

**COOLBAUGH TOWNSHIP  
MUNICIPAL CENTER**

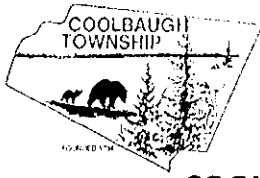
5520 MUNICIPAL DRIVE, TOBYHANNA, PA. 18466

(570) 894-8490 \* FAX (570) 894-8413

[WWW.COOLBAUGHTWP.ORG](http://WWW.COOLBAUGHTWP.ORG)

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
WORK SESSION AGENDA  
December 3, 2019, 6:00PM**

1. Discussion on the Proposed Short Term Rental Ordinance
  
2. Other Business
  
3. Public Input



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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING AGENDA  
December 3, 2019, 7:00 PM**

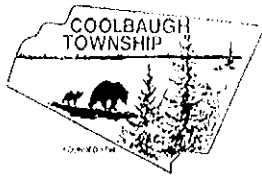
**Roll Call**

**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:
  - November 7, 2019 Budget Meeting Minutes
  - November 19, 2019 Regular Meeting Minutes
3. Resolution # 10- 2019: Approval of the 2020 Budget for Pocono Mountain Regional Police
4. Request for Partial Release of Financial Security for Clarius Partners, LLC.
5. PMREMS Request for Release of \$10,000.00 for Capital Improvements to purchase a Stryker Power Load System
6. Awarding of the Anti-Skid Bid for January 1, 2020- December 31, 2020
7. Authorization to Advertise Notice of intent to appoint a Certified Public Accountant at the Board of Supervisors Re-Organizational Meeting
8. Tobyhanna Township Memo Re: Fire Service Coverage



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9. Current obligations

• General Fund	\$	410,510.70
• Sewer Fund	\$	<u>12,295.34</u>
<b>Total Disbursements</b>	\$	<b>422,806.04</b>

10. Solicitor Armstrong Comments/Updates

11. Other business

12. Adjournment

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**COOLBAUGH TOWNSHIP  
CASH DISBURSEMENTS REPORT  
DECEMBER 03, 2019**

<b>DATE</b>	<b>CK #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
11/19/2019		Payroll Transfers	\$ 42,000.00
11/25/2019		Pension Transfer	8,000.00
11/22/2019	6023	Wayne Bank - Loan Payment GO Bond	7,263.89
12/3/2019		GENERAL FUND	353,246.81
		<b>Total General Fund Disbursements</b>	<b>\$ 410,510.70</b>
12/3/2019		Sewer Fund Disbursements	12,295.34
		<b>TOTAL DISBURSEMENTS</b>	<b>\$ 422,806.04</b>

**CASH TRIAL BALANCE AS OF DECEMBER 03, 2019**

General Fund Checking	\$ 76,676.99
Fire Tax/Coolbaugh Twp VFD	321,001.14
Fire Tax/Gouldsboro VFD	45,636.10
Fire Tax/Thornhurst VFD	14,276.44
Fire Tax/Tobyhanna Twp. VFD	44,303.61
Payroll Checking	866.39
Rainy Day Fund Savings	941,134.16
Plgit - General Fund	2,003,771.04
Total General Fund	<u>3,447,665.87</u>
Sewer Fund Checking	10,310.98
Sewer PennVest Checking	92.09
Total Sewer Fund	<u>10,403.07</u>
Capital Projects Fund Checking	<u>14,410.45</u>
Emerg. Services Fund Money Market	199,195.52
Emerg. Services Fund Checking	20,675.46
Total Emergency Services Fund	<u>219,870.98</u>
Liquid Fuels Fund Checking	<u>914.98</u>
Escrow Fund Checking	187,440.50
Escrow Fund Clarius Checking	438,228.02
Total Escrow Fund	<u>625,668.52</u>
<b>TOTAL ALL FUNDS</b>	<b>\$ 4,318,933.87</b>

