

**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

5520 MUNICIPAL DRIVE, TOBYHANNA, PA. 18466

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

WWW.COOLBAUGHTWP.ORG

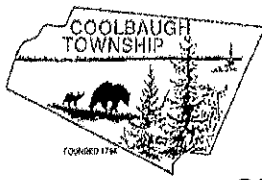
**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION AGENDA
August 4, 2020, 6:00PM**

1. Request for Zoning District Change from C-2 to Industrial- Rik Longacre and John Herman

2. Short Term Rental - Public Hearing Planning

3. Other Business

4. Public Input



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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING AGENDA**

August 4, 2020

Roll Call

BOARD OF SUPERVISORS

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

In order to insure the public safety and to comply with the CDC social distancing guidelines during the COVID-19 crisis, this work session and meeting are being held at the Pocono Mountain Public Library. The public will be given an opportunity to comment on each agenda item. When commenting please state your name and 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 :
 - July 21, 2020- Regular Meeting minutes
3. Authorization to Hire Darren Dixon as the Township Controller with a Start Date of September 8, 2020 at the Starting Salary of \$58,500.00
4. Current obligations

• General Fund	\$ 348,645.31
• Sewer Fund	<u>\$ 1827.19</u>
Total Disbursements	\$ 350,472.50
5. Solicitor Armstrong Comments/Updates
6. Other business
 - Complete the 2020 census by visiting 2020census.gov and Pa.gov/Census
 - Coolbaugh Township Bulk Drop Off will be held on Friday, August 7, 2020 and Saturday, August 8, 2020 from 7:30am-3:00pm at the Township Recycling Center located at 549 Laurel Drive, Tobyhanna. Proof of Residency is required.
7. Board of Supervisors Executive Session
 - After: Tuesday, August 4, 2020 following the meeting- Re: Legal
8. Adjournment

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**COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS REPORT
AUGUST 04 ,2020**

DATE	CK #	DESCRIPTION	AMOUNT
0729/2020		Payroll Transfer	\$ 45,000.00
7/29/2020		Payroll Transfer - Pension	7,000.00
7/21/2020	6670	Card Services(Masks-Supplies-Bench)	3,264.00
7/21/2020	6671	KCE Keystone Consulting Engineers	9,538.67
07/21/200	6672	KCE Keystone Consulting Engineers	1,600.41
7/21/2020	6673	PPL (Laurel Dr. -DPW)	373.59
7/21/2020	6674	Panther Waste - (Clean up)	8,046.80
7/21/2020	6675	Tulpehocken Spring Water	56.38
7/21/2020	6676	AM Trust NA - (Workers Comp)	6,134.00
8/4/2020		General Fund	267,631.46
8/4/2020		Total General Fund	\$ 348,645.31
8/4/2020		Sewer Fund	1,827.19
		TOTAL DISBURSEMENTS	\$ 350,472.50

CASH TRIAL BALANCE AS OF AUGUST 04, 2020

General Fund Checking	\$ 2,399,266.63
Fire Tax/Coolbaugh Twp VFD	470,021.27
Fire Tax/Gouldsboro VFD	15,199.00
Fire Tax/Thornhurst VFD	36,338.20
Fire Tax/Tobyhanna Twp. VFD	60,987.87
Payroll Checking	2,186.62
Rainy Day Fund Savings	945,693.24
Total General Fund	3,929,692.83
Sewer Fund Checking	16,532.86
Sewer PennVest Checking	93.54
Total Sewer Fund	16,626.40
Capital Projects Fund Checking	14,521.35
Emerg. Services Fund Money Market	200,057.38
Emerg. Services Fund Checking	20,764.92
Total Emergency Services Fund	220,822.30
Liquid Fuels Fund Checking	612,651.03
Escrow Fund Checking	175,486.17
Escrow Fund Clarius Checking	440,124.10
Total Escrow Fund	615,610.27
TOTAL ALL FUNDS	\$ 5,409,924.18

