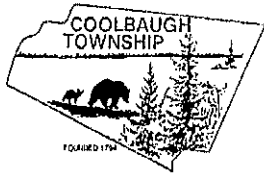


**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

5520 MUNICIPAL DRIVE, TOBYHANNA, PA. 18466
(570) 894-8490 * FAX (570) 894-8413
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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION AGENDA
May 7, 2019, 6:00PM**

1. Attorney Andrew Wolf- Lynch Corporation
2. Nepotism Policy Discussion
3. Other Business
4. Public Input



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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING AGENDA
May 7, 2019, 7:00 PM**

Roll Call

BOARD OF SUPERVISORS

___ B. Weimer ___ T. Lamantia ___ A. Ruiz-Smith ___ C. Colgan ___ L. Kelly
___ Solicitor Armstrong ___ E. Masker

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 item. When speaking please state your name and the city or community that you reside in. This meeting is being recorded to aid in the preparation of the minutes.

1. Public input

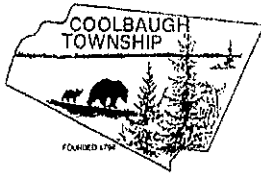
2. Approval of minutes / notes
 - April 23, 2019 Regular Meeting Minutes

3. Awarding of the 2019 Road Paving Bid

4. Air Conditioning Units for the District Magistrate Office

5. Waste Not Technologies Acknowledgement of Escrow Termination

6. Request for Waiver of Procedural Time Requirements for the Minor Subdivision of Paul & Patricia Rudolph, Sr. until July 30, 2019



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7. Request for Waiver of Procedural Time Requirements for the Minor Subdivision of Robert Yoka until July 30, 2019

8. Request for Waiver of Procedural Time Requirements for the Minor Subdivision of Linda Silva until July 30, 2019

9. Coolbaugh Township Anniversary Committee Update

10. EAC Request for the purchase of stone for the Wiley Preserve in the amount not to exceed \$1,000.00

11. EAC Request to ban motorized vehicles on the Wiley Preserve

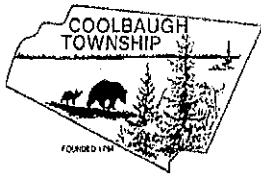
12. EAC request to post the Wiley Preserve with signs indicating the ban of unauthorized motorized vehicles

13. Authorization for Internal Posting of DPW Road Foreman Position

14. Authorization for DPW to work at the Shred Event on May 18, 2019 from 9am-3:30pm at the Coolbaugh Township Volunteer Fire Co. Parking Lot

15. Request for DPW to Pick Up Trash on Hemlock Drive Collected by Volunteers

16. Discussion on the Newly Passed Union Contract Benefits vs. Non-Union Employee Benefits



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17. Discussion on Recent Wind Damage at DPW Garage: Repair vs. Replacement

18. DPW Garage Door Openers

19. Dangerous Structure Report

20. Current obligations

• General Fund	\$	444,134.35
• Sewer Fund	\$	14,103.63
• Escrow Fund	\$	1,027.16
• Fire Tax Fund-Coolbaugh Twp. VFC	\$	<u>113,994.37</u>
Total Disbursements	\$	573,259.51

21. Solicitor Armstrong Comments/Updates

22. Other business

23. Board of Supervisors Executive Sessions

- After: Tuesday, May 7, 2019 following the meeting Re: Legal

24. Adjournment

Next monthly meeting will be held on Wednesday, May 22, 2019 due to elections

20

**COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS REPORT
MAY 07, 2019**

DATE	CK #	DESCRIPTION	AMOUNT
4/24/2019		Payroll Transfers	\$ 46,000.00
4/29/2019	5362	Psats UC 1st Qtr.	6,810.11
4/29/2019	5363	Peoples Security Trust- Credit Card	590.34
5/7/2019		General Fund	<u>390,733.90</u>
		Total General Fund Disbursements	444,134.35
5/7/2019		Escrow Fund Disbursements	1,027.16
5/7/2019		Fire Tax Fund Coolbaugh Twp VFD	113,994.37
5/7/2019		Sewer Fund Disbursements	<u>14,103.63</u>
		TOTAL DISBURSEMENTS	<u>\$ 573,259.51</u>

