

**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

5520 MUNICIPAL DRIVE, TOBYHANNA, PA. 18466

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

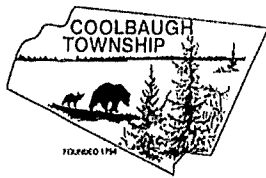
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COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION AGENDA

May 19, 2025, 6pm

1. Monroe County Municipal Waste Authority Discussion Re: Status of their Property and Development in Coolbaugh Township
2. Public Comment



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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING AGENDA
May 19, 2025**

Roll Call

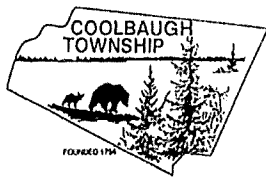
BOARD OF SUPERVISORS

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

Public input will be considered at the beginning of the meeting agenda. 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.

1. Public input
2. Approval of minutes / notes:
 - May 8, 2025- Regular Meeting Minutes
3. Monthly Reports
 - Pocono Mountain Regional Police Report
 - Pocono Mountain Regional EMS Report
4. Well Isolation Distance Waiver Request- 89 Westwood Blvd, Tobyhanna, Property Owner: Nicholas Valentine
5. Authorize Advertisement for Municibid Sale of the Ladder Truck
6. Authorization for Overtime for National Night Out
7. Current Obligations

• General Fund	\$ 295,150.89
• Fire Tax Fund	\$ 385,000.00
• Escrow Fund	\$ 25,674.20
• Sewer Fund	\$ 11,233.92
• Liquid Fuels	\$ 129,807.00
Total Disbursements	\$ 846,866.01



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8. Controller Report
9. Business Manager Comments/Updates
10. Solicitor Armstrong Comments/Updates
11. Board of Supervisors Executive Sessions
12. Adjournment

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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION MINUTES**

May 8, 2025

The work session was called to order by Chairman Weimer at 6:04pm at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

Board Members Present:

William Weimer, Alma I. Ruiz Smith, Clare Colgan, Lynn Kelly, and Cara Rogan

Board Members Absent:

None

Staff Present:

Colby Grim, Solicitor, Meredith Thompson, Business Manager

Staff Absent:

None

**1. Discussion on Stormwater Study – Pocono Farms and Laurel View Village –
Greg Haas, Township Engineer**

Greg Haas presented the Preliminary Stormwater Study conducted in Pocono Farms and Laurel View Village. The study is funded by a FEMA Hazard Mitigation grant. Stormwater conditions were reviewed during Tropical Storm Debbie in August 2024 and approximately 41 sites of concern or substantial ponding were identified. Current stormwater management in the study area is insufficient and includes limited drainage pipes and shallow roadside drains. The study proposes solutions including creation and installation of detention basins/ponds, and culvert pipe installation and management. Pocono Farms Country Club Association (PFCCA) owns multiple properties within the study area and the potential for easements and/or land acquisition to develop stormwater solutions on those properties was discussed. The Board of Supervisors discussed identifying work that can be completed by DPW and work that will need to be outsourced and/or bid. Mr. Weimer recommended coordinating a meeting including the Township Engineers, DPW, PFCCA, and representatives from utility companies that may be involved. Ms. Ruiz-Smith inquired about the project's expense and funding and was advised of grant opportunities. Ms. Kelly discussed permitting requirements. Residents J. Winter and B. Bennett presented concerns in the area of Wood Duck Place. Resident, R. McClure, presented concerns on her property on Apache Trail. D. Timko, General Manager of PFCCA, was present and will provide the study to the community's Board of Directors.

Public Comment

None

Work Session ended at 7:09pm.

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
May 8, 2025**

The meeting was called to order by Chairman Weimer at 7:15pm at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

Board Members Present:

William Weimer, Alma I. Ruiz Smith, Clare Colgan, Lynn Kelly, and Cara Rogan

Board Members Absent:

None

Staff Present:

Colby Grim, Solicitor, Meredith Thompson, Business Manager

Staff Absent:

None

Announcements

Mr. Weimer announced the following:

- 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 matter.
- The meeting is being recorded to aid in the preparation of the minutes. Please remember to state your name and community or city you reside in before speaking.

1. Public input

- M. Wood thanked the Board of Supervisors for adjudicating the Coolbaugh Township Historical Association's annual art contest and provided a calendar of upcoming events.

2. Approval of minutes / notes:

- April 15, 2025- Regular Meeting Minutes

Ms. Kelly made a motion second by Ms. Colgan to approve the April 15, 2025 Regular Meeting Minutes as presented.

- **Discussion:** None
- **Vote:** 4-0-1 (Ms. Ruiz Smith abstained), motion passes.

3. Release of Fire Tax Escrow in the Amount of \$25,674.20 for the Property Located at 1216 Hawthorn Terrace, Pocono Summit, PA- Property Owner Rhonda Diehl

Ms. Rogan made a motion second by Ms. Kelly approving the Release of Fire Tax Escrow in the Amount of \$25,674.20 for the Property Located at 1216 Hawthorn Terrace, Pocono Summit, PA- Property Owner Rhonda Diehl.

- **Discussion:** None
- **Vote:** All in favor, motion passes.

