

**COOLBAUGH TOWNSHIP  
MUNICIPAL CENTER**

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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS**

**Work Session Agenda**

**May 18, 2026**

1. Discussion on Comcast Cable Franchise Agreement
2. Public Input

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## **FRANCHISE AGREEMENT**

This Franchise Agreement (hereinafter, the "Agreement" or "Franchise Agreement") is made between the Township of Coolbaugh (hereinafter, "Township" or "Franchising Authority") and Comcast Cable Communications Management, LLC (hereinafter, "Grantee").

The Township having determined that the financial, legal, and technical ability of the Grantee is reasonably sufficient to provide the services, facilities, and equipment necessary to meet the future cable-related needs of the community, desires to enter into this Franchise Agreement with the Grantee for the construction, operation, and maintenance of a Cable System on the terms and conditions set forth herein.

### **SECTION 1 - Definition of Terms**

For the purpose of this Franchise Agreement, capitalized terms, phrases, words, and abbreviations shall have the meanings ascribed to them in the Cable Communications Policy Act of 1984, as amended from time to time, 47 U.S.C. §§ 521 - 631 (the "Cable Act"), unless otherwise defined herein. When not inconsistent with the context, words used in the present tense include the future, words used to refer to the masculine include the feminine, and words in the plural number include the singular number. The word "shall" is mandatory and "may" is permissive. Words not defined in the Cable Act or herein shall be given their common and ordinary meaning.

1.1. "Cable Service" or "Service" means the one-way transmission to Subscribers of Video Programming or other Programming service and Subscriber interaction, if any, which is required for the selection or use of such Video Programming or other Programming service.

1.2. "Cable System" means a facility, consisting of a set of closed transmission paths and associated signal generation, reception, and control equipment that is designed to provide Cable Service which includes Video Programming and which is provided to multiple Subscribers within the Franchise Area, and as further defined under Section 602 (7) of the Cable Act.

1.3. "Customer" or "Subscriber" means a Person or user of the Cable System who lawfully receives Cable Service therefrom with the Grantee's express permission.

1.4. "Effective Date" means the date on which the Township signs this Agreement, subject to all necessary parties executing this Agreement as indicated on the signature page(s), unless a specific date is otherwise provided in the "Term" section herein.

1.5. "FCC" means the Federal Communications Commission, or successor governmental entity thereto.

1.6. "Franchise" means the initial authorization, or renewal thereof, issued by the Franchising Authority, whether such authorization is designated as a franchise, agreement, permit, license, resolution, contract, certificate, ordinance or otherwise, which authorizes the construction and operation of the Cable System.

1.7. "Franchise Agreement" or "Agreement" shall mean this Agreement and any amendments or modifications hereto.

1.8. "Franchise Area" means the present legal boundaries of the Township of Coolbaugh, County of Monroe, Pennsylvania, as of the Effective Date, and shall also include any additions thereto, by annexation or other legal means.

1.9. "Franchising Authority" means the Township of Lehigh or the lawful successor, transferee, designee, or assignee thereof.

1.10. "Grantee" shall mean Comcast Cable Communications Management, LLC.

1.11. "Gross Revenue" means revenue derived by the Grantee from the operation of the Cable System in the Franchise Area to provide Cable Service, calculated in accordance with generally accepted accounting principles ("GAAP"). Gross Revenue includes monthly basic cable, premium and pay-per-view video fees, installation fees and subscriber equipment rental fees. Gross Revenue shall not include refundable deposits, advertising revenue, advertising sales commissions, home shopping revenue, leased access fees, late fees, investment income, programming launch support payments, nor any taxes, franchise fees, or other fees or assessments imposed or assessed by any governmental authority. Gross Annual Revenues shall not include actual bad debt that is written off, consistent with generally accepted accounting principles, provided however, that all or any part of any such actual bad debt that is written off, but subsequently collected, shall be included in the Gross Annual Revenues in the period so collected.

1.12. "Person" means any natural person or any association, firm, partnership, joint venture, corporation, or other legally recognized entity, whether for-profit or not-for profit, but shall not mean the Franchising Authority.

1.13 "Public Buildings" shall mean those buildings owned or leased by the Franchising Authority for municipal government administrative purposes, and shall not include buildings owned by the Franchising Authority but leased to third parties or buildings such as storage facilities at which government employees are not regularly stationed.

1.14. "Public Way" shall mean the surface of, and the space above and below, any public street, highway, freeway, bridge, land path, alley, court, boulevard, sidewalk, way, lane, public way, drive, circle or other public right-of-way, including, but not limited to, public utility easements, dedicated utility strips, or easements dedicated for compatible uses and any temporary or permanent fixtures or improvements located thereon now or hereafter held by the Franchising Authority in the Franchise Area, which shall entitle the Grantee to the use thereof for the purpose of installing, operating, repairing, and maintaining the Cable System. Public Way shall also mean any easement now or hereafter held by the Franchising Authority within the Franchise Area for the purpose of public travel, or for utility or public service use dedicated for compatible uses, and shall include other easements or rights-of-way as shall within their proper use and meaning entitle the Grantee to the use thereof for the purposes of installing, operating, and maintaining the Grantee's Cable System over poles, wires, cables, conductors, ducts, conduits, vaults, manholes, amplifiers, appliances, attachments, and other property as may be ordinarily necessary and pertinent to the Cable System.

1.15 "Standard Installation" shall mean the standard one hundred twenty-five foot (125') aerial Drop connection to the existing distribution system.

1.16 "Video Programming" or "Programming" shall mean the programming provided by, or generally considered comparable to programming provided by, a television broadcast station.

## **SECTION 2 - Grant of Authority**

2.1. Franchise Grant. The Franchising Authority hereby grants to the Grantee a non-exclusive Franchise authorizing the Grantee to construct and operate a Cable System in the Public Ways within the Franchise Area, and for that purpose to erect, install, construct, repair, replace, reconstruct, maintain, or retain in any Public Way such poles, wires, cables, conductors, ducts, conduits, vaults, manholes, pedestals, amplifiers, appliances, attachments, and other related property or equipment as may be necessary or appurtenant to the Cable System, and to provide such services over the Cable System as may be lawfully allowed.

2.2. Term of Franchise. The term of the Franchise granted hereunder shall be ten (10) years, commencing upon the Effective Date of the Franchise, unless the Franchise is renewed or is lawfully terminated in accordance with the terms of this Franchise Agreement and the Cable Act.

2.3. Renewal. Any renewal of this Franchise shall be governed by and comply with the provisions of Section 626 of the Cable Act [47 U.S.C. §546], as amended.

### **SECTION 3 – Construction and Maintenance of the Cable System**

3.1. Permits and General Obligations. The Grantee shall be responsible for obtaining all generally applicable permits, licenses, or other forms of approval or authorization prior to the commencement of any activity that disturbs the surface of any street, curb, sidewalk or other public improvement in the Public Way, or impedes vehicular traffic. The issuance of such permits shall not be unreasonably withheld or delayed. Construction, installation, and maintenance of the Cable System shall be performed in a safe, thorough and reliable manner using materials of good and durable quality. Notwithstanding the requirements herein, Grantee shall not be required to obtain a permit for individual drop connections to Subscribers, servicing or installing pedestals or other similar facilities, or other instances of routine maintenance or repair to its Cable System. All transmission and distribution structures, poles, other lines, and equipment installed by the Grantee for use in the Cable System in accordance with the terms and conditions of this Franchise Agreement shall be located so as to minimize the interference with the proper use of the Public Ways and the rights and reasonable convenience of property owners who own property that adjoins any such Public Way.

