

**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

5520 MUNICIPAL DRIVE, TOBYHANNA, PA. 18466
(570) 894-8490 * FAX (570) 894-8413
WWW.COOLBAUGHTWP.ORG

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING AGENDA
June 4, 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

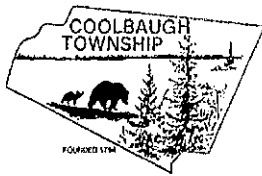
2. Approval of minutes / notes
 - May 22, 2019 Regular Meeting Minutes

3. Request to Rename Red Barn Access Road to Red Barn Drive

4. Thornhurst Volunteer Fire Company Request for a Donation for their Upcoming Tech, Tools and Toys Bingo Event

5. Northeast Site Change Order #07-2019: Route 196 Turning Lane Project Paving Material Escalation

6. Awarding of the 2006 GMC 3500 Truck



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7. Authorization for Internal Posting of DPW Assistant Foreman Position

8. Authorization for Township Engineer, Russell Kresge to prepare the Specs for the Garage Expansion at the Park

9. Coolbaugh Soccer Association Request to Store Nets at the Soccer Field

10. Current obligations

• General Fund	\$ 590,271.52
• Sewer Fund	\$ 11,408.52
• Escrow Fund	<u>\$ 810.72</u>
Total Disbursements	\$ 602,490.76

11. Solicitor Armstrong Comments/Updates

12. Other business

13. Adjournment

10

**COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS REPORT
JUNE 04, 2019**

DATE	CK #	DESCRIPTION	AMOUNT
05/22/19		Payroll Transfers	\$ 45,000.00
05/22/19		Pension Transfer	7,000.00
05/16/19		Payroll Transfer	8,000.00
05/22/19	5453	UGI	1,868.16
05/22/19	5454	Cintas Corp. - (uniforms)	333.26
05/22/19	5455	Kimball Midwest (supplies for shop)	161.94
05/24/19	5456	Northeast Site Contractors	211,359.38
05/24/19	5457	Wayne Bank (GOB Bond)	24,360.73
	5458	Joseph Brady (Payroll)	709.22
	5459	Vitale & Sons (Heat Pump-Court)	4,671.83
06/04/19		General Fund	286,807.00
		Total General Fund Disbursements	590,271.52
06/04/19		Escrow Fund	810.72
05/24/19	2204	Commonwealth of PA - Penn works	1,930.70
06/04/19		Sewer Fund	9,477.82
		Total Sewer Fund Disbursements	11,408.52
		TOTAL DISBURSEMENTS	\$ 602,490.76

CASH TRIAL BALANCE AS OF JUNE 04, 2019

General Fund Checking	\$ 3,082,858.84
Fire Tax/Coolbaugh Twp VFD	580,273.37
Fire Tax/Gouldsboro VFD	33,500.30
Fire Tax/Thornhurst VFD	42,482.23
Fire Tax/Tobyhanna Twp. VFD	22,183.38
Payroll Checking	1,332.83
Rainy Day Fund Savings	938,024.54
Total General Fund	4,700,655.49
Sewer Fund Checking	6,697.07
Sewer PennVest Checking	76.62
Total Sewer Fund	6,773.69
Capital Projects Fund Checking	14,252.76
Emerg. Services Fund Money Market	198,544.06
Emerg. Services Fund Checking	21,579.24
Total Emergency Services Fund	220,123.30
Liquid Fuels Fund Checking	508,269.18
Escrow Fund Checking	170,558.33
Escrow Fund Clarius Checking	436,794.82
Total Escrow Fund	607,353.15
TOTAL ALL FUNDS	\$ 6,057,427.57

