

**Coolbaugh Township
Board of Supervisors
September 7, 2010 Meeting
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The Coolbaugh Township Board of Supervisors September 7, 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. Robert B. Hutchins and Mr. Robert Zito. Mr. James H. Frutchey, Jr. was absent from the meeting. Also present were: Township Secretary Linda Frutchey, Township Solicitor Jerry F. Hanna and Business Manager/Controller Douglas Hein.

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 August 17, 2010 Minutes

Ms. Kelly moved to approve the August 17, 2010 minutes with a correction on page 3 under the title *Adoption of Resolution #07-2010 - Opposing Anti-Township Legislation*, where the wording is - Mr. O'Boyle summarized the Resolution for the reorganization of local government with a county basis to add the following: "opposing the reorganization" as this wording would make it clearer. Seconded by Mr. Zito. Discussion - none. The motion carried 4-0.

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 Mr. Hutchins. Discussion - none. The motion carried 4-0.

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Letter of Support to PMRP re: DCED Grant - Local Shares Monroe Program

Mr. O'Boyle read the Letter of Support for the PMRPD grant application. Ms. Kelly moved to approve and send the letter. Seconded by Mr. Hutchins. Discussion - none. The motion carried 4-0.

Authorization to advertise proposed Ordinance #112-2010 re: amending the description of the Capital Projects

Mr. Hutchins moved to authorize the advertisement. Seconded by Ms. Kelly. Discussion - Ms. Kelly asked that an "s" be added to the word "basin" on page 2 under the title Ordinance No. 105. She asked for clarification of whether the expenditure of \$75,000.00 in E911 Signage under Exhibit "A" was just for the E911 signs. Discussion followed about money being in the general fund as well as the Capital Projects Fund for E911 signs and for signs that have to be replaced, etc. The motion carried 4-0.

Tobyhanna Athletic Association - request to use pavilion at Township Park on June 26, 2011 and waive the fee and deposit

Mr. Zito moved to grant the request. Seconded by Ms. Kelly. Discussion - none. The motion carried 4-0.

Pastor Phyllis White's request for separate days to provide the Clothing Ministry Service

Ms. Kelly moved to approve Pastor White's request to provide the clothing ministry service on Tuesdays with opening hours of 10:00 a.m. to 1:00 p.m. and getting into the basement a half hour prior to the start time. Seconded by Mr. Zito. Discussion - Mr. Hutchins said this matter should have been discussed at a work session with food pantry personnel and the Pastor and went on to voice a concern about splitting services and making people come to the Township twice opposed to coming once, etc. Discussion followed about this being a trial basis, etc. It was the consensus of the Supervisors that they are grateful to have

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people helping in the food pantry and the clothing ministry who give up their time to serve the people. The motion carried 4-0.

Request to send personnel to the Collecting Delinquent Municipal Fees Seminar

Discussion followed about this matter should have been discussed at a work session; there not being money in the budget for seminars; we already have a collection agency working with the Township; township employees are already working on going through the procedures for sheriff sales, placing liens on properties, etc. It was the consensus of the Supervisors that Solicitor Hanna is the expert on the matter and they need to discuss this matter further with him, etc. Mr. Zito moved to table the matter. Seconded by Ms. Kelly. Discussion - none. The motion carried 4-0.

Authorization to advertise:

Coolbaugh Township Leaf Collection Notice

Mr. O'Boyle read the Leaf Collection advertisement. Mr. Hutchins made a motion to authorize the advertisement of the Coolbaugh Township Leaf Collection. Seconded by Mr. Zito. Discussion - David Pope voiced a concern about leaf collection in this area not being sensible, etc. Discussion - the Supervisors explained that they held several meetings with DEP officials over the same issue and even took them on a tour of the area so they could see how spread out we are. The bottom line is the Township has no choice, and if we do not comply with the rules we could lose funding, etc. The motion passed 4-0.

Board of Supervisors and Township Planning Commission Joint Work Session

Mr. O'Boyle explained that the purpose of the Joint Work Session on October 14, 2010 is to review the draft Township Official Map and accompanying ordinances, and discuss the status of the Coolbaugh Township, Mount Pocono Borough, Tobyhanna Township and Tunkhannock Township zoning consistency project.