4. Adoption of Resolution #07-2025: Authorizing the Signer for the DCNR grant application for the Parks Master Plan Improvements- Phase 1

Ms. Colgan made a motion second by Ms. Ruiz Smith Authorizing Chaiman William Weimer and Business Manager Meredith Thompson as Signers for the DCNR grant application for the Parks Master Plan Improvements- Phase 1.

- **Discussion:** None
- **Vote:** All in favor, motion passes.

5. Authorization to Execute Letter of Commitment for Matching Funds in the Amount of \$47,126.81 if awarded the DCED Grant for the Parks Master Plan Improvements

Ms. Colgan made a motion second by Ms. Rogan Authorizing the Execution of a Letter of Commitment for Matching Funds in the Amount of \$47,126.81 if awarded the DCED Grant for the Parks Master Plan Improvements

- **Discussion:** Ms. Ruiz Smith requested that Penn Strategies provide a breakdown of the total match contributions for this grant process.
- **Vote:** All in favor, motion passes.

6. Authorization to Hire the following Interns at the rate of \$14.00 per hour, up to 25 hours per week from May through August:

- Zoning/Codes Department-Nicholas Ruiz
- Record Retention- Kayla McClure
- Finance Assistant- Jayla Reinert

Mr. Weimer made a motion second by Ms. Colgan to authorize the hire of the above listed interns.

- **Discussion:** Ms. Thompson notified the Board of Supervisors that the internships will start the week of May 19th, 2025.
- **Vote:** All in favor, motion passes.

7. Awarding of the 2025 Road Paving Bid

Ms. Kelly made a motion second by Ms. Ruiz Smith to award the 2025 Road Paving Bid to Wayco, Inc. for the Base Bid Roads and the four Additional Bid Roads in the amount of \$522,921.91 per the Township Engineer's May 2, 2025 letter.

- **Discussion:** Ms. Ruiz Smith confirmed that the secondary roads are included in the total and that the roads scheduled for repair are based on priority of their conditions.
- **Vote:** All in favor, motion passes.

8. Bid Results for Municipal Step Replacement

Ms. Kelly made a motion second by Ms. Rogan to reject the bids for the municipal step replacement per the recommendation of the Township Engineer's May 2, 2025 letter.

- **Discussion:** Ms. Thompson informed the Board of Supervisors that DPW was performing temporary repairs on the steps. She also discussed LSA grant opportunities that may include the step replacement, the Building 2 window replacement project, and other safety or building improvements at the municipal complex and that future bid timelines would be dependent on grant applications and awards.
- **Vote:** All in favor, motion passes.

9. Request for Release of Funds for the Coolbaugh Township Volunteer Fire Company

- Stipend in the Amount of \$165,000.00
- Rescue Truck Payment in the Amount of \$ 150,000.00
- Capital & Operating Costs in the Amount of \$235,000.00

Ms. Ruiz Smith made a motion second by Ms. Colgan authorizing the release of funds for the Coolbaugh Township Volunteer Fire Company as detailed above.

- **Discussion:** Mr. Weimer discussed the Fire Company's vehicle replacement timeline and the need for future repairs to the roof at Station 1.
- **Vote:** 4-0-1 (Mr. Weimer abstained), motion passes.

10. Authorization for DPW to work overtime for the Memorial Day Veterans Ceremony on Saturday, May 31, 2025 from 1pm-5pm

Ms. Ruiz Smith made a motion second by Mr. Weimer authorizing overtime for two DPW employees on Saturday, May 31, 2025.

- **Discussion:** Ms. Ruiz Smith stated that catering will be provided by VFW Post 509 and the ceremony will be held at the Veteran's Memorial at the Municipal Center.
- **Vote:** All in favor, motion passes.

11. EAC's Water Monitoring Program and Upcoming Training Sessions on the Mayfly Data Logger

Mr. Weimer made a motion second by Ms. Colgan authorizing EAC's use of the meeting room on Thursday, May 15, 2025 for Mayfly Data Logger Training and the purchase of up to \$500 of supplies for maintenance of loggers and other program needs.

- **Discussion:** Ms. Kelly thanked Bill Leonard, the Tobyhanna Conservation Association, and Jim Miller for their efforts and partnership in the setup of the Mayfly Data Logger program. She requested use of the meeting room on Thursday, May 15th for training with the EAC and Stroud Research Center and stated that future trainings may be scheduled. Ms. Kelly also requested up to \$500.00 for the purchase of small tools and other supplies and equipment to support the Mayfly Data Logger program.
- **Vote:** All in favor, motion passes.

12. Discussion and Authorization to Advertise Zoning Ordinance Amendment on Permitted Uses

Mr. Weimer made a motion second by Ms. Kelly authorizing the Advertisement of the Zoning Ordinance Amendment on Permitted Uses relating to Data Centers with a public hearing scheduled for Tuesday, June 17, 2025 at 6:00pm.

- **Discussion:** Mr. Weimer discussed both the environmental and quality of life impacts of data centers and computer farms and noted the urgency of addressing their permitted uses in the code of ordinances. Solicitor Grim discussed the draft amendment proposing data centers as a conditional use within Industrial zones. The draft zoning amendment will be submitted to both the Monroe County and Coolbaugh Township Planning Commissions for review as required.
- **Vote:** All in favor, motion passes.