#### 3.2. Conditions of Street Occupancy.

3.2.1. New Grades or Lines. If the grades or lines of any Public Way within the Franchise Area are lawfully changed at any time during the term of this Franchise Agreement, then the Grantee shall, upon reasonable advance written notice from the Franchising Authority (which shall not be less than thirty (30) business days) and at its own cost and expense, protect or promptly alter or relocate the Cable System, or any part thereof, so as to conform with any such new grades or lines. If public funds are available to any other user of the Public Way for the purpose of defraying the cost of any of the foregoing, the Franchising Authority shall notify Grantee of such funding and make available such funds to the Grantee. If funds are not made available as described herein, Grantee reserves the right to pass its costs through to its Subscribers in accordance with applicable law.

3.2.2. Relocation at Request of Third Party. The Grantee shall, upon reasonable prior written request of any Person holding a permit issued by the Franchising Authority to move any structure, temporarily move its wires to permit the moving of such structure; provided (i.) the Grantee may impose a reasonable charge on any Person for the movement of its wires, and such charge may be required to be paid in advance of the movement of its wires; and (ii.) the Grantee

is given not less than sixty (60) business days advance written notice to arrange for such temporary relocation.

3.2.3. Restoration of Public Ways. If in connection with the construction, operation, maintenance, or repair of the Cable System, the Grantee disturbs, alters, or damages any Public Way, the Grantee agrees that it shall at its own cost and expense restore any such Public Way to a condition reasonably comparable to the condition of the Public Way existing immediately prior to the disturbance.

3.2.4. Safety Requirements. The Grantee shall undertake all necessary and appropriate efforts to maintain its work sites in a safe manner in order to prevent failures and accidents that may cause damage, injuries or nuisances. All work undertaken on the Cable System shall be performed in substantial accordance with applicable FCC or other federal and state regulations.

3.2.5. Trimming of Trees and Shrubbery. The Grantee shall have the authority to trim trees or other natural vegetative growth encroaching or overhanging any of its Cable System in the Franchise Area so as to prevent contact with the Grantee's wires, cables, or other equipment. All such trimming shall be done at the Grantee's sole cost and expense. The Grantee shall be responsible for any collateral, real property damage caused by such trimming.

3.2.6. Aerial and Underground Construction. At the time of Cable System construction, if all of the transmission and distribution facilities of all of the respective public or municipal utilities in any area of the Franchise Area are underground, the Grantee shall place its Cable System transmission and distribution facilities underground, provided that such underground locations are actually capable of accommodating the Grantee's cable and other equipment without technical degradation of the Cable System's signal quality. In any region(s) of the Franchise Area where the transmission or distribution facilities of the respective public or municipal utilities are both aerial and underground, the Grantee shall have the discretion to construct, operate, and maintain all of its transmission and distribution facilities, or any part thereof, aerially or underground. Nothing in this Agreement shall be construed to require the Grantee to construct, operate, or maintain underground any ground-mounted appurtenances such as customer taps, line extenders, system passive devices, amplifiers, power supplies, pedestals, or other related equipment.

3.2.7. Undergrounding and Beautification Projects. In the event all users of the Public Way relocate aerial facilities underground as part of an undergrounding or neighborhood beautification project, Grantee shall participate in the planning for relocation of its aerial facilities contemporaneously with other utilities. Grantee's relocation costs shall be included in any computation of necessary project funding by the municipality or private parties. Grantee shall be entitled to reimbursement of its relocation costs from public or private funds raised

for the project and made available to other users of the Public Way. In the event that public and/or private funds are not made available as described herein, Grantee reserves the right to pass its costs through to its Subscribers in accordance with applicable law.

#### **SECTION 4 - Service Obligations**

4.1. General Service Obligation. The Grantee shall have the authority to make Cable Service available within the Franchise Area and extend the Cable System in areas as determined by the Grantee.

4.2. Programming. The Grantee shall offer to all Customers a diversity of Video Programming services in accordance with federal law.

4.3. No Discrimination. Neither the Grantee nor any of its employees, agents, representatives, contractors, subcontractors, or consultants, nor any other Person, shall discriminate or permit discrimination between or among any Persons in the availability of Cable Services provided in connection with the Cable System in the Franchise Area; provided, however, Grantee reserves the right to deny service for good cause, including but not limited to non-payment or theft of service, vandalism of equipment, or documented or founded harassment or abuse of Grantee's employees or agents. It shall be the right of all Persons to receive all available services provided on the Cable System so long as such Person's financial or other obligations to the Grantee are satisfied. Nothing contained herein shall prohibit the Grantee from offering bulk discounts, promotional discounts, package discounts, or other such pricing strategies as part of its business practice.

4.4. New Developments. The Franchising Authority shall provide the Grantee with written notice of the issuance of building or development permits for planned developments within the Franchise Area requiring undergrounding of cable facilities. The Franchising Authority agrees to require the developer, as a condition of issuing the permit, to give the Grantee access to open trenches for deployment of cable facilities and at least ten (10) business days written notice of the date of availability of open trenches.

4.5. Prohibition Against Reselling Service. No Person shall resell, without the express prior written consent of the Grantee, any Cable Service, program or signal transmitted over the Cable System by the Grantee.

#### **SECTION 5 - Fees and Charges to Customers**

5.1. All rates, fees, charges, deposits and associated terms and conditions to be imposed by the Grantee for any Cable Service as of the Effective Date shall be in accordance with applicable FCC rate regulations. Before any new or modified rate, fee, or charge is imposed, the Grantee shall follow the applicable

FCC notice requirements and rules and notify affected Customers, which notice may be by any means permitted under applicable law.

## **SECTION 6 - Customer Service Standards; Customer Bills; and Privacy Protection**

6.1. Customer Service Standards. The Franchising Authority hereby adopts the customer service standards set forth in Part 76, §76.309 of the FCC's rules and regulations, as amended.

6.2. Customer Bills. Customer bills shall be designed in such a way as to present the information contained therein clearly and comprehensibly to Customers, and in a way that (A) is not misleading and (B) does not omit material information. Notwithstanding anything to the contrary in Section 6.1, above, the Grantee may, in its sole discretion, consolidate costs on Customer bills as may otherwise be permitted by Section 622 (c) of the Cable Act [47 U.S.C. §542 (c)].

6.3. Privacy Protection. The Grantee shall comply with all applicable federal and state privacy laws, including Section 631 of the Cable Act and regulations adopted pursuant thereto.

## **SECTION 7 - Oversight and Regulation by Franchising Authority**

### **7.1. Franchise Fees.**

7.1.1. The Grantee shall pay to the Franchising Authority a franchise fee in an amount equal to \_\_\_\_ percent (\_\_\_%) of annual Gross Revenues received from the operation of the Cable System to provide Cable Service in the Franchise Area; provided, however, that Grantee shall not be compelled to pay any higher percentage of franchise fees than any other cable operator providing service in the Franchise Area. The payment of franchise fees shall be made on a quarterly basis and shall be due forty-five (45) days after the close of each first, second and third calendar quarter (i.e., May 15, August 15, November 15) and sixty (60) days after the close of the calendar year (last day of February). Grantee shall provide a report prepared by a representative of the Grantee showing the basis for the computation of the Franchise Fees paid during that period.

## 7.2. Franchise Fees Subject to Audit.

7.2.1 Upon reasonable prior written notice, the Franchising Authority shall have the right to inspect the Grantee's financial records used to calculate the Franchising Authority's franchise fees; provided, however, that any such inspection shall take place within two (2) years from the date the Franchising Authority receives such payment, after which period any such payment shall be considered final.

7.2.2. Upon the completion of any such audit by the Franchising Authority, the Franchising Authority shall provide to the Grantee a final report setting forth the Franchising Authority's findings in detail, including any and all substantiating documentation. In the event of an alleged underpayment, the Grantee shall have thirty (30) days from the receipt of the report to provide the Franchising Authority with a written response agreeing to or refuting the results of the audit, including any substantiating documentation. Based on these reports and responses, the parties shall enter into discussions related to agreement upon a Final Settlement Amount. For purposes of this Section, the term Final Settlement Amount(s) shall mean the agreed upon underpayment, if any, to the Franchising Authority by the Grantee as a result of any such audit. If the parties cannot agree on a Final Settlement Amount, the parties shall submit the dispute to a mutually agreed upon mediator within sixty (60) days of reaching an impasse. If an agreement is not reached at mediation, either party may bring an action to have the disputed amount determined by a court of law.

