

**Coolbaugh Township  
Board of Supervisors  
September 6, 2011 Minutes  
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The Coolbaugh Township Board of Supervisors September 6, 2011 Meeting was held in the Township Municipal Center, in building #3, at 5550 Memorial Boulevard, Tobyhanna, Pennsylvania.

**Call To Order**

Chairman O'Boyle called the meeting to order at approximately 7:00 p.m. and lead those in attendance in the recitation of the Pledge of Allegiance.

Supervisors present for the meeting included: Mr. Joseph O'Boyle, Ms. Lynn Kelly and Mr. Robert M. Zito. Mr. James H. Frutchey, Jr. and Mr. Robert B. Hutchins were absent. Also present were Township Secretary Linda Frutchey, Township Solicitor Jerry F. Hanna and Business Manager /Controller Douglas Hein

**Approval of August 16, 2011 Minutes**

Ms. Kelly moved to approve the August 16, 2011 minutes as presented and dispense with the reading. Seconded by Mr. Zito. Discussion - none. The motion carried 3-0.

**Thomas Malkowski - Arrowhead Lake, Lot 80, Block A-55, Section 12 - request for a modification of the wetland buffer area - Township Code of Ordinances, Chapter 9, Part 1 - Natural Features Conservation**

Brian Courtright, PLS was present to represent Thomas Malkowski's request for a waiver of the wetland buffer area to allow the construction of a dwelling. Mr. Courtright explained that the comments in Russ's August 18, 2011 letter have been addressed with the exception of submitting the Erosion and Sediment Plan (E & S) to the Monroe County Conservation District (MCCD) which will be sent once he is sure Mr. Malkowski's waiver request will be granted.

Mr. Zito moved to grant Thomas Malkowski's request for a waiver of the wetland buffer area with the provision that the E & S plan meets the satisfaction of Township Engineer Russ Kresge prior to being submitted to the MCCD. Seconded by Ms. Kelly. Discussion - none. The motion carried 3-0.

**Arcadia North Business Park, South Phase - Section 1 - Emergency Access Road**

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

Discussion ensued over the following: Russ Kresge's September 2, 2011 letter; the proposed modification of the surface of the emergency access road to Arcadia North Business Park; the commitment from Arcadia Properties to do snow plowing and mowing operations; whether there is an existing agreement regarding the snow plowing and mowing or whether a new agreement has to be finalized.

Mr. Zito made a motion to grant the request to Arcadia North Business Park, South Phase, Section 1-Emergency Access Road based upon meeting the conditions set forth by Township Engineer Russ Kresge in his September 2, 2011 memo, with the caveat that if no formal agreement exists, a new agreement would need to be finalized and must meet the conditions of our Township Solicitor and Township Engineer. Seconded by Ms. Kelly. Discussion followed about a new agreement, if needed it would come back before the Supervisors for approval. Public Input on the surface covering were heard from David Pope and Harry Smith and the questions were answered by Shawn Langen. The motion carried 3-0.

**Proposed installation of a water line extension for the purpose of installing a fire hydrant in the Pocono Summit Lakes development**

Discussion ensued over Township Engineer Russ Kresge's September 1, 2011 letter relating to the location of the water line easement.

Ms. Kelly made a motion to authorize Township Engineer Russ Kresge to move forward with contacting Lowes to make arrangements to have their contractor install the waterline extension to the property line to an acceptable location for the purposes of the installation of a fire hydrant with the construction being completed at a cost forgiveness reimbursement; to authorize Solicitor Jerry Hanna and Engineer Russ Kresge to work out the construction details and payment schedule. Seconded by Mr. Zito who commented that all the pieces would need to come together rather quickly. Solicitor Hanna said he has prepared a preliminary draft of the amendment to the Stormwater Facilities Maintenance and Monitoring Agreement which will not take long to finish once the final location of the water line extension is determined, the construction cost and the payment schedule is finalized. The motion carried 3-0.