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

Check#	Vendor	Description	Payment	Check Total
6677	1011 - 209 ENTERPRISES	PO 18747 AASHTO #10 - PARK FIELD	224.18	224.18
6678	1330 - AMAZON CAPITAL SERVICES	PO 18735 MICROPHONES	363.75	363.75
6679	1039 - AMERICAN UNITED LIFE INS. CO.	PO 18728 LIFE INS- DISABILITY	1,112.77	1,112.77
6680	1240 - CINTAS CORPORATION	PO 18730 SHOP TOWELS	37.29	
		PO 18731 UNIFORMS	87.23	
		PO 18732 SHOP TOWELS/MATS	182.36	
		PO 18733 UNIFORMS	84.48	391.36
6681	711 - CINTAS FIRE PROTECTION	PO 18752 EXTINGUISHER- BRASS VALVE- MUNICIPAL CEN	169.46	169.46
6682	1372 - COMMONWEALTH SIGNS LLC	PO 18738 DORSHIMER ROAD SIGNS	50.00	50.00
6683	1 - CRAMERS HOME BUILDING CENTERS	PO 18721 PARK DUGOUT REPAIR	47.96	47.96
6684	1312 - CREATIVE WORKS	PO 18716 WEB PAGE	150.00	150.00
6685	652 - CYPHERS TRUCK PARTS	PO 18717 2019 LEAF TRUCK HOOK LIFT	42.85	42.85
6686	8 - D.G. NICHOLAS CO.	PO 18700 RELAY -SHOULDER MOWER-HYDRAULIC FILTER Z	47.29	
		PO 18709 DIESEL TREATMENT	22.45	
		PO 18710 RELAY 5520 SHOULDER MOWER	15.24	
		PO 18711 RELAY TIGER MOWER	19.83	
		PO 18718 TACKY GREASE - FOR ALL EQUIPMENT	43.50	
		PO 18719 FUEL FILTER -SPARK PLUG -ZERO TURN MOWER	22.36	
		PO 18726 OIL FILTER/AIR FILTER - FUEL FILTER -CAB	298.17	
		PO 18736 SHOULDER MOWER MISC PARTS	34.97	503.81
6687	8 - D.G. NICHOLAS CO.	PO 18737 SHOULDER MOWER OIL FILTER	20.10	
		PO 18748 SHOULDER MOWER-PART	48.49	
		PO 18749 OIL FILTER MOWER	21.59	
		PO 18750 CORDLESS GREASE GUN	69.19	159.37
6688	52 - DALEVILLE ACE HARDWARE	PO 18708 POWER BIT /MAXFIT BIT	27.56	
		PO 18712 FOR SAFETY CHAINS ON TAG ALONG	29.98	
		PO 18751 HILLMAN FASTENERS	23.69	81.23
6689	1085 - DE LAGE LANDEN	PO 18693 3 LEXMAR 5/1-5/31	131.12	131.12
6690	135 - EUREKA STONE QUARRY	PO 18754 STOCK PILE -LOW SHOULDERS	378.61	378.61
6691	1390 - FISHER & FISHER APPRAISALS INC.	PO 18755 561 LAUREL DR/565 LAUREL DR	1,000.00	1,000.00
6692	255 - FIVE STAR EQUIPMENT, INC.	PO 18727 PART FOR INT'L TRUCK	134.26	134.26
6693	806 - GILMORE & ASSOCIATES	PO 18713 196 COUNTRY PLACE	231.75	231.75
6694	535 - HANOVER ENGINEERING ASSOC., INC.	PO 18725 SEO	6,183.26	6,183.26
6695	1192 - HIGHMARK BLUE SHIELD	PO 18697 AUGUST	31,939.73	31,939.73
6696	386 - JAMES FRUTCHERY III	PO 18757 2020 BOOTS	300.00	300.00
6697	616 - KIMBALL MIDWEST	PO 18734 DEGREASER/TERMINAL- SUPPLIES	274.88	274.88
6698	917 - MILLENNIUM ADMINISTRATORS	PO 18696 JUNE FEE	500.00	500.00
6699	452 - OFFICE DEPOT	PO 18741 COPY PAPER	154.04	154.04
6700	81 - P P & L	PO 18702 36034-04005 ECHO LAKE	38.83	
		PO 18703 88900-24001 5020 MUNICIPAL DR. GARAGE	33.42	
		PO 18704 3910-23005 196 COUNTRY PLACE	50.35	
		PO 18724 51540-24008 196 KNOLLWOOD	29.65	
		PO 18742 07251-41006 LIGHTS NEAR RESTROOM	13.22	
		PO 18743 88094-98000 940 SUMMIT ST	37.95	
		PO 18744 98496-55008 KINGS WAY	49.26	
		PO 18745 84771-32002 507 SIGNAL LIGHTS	28.84	281.52
6701	81 - P P & L	PO 18746 85457-02009 PARK	564.86	564.86
6702	742 - PAPILLON & MOYER EXCAVATING	PO 18753 RAILROAD CROSSING	11,960.00	11,960.00
6703	86 - PENNSYLVANIA AMERICAN WATER CO	PO 18694 1024-210029765280	56.47	
		PO 18695 1024210030846769 GARAGE	19.63	76.10
6704	88 - PENNSYLVANIA PAPER & SUPPLY CO.	PO 18706 SUPPLIES	1,100.52	1,100.52
6705	94 - POCONO MOUNTAIN REGIONAL EMS	PO 18698 AUGUST	10,000.00	10,000.00
6706	93 - POCONO MOUNTAIN REGIONAL POLICE DEP	PO 18699 AUGUST	189,991.21	
		PO 18707 AUGUST	3,156.31	193,147.52
6707	206 - PSATS	PO 18758 MINUTE BOOKS (2)	280.00	280.00
6708	1265 - SCHAEDLER YESCO	PO 18722 LIGHT PARTS	27.08	27.08
6709	111 - SHERWIN WILLIAMS	PO 18701 PAINT FOR LINE PAINTER	64.60	
		PO 18739 DPW	69.18	
		PO 18740 PAINT FOR DUGOUTS	368.01	501.79
6710	1006 - THORNHURST TOWNSHIP	PO 18714 WORKERS COMP FOR FIRE/EMS	3,462.00	3,462.00
6711	892 - VERIZON WIRELESS	PO 18723 PHONES	971.68	971.68
6712	930 - WILKES-BARRE MATERIALS	PO 18715 COLD PATCH	734.00	734.00
TOTAL				267,631.46