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Ms. Kelly moved to authorize the advertisement of the Joint Work Session. Seconded by Mr. Hutchins. Discussion - none. The motion carried 4-0.

Department of Public Works full time employee

Mr. Zito moved to authorize the advertisement for a full time employee for the DPW. Seconded by Ms. Kelly. Discussion - David Pope asked questions relating to the position. The motion carried 4-0.

Naming of the Acting Road Foreman

Mr. O'Boyle explained that a notice was posted in the DPW garage for one week following the union procedure, and James Frutchey III was the only DPW employee who signed up. He went on to say that this position is for a fill-in when our current DPW Foreman Steve Weber is off. This person will carry out Mr. Weber's duties in his absence for a \$1.00 more per hour as the Acting Road Foreman and that this is the same procedure that was followed when Steve Weber filled in for Wayne Regan, our former DPW Foreman, etc.

Mr. Hutchins moved to name James Frutchey III as the Acting Road Foreman to be paid \$1.00 more per hour when Steve Weber is off, per the procedures of the collective bargaining agreement. Mr. Zito seconded the motion as per the collective bargaining agreement. Discussion - Ms. Kelly said the position of an Acting Road Foreman is not mentioned in the collective bargaining agreement, and she went to read a prepared statement saying she did not believe this individual is the best appointment for Coolbaugh Township, since there are employees who have more seniority and more experience, etc. Mr Hutchins responded that Ms. Kelly was out of line, making more of the position than what it is; that it is only in force when the DPW Foreman is absent and the employee acting in his place must make sure the work orders are enforced, etc. Mr. Zito said everyone had the same opportunity to sign up on the posted notice, and if there had been more than one name on it, it would have gone by seniority, etc. Mr. O'Boyle said changes can be made if it does not work out. Public input was heard from David Pope, Fred Berg and Michelle Fairservice. The motion passed 3-1-0 (Ms. Kelly opposed).

Authorization to CPA Todd Bushta to perform project audit for the LSA Funds on the SR 196/King's Way & Seven Nation Drive Signalization Project

Ms. Kelly moved to authorize CPA Todd Bushta to perform the project audit for the LSA Funds at a cost of \$3,300.00. Seconded by Mr. Hutchins. Discussion followed about there being a full accounting and breakdown of the time spent on the project audit. The motion was amended to request the breakdown of hours spent on the project. Discussion - Phyllis Williams and David Pope commented on the amount for the audit. The motion carried 4-0.

GE - On Point Service Agreement for Coolbaugh Township Wastewater Treatment Plant

Discussion ensued prior to the motion and it was the consensus that the Supervisors would like to discuss the matter with Engineer Dave Kavitski. Mr. Hutchins moved to table the matter until the next meeting. Seconded by Mr. Zito. Discussion - none. The motion carried 4-0.

Authorization to order the following through the Co-Stars State Contract:

Mr. O'Boyle read off three proposals for the 2011 Chassis Truck from the Co-Stars State Contract: Five Star International in the amount of \$82,330.00 , Horwith Freightliner in the amount of \$76,862 and Del-Vel International in the amount of \$71,754.00 . Mr. O'Boyle said there is one proposal from E.M. Kutz, Inc. in the amount of \$48,858.00 for the truck body, plow and spreader.

Discussion ensued over the chassis in the proposal from Del-Vel International being white; the cost of painting it yellow, getting a price to get it painted and to include a cost for getting it painted in the motion, etc.

Mr. Hutchins moved to table. Discussion followed about the various specifications. Mr. Hutchins asked if the specifications were apples to apples and Mr. O'Boyle responded yes. Mr. Hutchins withdrew the motion.

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Mr. Zito motioned to purchase the 2011 Chassis truck from Del-Vel International in the amount of \$71,754.00. Seconded by Ms. Kelly. Discussion - David Pope asked if there was a running maintenance log and trip tickets on each truck. Discussion followed in which it was noted that this procedure is in the process of being implemented. The motion carried 4-0.

Mr. Hutchins moved to approve the purchase of the truck body, plow and spreader from E.M. Kutz, Inc. in the amount of \$48,858.00. Seconded by Ms. Kelly. Discussion - none. The motion carried 4-0.

