

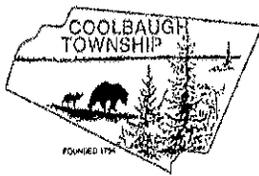
**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

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

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION AGENDA
September 1, 2020, 6:00PM**

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. WWTP Sewer Evaluation RFP
2. Discussion on Short Term Rental Permit/Licensing Fee
3. Other Business
4. Public Input



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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING AGENDA
September 1, 2020**

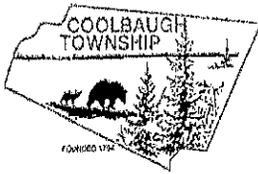
Roll Call

BOARD OF SUPERVISORS

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

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1. Public Input
2. Approval of minutes :
 - August 18, 2020- Public Hearing Minutes
 - August 18, 2020- Regular Meeting Minutes
3. Pocono Mountain Municipal Airport Authority request to Discuss Denial of Waiver of Fence Requirement for Clarius Partners, LLC. Stormwater Basin
4. Planning Commission Recommendation of Conditional Approval for Carriage Square, LLC. Minor Subdivision Plan
5. Aldi Request for Release of Bond in the Amount of \$662,324.85 Conditioned Upon Submission of a Maintenance Bond in the Amount of \$99,348.73 and a Financial Security in the Amount of \$29,823.00 for the Remaining Landscaping Improvements
6. Appointment of Darren Dixon as the Monroe County Tax Committee Representative
7. Appointment of Erin Masker as the Alternate Representative of the Council of Government
8. Authorize Advertisement of Fall Leaf Collection Schedule



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9. Authorize Coolbaugh Township DPW to Demolish the Blighted Property located at 3150 Mohawk Trail, Tobyhanna PA

10. Authorization of Roads for Pick Up the Poconos Program on Saturday September 26, 2020

11. Authorization for DPW to work on Saturday, September 26, 2020 for Pick up the Poconos Program

12. Current obligations

• General Fund	\$ 330,326.10
• Escrow Fund	\$ 1,057.00
• Sewer Fund	<u>\$ 4,929.08</u>
Total Disbursements	\$ 336,312.18

13. Solicitor Armstrong Comments/Updates

14. Other business

- Complete the 2020 census by visiting 2020census.gov and Pa.gov/Census

15. Board of Supervisors Executive Session

- After: Tuesday, September 1, 2020 following the meeting Re: Personnel

16. Adjournment

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NOTICE

Coolbaugh Township

Leaf Collection

**BURNING LEAVES IS PROHIBITED IN COOLBAUGH TOWNSHIP
BY LOCAL AND COUNTY REGULATIONS
2020 Leaf Collection Schedule**

Leaves **MUST BE RAKED** to the road's edge (**NO** bags or rigid containers)
by 7 a.m. on the scheduled pickup dates and
MUST be free of twigs, sticks, branches, brush, rock, stones, cans, bottles, trash or other foreign matter to
avoid equipment breakdown.

**** It is illegal and subject to a fine if Landscapers and Garden Services
dump loads of leaves on a Township road or right-of-way
Pickup dates:**

(May be adjusted in the event of adverse weather)

- | | |
|-------------------|---|
| Oct. 5-9: | Tobyhanna Village and surrounding areas
not in private developments |
| Oct. 12-16: | Pocono Farms
* Residents on cul-de-sacs must deposit leaves on
nearest township road or at the compost facility
noted below. |
| Oct. 19-23: | Pocono Farms East
* Residents on cul-de-sacs must deposit leaves on nearest
township road or at the compost facility noted below. |
| Oct. 26 – Oct 30: | Pickup at one location specified by the
Community Associates in private Developments |
| Nov 2-6: | Pocono Summit |
| Nov. 9-13: | Miscellaneous clean up
(No pickup on Nov. 11 th due to the holiday) |

**** Note to residents:** Un-bagged leaves may be deposited inside the fence in designated areas of the
Coolbaugh Twp. Road Department's Compost Facility at 549 Laurel Drive, Tobyhanna. Tree branches and
brush are also accepted. Brush and Tree branches exceeding 10" across will not be accepted.

No Tree Stumps.

