins. Discussion followed about the Parks & Recreation Commission members leaning towards the date of Saturday, October 30, 2010. Mr. Zito said that Pocono Farms East is holding a similar event on Sunday, October 31, 2010, etc. The motion carried 5-0.

Questions raised by Mr. Hutchins

SR 196 - Mr. Hutchins asked if anyone has noticed that SR 196 lanes seem to be narrowed. He also noted that he has not seen too many reflectors, which is a help in the fog and rain. He went on to say that Echo Lake Road has wider lanes now. Discussion followed about the reflectors being in the middle of the road, and it was suggested to direct DPW Road Foreman Steve Weber to check the site and see if the number of reflectors is sufficient.

Township Line Painting Project - Mr. Hutchins asked for the status of the completion of our line painting project. Mr. O'Boyle reported that the project is in progress and will check with Mr. Weber for a projected date for completion.

Warnertown Bridge Replacement - Mr. Hutchins said there was a pre-construction meeting at the site of the Warnertown Bridge Replacement Project and asked if anyone had an update. Mr. Frutchey said he attended the preconstruction meeting and the project consists of replacing the existing bridge and there will not be any road closure, etc.

Public Input

Michelle Fairservice - asked if the Township received an end of year report on the Tobyhanna Sports Camp and asked if a detailed pumping schedule was provided. Discussion followed about making the copy of the latest report available to her, etc.

Board of Supervisors Executive Sessions

Mr. O'Boyle announced that the Board of Supervisors held an Executive Session on Tuesday, September 7, 2010 at 8:45 p.m. for Personnel and Legal Issues and one will be held after the meeting for Personnel and Legal Issues.

**Board of Supervisors
September 21, 2010 - Page 9**

Adjournment

With no further business before the Board, Mr. Frutchey moved to adjourn the meeting. Seconded by Mr. Hutchins. Discussion - none. The motion carried 5-0. The meeting adjourned at approximately 8:22 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Joseph O'Boyle
Board Chairman