**Central electric distribution and the lighting of the Armed Forces Field**

Ms. Kelly explained that the Parks and Recreation Commission members want to review information recently received prior to meeting with the Supervisors and made a motion to table the matter and schedule it on the next meeting agenda. Seconded by Mr. Zito. Discussion - none. The motion carried 3-0.

**Northampton Community College - request for an extension of the previous arrangement with Coolbaugh Township for the use of the cul-de-sac on Kolb Drive due to overflow parking**

Mr. Zito moved to grant the request to Northampton Community College. Seconded by Ms. Kelly. Discussion ensued about possible problems last year with the snow plowing of the cul-de-sac. It was the consensus of the Supervisors to handle the situation if a problem should come up this year. The motion carried 3-0.

**Bid Award - Manhole Riser Project for Coolbaugh Township**

The Bid for the Manhole Riser Project for Coolbaugh Township was advertised in the Pocono Record on August 6 and August 10, 2011 with a Bid Opening on Monday, August 29, 2011. One Bid was received from Papillon & Moyer Excavating & Paving, LLC in the amount of \$16,900.00. Discussion followed accepting the bid as presented and not to re-advertise the project because of only receiving one bid.

Mr. Zito moved to accept the Bid from Papillon & Moyer Excavating & Paving, LLC in the amount of \$16,900.00. Seconded by Ms. Kelly. Discussion - none. The motion carried 3-0.

**Bid Award for Sludge Pumping, Hauling and Disposal for Coolbaugh Township**

The Bid for the Sludge Pumping, Hauling and Disposal for Coolbaugh Township was advertised in the Pocono record on August 5 and August 9, 2011 with a Bid Opening on August 22, 2011. The following Bids were received: Biros Septic & Drain Cleaning in the amount of \$.0872 cents/ gal, Aqua Wastewater Management, Inc. in the amount of \$.0834 cents/gal, Russell Reid & Co. in the amount of \$.1247 cents/gal. Synagro Central, LLC bid was returned unopened due to the vendor not attending a mandatory bid meeting.

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Ms. Kelly moved to accept the Bid for Sludge Pumping, Hauling and Disposal from Aqua Wastewater Management, Inc. at \$.0834 cents/gallon. Seconded by Mr. Zito. Discussion - none. The motion carried 3-0.

**Lease Purchase Quote for the 2012 International Truck**

Discussion ensued over the financing of the truck, the terms of the lease purchase, the trade in value once the lease is paid off, the amount of the interest that will be paid, if there is a penalty if the lease is paid off early, the need to order additional trucks through a lease purchase.

Ms. Kelly made a motion to approve the Municipal Lease through Municipal Capital Corporation for the 2012 International Truck at the term of 6 years, at 3.99%, with a down payment of \$30,700.00, at a cost of \$1,638.35 per month. Seconded by Mr. Zito saying he will not hold anything up by not voting on this motion, but definitely wants to discuss ordering other trucks when all Supervisors are present. Public Input - comments relating to the lease purchase were heard from Fred Pope, Eileen Massaro, Fred Berg, David Pope and Michelle Fairservice. The motion carried 3-0.

**Township Financial Report**

Mr. Hein explained the report that included the final Trial Balance and final Budget Trial Balance for all funds as of July 31,2011. Along with the report was a listing of time available for all employees as of payroll ending August 20, 2011.

**Current Obligations**

General Fund	\$350,843.12
Capital Projects Fund	\$ 5,408.75
Escrow Account Fund	\$ 205.13
Liquid Fuels	\$ 18,527.10
Sewer Fund	\$ 3,831.34
Total Disbursements	<u>\$378, 815.44</u>

Mr. Zito moved to pay the Current Obligations in the amount of \$378,815.44. Seconded by Ms. Kelly. Discussion - none. The motion carried 3-0.

**Other Business**

**Declaration of Disaster Emergency**

Mr. O'Boyle announced that the Board of Supervisors signed a Declaration of Disaster Emergency due to Hurricane Irene.