CASH TRIAL BALANCE AS OF MAY 07, 2019

General Fund Checking	\$ 1,208,179.94
Fire Tax/Coolbaugh Twp VFD	83,298.42
Fire Tax/Gouldsboro VFD	33,500.30
Fire Tax/Thornhurst VFD	42,482.23
Fire Tax/Tobyhanna Twp. VFD	22,183.38
Payroll Checking	768.12
Rainy Day Fund Savings	<u>938,024.54</u>
Total General Fund	2,328,436.93
Sewer Fund Checking	9,100.74
Sewer PennVest Checking	<u>76.62</u>
Total Sewer Fund	9,177.36
Capital Projects Fund Checking	<u>14,197.07</u>
Emerg. Services Fund Money Market	198,544.06
Emerg. Services Fund Checking	<u>21,579.24</u>
Total Emergency Services Fund	220,123.30
Liquid Fuels Fund Checking	<u>505,428.60</u>
Escrow Fund Checking	170,824.21
Escrow Fund Clarius Checking	<u>436,320.71</u>
Total Escrow Fund	607,144.92
TOTAL ALL FUNDS	<u>\$ 3,684,508.18</u>

List of Bills - (01101000) GENERAL FUND CHECKING GENERAL FUND

Check#	Vendor	Description	Payment	Check Total
5364	1105 - ABLE AUTO SERVICE, INC.	PO 16483 INSPECTION 2014 FORD 250	73.08	73.08
5365	44 - AIRGAS USA, LLC	PO 16538 RENTAL ACETYLENE/ARGON/ OXYGEN RENT	93.10	93.10
5366	490 - ALARM INSTALLERS CORP	PO 16517 DPW MONITORING SERVICE 6/2019-MAY20	312.00	312.00
5367	1214 - ALMA I. RUIZ-SMITH	PO 16479 MILEAGE- PSATS	174.60	174.60
5368	1039 - AMERICAN UNITED LIFE INS. CO.	PO 16475 MAY 2019 - LIFE INS./ DISABILITY	1,599.74	1,599.74
5369	4 - CHEMUNG SUPPLY CORP.	PO 16474 PLOW CUTTING EDGE	218.80	218.80
5370	1240 - CINTAS CORPORATION	PO 16468 MATS/DPW UNIFORMS	127.08	
		PO 16501 MATS	16.36	
		PO 16502 UNIFORMS	85.64	229.08
5371	711 - CINTAS FIRE PROTECTION	PO 16520 FIRE EXTINGUISHER INSPECTION & MAIN	1,145.70	1,145.70
5372	190 - COOLBAUGH SEWER FUND	PO 16531 MUNICIPAL CENTER	374.82	374.82
5373	199 - COOLBAUGH TWP. VOL. FIRE CO.	PO 16487 DONATION	150,000.00	150,000.00
5374	199 - COOLBAUGH TWP. VOL. FIRE CO.	PO 16490 RESCUE BOAT	10,000.00	10,000.00
5375	1120 - COUNTY WASTE	PO 16467 30YD REMOVAL OF TIRES	1,699.00	1,699.00
5376	652 - CYPHERS TRUCK PART	PO 16527 LED BEACON AMBER/CRAPER- BACKHOE LI	92.36	92.36
5377	8 - D.G. NICHOLAS CO.	PO 16525 BLOW GUN RUBBER TIP	21.38	
		PO 16526 FUEL FILTER/OIL FILTERS- FORD 350	217.36	238.74
5378	52 - DALEVILLE ACE HARDWARE	PO 16384 CREDIT	-48.55	
		PO 16537 TRAIL CAMERAS - PARTS /CABLE	67.96	19.41
5379	1085 - DE LAGE LANDEN	PO 16481 TOSHIBA COPIERS (2) - MAY 2019	208.80	208.80
5380	1339 - DIESEL EXPRESS INC.	PO 16504 INSPECTION SAFETY STICKER 2006 PETE	51.89	51.89
5381	151 - E.M. KUTZ, INC.	PO 16495 ANGLE CYLINDER 2012 INT'L 7400	1,000.87	1,000.87
5382	1327 - FRASER ADVANCED INFO.SYSTEMS	PO 16532 3 LEXMARK COPIERS CONTRACT 3/27-6/2	147.68	147.68
5383	578 - GENERAL CODE	PO 16511 CODE ANALYSIS - ZONING	890.51	890.51
5384	32 - GRAINGER	PO 16510 PARK CLIPS FOR NETS/ TIMER FOR FOOD	253.05	253.05