7.2.3. Any Final Settlement Amount(s) due to the Franchising Authority as a result of such audit shall be paid to the Franchising Authority by the Grantee within sixty (60) days from the date the parties agree upon the Final Settlement Amount. Once the parties agree upon a Final Settlement Amount and such amount is paid by the Grantee, the Franchising Authority shall have no further rights to audit or challenge the payment for that period. The Franchising Authority shall bear the expense of its audit of the Grantee's books and records.

7.3. Technical Standards. The Grantee shall comply with all applicable technical standards of the FCC.

7.4. File for Public Inspection. Throughout the term of this Franchise Agreement, the Grantee shall maintain for public inspection during normal business hours, those documents required pursuant to the FCC's rules and regulations.

7.5. Proprietary Information. Grantee shall not be required to disclose information which it reasonably deems to be proprietary or confidential in nature.

The Franchising Authority agrees to treat any information disclosed by the Grantee as confidential and only to disclose it to those employees, representatives, and agents of the Franchising Authority that have a need to know in order to enforce this Franchise Agreement and who agree, through the execution of a Non-Disclosure Agreement, to maintain the confidentiality of all such information. The Grantee shall not be required to provide Customer information in violation of Section 631 of the Cable Act or any other applicable federal or state privacy law. For purposes of this Section, the terms "proprietary or confidential" include, but are not limited to, information relating to the Cable System design, customer lists, marketing plans, financial information unrelated to the calculation of franchise fees or rates pursuant to FCC rules, or other information that is reasonably determined by the Grantee to be competitively sensitive. Grantee may make proprietary or confidential information available for inspection, but not copying or removal of information by the Franchising Authority's representative. In the event that the Franchising Authority has in its possession and receives a request under a state "sunshine," public records, or similar law for the disclosure of information the Grantee has designated as confidential, trade secret or proprietary, the Franchising Authority shall notify Grantee of such request and cooperate with Grantee in opposing such request.

#### **SECTION 8 – Transfer of Cable System or Franchise of Grantee**

8.1. No transfer of control of the Grantee, defined as an acquisition of 51% or greater direct ownership interest in Grantee, shall take place without prior written notice to the Franchising Authority. No notice shall be required, however, for (i) a transfer in trust, by mortgage, hypothecation, or by assignment of any rights, title, or interest of the Grantee in the Franchise or in the Cable System in order to secure indebtedness, or (ii) a transfer to an entity directly or indirectly owned or controlled by Comcast Corporation.

#### **SECTION 9 - Insurance and Indemnity**

9.1. Insurance. Throughout the term of this Franchise Agreement, the Grantee shall, at its own cost and expense, maintain Commercial General Liability Insurance and provide the Franchising Authority certificates of insurance designating the Franchising Authority and its officers, boards, commissions, councils, elected officials, and employees as additional insureds and demonstrating that the Grantee has obtained the insurance required in this Section. Such policy or policies shall be in the minimum amount of One Million

Dollars (\$1,000,000.00) per occurrence for bodily injury or property damage. The Grantee shall provide workers' compensation coverage in accordance with applicable law.

9.2. Indemnification. The Grantee shall indemnify, defend and hold harmless the Franchising Authority, its officers and employees acting in their official capacities from and against any liability or claims resulting from property damage or bodily injury (including accidental death) that directly arise out of the Grantee's construction, operation, maintenance, or removal of the Cable System, including, but not limited to, reasonable attorneys' fees and costs, provided that the Franchising Authority shall give the Grantee written notice of its obligation to indemnify and defend the Franchising Authority within ten (10) business days of receipt of a claim or action pursuant to this Section. The Franchising Authority agrees that it will take all necessary action to avoid a default judgment and not prejudice the Grantee's ability to defend the claim or action. If the Franchising Authority determines that it is necessary for it to employ separate counsel, the costs for such separate counsel shall be the responsibility of the Franchising Authority. Grantee shall not indemnify the Franchising Authority for any claims resulting from acts of willful misconduct or negligence on the part of the Franchising Authority.

## **SECTION 10 - System Description and Service**

10.1. System Capacity. During the term of this Agreement, the Grantee's Cable System shall be capable of providing Video Programming to its customers in the Franchise Area in accordance with the Cable Act.

## **SECTION 11 - Enforcement and Revocation Proceedings**

11.1. Notice of Violation or Default and Opportunity to Cure. In the event the Franchising Authority believes that the Grantee has not complied with the material terms of the Franchise, it shall notify the Grantee in writing with specific details regarding the exact nature of the alleged non-compliance or default.

11.1.1. Grantee's Right to Cure or Respond. The Grantee shall have forty-five (45) days from the receipt of the Franchising Authority's written notice: (A.) to respond to the Franchising Authority, contesting the assertion of non-compliance or default; or (B.) to cure such default; or (C.) in the event that, by nature of the default, such default cannot be cured within the forty-five (45) day period, initiate reasonable steps to remedy such default and notify the Franchising Authority of the steps being taken and the projected date that the cure will be completed.

11.1.2. Public Hearings. In the event the Grantee fails to respond to the Franchising Authority's notice or in the event that the alleged default is not remedied within forty-five (45) days or the date projected by the Grantee, the Franchising Authority shall schedule a public hearing to investigate the default. Such public hearing shall be held at the next regularly scheduled meeting of the Franchising Authority that is scheduled at a time that is no less than ten (10) business days therefrom. The Franchising Authority shall notify the Grantee in writing of the time and place of such meeting and provide the Grantee with a reasonable opportunity to be heard.

11.1.3. Enforcement. Subject to applicable federal and state law, in the event the Franchising Authority, after such public hearing, determines that the Grantee is in default of any material provision of the Franchise, the Franchising Authority may:

(i). seek specific performance of any provision that reasonably lends itself to such remedy as an alternative to damages, or seek other equitable relief; or

(ii). in the case of a substantial default of a material provision of the Franchise, initiate revocation proceedings in accordance with the following:

(a) The Franchising Authority shall give written notice to the Grantee of its intent to revoke the Franchise on the basis of a pattern of non-compliance by the Grantee, including two or more instances of substantial non-compliance with a material provision of the Franchise. The notice shall set forth with specificity the exact nature of the non-compliance. The Grantee shall have ninety (90) days from the receipt of such notice to object in writing and to state its reasons for such objection. In the event the Franchising Authority has not received a response from the Grantee or upon receipt of the response does not agree that the allegations of non-compliance have been or will be resolved, it may then seek revocation of the Franchise at a public hearing. The Franchising Authority shall cause to be served upon the Grantee, at least thirty (30) days prior to such public hearing, a written notice specifying the time and place of such hearing and stating its intent to request revocation of the Franchise.

(b) At the designated public hearing, the Franchising Authority shall give the Grantee an opportunity to state its position on the matter, present evidence and question witnesses, in accordance with the standards of a fair hearing applicable to administrative hearings in the Commonwealth of Pennsylvania, after which it shall determine whether or not the Franchise shall be terminated. The public hearing shall be on the record and a written transcript shall be made available to the Grantee within ten (10) business days. The decision of the Franchising Authority shall be in writing and shall be delivered to the Grantee by certified mail. The Grantee may appeal such

determination to an appropriate court, which shall have the power to review the decision of the Franchising Authority “de novo” and to modify or reverse such decision as justice may require.