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

Check#	Vendor	Description	Payment	Check Total
6024	1305 - ANDERSON EQUIPMENT COMPANY	PO 17659 BUSHING FOR BEAST	58.68	58.68
6025	1276 - BARRY ISETT& ASSOC.INC	PO 17635 WATER INFILTRATION -MUNICIPAL CENTE	3,050.00	3,050.00
6026	1113 - CARD MEMBER SERVICES	PO 17641 DPW SUPPLIES-ADOBE/CALL EM ALL-CAND	239.76	239.76
6027	724 - CINTAS	PO 17655 UNIFORMS	83.44	83.44
6028	1240 - CINTAS CORPORATION	PO 17636 MATS	160.77	
		PO 17637 UNIFORMS	66.83	
		PO 17647 UNIFORMS/MAT	34.77	262.37
6029	1 - CRAMERS HOME BUILDING CENTERS	PO 17634 2X12 PLANKS FOR MUNICIPAL CENTER	65.70	
		PO 17660 SUPPLIES - MUNICIPAL BLDG	29.62	95.32
6030	8 - D.G. NICHOLAS CO.	PO 17614 PRESSURE WASHER HOSES	33.18	
		PO 17615 PLOW GREASE- STOCK	350.85	
		PO 17628 PLOW GREASE FOR GREASE GUN	43.50	
		PO 17629 FILTER FOR 544K LOADER BATTERY STUD	176.22	
		PO 17642 DRAIN PLUG FOR TRUCK #2	21.18	624.93
6031	1085 - DE LAGE LANDEN	PO 17652 2 TOSHIBA COPIERS 12/1-12/31/2019	208.80	208.80
6032	13 - DEVELOPMENTAL EDUCATION SERVICES	PO 17622 RECYCLING	18.00	18.00
6033	135 - EUREKA STONE QUARRY	PO 17648 MUNICIPAL BLDG BULK STONE	338.50	
		PO 17656 MUNICIPAL BLDG- COLD PATCH	565.80	904.30
6034	255 - FIVE STAR EQUIPMENT, INC.	PO 17630 544K LOADER FILTER ELEMENT	26.25	
		PO 17670 LOADER FILTER ELEMENT	101.85	128.10
6035	30 - GOTTA GO POTTIES	PO 17631 HANDICAP UNIT RENTAL	342.72	342.72
6036	275 - H.A. THOMSON CO.	PO 17633 BOND RENEWAL- TREASURER	2,050.00	2,050.00
6037	535 - HANOVER ENGINEERING ASSOC., INC.	PO 17612 SEO	5,745.76	5,745.76
6038	1192 - HIGHMARK BLUE SHIELD	PO 17621 DECEMBER	33,136.57	33,136.57
6039	616 - KIMBALL MIDWEST	PO 17645 DEGREASER/CRIMPER/ TOOLS FOR SHOP	261.87	
		PO 17668 TERMINALS /WIRE STOCK	209.80	471.67
6040	775 - MAILFINANCE	PO 17665 12/22 - 3/21/2020 - MAIL MACHINE	285.00	285.00
6041	68 - MAY EQUIPMENT	PO 17671 PRESSURE WASHER FIXED/SHOP TOOLS	548.69	548.69
6042	1360 - METS MART	PO 17632 OES TRUCK MUNICIPAL CENTER/MOWER/ P	684.32	684.32
6043	917 - MILLENNIUM ADMINISTRATORS	PO 17620 OCT. ADMIN FEE	500.00	500.00
6044	302 - MONROE COUNTY TREASURERS OFFICE	PO 17640 SUPPLIES FOR TAX COLLECTOR	1,157.70	1,157.70
6045	81 - P P & L	PO 17623 SCHOOL SPEED LIMIT SIGN	28.74	
		PO 17624 DPW	434.30	
		PO 17625 3991023005 196 COUNTRY PLACE	54.22	
		PO 17626 36034-04005 ECHO LAKE DR	38.86	
		PO 17638 88900-24001 196 & WILD FLOWER	34.26	
		PO 17653 51540-24008 196 NEAR KNOLLWOOD	30.55	
		PO 17661 07251-41006 PARK RESTROOM LIGHTS	14.77	
		PO 17662 98496-55008 KINGSWAY & 196	53.45	689.15
6046	81 - P P & L	PO 17663 88094-98000 940 SUMMIT ST	39.28	
		PO 17666 85457-02009 RT 423 BALLFIELD	426.89	466.17
6047	94 - POCONO MOUNTAIN REGIONAL EMS	PO 17617 DEC	10,000.00	10,000.00
6048	93 - POCONO MOUNTAIN REGIONAL POLICE DEP	PO 17618 DEC	186,262.22	
		PO 17650 DECEMBER MORTGAGE	3,156.31	189,418.53
6049	175 - RAY PRICE MT POCONO FORD SALES, INC	PO 17673 FORD F350 ENGINE LIGHT ON -RESERVOI	305.00	305.00
6050	713 - RED DIAMOND GRAPHICS	PO 17613 TRUCK DOOR LOGOS NEW #2 DUMP TRUCK	305.00	305.00
6051	1265 - SCHAEDLER YESCO	PO 17646 SMOKE /CARBON ALARM- HEAT ALARM FOR	106.49	
		PO 17657 BATTERIES FOR EMERGENCY LIGHTS-MUNI	140.23	246.72
6052	111 - SHERWIN WILLIAMS	PO 17664 BLACK PAINT FOR SIDEBOARDS ON TRUCK	38.43	38.43
6053	1356 - STOTZ & FATZINGER OFFICE SUPPLY	PO 17639 DESK RISER	164.67	164.67
6054	738 - TEAMSTERS LOCAL 773	PO 17669 DEC UNION DUES	681.00	681.00
6055	329 - THORNHURST VOLUNTEER FIRE & RESCUE	PO 17672 DONATION	17,317.00	17,317.00
6056	1226 - TRIAD TRUCK EQUIPMENT, INC	PO 17616 2020 INTERNATIONAL TIMBREN KIT ON F	1,158.00	
		PO 17619 2020 INTERNATIONAL	80,914.00	82,072.00
6057	892 - VERIZON WIRELESS	PO 17651 PHONES	947.01	947.01
TOTAL				353,246.81