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

Check#	Vendor	Description	Payment	Check Total
5460	1330 - AMAZON CAPITAL SERVICES	PO 16677 LAMINATED BLACK ON WHITE TAPE	20.85	
		PO 16679 FILE FOLDER	33.75	
		PO 16680 COMPUTER MEMORY FOR ZONING/CODES	89.90	144.50
5461	569 - CARROT TOP INDUSTRIES	PO 16691 FLAGS & POLES FOR MUNICIPAL CENTER	260.44	260.44
5462	1240 - CINTAS CORPORATION	PO 16662 MATS/UNIFORMS	95.38	
		PO 16695 MATS	95.38	190.76
5463	1 - CRAMERS HOME BUILDING CENTERS	PO 16692 REPAIR BLDG #2 SUPPLIES	149.22	149.22
5464	652 - CYPHERS TRUCK PART	PO 16626 ROLLER TRAILER LIGHT PLUG	60.70	60.70
5465	8 - D.G. NICHOLAS CO.	PO 16627 BIG TEX TRAILER FOR ROLLER	20.90	
		PO 16628 STOCK LIGHT BULBS	61.16	
		PO 16640 LINE FOR LIGHT POLE DPW	15.46	
		PO 16642 OIL SEAL FOR LINE PAINTING TRAILER	13.30	
		PO 16671 COUPLER FOR AIR COMPRESSOR	15.79	126.61
5466	1085 - DE LAGE LANDEN	PO 16639 3 LEXMAR 5/1-5/31	124.87	
		PO 16661 LEASE COPIER TOSHIBA 2 6/1-6/30	208.80	333.67
5467	13 - DEVELOPMENTAL EDUCATION SERVICES	PO 16638 RECYCLING APRIL 2019	16.00	
		PO 16682 SHREDDING MOBILE TRUCK	1,000.00	1,016.00
5468	1339 - DIESEL EXPRESS INC.	PO 16657 2016 INT'L 7400 STATE INSPECTION	51.89	51.89
5469	1147 - ERIN MASKER	PO 16693 REIMBURSEMENT INS. 2019	350.00	350.00
5470	19 - F & S SUPPLY COMPANY, INC.	PO 16653 MOWER BLADES FOR PARK	131.70	131.70
5471	255 - FIVE STAR EQUIPMENT, INC.	PO 16656 544 K-LOADER CUTTING EDGE ENDS	210.92	210.92
5472	810 - GIBBONS FORD	PO 16655 FORD F250 -GASKET-TUBE-EXHAUST GAS	1,353.15	1,353.15
5473	32 - GRAINGER	PO 16681 SUPPLIES- MUNICIPAL CENTER	98.04	98.04
5474	1296 - GRIM,BIEHN & THATCHER	PO 16664 FIRE/SEWER MATTERS/CODIFICATION/196	3,776.00	3,776.00
5475	535 - HANOVER ENGINEERING ASSOC., INC.	PO 16667 SEO -ENGINEERING	5,918.18	
		PO 16668 TWP. CONSTRUCTION INSPECTOR - 196 P	8,061.66	13,979.84
5476	1192 - HIGHMARK BLUE SHIELD	PO 16645 HEALTH INS. JUNE 2019	33,413.88	33,413.88
5477	1344 - JOHN FEDISH	PO 16652 STATE INSPECTION LIC/COURSE	209.98	209.98
5478	616 - KIMBALL MIDWEST	PO 16676 TERMINALS SUPPLIES STOCK	162.20	162.20
5479	775 - MAILFINANCE	PO 16675 MAIL MACHINE. LEASE 6/22-9/21	285.00	285.00
5480	917 - MILLENNIUM ADMINISTRATORS	PO 16637 ADMINISTRATIVE SERV. FOR APRIL	500.00	500.00
5481	183 - NORTHEAST SIGNAL & ELECTRIC CO., INC	PO 16646 611 & VETERANS REPAIR	1,607.50	
		PO 16647 611 & 423 HOOKUP	2,125.00	
		PO 16648 940 COMMERCE & SUMMIT STREET REPAIR	8,038.79	
		PO 16649 VETERANS DR. GENERATOR	2,843.75	
		PO 16650 WILDFLOWER GENERATOR	2,538.75	17,153.79
5482	452 - OFFICE DEPOT	PO 16674 TONER FOR FAX	44.49	44.49
5483	81 - P P & L	PO 16629 39910-23005 196 & COUNTRY PLACE	35.99	
		PO 16630 36034-04005 ECHO LAKE RD	38.77	
		PO 16633 54691-27003 DPW	388.67	
		PO 16634 89343-21023 SCHOOL SPEED SIGN	27.58	
		PO 16654 88900-24001 WILDFLOWER	33.63	
		PO 16658 89631-95000 TEGAWITHA RD	33.46	
		PO 16659 43281-27004 MUNICIPAL CENTER	1,079.29	
		PO 16660 64488-49005 611 CORP DR.	70.10	1,707.49
5484	81 - P P & L	PO 16685 07251-41006 PROJECT ST	14.05	
		PO 16686 85457-02009 BALLFIELD	538.47	
		PO 16687 98496-55008 KINGSWAY	50.12	
		PO 16688 88094-98000 940 SUMMIT ST	37.82	
		PO 16689 51540-24008 196 KNOLLWOOD	29.74	670.20
5485	1021 - PAPCO	PO 16636 BIO CLEAR FUEL	4,626.13	4,626.13
5486	1113 - PEOPLES SECURITY BANK & TRUST	PO 16670 CALL EM ALL-MSFT-PSATS WORKSHOP	602.89	602.89
5487	430 - POCONO ACE HARDWARE	PO 16673 CORD FOR MOWER/IRON OUT FOR SHOP	25.71	25.71
5488	94 - POCONO MOUNTAIN REGIONAL EMS	PO 16635 JUNE DONATION	10,000.00	10,000.00
5489	93 - POCONO MOUNTAIN REGIONAL POLICE DEP	PO 16643 JUNE	186,262.11	
		PO 16651 JUNE MORTGAGE	3,156.31	189,418.42
5490	713 - RED DIAMOND GRAPHICS	PO 16672 SAFETY SHIRTS FOR PARK	95.50	95.50
5491	1203 - RUSSELL R. KRESGE JR.	PO 16663 ALDI /J&J/YOKA ORDINANCE AMENDMENTS	1,595.00	1,595.00
5492	1265 - SCHAEGLER YESCO	PO 16641 LIGHT BULB FOR POLE THAT FELL LAST	136.42	136.42
5493	111 - SHERWIN WILLIAMS	PO 16683 PAINT FOR COURT BLDG	121.45	
		PO 16684 PAINT FOR BELL BY MANSION	67.54	188.99
5494	630 - STANLEY MORGAN	PO 16690 2019-ALLOWANCE FOR BOOTS	214.98	214.98
5495	738 - TEAMSTERS LOCAL 773	PO 16678 JUNE DUES	632.00	632.00
5496	929 - UNITED CONCORDIA LIFE & HE	PO 16625 DENTAL - JUNE 2019	1,911.95	1,911.95