11.2. Technical Violation. The Franchising Authority agrees that it is not its intention to subject the Grantee to penalties, fines, forfeitures or revocation of the Franchise for so-called “technical” breach(es) or violation(s) of the Franchise, which shall include, but not be limited, to the following:

11.2.1. in instances or for matters where a violation or a breach of the Franchise by the Grantee was good faith error that resulted in no or minimal negative impact on the Customers within the Franchise Area; or

11.2.2. where there existed circumstances reasonably beyond the control of the Grantee and which precipitated a violation by the Grantee of the Franchise, or which were deemed to have prevented the Grantee from complying with a term or condition of the Franchise.

11.3 No Removal of System. Grantee shall not be required to remove its Cable System or to sell the Cable System, or any portion thereof as a result of revocation, denial of renewal, or any other lawful action to forbid or disallow Grantee from providing Cable Service, if the Cable System is actively being used to facilitate any other services not governed by the Cable Act, or any portion thereof.

## **SECTION 12 – Competitive Equity**

### **12.1. Competitive Video Service Provider.**

12.1.1. Notwithstanding any other provision of this Agreement or any other provision of law, if any Video Service Provider (“VSP”) (i.) enters into any agreement with the Franchising Authority to provide video services to subscribers in the Township, or (ii.) otherwise begins to provide video services to subscribers in the Township (with or without entering into an agreement with the Franchising Authority), the Franchising Authority, upon written request of the Grantee, shall permit the Grantee to construct and operate its Cable System and to provide video services to subscribers in the Township under the same agreement and/or under the same terms and conditions as apply to the VSP. The Grantee and the Franchising Authority shall enter into an agreement or other appropriate authorization (if necessary) containing the same material terms and conditions as are applicable to the VSP within sixty (60) days after the Grantee submits a written request to the Franchising Authority.

12.1.2. If there is no written agreement or other authorization between the VSP and the Franchising Authority, the Grantee and the Franchising Authority shall use the sixty (60) day period to develop and enter into an agreement or other appropriate authorization (if necessary) that to the maximum extent possible contains provisions that will ensure competitive equity between the Grantee and other VSPs, taking into account the terms and conditions under which other VSPs are allowed to provide video services to subscribers in the Township.

12.2. Subsequent Change in Law. If there is a change in federal, state or local law that provides for a new or alternative form of authorization for a VSP to provide video services to Subscribers in the Township, or that otherwise changes the nature or extent of the obligations that the Franchising Authority may request from or impose on a VSP providing video services to subscribers in the Township, the Franchising Authority agrees that, notwithstanding any other provision of law, upon Grantee's written request the Franchising Authority shall: (i) permit the Grantee to provide video services to subscribers in the Township on the same terms and conditions as are applicable to a VSP under the changed law; (ii) modify this Agreement to comply with the changed law; or (iii) modify this Agreement to ensure competitive equity between the Grantee and other VSPs, taking into account the conditions under which other VSPs are permitted to provide video services to Subscribers in the Township. The Franchising Authority and the Grantee shall implement the provisions of this Section within sixty (60) days after the Grantee submits a written request to the Franchising Authority. Notwithstanding any provision of law that imposes a time or other limitation on the Grantee's ability to take advantage of the changed law's provisions, the Grantee may exercise its rights under this Section at any time, but not sooner than thirty (30) days after the changed law goes into effect.

12.3. Effect on This Agreement. Any agreement, authorization, right or determination to provide video services to subscribers in the Township under Sections 12.2 or 12.3 shall supersede this Agreement, and the Grantee, at its option, may terminate this Agreement or portions thereof, upon written notice to the Franchising Authority, without penalty or damages.

12.4. Video Service Provider. The term "Video Service Provider" or "VSP" shall mean any entity using the public rights-of-way to provide multiple Video Programming services to subscribers, for purchase or at no cost, regardless of the transmission method, facilities, or technology used. A VSP shall include but is not limited to any entity that provides cable services, multi-channel multipoint distribution services, broadcast satellite services, satellite-delivered services, wireless services, and Internet-Protocol based services.

### **SECTION 13 - Miscellaneous Provisions**

13.1. Force Majeure. The Grantee shall not be held in default under, or in non-compliance with, the provisions of the Franchise, nor suffer any enforcement

or penalty relating to noncompliance or default (including termination, cancellation or revocation of the Franchise), where such non-compliance or alleged defaults occurred or were caused by lightning strike, earthquake, flood, tidal wave, unusually severe rain, ice or snow storm, hurricane, tornado, public health emergency or other catastrophic act of nature; riot, war, labor disputes, environmental restrictions, failure of utility service or the failure of equipment or facilities not belonging to Grantee, denial of access to facilities or rights-of-way essential to serving the Franchise Area necessary to operate the Cable System, governmental, administrative or judicial order or regulation or other event that is reasonably beyond the Grantee's ability to anticipate or control. This provision also covers work delays caused by waiting for utility providers to service or monitor their own utility poles on which the Grantee's cable or equipment is attached, as well as unavailability of materials or qualified labor to perform the work necessary.

13.2. Notice. All notices required by this agreement or law shall be in writing and shall be sufficiently given and served upon the other party by hand delivery, first class mail, registered or certified, return receipt requested, postage prepaid, or by reputable overnight courier service and addressed as follows:

To the Franchising Authority:

Township of Coolbaugh  
5520 Municipal Drive  
Tobyhanna, PA 18466  
Attention: Meredith Eilber, Business Manager

To the Grantee:

Comcast Cable  
One Comcast Center  
1701 John F. Kennedy Boulevard, 35<sup>th</sup> Floor  
Philadelphia, PA 19103-2838  
Attention: Regulatory Law Department

13.3. Entire Agreement. This Franchise Agreement and any exhibits or addendums hereto constitute the entire agreement between the Franchising Authority and the Grantee and supersedes all prior or contemporaneous agreements, ordinances, representations, or understandings – whether written or oral – of the parties regarding the subject matter hereof. Any agreements, ordinances, representations, or understandings or parts of such measures that are

in conflict with or otherwise impose obligations different from the provisions of this Franchise Agreement are superseded by this Franchise Agreement.

13.4. Separability. If any section, subsection, sentence, clause, phrase, or other portion of this Franchise Agreement is, for any reason, declared invalid, in whole or in part, by any court, agency, commission, legislative body, or other authority of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent portion. Such declaration shall not affect the validity of the remaining portions hereof, which other portions shall continue in full force and effect.

13.5. Governing Law. This Franchise Agreement shall be deemed to be executed in the Commonwealth of Pennsylvania, and shall be governed in all respects, including validity, interpretation and effect, and construed in accordance with, the laws of the Commonwealth of Pennsylvania, as applicable to contracts entered into and performed entirely within the state.

13.6. Modification. No provision of this Franchise Agreement shall be amended or otherwise modified, in whole or in part, except by an instrument, in writing, duly executed by the Franchising Authority and the Grantee, which amendment shall be authorized on behalf of the Franchising Authority through the adoption of an appropriate resolution or order by the Franchising Authority, as required by applicable law.

13.7. No Third-Party Beneficiaries. Nothing in this Franchise Agreement is or was intended to confer third-party beneficiary status on any member of the public to enforce the terms of this Franchise Agreement.

13.8. Captions. Captions to sections throughout this Franchise Agreement are solely to facilitate the reading and reference to the sections and provisions of this Franchise Agreement. Such captions shall not affect the meaning or interpretation of this Franchise Agreement.

13.9. No Waiver of Rights. Nothing in this Franchise Agreement shall be construed as a waiver of any rights, substantive or procedural, which Grantee may have under federal or state law unless such waiver is expressly stated herein.

13.10 Incorporation by Reference. All presently and hereafter applicable conditions and requirements of federal and state laws, including but not limited to the rules and regulations of the FCC and the Commonwealth of Pennsylvania, as they may be amended from time to time, are incorporated herein by reference to the extent not enumerated herein.

(b) Should the Commonwealth of Pennsylvania, the federal government or the FCC require Grantee to perform or refrain from performing any act the performance or non-performance of which is inconsistent with any provisions herein, the Franchising Authority and Grantee will thereupon, if they

determine that a material provision herein is affected, modify any of the provisions herein to reflect such government action.