13. Current Obligations

• General Fund	\$ 614,659.36
• Escrow Fund	\$ 8,882.07
• Sewer Fund	<u>\$ 18,837.41</u>
Total Disbursements	\$ 642,378.84

Ms. Colgan made a motion second by Ms. Rogan authorizing payment of the current obligations in the amount of \$642,378.84,

- **Discussion:** None
- **Vote:** All in favor, motion passes.

14. Business Manager Comments/Updates

- Ms. Thompson stated that the approved security camera upgrades are being installed at the municipal center, Building 2, and the Wastewater Treatment Plant. Two additional tablets will be purchased for the use of the Board of Supervisors to surveille the meeting room and municipal center during public meetings.

- Ms. Thompson informed the Board that the Township has reserved one space on the waitlist for the PA Rural Water Association’s free wastewater operator certification training scheduled for August – November 2025.
- Ms. Thompson and the Board of Supervisors discussed the Township’s attendance at the PSATS conference earlier in the week, noting seminars relating to Emergency Services including Fire and EMS, and PennDOT / LTAP services.

15. Solicitor Grim Comments/Updates

None

16. Board of Supervisors Executive Sessions

None

17. Adjournment (Next Meeting will be held on Monday, May 19, 2025 at 6pm due to the elections)

Ms. Colgan made a motion second by Ms. Kelly to adjourn at 8:06pm.

- **NEXT BOARD WORK SESSION / MEETINGS:**

At the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna PA 18466 Work Session/ Business Meeting Monday, May 19, 2025 at 6:00pm

Submitted by: _____ **Date:** _____
Meredith Thompson, Business Manager

Witnessed by: _____ **Date:** _____
William Weimer, Chairman

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2025 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

TOTAL ENFORCEMENT														2024	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	APRIL	Prior YTD
Total Calls	1064	920	958	1058									4000	1068	4003
Criminal Arrests	77	42	75	56									250	45	267
Traffic Arrests	154	158	135	179									626	241	840
Vehicle Code Warnings	162	245	214	303									924	254	875
Ordinance Arrests	15	12	5	25									57	15	40

Total Hours															
Patrol	2602.02	2364.41	2289.30	2136.61									9392.34		
Investigation	1957.45	1699.50	1641.43	1521.24									6819.62		
Paperwork	382.75	331.88	350.41	328.08									1393.12		
Court	221.53	157.46	103.24	216.24									698.47		
Assigned	1902.25	1828.75	2681.62	2636.83									9049.45		
Total Actual Time	7066.00	6382.00	7066.00	6839.00									27353.00		

Assigned Time															
Training	303.18	234.02	984.67	893.00									2414.87		
Assists	0.45	0.00	2.15	0.00									2.60		
Admin	1598.62	1594.73	1694.80	1743.83									6631.98		
Total	1902.25	1828.75	2681.62	2636.83									9049.45		

ACTIVITY OUTSIDE JURISDICTION (Included In Totals Above)													YTD
Calls Outside our Jurisdiction	1	2	3	3									9
Arrests Outside our Jurisdiction	0	0	0	0									0
Traffic Arrests	0	0	0	2									2
Vehicle Code Warnings	0	0	1	3									4
Ordinance Arrests	0	0	0	0									0

2025 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

COOLBAUGH TOWNSHIP

Enforcement														2024	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	APRIL	Prior YTD
Total Calls	435	379	350	428									1592	397	1521
<i>Complaints</i>	400	352	331	400									1483	387	1446
<i>Accidents</i>	35	27	19	28									109	10	75
Criminal Arrests	29	15	28	23									95	18	71
Traffic Arrests	54	33	33	55									175	87	343
Vehicle Code Warnings	52	62	49	88									251	84	291
Ordinance Arrests	4	4	1	2									11	1	11

Hours Breakdown													
Patrol	799.10	755.55	758.77	717.06									3030.48
Investigation	626.68	686.70	728.80	631.02									2673.20
Paperwork	151.87	156.15	134.48	134.82									577.32
Court	56.70	27.60	36.50	53.10									173.90
Assigned	717.34	689.62	1011.24	994.35									3412.55

Hours Actual vs Purchased													
Total Actual Time	2351.69	2315.62	2669.79	2530.35									9867.45
Hours Purchased	2664.59	2406.65	2664.59	2578.99									10314.82
Hours Over/Under	-312.90	-91.03	5.20	-48.64									-447.37

Hours Over/Under Balance YTD													
Cumulative Carry Over	240.04												
Current O/U	-72.86	-163.89	-158.69	-207.33									

Percentage of Hours													
% Actual	33.28%	36.28%	37.78%	37.00%									
% Purchased	37.71%	37.71%	37.71%	37.71%									
% Over/Under	-4.43%	-1.43%	0.07%	-0.71%									