Coolbaugh Township Board of Supervisors

For further information visit: www.coolbaughtwp.org or call 570.894.8490

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**COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS REPORT
SEPTEMBER 01 ,2020**

DATE	CK #	DESCRIPTION	AMOUNT
8/25/2020		Payroll Transfer	\$ 42,000.00
8/18/2020	6760	Super Heat (Boiler Repair)	2,514.95
8/18/2020	6761	Teamsters Local 773 (August)	709.00
8/18/2020	6762	Service Tire Truck Center	807.12
8/18/2020	6763	AM Trust North America (Workers Comp)	6,129.00
9/1/2020		General Fund	278,166.03
9/1/2020		Total General Fund	\$ 330,326.10
9/1/2020		Escrow Fund	\$ 1,057.00
9/1/2020		Sewer Fund	4,929.08
		TOTAL DISBURSEMENTS	\$ 336,312.18

CASH TRIAL BALANCE AS OF SEPTEMBER 01 ,2020

General Fund Checking	\$ 2,494,608.16
Fire Tax/Coolbaugh Twp VFD	470,315.28
Fire Tax/Gouldsboro VFD	15,204.27
Fire Tax/Thornhurst VFD	36,352.60
Fire Tax/Tobyhanna Twp. VFD	61,016.00
Payroll Checking	2,481.49
Rainy Day Fund Savings	945,693.24
Total General Fund	<u>4,025,671.04</u>
Sewer Fund Checking	4,479.09
Sewer PennVest Checking	93.54
Total Sewer Fund	<u>4,572.63</u>
Capital Projects Fund Checking	<u>14,523.60</u>
Emerg. Services Fund Money Market	200,168.89
Emerg. Services Fund Checking	20,776.48
Total Emergency Services Fund	<u>220,945.37</u>
Liquid Fuels Fund Checking	<u>612,718.62</u>
Escrow Fund Checking	208,043.69
Escrow Fund Clarius Checking	440,369.42
Total Escrow Fund	<u>648,413.11</u>
TOTAL ALL FUNDS	<u>\$ 5,526,844.37</u>