5385	535 - HANOVER ENGINEERING ASSOC., INC.	PO 16492 SEO	6,255.46	
		PO 16503 196 PROJECT	427.41	6,682.87
5386	616 - KIMBALL MIDWEST	PO 16477 LUBRICANT/ TERMINALS- FOR STOCK	276.58	276.58
5387	277 - LONG LIFE SPRINGS, INC.	PO 16514 PO#0434 2015 F550- NEED FOR INSPECT	1,703.37	1,703.37
5388	917 - MILLENNIUM ADMINISTRATORS	PO 16471 MARCH	500.00	500.00
5389	1255 - MONROE COUNTY MEALS ON WHEELS	PO 16488 DONATION	250.00	250.00
5390	74 - NAPA AUTO PARTS OF DALEVILLE	PO 16523 DUST CAPS FOE ALL TRUCKS	64.61	
		PO 16524 RIVETS	123.81	188.42
5391	1049 - NORTHEAST HYDRAULICS CO	PO 16500 REPAIR THUMB CYLINDER 120	727.50	727.50
5392	81 - P P & L	PO 16472 36034-04005 ECHO LAKE	37.26	
		PO 16473 88900-24001 WILD FLOWER	32.86	
		PO 16480 39910-23005 196 COUNTRY PLACE	32.25	
		PO 16496 07251-41006 PROJECT ST	14.05	
		PO 16497 51540-24008 KNOLLWOOD	29.34	
		PO 16498 85457-02009 BALLFIELD	400.63	
		PO 16507 984796-55008 7 KINGSWAY	52.06	
		PO 16508 88094-98000 940 SUMMIT	37.99	636.44
5393	81 - P P & L	PO 16509 84771-32002 507 SIGNAL LIGHTS	29.03	29.03
5394	1021 - PAPCO	PO 16499 DIESEL BLEND- FUEL	3,039.38	
		PO 16533 EASTERN PROPANE 04/22	268.26	3,307.64
5395	1158 - PENNDOT	PO 16512 HIGHWAY OCCUPANCY PERMIT - INSPECTI	1,958.82	1,958.82
5396	430 - POCONO ACE HARDWARE	PO 16478 CHAIN FOR CHAIN SAW	76.96	
		PO 16516 BLADES SHARPENING	13.00	
		PO 16519 TICK/DEEP WOODS SPRAY	23.36	
		PO 16522 HILLMAN FASTENERS- BACKHOE	15.18	
		PO 16529 PARTS NEW SIGN TRUCK -BUNGEE HOOKS-	27.25	155.75
5397	143 - POCONO LAKE SUPPLY CO.	PO 16470 SPARK PLUG/AIR FILTER FOR WEEDWACKE	12.34	
		PO 16535 DUST COVER	6.86	
		PO 16536 TOOLS FOR MUNICIPAL FOR SIDEWALK JO	329.25	348.45
5398	94 - POCONO MOUNTAIN REGIONAL EMS	PO 16465 MAY 2019	10,000.00	10,000.00
5399	93 - POCONO MOUNTAIN REGIONAL POLICE DEP	PO 16464 MORTGAGE-MAY	189,418.42	189,418.42
5400	713 - RED DIAMOND GRAPHICS	PO 16539 DOOR LOGOS FOR 2- NEW TRUCKS	575.00	575.00
5401	1203 - RUSSELL R. KRESGE JR.	PO 16485 DOLLAR GEN'L/CLARIUS/WASTE NOT/ROAD	2,465.00	2,465.00
5402	104 - S & H SUPPLY CO., INC.	PO 16518 PRESSURE GAUGE/HEAT PROOF GREASE	11.13	11.13
5403	1265 - SCHAEGLER YESCO	PO 16528 LIGHT POLE PARTS -ADMIN	35.28	35.28
5404	120 - SUNDANCE NETWORKS INC.	PO 16515 WTPP- -ADMIN CLOUD/BIT DEFENDER SEC	92.25	92.25
5405	1215 - SUPER HEAT, INC.	PO 16505 ADMIN OFFICE REPAIR	135.00	135.00
5406	738 - TEAMSTERS LOCAL 773	PO 16484 DUES - MAY 2019	632.00	632.00
5407	1151 - TOMAS KEANE	PO 16530 TAX REFUND- FIRE TAX	72.15	72.15

List of Bills - (01101000) GENERAL FUND CHECKING GENERAL FUND

Check#	Vendor	Description	Payment	Check Total
5408	892 - VERIZON WIRELESS	PO 16506 MONTHLY INV. & CASES	1,709.57	1,709.57
	TOTAL			----- 390,733.90