Pocono Mountain Regional Police UCR Crime Stats
APRIL 2025

	DEPART TOTAL	TOBY	TUNK	BORO	COOL	BAR	OUT	SRO
Homicide	0	0	0	0	0	0	0	0
Rape	2	0	0	0	2	0	0	0
Robbery	0	0	0	0	0	0	0	0
Assaults	13	3	1	1	5	3	0	0
Burglary	5	1	1	0	3	0	0	0
Larceny - Thefts	22	10	2	5	5	0	0	2
Stolen Vehicles	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Forgery	3	0	0	2	1	0	0	0
Fraud	18	3	3	2	10	0	0	0
Embezzlement	0	0	0	0	0	0	0	0
Stolen Property	1	0	0	0	1	0	0	0
Vandalism	13	1	3	2	6	1	0	1
Weapons	4	3	0	0	0	1	0	1
Prostitution	0	0	0	0	0	0	0	0
Sex Offenses	1	0	0	0	1	0	0	1
Drug Violations	14	1	0	3	8	1	1	4
Gambling	0	0	0	0	0	0	0	0
Offenses Family	4	1	0	0	3	0	0	3
DUI	7	2	0	1	3	1	0	0
Liquor Laws	0	0	0	0	0	0	0	0
Drunkenness	1	1	0	0	0	0	0	1
Disorderly Conducts	42	10	5	8	16	2	1	7
All Others	41	13	6	2	17	3	0	2
UCR TOTALS	191	49	21	26	81	12	2	22

Domestics	90	19	12	7	47	5	0	0
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MOUNT POCONO BOROUGH
Larceny - Thefts Breakdown 2025

	TOTAL	RESIDENTIAL	COMMERCIAL
January	11	0	11
February	6	0	6
March	11	2	9
April	5	1	4
May	0		
June	0		
July	0		
August	0		
September	0		
October	0		
November	0		
December	0		
2024 Total	33	3	30

2025 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

TOBYHANNA TOWNSHIP

Enforcement														2024	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	APRIL	Prior YTD
Total Calls	242	217	241	261									961	304	1028
<i>Complaints</i>	218	194	232	237									881	285	951
<i>Accidents</i>	24	23	9	24									80	19	77
Criminal Arrests	13	10	22	14									59	19	67
Traffic Arrests	34	53	54	57									198	59	208
Vehicle Code Warnings	37	84	78	109									308	59	270
Ordinance Arrests	2	0	1	4									7	0	5

Hours Breakdown													
Patrol	1063.57	1004.76	1048.35	1037.45									4154.13
Investigation	280.32	288.25	350.51	411.99									1331.07
Paperwork	85.63	76.55	99.77	116.02									377.97
Court	69.63	35.80	12.50	55.49									173.42
Assigned	583.04	560.51	821.92	808.19									2773.66

Hours Actual vs Purchased													
Total Actual Time	2082.19	1965.87	2333.05	2429.14									8810.25
Hours Purchased	2165.73	1956.08	2165.73	2096.15									8383.69
Hours Over/Under	-83.54	9.79	167.32	332.99									426.56

Hours Over/Under Balance YTD													
Cumulative Carry Over	-159.01												
Current O/U	-242.55	-232.76	-65.44	267.55									

Percentage of Hours													
% Actual	29.47%	30.80%	33.02%	35.52%									
% Purchased	30.65%	30.65%	30.65%	30.65%									
% Over/Under	-1.18%	0.15%	2.37%	4.87%									

2025 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

MOUNT POCONO BOROUGH

Enforcement														2024	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	APRIL	Prior YTD
Total Calls	178	162	194	164									698	162	645
<i>Complaints</i>	157	136	173	149									615	139	579
<i>Accidents</i>	21	26	21	15									83	23	66
Criminal Arrests	16	10	13	7									46	4	93
Traffic Arrests	47	57	42	47									193	72	209
Vehicle Code Warnings	50	59	69	70									248	70	184
Ordinance Arrests	8	8	3	19									38	13	22

Hours Breakdown													
Patrol	343.00	263.87	165.11	78.20									850.18
Investigation	228.65	204.32	211.20	160.78									804.95
Paperwork	85.53	50.37	63.17	39.01									238.08
Court	69.62	51.56	38.57	79.97									239.72
Assigned	238.73	229.51	336.54	330.92									1135.70

Hours Actual vs Purchased													
Total Actual Time	965.53	799.63	814.59	688.88									3268.63
Hours Purchased	886.78	800.94	886.78	858.29									3432.80
Hours Over/Under	78.75	-1.31	-72.19	-169.41									-164.17

Hours Over/Under Balance YTD													
Cumulative Carry Over	188.08												
Current O/U	266.83	265.52	193.32	23.91									

Percentage of Hours													
% Actual	13.66%	12.53%	11.53%	10.07%									
% Purchased	12.55%	12.55%	12.55%	12.55%									
% Over/Under	1.11%	-0.02%	-1.02%	-2.48%									

2025 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

TUNKHANNOCK TOWNSHIP

Enforcement														2024	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	APRIL	Prior YTD
Total Calls	131	89	102	106									428	128	499
<i>Complaints</i>	121	84	95	99									399	123	470
<i>Accidents</i>	10	5	7	7									29	5	29
Criminal Arrests	17	4	8	5									34	1	21
Traffic Arrests	7	8	0	4									19	16	48
Vehicle Code Warnings	18	24	9	8									59	25	91
Ordinance Arrests	0	0	0	0									0	0	1

Hours Breakdown													
Patrol	195.13	168.82	102.42	24.55									490.92
Investigation	709.10	396.70	251.65	141.05									1498.50
Paperwork	45.50	29.75	36.92	16.81									128.98
Court	11.00	32.75	1.50	19.83									65.08
Assigned	207.54	199.52	292.56	287.68									987.30