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

Check#	Vendor	Description	Payment	Check Total
5497	892 - VERIZON WIRELESS	PO 16666 PHONES	978.54	978.54
TOTAL				286,807.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01.101.000	GENERAL FUND CHECKING			0.00	286,807.00
01.230.650	UNION DUES			632.00	
01.400.000	GENERAL GOV'T	6,858.59			
01.404.000	LAW	2,384.00			
01.405.000	MUNICIPAL OFFICE	61.37			
01.408.000	ENGINEER	735.00			
01.409.000	BUILDING & PLANTS	2,373.11			
01.410.000	POLICE	189,418.42			
01.412.000	AMBULANCE / RESCUE	10,000.00			
01.413.000	SEO / BUILDING CODE	5,918.18			
01.414.000	ZONING OFFICE	1,898.77			
01.427.000	SOLID WASTE COLLECTION / DISPO	1,000.00			
01.430.000	DPW-HIGHWAYS ROADS STREETS	5,737.13			
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	17,511.00			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	2,007.71			
01.439.000	DPW-HIGHWAY CONSTR & REBUILDIN	8,061.66			
01.454.000	PARKS	684.22			
01.487.000	EMPLOYEE BENEFITS	31,525.84			
TOTALS FOR	GENERAL FUND	286,175.00	0.00	632.00	286,807.00

Total to be paid from Fund 01 GENERAL FUND 286,807.00

286,807.00

List of Bills - (85101000) ESCROW FUND CHECKING ESCROW

Check#	Vendor	Description	Payment	Check Total
1188	535 - HANOVER ENGINEERING ASSOC., INC.	PO 16669 ALDI- SEWAGE SYSTEM	95.72	95.72
1189	1203 - RUSSELL R. KRESGE JR.	PO 16663 ALDI /J&J/YOKA ORDINANCE AMENDMENTS	715.00	715.00
TOTAL				810.72

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
85.101.000	ESCROW FUND CHECKING			0.00	810.72
85.250.306	PM BUSINESS PARK LOT B			300.00	
85.250.320	ALDI INC.			415.00	
85.250.333	ALDI -SEWER			95.72	
TOTALS FOR	ESCROW	0.00	0.00	810.72	810.72

Total to be paid from Fund 85 ESCROW

810.72
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810.72

List of Bills - (08101000) CHECKING SEWER FUND

Check#	Vendor	Description	Payment	Check Total
2205	1294 - GOTTA GO SEPTIC'S	PO 16644 05/16/2019 SLUDGE REMOVAL	400.00	
		PO 16665 5/23 SLUDGE REMOVAL	400.00	800.00
2206	1296 - GRIM,BIEHN & THATCHER	PO 16664 FIRE/SEWER MATTERS/CODIFICATION/196	288.00	288.00
2207	699 - MAIN POOL & CHEMICAL CO	PO 16694 SULFATE SOLUTION	546.00	546.00
2208	81 - P P & L	PO 16631 26491-26001 WWTP	3,622.73	
		PO 16632 04090-21003 PUMP STA	141.09	3,763.82
2209	612 - ZENON ENVIRONMENTAL CORP	PO 16696 WWTP SOFTWARE/COMPUTER	4,080.00	4,080.00
TOTAL				9,477.82

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
08.101.000	CHECKING			0.00	9,477.82
08.429.200	SUPPLIES	546.00			
08.429.314	PROFESSIONAL FEE SOLICITOR	288.00			
08.429.361	ELECTRIC	3,763.82			
08.429.452	SLUDGE HAULING	800.00			
08.429.700	CAPITAL PURCHASES	4,080.00			
TOTALS FOR	SEWER FUND	9,477.82	0.00	0.00	9,477.82

Total to be paid from Fund 08 SEWER FUND

9,477.82

9,477.82