13.11. Calculation of Time. Where the performance or doing of any act, duty, matter, payment, or operation is required hereunder and the period of time or duration for the performance or during thereof is prescribed and fixed herein, the time shall be computed so as to exclude the first day and include the last day of the prescribed or fixed period or duration of time. When the last day of the period falls on Saturday, Sunday, or a legal holiday, that day shall be omitted from the computation.

REMAINDER OF PAGE LEFT BLANK UNTIL SIGNATURE PAGE.

IN WITNESS WHEREOF, this Franchise Agreement has been executed by the duly authorized representatives of the parties as set forth below, as of the last date set forth below:

Attest: Franchising Authority: Coolbaugh Township

\_\_\_\_\_ By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

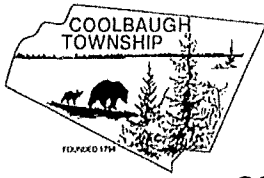
Attest: Grantee: Comcast Cable Communications Management, LLC

\_\_\_\_\_ By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**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  
May 18, 2026**

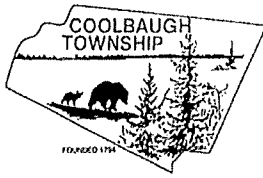
**Roll Call**

**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 5, 2026- Regular Meeting Minutes
3. Monthly/ Quarterly Reports
  - Pocono Mountain Regional Police Report
  - Pocono Mountain Regional EMS Report
  - Coolbaugh Township Volunteer Fire Company
  - Gouldsboro Volunteer Fire Company
  - Pocono Summit Volunteer Fire Company
  - Thornhurst Volunteer Fire and Rescue
  - Pocono Mountain Public Library
4. Codes, Zoning and STR Report
5. Minor Subdivision joining Lots 227 & 228, Section G; A Pocono Country Place; Property Owner(s):  
Carla Roland
6. Approval of Appraisal Services Provided by Thomas G. McKeown at the cost of \$2,500.00 for the property located at 489 Rt. 196
7. Awarding of 2026 Road Paving Bid



**COOLBAUGH TOWNSHIP  
MUNICIPAL CENTER**

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

8. Consider Request for Bond #0777878 in the amount of \$473,053.00 be released for Pocono Mountains Business Park South-Section 2- Lot 28: LPC Pocono (145 Market Way)
  
9. Review and Possible Recommendation of the Zoning Hearing Board Variance Application Relating to Business Signage for 1545 Prospect Street/ Tobyhanna Development (Proposed Wawa Convenience Store)
  
10. Authorize Chairman Weimer to Execute the Greenways, Trails and Recreation Programs (GTRP) Grant Match Letter for Municipal Park Improvements
  
11. Controller Report
  
12. Current obligations

• General Fund	\$ 281,374.84
• Coolbaugh Twp. VFC	\$ 150,000.00
• Sewer Fund	\$ 21,521.36
• Escrow Fund	\$ <u>3,547.75</u>
<b>Total Disbursements</b>	<b>\$ 456,443.95</b>
  
13. Business Manager Comments/Updates
  
14. Solicitor Armstrong Comments/Updates
  
15. Board of Supervisors Executive Sessions
  
16. Adjournment

**Upcoming Events**

**May 23<sup>rd</sup>- Memorial Day Remembrance Ceremony (3pm)**  
Coolbaugh Township Veterans Memorial Monument

**June 27<sup>th</sup>- Neighborhood Night Out (5-9pm) Followed by Fireworks**  
Coolbaugh Township Municipal Park

2

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
PUBLIC HEARING MINUTES  
May 5, 2026, 6:30pm

**Board Members present:**

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

**Board Members absent:**

Lynn Kelly

**Staff present:** Patrick Armstrong, Solicitor, Erin Masker, Township Secretary, Meredith Eilber, Business Manager, and Lourdes Aponte, Zoning Officer

**Staff absent:**

None

The public hearing was called to order by Chairman William Weimer at 6:30pm on Proposed Ordinance No. 164-2026 authorizing execution of a Cable Franchise Agreement between the Township and Blue Ridge Cable Technologies, Inc.

Solicitor Armstrong stated that this is a public hearing of the Coolbaugh Township Board of Supervisors for consideration of proposed Ordinance No. 164-2026 authorizing execution of a Cable Franchise Agreement between the Township and Blue Ridge Cable Technologies, Inc. The hearing was stated to have been properly advertised, and the hearing was opened for public comment and Board deliberation.

Solicitor Armstrong explained that cable franchise agreements are typically renewed every ten years and that this proposed ordinance would authorize the Township to enter into a renewed non-exclusive cable franchise agreement with Blue Ridge Cable Technologies, Inc. He stated that the agreement had been negotiated between Blue Ridge and Cohen Law Group, acting through the Township consortium, and that the ordinance authorizes execution of the agreement.

Ms. Rogan asked about the non-exclusive nature of the agreement. It was clarified during discussion that the Township's current franchise fee is 3 percent, and that the agreement would not prevent the Township from allowing another provider to operate in the Township. Solicitor Armstrong stated that if another cable operator entered the Township, the terms of that franchise agreement would likely need to mirror the terms offered to Blue Ridge.

D. Pope commented that Blue Ridge was overcharging customers and described the current cable service environment as a monopoly.

After a final call for comments and with no further public comment, the public hearing was closed at 6:36pm.

Submitted by \_\_\_\_\_ Date \_\_\_\_\_

Erin Masker, Township Secretary

Witnessed by \_\_\_\_\_ Date \_\_\_\_\_

William Weimer, Chairman

**Coolbaugh Township Board of Supervisors  
Regular Meeting Minutes  
May 5, 2026, 6pm**

The meeting was called to order by Mr. Weimer at 6:00pm at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

**Board Members Present:**

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

**Board Members Absent:**

Lynn Kelly

**Staff Present:**

Patrick Armstrong, Solicitor; Meredith Eilber, Business Manager; and Lourdes Aponte, Zoning Officer.

**Staff Absent:**

None.

**Announcements**

Mr. Weimer announced that public input would be considered at the beginning of the meeting for non-agenda items, the public would be given an opportunity to speak on each agenda item, and speakers should state their name and community or city of residence.

**1. Public Input**

Nothing was heard.

**2. Approval of minutes notes**

• **April 23, 2026 - Public Hearing Minutes**

*Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the April 23, 2026 Public Hearing Minutes.*

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

• **April 23, 2026 - Regular Meeting Minutes**

*Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the April 23, 2026 Regular Meeting Minutes.*

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

**3. Request for Reduction of Bond #0777877 for Pocono Mountains Business Park South-Section 2- Lot 28 LPC Pocono in the amount of \$102,433.72 leaving a balance of \$288,801.42 (145 Market Way)**

*Mr. Weimer made a motion second by Ms. Ruiz-Smith to approve the request for reduction of Bond #0777877 for Pocono Mountains Business Park South-Section 2-Lot 28, LPC Pocono in*

*the amount of \$102,433.72 leaving a balance of \$288,801.42 as per the review letter of Township Engineer, Greg Haas dated April 3, 2026.*

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

**4. Consider Request for Bond 0777878 in the amount of 473,053.00 be released for Pocono Mountains Business Park South-Section 2- Lot 28 LPC Pocono 145 Market Way**  
*Mr. Weimer made a motion second by Ms. Colgan to table agenda item #4 and place it on the next meeting agenda for consideration when the Township Engineer's Review of the new tenant's proposed traffic counts are received for Pocono Mountains Business Park South-Section 2- Lot 28 LPC Pocono, 145 Market Way.*

- **Vote:** All in favor, motion passes.