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

Check#	Vendor	Description	Payment	Check Total
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Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01.101.000	GENERAL FUND CHECKING			0.00	267,631.46
01.400.000	GENERAL GOV'T	7,190.63			
01.401.000	MANAGER -EXECUTIVE	154.04			
01.405.000	MUNICIPAL OFFICE	280.00			
01.409.000	BUILDING & PLANTS	1,751.97			
01.410.000	POLICE	193,147.52			
01.411.000	FIRE	3,462.00			
01.412.000	AMBULANCE / RESCUE	10,000.00			
01.413.000	SEO / BUILDING CODE	6,183.26			
01.430.000	DPW-HIGHWAYS ROADS STREETS	949.34			
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	663.49			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	958.56			
01.438.000	DPW-HIGHWAY REPAIR & MAINT	734.00			
01.439.000	DPW-HIGHWAY CONSTR & REBUILDIN	11,960.00			
01.454.000	PARKS	1,218.23			
01.487.000	EMPLOYEE BENEFITS	28,978.42			
<hr style="border-top: 1px dashed black;"/>					
TOTALS FOR	GENERAL FUND	267,631.46	0.00	0.00	267,631.46
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Total to be paid from Fund 01 GENERAL FUND	267,631.46
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	267,631.46

List of Bills - (08101000) CHECKING SEWER FUND

Check#	Vendor	Description	Payment	Check Total
2431	771 - COMMONWEALTH OF PA	PO 18720 PENNWORKS LN # 99900048	965.35	965.35
2432	1251 - ENVIRONMENTAL SERV. CORP.	PO 18705 SLUDGE REMOVAL	359.10	
		PO 18756 SLUDGE REMOVAL 7/24/2020	502.74	861.84
TOTAL				1,827.19

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
08.101.000	CHECKING			0.00	1,827.19
08.269.500	PENNWORKS 2008 GOB			826.94	
08.429.452	SLUDGE HAULING	861.84			
08.472.106	PENNWORKS INTEREST LN #99900048	138.41			
TOTALS FOR SEWER FUND		1,000.25	0.00	826.94	1,827.19

Total to be paid from Fund 08 SEWER FUND

1,827.19
 =====
 1,827.19

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COOLBAUGH TOWNSHIP Board of Supervisors

5520 Municipal Drive, Tobyhanna, PA 18466
570-894-8490 Fax 570-894-8413
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COOLBAUGH TOWNSHIP RECYCLING CENTER SCHEDULE – 2020

The Coolbaugh Township Drop Off and Recycling Site located at 549 Laurel Drive, Tobyhanna, PA will be open on the following **days in 2020 from 7:30 am – 3:00 pm** (Closed from noon – 12:30 pm for lunch):

- Friday August 7, 2020
- Saturday August 8, 2020
- Friday October 2, 2020
- Saturday October 3, 2020

For the safety of our DPW Workers, they are not permitted to assist with the unloading of any items. **All Residents will be required to wear masks and unload their own items and place them in the designated areas which will be marked by signage.** Proof of residency must be shown when entering the Recycling Center. Mulch pickup will not be available during bulk drop off. Brush and tree branches will be accepted but must be smaller than 10" across. If you are unable to comply with the rules as set forth, you will be asked to leave the site.