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01.101.000	GENERAL FUND CHECKING			0.00	353,246.81
01.230.650	UNION DUES			681.00	
01.400.000	GENERAL GOV'T	5,879.27			
01.402.000	FINANCIAL ADMIN	2,050.00			
01.403.000	TAX COLLECTION	1,157.70			

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01.409.000	BUILDING & PLANTS	4,790.67			
01.410.000	POLICE	189,418.53			
01.411.000	FIRE	17,317.00			
01.412.000	AMBULANCE / RESCUE	10,000.00			
01.413.000	SEO / BUILDING CODE	5,745.76			
01.414.000	ZONING OFFICE	431.66			
01.415.000	EMERGENCY MANAGEMENT	68.54			
01.430.000	DPW-HIGHWAYS ROADS STREETS	82,300.88			
01.432.000	DPW-SNOW & ICE REMOVAL	565.80			
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	294.13			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	2,185.45			
01.454.000	PARKS	1,128.42			
01.487.000	EMPLOYEE BENEFITS	29,232.00			
<b>TOTALS FOR</b>	<b>GENERAL FUND</b>	<b>352,565.81</b>	<b>0.00</b>	<b>681.00</b>	<b>353,246.81</b>

Total to be paid from Fund 01 GENERAL FUND 353,246.81

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353,246.81

### List of Bills - (08101000) CHECKING SEWER FUND

Check#	Vendor	Description	Payment	Check Total
2302	228 - ATC	PO 17667 ENGINEERING SERVICE- WWTP	6,524.73	6,524.73
2303	1294 - GOTTA GO SEPTIC'S	PO 17643 PUMPED ON 11/21/2019	400.00	
		PO 17644 SLUDGE PUMPED 11/14/2019	400.00	800.00
2304	699 - MAIN POOL & CHEMICAL CO	PO 17658 SODIUM HYPOCHLORITE FOR CLEANING WW	204.25	204.25
2305	876 - Microbac Laboratories, Inc.	PO 17649 LAB TESTING 11/08/2019	155.80	155.80
2306	160 - NORTHEAST CHEMICAL& SUPPLY CO.,INC.	PO 17654 SODA ASH -WWTP	922.20	922.20
2307	81 - P P & L	PO 17627 26491-26001 WWTP- 04090-21003 PUMP	3,688.36	3,688.36
TOTAL				12,295.34

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
08.101.000	CHECKING			0.00	12,295.34
08.429.200	SUPPLIES	1,126.45			
08.429.313	ENGINEERING SERVICES	6,524.73			
08.429.361	ELECTRIC	3,688.36			
08.429.451	OUTSIDE LAB TESTING	155.80			
08.429.452	SLUDGE HAULING	800.00			
TOTALS FOR SEWER FUND		12,295.34	0.00	0.00	12,295.34

Total to be paid from Fund 08 SEWER FUND

12,295.34  
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12,295.34