Hours Actual vs Purchased													
Total Actual Time	1168.27	827.54	685.05	489.92									3170.78
Hours Purchased	770.90	696.28	770.90	746.13									2984.21
Hours Over/Under	397.37	131.26	-85.85	-256.21									186.57

Hours Over/Under Balance YTD													
Cumulative Carry Over	20.79												
Current O/U	418.16	549.42	463.57	207.36									

Percentage of Hours													
% Actual	16.53%	12.97%	9.70%	7.16%									
% Purchased	10.91%	10.91%	10.91%	10.91%									
% Over/Under	5.62%	2.06%	-1.21%	-3.75%									

2025 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

BARRETT TOWNSHIP

Enforcement														2024	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	APRIL	Prior YTD
Total Calls	77	71	68	96									312	77	310
<i>Complaints</i>	75	62	63	90									290	67	275
<i>Accidents</i>	2	9	5	6									22	10	35
Criminal Arrests	2	3	4	7									16	3	15
Traffic Arrests	12	7	6	14									39	7	32
Vehicle Code Warnings	5	16	8	25									54	16	39
Ordinance Arrests	1	0	0	0									1	1	1

Hours Breakdown													
Patrol	201.22	171.41	214.65	279.35									866.63
Investigation	112.70	123.53	99.27	176.40									511.90
Paperwork	14.22	19.06	16.07	21.42									70.77
Court	14.58	9.75	14.17	7.85									46.35
Assigned	155.60	149.59	219.36	215.69									740.24

Hours Actual vs Purchased													
Total Actual Time	498.32	473.34	563.52	700.71									2235.89
Hours Purchased	578.00	522.05	578.00	559.43									2237.48
Hours Over/Under	-79.68	-48.71	-14.48	141.28									-1.59

Hours Over/Under Balance YTD													
Cumulative Carry Over	-290.24												
Current O/U	-369.92	-418.63	-433.11	-291.83									

Percentage of Hours													
% Actual	7.05%	7.42%	7.98%	10.25%									
% Purchased	8.18%	8.18%	8.18%	8.18%									
% Over/Under	-1.13%	-0.76%	-0.20%	2.07%									

2025 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

	ASSISTS													2024	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	APRIL	Prior YTD
Ambulance Assists	35	24	17	15									91	21	88
Fire Assists	4	0	7	3									14	2	16
Assist to other Agencies	9	7	11	0									27	9	53

NY State Police
 Tobyhanna Army Depot
 Scranton PD
 Bristol Twp PD
 Nothern York County
 SARP

1
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 1
 1
 3



Pocono Mountain Regional Emergency Medical Services

“Excellence, Honor, and Compassion”

Coolbaugh Township EMS Activity

April 2025

Total Coolbaugh Calls April: 209

Total PMREMS Calls April 2025: 536

Total Coolbaugh Calls QTD: 653

Total PMREMS Calls QTD: 1,715

Total Coolbaugh Calls YTD: 706

Total PMREMS Calls YTD: 1,739

	February	March	April
Non-Emergency Transports	70	64	62
Calls Lost to Mutual aid	51	43	33
Calls Picked Up from Mutual Aid	49	28	37

Fire Company: **Gouldsboro Vol Fire Co**

Month: April 2025

Total Monthly Calls: 19

Total Calls YTD: 60

Total dispatched in Coolbaugh MTD: 3

Total dispatched in Coolbaugh YTD: 9

Total Mutual Aid Calls to Other Townships: 3

Total Man Hours (Calls) Month: 69.25

Total Man Hours (Calls) YTD: 205.75

Training Hours Month: 377

Training Hours YTD: 774.5

Total Man Hours Business Month: 822.5

Total Man Hours Business YTD: 4434

Total Hours MTD: 1268.75

Total Hours YTD: 5414.25

Monthly Call Breakdown Report

Call Type	# per Month
Automatic Alarm	
Dwelling Fire	
Fire, other	
Extrication	
Hazmat	
Lift Assist/EMS Assist/ Medivac Landing	5
Mutual Aide	3
CO Alarm/Investigation	2
Odor Investigation - remove smoke	
Structure (Commercial) Fire	
Traffic Control Only	
Vegetation (Brush) Fire	1
Vehicle Accident	3
Vehicle Fire	
Wires Down/ Tree on Wires/ Tree Across Road	3
Special Type of incident - Unfounded	2
Total Calls per Month	19

Average #firefighters per call: 5

Please submit monthly call reports via mail, email or fax:

Coolbaugh Township Municipal Building

Attn: Erin Masker

5520 Municipal Drive

Tobyhanna, PA 18466

Email: emasker@coolbaughtwp.org

Fax: 570-894-8413

Monthly report due by the Wednesday before the meeting.