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

Check#	Vendor	Description	Payment	Check Total
6764	1330 - AMAZON CAPITAL SERVICES	PO 18869 260 PIN MEMORY	23.98	
		PO 18884 PHONE COVERS	43.02	67.00
6765	1305 - ANDERSON EQUIPMENT COMPANY	PO 18876 PARTS FOR THE BEAST	17,934.91	17,934.91
6766	33 - BROWN & BROWN OF LEHIGH VALLEY, INC	PO 18847 NEW BOND	50.00	50.00
6767	1113 - CARD MEMBER SERVICES	PO 18851 MSFT/ADOBE/PARTY SHACK	1,026.96	1,026.96
6768	1240 - CINTAS CORPORATION	PO 18845 UNIFORMS	130.83	
		PO 18888 MATS/SHOP TOWELS	259.07	389.90
6769	771 - COMMONWEALTH OF PA	PO 18896 SIGN FOR CHEROKEE/RED BARN/OBJECT MARKER	138.60	138.60
6770	190 - COOLBAUGH SEWER FUND	PO 18894 SEWER	749.64	749.64
6771	8 - D.G. NICHOLAS CO.	PO 18879 RED PAINT	125.40	
		PO 18882 ELECTRIC TAPE	44.28	
		PO 18899 AIR FILTER 2019 SIGN TRUCK	13.49	
		PO 18900 LUBE- HYDRAULIC - SIGN TRUCK- V BELT FOR	60.09	243.26
6772	52 - DALEVILLE ACE HARDWARE	PO 18857 BULB CAP WEEDWACKER	3.49	
		PO 18877 LIME-GRASS SEED-BATTERIES	132.94	
		PO 18878 3 TOTES TO STORE MICROPHONES	26.97	
		PO 18880 SKATE PARK PAINT	123.94	
		PO 18881 BATTERY PACK -CORDLESS TOOLS	129.99	
		PO 18895 FERTILIZER-SEED-LIME- MOP HEAD- MUNICIPA	159.92	
		PO 18897 PARK BENCH - FASTENERS	24.96	602.21
6773	1085 - DE LAGE LANDEN	PO 18840 3 LEXMAR - AUGUST	124.87	124.87
6774	13 - DEVELOPMENTAL EDUCATION SERVICES	PO 18871 RECYCLING	16.00	16.00
6775	135 - EUREKA STONE QUARRY	PO 18858 STORM WASH OUTS	463.99	
		PO 18889 GARAGE FLOOR-HOLE IN ROAD -SUMMIT AVE -P	467.47	
		PO 18898 STOCK PILE	117.04	1,048.50
6776	19 - F & S SUPPLY COMPANY, INC.	PO 18862 PARK MOWER REPAIR- BLADE-HEX BELT- ALUM	342.95	342.95
6777	255 - FIVE STAR EQUIPMENT, INC.	PO 18860 PARTS FOR THE JOHN DEERE 120 EXCAVATOR	228.54	228.54
6778	1384 - FRASER ADVANCED INFO.SYSTEMS	PO 18841 2 SHARP COPY MACHINE - 8/1-8/31	285.55	285.55
6779	30 - GOTTA GO POTTIES	PO 18893 HANDICAP UNIT- HAND WASH UNIT 8/17/-8/19	235.00	235.00
6780	1296 - GRIM,BIEHN & THATCHER	PO 18864 RCI/MESSER/MCTA- GENERAL MATTERS-196-ARC	3,838.00	3,838.00
6781	1192 - HIGHMARK BLUE SHIELD	PO 18856 SEPT-HEALTH INS	31,939.73	31,939.73
6782	616 - KIMBALL MIDWEST	PO 18866 DRILL BIT-FITTING	139.37	139.37
6783	1030 - KYLE M. KNECHT	PO 18891 2020 BOOTS	284.98	284.98
6784	917 - MILLENNIUM ADMINISTRATORS	PO 18842 JULY ADMIN FEE	500.00	500.00
6785	241 - MONROE COUNTY CONTROL CENTER	PO 18837 FIRE/EMS CALLS	4,503.52	4,503.52
6786	81 - P P & L	PO 18848 89631-95000 IND'L DRIVE	33.34	
		PO 18849 43281-27004 MUNICIPAL CENTER	1,077.68	
		PO 18850 64488-49005 611 CORP.DRIVE	680.50	
		PO 18853 54691-27008 LAUREL DR.	450.89	
		PO 18854 89343-21023 SCHOOL SPEED SIGN	27.25	
		PO 18874 07251-41006 PARK	13.22	
		PO 18875 51540-24008 196 NEAR KNOLLWOOD	29.30	
		PO 18885 88900-24001 GARAGE	32.79	2,344.97
6787	81 - P P & L	PO 18886 39910-23005 196 COUNTRY PLACE	50.49	
		PO 18887 36084-04005 ECHO LAKE	37.91	
		PO 18890 85457-02009 - BASEBALL FIELD	561.89	650.29
6788	542 - PANTHER WASTE SERV	PO 18855 CLEAN-UP	3,225.00	3,225.00
6789	1021 - PAPCO	PO 18883 2% BIO 98 LSD BLEND	2,024.04	2,024.04
6790	86 - PENNSYLVANIA AMERICAN WATER CO	PO 18839 1024-210029765280 MUNICIPAL CTN	128.97	
		PO 18843 1024-210030846769 GARAGE	22.01	150.98
6791	143 - POCONO LAKE SUPPLY CO.	PO 18861 TRIMMER LINE	28.00	28.00
6792	94 - POCONO MOUNTAIN REGIONAL EMS	PO 18835 SEPTEMBER	10,000.00	10,000.00
6793	93 - POCONO MOUNTAIN REGIONAL POLICE DEP	PO 18836 SEPT	189,991.21	
		PO 18863 SEPT	3,156.31	193,147.52
6794	206 - PSATS	PO 18867 TESTING	130.00	130.00
6795	1385 - QUADIENT LEASING USA, INC	PO 18892 MAIL MACHINE 9/22-12/21/2020	285.00	285.00
6796	104 - S & H SUPPLY CO., INC.	PO 18868 SHEETING-PARK GARAGE FLOOR	170.69	170.69
6797	1046 - SCOTT'S SIGNS PRINTING	PO 18844 RED PAD STAMP- FRONT DESK	30.00	30.00
6798	111 - SHERWIN WILLIAMS	PO 18873 CORNER ROLLER- CS POLY KNIT	34.95	34.95
6799	630 - STANLEY MORGAN	PO 18901 2020 BOOTS - FINAL PAYM'T 2020	116.26	116.26
6800	1055 - TULPEHOCKEN SPRING WATER INC	PO 18846 BOTTLE WATER	102.44	102.44
6801	892 - VERIZON WIRELESS	PO 18870 PHONE	1,036.40	1,036.40
TOTAL				278,166.03