**5. Planning Commission Recommendation of Conditional Approval of the Minor Subdivision Plan of Steven Ou for the Property located at 2199 Green Road, Tobyhanna**  
*Mr. Weimer made a motion seconded by Ms. Rogan for conditional approval of the Minor Subdivision Plan of Steven Ou for the property located at 2199 Green Road, Tobyhanna, conditional upon compliance with the April 10, 2026 Township Engineer review letter.*

- **Discussion:** Ms. Ruiz-Smith asked whether the plan involved the same parcel previously discussed in relation to a short-term rental concern on Green Road, and it was clarified that the subdivision matter involved a different property.
- **Vote:** All in favor, motion passes.

**6. Parks and Recreation Recommendation of Denial of Field Usage Request from Wyoming Valley Adult Baseball Association**

*Ms. Colgan made a motion seconded by Ms. Ruiz-Smith to deny the field usage request from Wyoming Valley Adult Baseball Association in accordance with the Parks and Recreation recommendation.*

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

**7. Coolbaugh Township Volunteer Fire Company MOU**

*Ms. Ruiz-Smith made a motion seconded by Ms. Rogan to authorize execution of the Coolbaugh Township Volunteer Fire Company MOU in response to the December 11, 2025 request from the Fire Department.*

- **Discussion:** D. Pope asked about the MOU and requested a copy of it to be emailed to him. He also asked for specifics on the crane cost and DPW training to execute what is being requested by the fire department.
- **Vote:** 3-0-1, motion passes. (Mr. Weimer abstained)

**8. Authorization to Advertise Coolbaugh Township Pump Station Bid-- on May 6, 2026**

*Ms. Rogan made a motion second by Mr. Weimer to Authorize Advertisement of the Coolbaugh Township Pump Station Bid on May 6, 2026.*

- **Discussion:** None.

- **Vote:** All in favor, motion passes.

**9. Adoption of Resolution 10-2026 Authorizing Chairman William Weimer and Business Manager, Meredith Eilber as Authorized Signers for GTRP Grant**

Ms. Colgan made a motion second by Ms. Ruiz-Smith to Adopt Resolution #10-2026 Authorizing Chairman William Weimer and Business Manager, Meredith Eilber as Authorized Signers for GTRP Grant.

- **Discussion:** Ms. Ruiz-Smith asked what project this is for, being advised it is for the Coolbaugh Township Municipal Park improvements.
- **Vote:** All in favor, motion passes.

**10. Adoption of Ordinance 164-2026 Blue Ridge Cable and Coolbaugh Township Cable Franchise Agreement**

*\*After reconvening the regular meeting following the Public Hearing at 6:37pm the Board returned to the agenda item concerning adoption of Ordinance 164-2026, Blue Ridge Cable and Coolbaugh Township Cable Franchise Agreement.*

*Ms. Ruiz-Smith made a motion seconded by Ms. Rogan to adopt Ordinance 164-2026, Blue Ridge Cable and Coolbaugh Township Cable Franchise Agreement.*

- **Discussion:** Ms. Rogan confirmed with Solicitor Armstrong that this agreement doesn't prevent the township from entering into agreements with other providers; being advised that it does not. He stated that the terms of any other agreement that the township enters into would have to mirror this agreement.
- **Vote:** All in favor, motion passes.

**11. Coolbaugh Township Volunteer Fire Company Request for Release of Funds for the following, Annual Stipend in the amount of 165,000.00 and Tax Funds for the Rescue Truck Payment in the amount of 150,000.00**

*Ms. Rogan made a motion second by Ms. Colgan To Approve the Release of the Annual Stipend in the amount of \$165,000.00 and the tax funds for the annual rescue truck payment in the amount of \$150,000.00 to the Coolbaugh Township Volunteer Fire Company.*

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

**12. Current obligations**

- General Fund: 455,930.54
- Escrow Fund: 5,912.25
- Sewer Fund: 25,395.62
- Total Disbursements: \$487,238.41

*Ms. Ruiz-Smith made a motion second by Ms. Rogan to Authorize paying the current obligations in the amount of 487,238.41.*

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

**13. Business Manager Comments/Updates**

Ms. Eilber stated that the DVR on the security cameras at the DPW garage needs to be replaced and is in the budget for this year. She also stated that there is a PO for Vioulia before the Board this evening for the membrane replacement at the WWTP, this was also budgeted and has been an ongoing project. Ms. Eilber also stated that William Michael Kish is no longer employed with the township as of 4/27/26. She requested a brief executive session following the meeting for Legal and Personnel.

**14. Solicitor Armstrong Comments/Updates**

Solicitor Armstrong requested a brief executive session for Litigation.

**15. Board of Supervisors Executive Sessions**

Executive Sessions were held as follows:

- Tuesday, May 5, 2026 from 6:26pm-6:30pm Re: Legal and Personnel
- Tuesday May 5, 2026 from 6:45pm-7:05pm Re: Legal and Litigation

**16. Adjournment**

*Ms. Colgan made a motion seconded by Ms. Rogan to adjourn the meeting at 6:38pm.*

- **Vote:** All in favor, motion passes.

**Upcoming Events**

- May 23rd - Memorial Day Remembrance Ceremony, 3:00pm, Coolbaugh Township Veterans Memorial Monument.
- June 27th - Neighborhood Night Out, 5:00pm-9:00pm, followed by fireworks, Coolbaugh Township Municipal Park.

**NEXT BOARD WORK SESSION/ MEETINGS**

Meetings are held at the Coolbaugh Township Municipal Building, 5520 Municipal Drive, Tobyhanna, PA 18466.

**Next Regular Board Meeting** Monday, May 18, 2026 at 6:00pm.

Submitted by \_\_\_\_\_ Date \_\_\_\_\_  
Erin Masker, Township Secretary

Witnessed by \_\_\_\_\_ Date \_\_\_\_\_  
William Weimer, Chairman

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**2026 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT**

<b>TOTAL ENFORCEMENT</b>														<b>2025</b>	
	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUNE</b>	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD</b>	<b>MAR</b>	<b>Prior YTD</b>
<b>Total Calls</b>	996	952	1139										3087	955	2936
<i>Complaints</i>	889	856	1029										2774	894	2693
<i>Accidents</i>	107	96	110										313	61	243
<b>Criminal Arrests</b>	57	39	48										144	75	194
<b>Traffic Arrests</b>	113	77	164										354	135	447
<b>Vehicle Code Warnings</b>	116	113	220										449	213	620
<b>Ordinance Arrests</b>	21	17	38										76	5	32

<b>Total Hours</b>														
<b>Patrol</b>	2101.49	1902.16	2259.62											<b>6263.27</b>
<b>Investigation</b>	1425.94	1655.20	1515.76											<b>4596.90</b>
<b>Paperwork</b>	325.43	337.42	327.23											<b>990.08</b>
<b>Court</b>	138.52	122.28	110.23											<b>371.03</b>
<b>Assigned</b>	3074.62	2364.94	2853.16											<b>8292.72</b>
<b>Total Actual Time</b>	<b>7066.00</b>	<b>6382.00</b>	<b>7066.00</b>											<b>20514.00</b>

<b>Assigned Time</b>														
<b>Training</b>	623.37	337.16	567.90											<b>1528.43</b>
<b>Assists</b>	0.93	0.67	7.87											<b>9.47</b>
<b>Admin</b>	2450.32	2027.11	2277.39											<b>6754.82</b>
<b>Total</b>	<b>3074.62</b>	<b>2364.94</b>	<b>2853.16</b>											<b>8292.72</b>

<b>ACTIVITY OUTSIDE JURISDICTION (Included In Totals Above)</b>														<b>YTD</b>	
<b>Calls Outside our Jurisdiction</b>	2	2	1												<b>5</b>
<b>Arrests Outside our Jurisdiction</b>	1	0	0												<b>1</b>
<b>Traffic Arrests</b>	0	1	1												<b>2</b>
<b>Vehicle Code Warnings</b>	1	0	3												<b>4</b>
<b>Ordinance Arrests</b>	0	0	0												<b>0</b>