Laurel Drive Intersection Improvements

Before the Supervisors was a letter from Township Engineer Russ Kresge explaining that the PennDOT Highway Occupancy Permit has been issued for this project and there will not be a need for the previously anticipated temporary reopening, which will result in a reduced cost from \$26,026.00 to \$24,667.38.

Mr. Hutchins moved to approve Change Order #1 in the amount of \$24,667.38 and to approve the second pole relocation in the amount of \$2,998.00. Seconded by Mr. Zito. Discussion - Michelle Fairservice said she was at the Work Session last week when it was stated that no change orders would be approved. Discussion - the Supervisors explained that they did not have all the information in front of them at the time those statements were said. The motion passed 4-0.

Authorization to repay the Emergency Services Fund \$51,535.00 for the Conveyor - Township is in receipt of Act 101 Recycling Grant in the amount of \$276,604.73

Mr. Hutchins moved to repay the Emergency Services Fund in the amount of \$51,535.00. Seconded by Mr. Zito. Discussion - Michelle Fairservice asked for a breakdown of how many hours are on the conveyor, etc. The motion carried 4-0.

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Township's Financial Report

Before the Supervisors were detailed Financial Reports and a listing of time available for all employees as of pay period ending August 21, 2010 prepared by Business Manager/Controller Doug Hein. Mr. Hein discussed the summary of financial information as of July 31, 2010, regarding revenues, expenses and cash balances. No discussion followed.

Current Obligations

General Fund	\$406,005.92
Capital Projects Fund	\$ 9,867.20
Escrow Account Fund	\$ 1,062.50
State Liquid Fuel Fund	\$ 4,875.00
Sewer System Fund	\$ 7,743.83
Total Disbursements	<u>\$429,674.45</u>

Ms. Kelly moved to approve the Current Obligations in the amount of \$429,674.45. Seconded by Mr. Hutchins. Discussion - Michelle Fairservice asked for a breakdown of the Hanover Engineering invoices. The motion carried 4-0.

Other Business

Pocono Mountains Art Council - Art Exhibit

Mr. O'Boyle encouraged everyone to go and see the art exhibits on display at the Historical Association.

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Newspaper article - Bill gives municipalities teeth to hold slumlords accountable

Mr. O'Boyle read a few paragraphs from the article in the newspaper (referenced above). Discussion followed.

Billing Application No.1 - Laurel Drive Intersection Improvements

Mr. Hutchins moved as per the letter from Russ Kresge Township Engineer to approve the invoice to Papillon & Moyer Excavating & Paving in the amount of \$93,250.00. Seconded by Mr. Zito. Discussion - none. The motion carried 4-0.

Public Input

Vincent Massaro - asked if anyone was going to attend a meeting about private community study results released on Wednesday at the Fernwood Hotel and Resort. Mr. Massaro was advised to contact Representative John Siptroth for the information.

David Pope - asked that the invitation be extended to the Pocono Mountain School District for a representative to attend a meeting. He asked when the manholes on Main Street would be raised and suggested putting a camera on the Echo Lake Road, etc. Discussion followed on each of his comments.

Phyllis Williams - suggested putting a rumble strip at the curve on Laurel Drive prior to going through the underpass. Discussion followed.

Michelle Fairservice - asked if the van could be removed that has been sitting on the lawn at the house formerly owned by the Knights of Columbus on upper Main Street. Discussion followed. Public Input was heard from David Pope and Vince Massaro. Ms. Fairservice thanked Ms. Kelly for the statement she read.

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Board of Supervisors Executive Sessions

Mr. O'Boyle announced that the Board of Supervisors held an Executive Session on Tuesday, August 17, 2010 at 8:00 p.m. for Personnel Issues and one will be held after the meeting for Personnel and Legal Issues.

Adjournment

With no further business before the Board, Mr. Hutchins moved to adjourn the meeting. Seconded by Ms. Kelly. Discussion - none. The motion carried 4-0. The meeting adjourned at approximately 8:39 p.m.

Respectfully submitted:

Linda Frutchey
Township Secretary

Joseph O'Boyle
Board Chairman