Fire Company: Pocono Summit VFC

Apr-25

Total Montly Calls: 22

Total Calls YTD: 119

Total Mutual Aid Calls to Other Townships:

Month: 10	Total: 43	
Coolbaugh: 7		22
Pocono Twp: 1		5
Mt. Pocono: 0		0
Tunkhannock: 2		4
Jackson Twp: 0		0

Total Man Hours (Calls) Month: 112

Total Man Hours (Calls) YTD: 382

Training Hours Month: 200

Training Hours YTD: 700

Total Man Hours Business Month: 800

Total Man Hours Business YTD: 3,200

Total Hours MTD: 1,432

Total Hours YTD: 3,191

Monthly Call Breakdown Report

Call Type	# per Month
Automatic Alarm	3
Dwelling Fire	3
Fire, other	
Elevator Rescue	
Extrication	
Hazmat	2
Lift Assist/EMS Assist/ Medivac Landing	
Severe Weather	1
Odor Investigation - remove smoke	
Structure (Commercial) Fire	
Traffic Control Only	
Vegetation (Brush) Fire	7
Vehicle Accident	4
Vehicle Fire	
Wires Down/ Tree on Wires/ Tree Across Road	2
Special Type of incident	
Total Calls per Month	22
Average #firefighters per call	8

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COOLBAUGH TOWNSHIP Board of Supervisors

5520 Municipal Drive, Tobyhanna, PA 18466
570-894-8490 Fax 570-894-8413
www.coolbaughtwp.org

FINANCIAL REPORT - BOARD OF SUPERVISORS

MAY 19, 2025 BOARD MEETING

AS OF APRIL 30, 2025

Revenue

2025 General Fund Budget = \$9,600,636

ITEM	AMOUNT	% BUDGET LINE
Real Estate Taxes (Current & Delinquent)	\$ 597,206	14%
Earned Income Tax	623,512	29%
Real Estate Transfer Tax	333,380	37%
LST	115,148	31%
Licenses & Permits	98,332	29%
Rents	13,267	37%
Zoning Fees	76,047	42%
Fines & Forfeits	6,862	22%
Building Code Fees	25,840	65%
Grant Proceeds	25,975	37%
All other sources	118,686	9%
Total Revenue	\$ 2,034,256	

Expense

2025 General Fund Budget = \$9,600,636

ITEM	AMOUNT	% BUDGET LINE
Pocono Mountain Regional Police Dept.	\$ 1,076,570	33%
Salaries	503,198	31%
Capital Purchases	280,063	57%
Employee Benefits	312,655	31%
Fire	9,283	3%
Interfund Transfers	163,407	20%
Contracted Services	92,933	27%
Road Materials	134,879	78%
Pocono Mountain EMS	40,000	40%
Insurance	86,194	38%
Vehicle Repair & Maintenance	56,440	59%
Fuel	37,311	37%
Legal Fees	12,586	11%
Utilities	37,380	47%
Engineering	44,551	41%
Control Center	20,786	50%
All other sources	111,357	17%
Total Expense	\$ 3,019,594	

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**COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS REPORT
MAY 20,2025**

DATE	CK #	DESCRIPTION	AMOUNT
5/13/2025		Payroll Fund	\$ 54,000.00
5/6/2025	12012	Pioneer Metal Roofing	\$ 11,000.00
5/6/2025	12013	AM Trust Financial Serv.	\$ 6,053.00
5/6/2025	12015	Coolbaugh TWP VFC	\$ 165,000.00
5/20/2025		General Fund	\$ 59,097.89
5/20/2025		Total General Fund	\$ 295,150.89
5/6/2025	1043	Coolbaugh Twp VFC	\$ 385,000.00
5/6/2025		Total Fire Tax Fund	\$ 385,000.00
5/20/2025		Escrow Fund (Fire Escrow)	\$ 25,674.20
5/20/2025		Total Escrow Fund	\$ 25,674.20
5/20/2025		Sewer Fund	\$ 11,233.92
5/20/2025		Total Sewer Fund	\$ 11,233.92
5/20/2025		Liquid Fuels	\$ 129,807.00
5/20/2025		Total Liquid Fuels	\$ 129,807.00
5/20/2025		TOTAL DISBURSEMENTS	\$ 846,866.01

CASH TRIAL BALANCE AS OF MAY 20,2025

General Fund Checking	\$ 8,412,123.74
Fire Tax/Coolbaugh Twp VFD	731,116.62
Fire Tax- Coolbaugh Fire Building Fund	1,018,890.87
Fire Tax- Volunteer Fire Departments	101,039.10
EMS	236,214.38
American Rescue Plan	1,854,577.73
Payroll Checking	330.35
Rainy Day Fund Savings	993,426.70
Total General Fund	\$13,347,719.49
Sewer Fund Checking	5,383.68
Sewer PennVest Checking	74.63
Total Sewer Fund	\$ 5,458.31
Capital Projects Fund Checking	\$ 16,538.61
Emerg. Services Fund Money Market	208,133.52
Emerg. Services Fund Checking	21,603.17
Total Emergency Services Fund	\$ 229,736.69
Liquid Fuels Fund Checking	\$ 528,546.03
Escrow Fund Checking	618,717.23
Escrow Fund Clarius Checking	62,201.88
Total Escrow Fund	\$ 680,919.11
TOTAL ALL FUNDS	\$ 14,808,918.24