**2026 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT**

**COOLBAUGH TOWNSHIP**

Enforcement														2025	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	MAR	Prior YTD
<b>Total Calls</b>	402	376	376										1154	350	1164
<i>Complaints</i>	367	348	355										1070	331	1083
<i>Accidents</i>	35	28	21										84	19	81
<b>Criminal Arrests</b>	27	16	27										70	28	72
<b>Traffic Arrests</b>	27	15	18										60	33	120
<b>Vehicle Code Warnings</b>	28	18	48										94	49	163
<b>Ordinance Arrests</b>	5	5	10										20	1	9

Hours Breakdown															
<b>Patrol</b>	686.28	556.69	647.75												<b>1890.72</b>
<b>Investigation</b>	578.28	774.52	628.92												<b>1981.72</b>
<b>Paperwork</b>	150.52	137.16	152.15												<b>439.83</b>
<b>Court</b>	53.25	39.78	45.59												<b>138.62</b>
<b>Assigned</b>	1159.44	891.82	1075.93												<b>3127.19</b>

Hours Actual vs Purchased															
<b>Total Actual Time</b>	2627.77	2399.97	2550.34												<b>7578.08</b>
<b>Hours Purchased</b>	2664.59	2406.65	2664.59												<b>7735.83</b>
<b>Hours Over/Under</b>	-36.82	-6.68	-114.25												<b>-157.75</b>

Hours Over/Under Balance YTD															
<b>Cumulative Carry Over</b>	321.03														
<b>Current O/U</b>	284.21	277.53	163.28												

Percentage of Hours															
<b>% Actual</b>	37.19%	37.61%	36.09%												
<b>% Purchased</b>	37.71%	37.71%	37.71%												
<b>% Over/Under</b>	-0.52%	-0.10%	-1.62%												

**2026 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT**

**TOBYHANNA TOWNSHIP**

Enforcement														2025	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	MAR	Prior YTD
<b>Total Calls</b>	250	237	244										731	241	700
<i>Complaints</i>	226	216	213										655	232	644
<i>Accidents</i>	24	21	31										76	9	56
<b>Criminal Arrests</b>	15	9	9										33	22	45
<b>Traffic Arrests</b>	25	19	54										98	54	141
<b>Vehicle Code Warnings</b>	37	29	71										137	78	199
<b>Ordinance Arrests</b>	1	1	3										5	1	3

Hours Breakdown														
<b>Patrol</b>	824.50	806.67	924.20											<b>2555.37</b>
<b>Investigation</b>	332.73	366.99	310.41											<b>1010.13</b>
<b>Paperwork</b>	84.70	80.07	66.18											<b>230.95</b>
<b>Court</b>	31.42	16.50	10.46											<b>58.38</b>
<b>Assigned</b>	942.37	724.85	874.49											<b>2541.71</b>

Hours Actual vs Purchased														
<b>Total Actual Time</b>	2215.72	1995.08	2185.74											<b>6396.54</b>
<b>Hours Purchased</b>	2165.73	1956.08	2165.73											<b>6287.54</b>
<b>Hours Over/Under</b>	49.99	39.00	20.01											<b>109.00</b>

Hours Over/Under Balance YTD														
<b>Cumulative Carry Over</b>	-122.82													
<b>Current O/U</b>	-72.83	-33.83	-13.82											

Percentage of Hours														
<b>% Actual</b>	31.36%	31.26%	30.93%											
<b>% Purchased</b>	30.65%	30.65%	30.65%											
<b>% Over/Under</b>	0.71%	0.61%	0.28%											

**2026 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT  
MOUNT POCONO BOROUGH**

Enforcement														2025	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	MAR	Prior YTD
<b>Total Calls</b>	164	158	166										488	194	534
<i>Complaints</i>	134	132	149										415	173	466
<i>Accidents</i>	30	26	17										73	21	68
<b>Criminal Arrests</b>	10	11	10										31	13	39
<b>Traffic Arrests</b>	37	29	55										121	42	146
<b>Vehicle Code Warnings</b>	35	48	51										134	69	178
<b>Ordinance Arrests</b>	15	11	25										51	3	19

Hours Breakdown															
<b>Patrol</b>	230.07	245.31	287.60												<b>762.98</b>
<b>Investigation</b>	240.83	144.64	174.55												<b>560.02</b>
<b>Paperwork</b>	43.55	82.38	68.49												<b>194.42</b>
<b>Court</b>	41.85	42.15	40.68												<b>124.68</b>
<b>Assigned</b>	385.86	296.80	358.07												<b>1040.73</b>

Hours Actual vs Purchased															
<b>Total Actual Time</b>	942.16	811.28	929.39												<b>2682.83</b>
<b>Hours Purchased</b>	886.78	800.94	886.78												<b>2574.51</b>
<b>Hours Over/Under</b>	55.38	10.34	42.61												<b>108.32</b>

Hours Over/Under Balance YTD															
<b>Cumulative Carry Over</b>	5.05														
<b>Current O/U</b>	60.43	70.77	113.37												

Percentage of Hours															
<b>% Actual</b>	13.33%	12.71%	13.15%												
<b>% Purchased</b>	12.55%	12.55%	12.55%												
<b>% Over/Under</b>	0.78%	0.16%	0.60%												

**2026 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT  
TUNKHANNOCK TOWNSHIP**

Enforcement														2025	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	MAR	Prior YTD
<b>Total Calls</b>	115	117	108										340	102	322
<i>Complaints</i>	105	104	98										307	95	300
<i>Accidents</i>	10	13	10										33	7	22
<b>Criminal Arrests</b>	3	1	1										5	8	29
<b>Traffic Arrests</b>	13	9	17										39	0	15
<b>Vehicle Code Warnings</b>	10	11	27										48	9	51
<b>Ordinance Arrests</b>	0	0	0										0	0	0

Hours Breakdown														
<b>Patrol</b>	183.10	146.13	179.19											<b>508.42</b>
<b>Investigation</b>	170.83	249.95	308.07											<b>728.85</b>
<b>Paperwork</b>	29.08	17.87	22.33											<b>69.28</b>
<b>Court</b>	10.00	13.60	8.75											<b>32.35</b>
<b>Assigned</b>	335.44	258.01	311.28											<b>904.73</b>

Hours Actual vs Purchased														
<b>Total Actual Time</b>	728.45	685.56	829.62											<b>2243.63</b>
<b>Hours Purchased</b>	770.90	696.28	770.90											<b>2238.08</b>
<b>Hours Over/Under</b>	-42.45	-10.72	58.72											<b>5.55</b>

Hours Over/Under Balance YTD														
<b>Cumulative Carry Over</b>	-102.43													
<b>Current O/U</b>	-144.88	-155.60	-96.88											

Percentage of Hours														
<b>% Actual</b>	10.31%	10.74%	11.74%											
<b>% Purchased</b>	10.91%	10.91%	10.91%											
<b>% Over/Under</b>	-0.60%	-0.17%	0.83%											

**2026 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT**

**BARRETT TOWNSHIP**

Enforcement														2025	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	MAR	Prior YTD
<b>Total Calls</b>	63	62	244										369	68	216
<i>Complaints</i>	55	54	213										322	63	200
<i>Accidents</i>	8	8	31										47	5	16
<b>Criminal Arrests</b>	1	2	1										4	4	9
<b>Traffic Arrests</b>	11	4	19										34	6	25
<b>Vehicle Code Warnings</b>	5	7	20										32	8	29
<b>Ordinance Arrests</b>	0	0	0										0	0	1

Hours Breakdown														
<b>Patrol</b>	177.54	147.36	220.88											<b>545.78</b>
<b>Investigation</b>	103.27	119.10	93.81											<b>316.18</b>
<b>Paperwork</b>	17.58	19.94	18.08											<b>55.60</b>
<b>Court</b>	2.00	10.25	4.75											<b>17.00</b>
<b>Assigned</b>	251.50	193.45	233.39											<b>678.34</b>