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	278,166.03
01.400.000	GENERAL GOV'T	7,740.35			
01.401.000	MANAGER -EXECUTIVE	50.00			
01.404.000	LAW	3,216.00			
01.409.000	BUILDING & PLANTS	3,259.05			
01.410.000	POLICE	193,147.52			
01.412.000	AMBULANCE / RESCUE	10,000.00			
01.414.000	ZONING OFFICE	652.00			
01.415.000	EMERGENCY MANAGEMENT	4,503.52			
01.426.000	COMPOST FACILITY	17,934.91			
01.427.000	SOLID WASTE COLLECTION / DISPO	3,225.00			
01.430.000	DPW-HIGHWAYS ROADS STREETS	2,661.81			
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	1,030.18			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	566.89			
01.438.000	DPW-HIGHWAY REPAIR & MAINT	1,048.50			
01.454.000	PARKS	1,265.65			
01.487.000	EMPLOYEE BENEFITS	27,865.65			
<hr style="border-top: 1px dashed black;"/>					
TOTALS FOR	GENERAL FUND	278,166.03	0.00	0.00	278,166.03
		=====	=====	=====	=====

Total to be paid from Fund 01 GENERAL FUND

278,166.03

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278,166.03

List of Bills - (85101000) ESCROW FUND CHECKING ESCROW

Check#	Vendor	Description	Payment	Check Total
1218	1296 - GRIM,BIEHN & THATCHER	PO 18864 RCI/MESSER/MCTA- GENERAL MATTERS-196-ARC	1,057.00	1,057.00
	TOTAL			----- 1,057.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
85.101.000	ESCROW FUND CHECKING			0.00	1,057.00
85.250.284	ARCADIA NORTH NORTH PHASE			160.00	
85.250.340	LPC (FORMERLY RIDGE DEVELOPMENT)			52.50	
85.250.355	MESSER,LLC LAND DEVELOPMENT			297.50	
85.250.360	RCI LOT 24 PMBP SOUTH			512.00	
85.250.365	LYCH CORP.			35.00	
TOTALS FOR	ESCROW	0.00	0.00	1,057.00	1,057.00

Total to be paid from Fund 85 ESCROW

1,057.00
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1,057.00

List of Bills - (08101000) CHECKING SEWER FUND

Check#	Vendor	Description	Payment	Check Total
2511	1251 - ENVIRONMENTAL SERV, CORP.	PO 18865 8/14 SLUDGE REMOVAL	287.28	
		PO 18872 8/21 SLUDGE REMOVAL	359.10	646.38
2512	1296 - GRIM,BIEHN & THATCHER	PO 18864 RCI/MESSER/MCTA- GENERAL MATTERS-196-ARC	352.00	352.00
2513	81 - P P & L	PO 18852 04090-21003 PUMP STA -26491-26001 WWTP	2,305.70	2,305.70
2514	292 - PA DEPT OF ENVIRONMENTAL PROTECTION	PO 18838 CHAPTER 92A NPDES PERMITS	500.00	500.00
2515	439 - YOUNG & HAROS,LLC	PO 18859 WAL-MART LITIGATION	1,125.00	1,125.00
TOTAL				4,929.08

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
08.101.000	CHECKING			0.00	4,929.08
08.429.300	OTHER SERVICES & CHARGES	500.00			
08.429.314	PROFESSIONAL FEE SOLICITOR	1,477.00			
08.429.361	ELECTRIC	2,305.70			
08.429.452	SLUDGE HAULING	646.38			
TOTALS FOR SEWER FUND		4,929.08	0.00	0.00	4,929.08

Total to be paid from Fund 08 SEWER FUND

4,929.08
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4,929.08