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

Check#	Vendor	Description	Payment	Check Total
12059	1576 - ADAMS OUTDOOR ADVERTISING	PO 26754 EVENT BILLBOARD	2,520.00	2,520.00
12060	1330 - AMAZON CAPITAL SERVICES	PO 26696 SOLAR LIGHTS	123.99	123.99
12061	1483 - AUTO PARTS OF MT POCONO	PO 26697 OIL/OIL FILTER F-250 CREW CAB	166.81	
		PO 26703 F350 SIGN TK BRAKE PAD	55.00	
		PO 26704 OIL/ FILTER ZERO TURN	68.17	
		PO 26705 SPARK PLUG ZERO TURN	13.98	
		PO 26706 TRACTOR BATTERY	158.09	
		PO 26711 OIL FILTERS 2017 VOLVO	440.96	
		PO 26712 OIL FILTER /PARK	95.88	
		PO 26713 OIL FILTERS	54.78	1,053.67
12062	1483 - AUTO PARTS OF MT POCONO	PO 26714 OIL	115.20	
		PO 26736 GRADER PARTS	136.70	
		PO 26737 GRADER	172.40	424.30
12063	177 - CCI WASTE & RECYCLING SERVICE, INC.	PO 26716 CLEAN UP	10,309.00	10,309.00
12064	724 - CINTAS -	PO 26692 UNIFORMS	39.03	
		PO 26732 SHOP TOWELS/UNIFORMS	103.74	142.77
12065	1240 - CINTAS CORPORATION	PO 26693 SHOP TOWELS/UNIFORMS	100.54	
		PO 26731 UNIFORMS	42.66	143.20
12066	652 - CYPHERS TRUCK PARTS	PO 26739 PARTS/ALL TRUCKS	723.06	723.06
12067	52 - DALEVILLE ACE HARDWARE	PO 26708 SUMP PUMP	310.95	
		PO 26752 MISC/SUPPLIES	120.45	431.40
12068	13 - DEVELOPMENTAL EDUCATION SERVICES	PO 26720 RECYCLING	22.50	22.50
12069	1113 - ELAN FINANCIAL SERVICES	PO 26745 INDEED/ADV BIDS/CALL EM-ALL-/ROAD WARRIO	2,964.36	2,964.36
12070	1147 - ERIN MASKER	PO 26747 MILEAGE/PSATS	170.80	170.80
12071	919 - FIDELITY SECURITY LIFE INSURANCE/EY	PO 26687 MAY	229.63	229.63
12072	255 - FIVE STAR EQUIPMENT, INC.	PO 26698 KEY	48.84	48.84
12073	1563 - GANNETT PENNSYLVANIA LOCALIQ	PO 26724 SHRED EVENT FLYER	142.30	142.30
12074	54 - H.A. BERKHEIMER, INC.	PO 26694 LST COMMISSION	702.69	702.69
12075	1591 - JDM CONSULTANTS ,LLC	PO 26749 GRANT	4,000.00	4,000.00
12076	1030 - KYLE M. KNECHT	PO 26753 CDL	88.00	88.00
12077	734 - LINDSEY EQUIPMENT	PO 26735 MOWER BLADE	158.16	158.16
12078	891 - LOWE'S	PO 26744 CLEANING SUPPLIES	896.89	896.89
12079	1487 - NANOVIC LAW OFFICES	PO 26725 EVERGREEN FARMS/ZHB	16,269.52	16,269.52
12080	74 - NAPA AUTO PARTS	PO 26052 PARTS SHOULDER MOWER	151.67	151.67
12081	1484 - NAPA AUTO PARTS	PO 26101 AIR FILTER VOLVO LEAF TK	44.03	
		PO 26751 OIL FILTER	184.14	228.17
12082	183 - NORTHEAST SIGNAL & ELECTRIC CO., INC	PO 26727 611 & SR-423	400.00	400.00
12083	1523 - NUSO, LLC	PO 26701 PHONES MAY	161.25	161.25
12084	81 - P P & L	PO 26689 84771-32002 507 SIGNAL LIGHTS	27.28	
		PO 26690 83201-80003 STREET LIGHTS	1,166.62	
		PO 26721 49924-86007 TRAFFIC LIGHT IND'L PARK	25.18	1,219.08
12085	87 - PENNSYLVANIA ONE CALL SYSTEM, INC.	PO 26728 CBT/ FAX	88.38	88.38
12086	143 - POCONO LAKE SUPPLY CO.	PO 26750 CONCRETE MIX	161.25	161.25
12087	175 - RAY PRICE MT POCONO FORD SALES, INC	PO 26707 BUMPER REPAIR	28.34	
		PO 26738 FORD F-250	14.17	42.51
12088	1561 - RJH ELECTRONICS	PO 26717 CAMERAS STAIRWELL	580.00	580.00
12089	104 - S & H SUPPLY CO., INC.	PO 26733 SUPPLIES	56.06	
		PO 26734 SUPPLIES	117.16	
		PO 26740 FILTERS	107.94	
		PO 26742 FRONT STEPS COMPLEX	23.82	
		PO 26746 PIPE REPAIR	102.67	407.65
12090	105 - S & S TOOLS & SUPPLIES	PO 26758 SUPPLIES	474.49	474.49
12091	120 - SUNDANCE NETWORKS INC.	PO 26686 IT Services	4,529.50	4,529.50
12092	1606 - THE PARTY SHACK	PO 26755 EVENT CONCESSIONS	220.95	220.95
12093	31 - TK ELEVATOR CORPORATION	PO 26688 MAY ELEVATOR MAINT	391.10	391.10
12094	1420 - TOPP BUSINESS SOLUTIONS	PO 26723 COPIES 1/31-4/29/2025	372.11	372.11
12095	1055 - TULPEHOCKEN SPRING WATER INC	PO 26730 BOTTLE WATER	146.88	146.88
12096	756 - UGI Utilities	PO 26709 411002865219 MUNICIPAL CENTER	1,935.04	
		PO 26710 411002865458 GARAGE	28.90	1,963.94
12097	929 - UNITED CONCORDIA LIFE & HE	PO 26729 JUNE	1,698.84	1,698.84
12098	122 - WEST END PRINTING	PO 26702 ENVELOPES	261.00	261.00
12099	1587 - WEX BANK	PO 26748 FUEL	1,021.58	1,021.58
12100	930 - WILKES-BARRE MATERIALS	PO 26715 COLD PATCH	684.62	684.62
12101	1551 - WORLD FUEL SERVICES, INC	PO 26691 DIESEL	2,327.84	2,327.84
TOTAL				59,097.89