**Authorization to BCM Engineer re: Arrowhead Lake WWTP Permit**

Ms. Kelly made a motion to authorize BCM Engineers to coordinate activities relating to Arrowhead Water Quality Management Part II Permit. Seconded by Mr. Zito. Discussion followed about Dave Kavitski contact being Christiana Pollack at Princeton Hydro. The motion carried 3-0.

**Waste Water Treatment Plant - repairs to Ejector Pump**

Ms. Kelly moved to authorize the repairs to the Myers Ejector Pump in the amount of \$1,188.15. Seconded by Mr. Zito. Discussion - Mr. Hein confirmed that he will contact Stroudsburg Electric Motor in the morning to do the repairs. The motion carried 3-0.

**Authorization to Township Solicitor Jerry F. Hanna re: Enforcement Proceedings - Dennis and Grisel Bloom**

Ms. Kelly moved to authorize Township Solicitor Jerry Hanna to work with Joseph Brady on details needed for the Zoning Hearing for Dennis and Grisel Bloom. Seconded by Mr. Zito. Discussion - none. The motion carried 3-0.

**Authorization to advertise Special Work Session**

Mr. Zito made a motion to authorize the secretary to advertise a Special Work Session for Monday, September 12, 2011 at 5:00 p.m. to discuss sewage related matter if Mr. Frutchey and Mr. Hutchins can be present. Seconded by Ms. Kelly. The motion carried 3-0.

**Public Input**

**Fred Berg** - asked for the status of the proposed truck parking facility that PMI was looking into . Mrs. Frutchey was directed to contact PMI to get an update. **Mr. Berg** requested that a letter be sent from the Zoning Officer to the home owner on the corner of Sussex Drive as it appears to be abandoned and run down.

**Harry Smith** - asked if the Township received a letter from the SEO on the Sports Camp. Mr. Hein replied that he would get him a copy of the report. Mr. Smith asked what was submitted to FEMA for Coolbaugh's cost from Hurricane Irene. Mr. O'Boyle replied that Mr. Frutchey has the information.

**Michele Fairservice** - asked where the information is posted in the township as to where to go in the event of an emergency. She suggested that the evacuation plan be posted on the bulletin board and on the web site. Discussion followed. Mr. O'Boyle said it would be best to ask these questions when Emergency Manager Coordinator Jim Frutchey is present.

**Shawn Langen** commented the County Emergency Services and the local Coordinators have to work together in the event of an emergency.

**David Pope** - asked if anyone was contacted to repair the Laurel Drive underpass; He was advised that the DPW Forman has been in contact with the owner to have it repaired. **Mr. Pope** said the improvements made at the underpass at Laurel Drive helped control the water runoff during the recent heavy rain fall; **Mr. Pope** asked if a mirror could be posted at the stop sign on Laurel Drive / Echo Lake Road. Discussion followed with a decision not being made on the request for the mirror.

**Presentation of painting of Township Municipal Center**

**David Pope** presented a framed picture of the Township Municipal Center hand painted by Suzanne Pope, his wife. The Supervisors and the public in attendance complimented the painting. A number of suggestions were given about where to hang the picture, but no decision was made.

**Eileen Mercado** - asked if the township was getting a number of calls from individuals asking for scrap metal or wanting to deliver it. Discussion followed about not receiving any calls but, there may be as the Drop Off Site is opened this coming Friday and Saturday.

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**Board of Supervisors Executive Sessions**

Mr. O'Boyle announced that the Board of Supervisors have not held an Executive Session since Tuesday, July 19, 2011.

**Adjournment**

With no further business before the Board, Ms. Kelly moved to adjourn the meeting. Seconded by Mr. Zito. Discussion - none. The motion carried 3-0. The meeting adjourned at approximately 8:26 p.m.

Respectfully submitted:

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Linda Frutchey  
Township Secretary

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Joseph O'Boyle  
Board Chairman