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01.101.000	GENERAL FUND CHECKING			0.00	390,733.90
01.230.650	UNION DUES			632.00	
01.400.000	GENERAL GOV'T	3,223.41			
01.403.000	TAX COLLECTION	72.15			
01.408.000	ENGINEER	1,355.00			
01.409.000	BUILDING & PLANTS	2,558.60			
01.410.000	POLICE	189,418.42			
01.411.000	FIRE	160,000.00			
01.412.000	AMBULANCE / RESCUE	10,000.00			
01.413.000	SEO / BUILDING CODE	6,255.46			
01.414.000	ZONING OFFICE	337.96			
01.427.000	SOLID WASTE COLLECTION / DISPO	1,699.00			
01.430.000	DPW-HIGHWAYS ROADS STREETS	4,839.44			
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	250.79			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	3,955.08			
01.437.240.070	2019 F350	244.61			
01.437.370.070	2019 F350	575.00			
01.439.000	DPW-HIGHWAY CONSTR & REBUILDIN	2,386.23			
01.454.000	PARKS	581.01			
01.458.000	CONTRIBUTIONS	250.00			
01.487.000	EMPLOYEE BENEFITS	2,099.74			
TOTALS FOR GENERAL FUND		390,101.90	0.00	632.00	390,733.90

Total to be paid from Fund 01 GENERAL FUND 390,733.90

390,733.90

**List of Bills - (85101000) ESCROW FUND CHECKING
ESCROW**

Check#	Vendor	Description	Payment	Check Total
1186	535 - HANOVER ENGINEERING ASSOC., INC.	PO 16493 DOLLAR GENERAL	224.84	
		PO 16494 ALDI	512.32	737.16
1187	1203 - RUSSELL R. KRESGE JR.	PO 16485 DOLLAR GEN'L/CLARIUS/WASTE NOT/ROAD	290.00	290.00
TOTAL				1,027.16

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
85.101.000	ESCROW FUND CHECKING			0.00	1,027.16
85.250.272	CLARIUS PARTNERS (ARCADIA N, LOT 2)			200.00	
85.250.307	DOLLAR GENERAL SEWER			224.84	
85.250.308	DOLLAR GENERAL SITE DEVELOPMENT			90.00	
85.250.320	ALDI INC.			512.32	
TOTALS FOR	ESCROW	0.00	0.00	1,027.16	1,027.16

Total to be paid from Fund 85 ESCROW 1,027.16
1,027.16

**List of Bills - (04102001) Fire Tax - Coolbaugh Twp VFC
FIRE TAX FUND**

Check#	Vendor	Description	Payment	Check Total
1015	199 - COOLBAUGH TWP. VOL. FIRE CO.	PO 16489 FIRE TAX DISTRIBUTION	113,994.37	113,994.37
	TOTAL			113,994.37

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
04.102.001	Fire Tax - Coolbaugh Twp VFC			0.00	113,994.37
04.411.000	TAX DISBURSEMENTS	113,994.37			
TOTALS FOR	FIRE TAX FUND	113,994.37	0.00	0.00	113,994.37

Total to be paid from Fund 04 FIRE TAX FUND

113,994.37
=====

113,994.37

List of Bills - (08101000) CHECKING SEWER FUND

Check#	Vendor	Description	Payment	Check Total
2191	228 - ATC	PO 16482 2018 CHAPTER 94 REPORT	1,610.00	
		PO 16486 MISC/WWTP MISC WORK/WALMART/WATER R	4,255.00	5,865.00
2192	711 - CINTAS FIRE PROTECTION	PO 16521 FIRE EXTINGUISHERS INSPECTIONS & MA	234.19	234.19
2193	1294 - GOTTA GO SEPTIC'S	PO 16491 SLUDGE REMOVAL 04/25/2019	400.00	400.00
2194	520 - K.L. FULFORD ASSOCIATES, INC	PO 16513 MAY 2019 WWTP	5,800.00	5,800.00
2195	699 - MAIN POOL & CHEMICAL CO	PO 16466 ALUMINUM SULFATE -WWTP 04/19/2019	455.00	
		PO 16476 ALUMINUM SULFATE 02/28/2019 WWTP	526.00	
		PO 16534 SULFATE SOLUTION 12/24/2018	429.20	1,410.20
2196	120 - SUNDANCE NETWORKS INC.	PO 16515 WWTP- -ADMIN CLOUD/BIT DEFENDER SEC	394.24	394.24
TOTAL				14,103.63

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
08.101.000	CHECKING			0.00	14,103.63
08.429.125	CONTRACT SERVICE PLANT	5,800.00			
08.429.200	SUPPLIES	1,410.20			
08.429.300	OTHER SERVICES & CHARGES	628.43			
08.429.313	ENGINEERING SERVICES	5,865.00			
08.429.452	SLUDGE HAULING	400.00			
TOTALS FOR SEWER FUND		14,103.63	0.00	0.00	14,103.63

Total to be paid from Fund 08 SEWER FUND

14,103.63
=====

14,103.63