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

Check#	Vendor	Description	Payment	Check Total	
Summary By Account					
ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01.101.000	GENERAL FUND CHECKING			0.00	59,097.89
01.400.000	GENERAL GOV'T	12,899.28			
01.403.000	TAX COLLECTION	702.69			
01.405.000	MUNICIPAL OFFICE	585.30			
01.409.000	BUILDING & PLANTS	6,758.99			
01.414.000	ZONING OFFICE	887.48			
01.418.000	ZONING HEARING BOARD	16,269.52			
01.427.000	SOLID WASTE COLLECTION / DISPO	10,309.00			
01.430.000	DPW-HIGHWAYS ROADS STREETS	3,562.40			
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	452.46			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	3,720.61			
01.437.370	OUTSIDE REPAIRS	166.81			
01.438.000	DPW-HIGHWAY REPAIR & MAINT	684.62			
01.454.000	PARKS	371.13			
01.458.000	CONTRIBUTIONS	128.99			
01.487.000	EMPLOYEE BENEFITS	1,598.61			
TOTALS FOR	GENERAL FUND	59,097.89	0.00	0.00	59,097.89

Total to be paid from Fund 01 GENERAL FUND

59,097.89

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59,097.89

List of Bills - (85101000) ESCROW FUND CHECKING
ESCROW

Check#	Vendor	Description	Payment	Check Total
1377	1605 - RHONDA DIEHL	PO 26719 ESCROW FIRE REFUND	25,674.20	25,674.20
TOTAL				25,674.20

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
85.101.000	ESCROW FUND CHECKING			0.00	25,674.20
85.250.035	RHONDA DEIHL 1216 HAWTHORN - FIRE ESCROW			25,674.20	
TOTALS FOR	ESCROW	0.00	0.00	25,674.20	25,674.20

Total to be paid from Fund 85 ESCROW	25,674.20
	=====
	25,674.20

List of Bills - (08101000) CHECKING SEWER FUND

Check#	Vendor	Description	Payment	Check Total
3406	547 - DELAWARE RIVER BASIN COMMISSION	PO 26726 WATER ALLOCATIONS	2,639.00	2,639.00
3407	364 - DISTRICT COURT 43-3-01	PO 26759 SEWER FEE	217.25	217.25
3408	520 - K.L. FULFORD ASSOCIATES, INC	PO 26695 WWTP	5,800.00	5,800.00
3409	876 - Microbac Laboratories, Inc.	PO 26699 TESTING 4/24	236.01	
		PO 26700 4/23 TESTING	236.01	
		PO 26718 TESTING WWTP	236.01	708.03
3410	1437 - NATIONAL WASTE DISPOSAL, INC	PO 26741 WWTP	180.00	180.00
3411	160 - NORTHEAST CHEMICAL& SUPPLY CO., INC.	PO 26743 SODA ASH	1,392.20	1,392.20
3412	162 - USA BLUE BOOK	PO 26722 GLOVES/ STIRPRO STIRRER WWTP	297.44	297.44
TOTAL				11,233.92

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
08.101.000	CHECKING			0.00	11,233.92
08.429.125	CONTRACT SERVICE PLANT	5,800.00			
08.429.200	SUPPLIES	1,689.64			
08.429.300	OTHER SERVICES & CHARGES	2,856.25			
08.429.451	OUTSIDE LAB TESTING	708.03			
08.429.453	CONTRACTED SERVICE -TRASH	180.00			
TOTALS FOR	SEWER FUND	11,233.92	0.00	0.00	11,233.92

Total to be paid from Fund 08 SEWER FUND

11,233.92
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11,233.92

**List of Bills - (35100000) CHECKING ACCOUNT
LIQUID FUELS**

Check#	Vendor	Description	Payment	Check Total
269	1550 - LOWES SALES & SERVICE	PO 26757 2025 Ford F-350 4X4 XLT Dump	69,491.00	69,491.00
270	1510 - TASCA FORD	PO 26756 2025 Ford F-350 4X4 XLT Chassis	60,316.00	60,316.00
TOTAL				129,807.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
35.100.000	CHECKING ACCOUNT			0.00	129,807.00
35.430.740	CAPITAL PURCHASES	129,807.00			
TOTALS FOR	LIQUID FUELS	129,807.00	0.00	0.00	129,807.00

Total to be paid from Fund 35 LIQUID FUELS

129,807.00
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129,807.00