Hours Actual vs Purchased														
<b>Total Actual Time</b>	551.89	490.10	570.91											<b>1612.90</b>
<b>Hours Purchased</b>	578.00	522.05	578.00											<b>1678.05</b>
<b>Hours Over/Under</b>	-26.11	-31.95	-7.09											<b>-65.15</b>

Hours Over/Under Balance YTD														
<b>Cumulative Carry Over</b>	-101.19													
<b>Current O/U</b>	-127.30	-159.25	-166.34											

Percentage of Hours														
<b>% Actual</b>	7.81%	7.68%	8.08%											
<b>% Purchased</b>	8.18%	8.18%	8.18%											
<b>% Over/Under</b>	-0.37%	-0.50%	-0.10%											

**2026 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT**

	ASSISTS													2025	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	MAR	Prior YTD
<b>Ambulance Assists</b>	21	19	23										63	17	76
<b>Fire Assists</b>	3	10	2										15	7	11
<b>Assist to other Agencies</b>	8	13	9										30	11	27

Atlantic City PD			1												
Bushkill Twp PD			1												
Northampton Boro PD			1												
PSP (?)		2	1												
Scranton PD			1												
Springfield PD			1												
Washington Twp PD			1												
SARP	2		2												

1 Classification of Offenses <b>PART I OFFENSES</b>		2 Offenses Reported or known to police (include unfounded and attempted)	3 Unfounded, i.e. False or Baseless Complaints	4 Number of Actual Offenses(Col. 2 minus Col. 3) Include Attempts	5 Total Offenses Cleared by Arrest or Exceptional means Includes Col. 6	6 Number of Clearances Involving only Persons under 18
<b>01. CRIMINAL HOMICIDE</b>		-	-	-	-	-
A. Murder and Nonnegligent Manslaughter	11			-		
B. Manslaughter by Negligence	12			-		
<b>02. FORCIBLE RAPE</b> <b>Total</b>	20	-	-	-	-	-
A. Rape by Force	21			-		
B. Assault to Rape-Attempts	22			-		
<b>03. ROBBERY</b> <b>Total</b>	30	-	-	-	-	-
A. Firearm	31			-		
B. Knife or cutting instrument	32			-		
C. Other Dangerous Weapon	33			-		
D. Strong Arm(hands, feet, etc.)	34			-		
<b>04. ASSAULT</b> <b>Total</b>	40	8	-	8	7	3
A. Firearm	41	1		1		
B. Knife or cutting instrument	42			-		
C. Other Dangerous Weapon	43	1		1	1	1
D. Hands, fist, feet, etc.	44			-		
E. Other Assaults-Not aggravated	45	6		6	6	2
<b>05. BURGLARY</b> <b>Total</b>	50	2	-	2	-	-
A. Forcible Entry	51			-		
B. Unlawful Entry-No force	52	2		2		
C. Attempted forcible entry	53			-		
<b>06. LARCENY - THEFT</b> (except motor vehicle theft)	60	22		22	7	1
<b>07. MOTOR VEHICLE THEFT</b> <b>Total</b>	70	-	-	-	-	-
A. Autos	71			-		
B. Trucks and Buses	72			-		
C. Other Vehicles	73			-		
<b>09. ARSON</b>	90			-		
<b>TOTAL PART I OFFENSES</b>	77	32	-	32	14	4

1 Classification of Offenses <b>PART II OFFENSES</b>	2 Offenses Reported or known to police (include unfounded and attempted)	3 Unfounded, i.e. False or Baseless Complaints	4 Number of Actual Offenses(Col. 2 minus Col. 3) Include Attempts	5 Total Offenses Cleared by Arrest or Exceptional means Includes Col. 6	6 Number of Clearances Involving only Persons under 18
100. Forgery and Counterfeiting	5		5		
110. Fraud	17		17	1	
120. Embezzlement			-		
130. Stolen Prop., Rec.,Possess.,Buying			-		
140. Vandalism	6		6		
150. Weapons, Carrying, Possess, etc.	4		4	3	
160. Prostitution and Commercialized Vice			-		
170. Sex Offenses (except 02 and 160)	8	1	7	3	
180. Drug Abuse Violations Total	13	-	13	8	2
Sale/mfg. 18A. Opium-Cocaine	2		2	2	
18B. Marijuana			-		
18C. Synthetic	2		2	2	
18D. Other			-		
Possession 18E. Opium-Cocaine	1		1		
18 F. Marijuana	7		7	4	2
18G. Synthetic	1		1		
18H. Other			-		
190. Gambling Total	-	-	-	-	-
19A. Book Making	-		-		
19B. Numbers. Etc.	-		-		
19C. Other	-		-		
200. Offenses Against Family & Children	16		16	6	
210. Driving Under the Influence	5		5	2	
220. Liquor Laws			-		
230. Drunkenness	1		1	1	
240. Disorderly Conduct	38	3	35	27	1
250. Vagrancy			-		
260. All Other Offenses (except traffic)	39	7	32	23	-
<b>TOTAL PART II OFFENSES</b>	<b>152</b>	<b>11</b>	<b>141</b>	<b>74</b>	<b>3</b>

**Pocono Mountain Regional Police UCR Crime Stats**  
**March 2026**

	<b>DEPART TOTAL</b>	<b>TOBY</b>	<b>TUNK</b>	<b>BORO</b>	<b>COOL</b>	<b>BAR</b>	<b>OUT</b>	<b>SRO</b>
Homicide	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Assaults	6	2	0	0	4	0	0	2
Burglary	2	0	1	0	1	0	0	0
Larceny - Thefts	21	7	2	6	5	1	0	1
Stolen Vehicles	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Forgery	5	0	0	2	0	3	0	0
Fraud	17	2	3	0	10	2	0	0
Embezzlement	0	0	0	0	0	0	0	0
Stolen Property	0	0	0	0	0	0	0	0
Vandalism	5	0	1	0	4	0	0	1
Weapons	3	2	0	1	0	0	0	1
Prostitution	0	0	0	0	0	0	0	0
Sex Offenses	6	2	0	1	2	1	0	2
Drug Violations	10	1	1	2	6	0	0	3
Gambling	0	0	0	0	0	0	0	0
Offenses Family	13	4	2	2	4	1	0	3
DUI	5	2	0	1	1	1	0	0
Liquor Laws	0	0	0	0	0	0	0	0
Drunkenness	1	0	0	1	0	0	0	0
Disorderly Conducts	31	9	0	9	12	1	0	7
All Others	39	8	4	10	16	1	0	0
<b>UCR TOTALS</b>	<b>164</b>	<b>39</b>	<b>14</b>	<b>35</b>	<b>65</b>	<b>11</b>	<b>0</b>	<b>20</b>

Domestics	71	13	8	4	44	2	0	0
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**MOUNT POCONO BOROUGH  
Larceny - Thefts Breakdown 2026**

	<b>TOTAL</b>	<b>RESIDENTIAL</b>	<b>COMMERCIAL</b>
January	11	0	11
February	9	1	8
March	6	0	6
April	0		
May	0		
June	0		
July	0		
August	0		
September	0		
October	0		
November	0		
December	0		
<b>2026 Total</b>	<b>26</b>	<b>1</b>	<b>25</b>

Walmart - 1  
 Bill's Shop Rite- 3  
 Lowes - 1  
 Weis - 1

**TOWNSHIP MONTHLY ACTIVITY REPORT  
POCONO MOUNTAIN REGIONAL EMS  
April 2026 Dispatch Report**

<b>TOTAL RESPONSE VOLUME</b>						
<b>MUNICIPALITY</b>	<b>CURRENT YEAR</b>		<b>LAST YEAR</b>		<b>PERCENTAGE CHANGE</b>	
	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>
BARRETT TWP	39	151	56	209	-30.36%	-27.8%
COOLBAUGH TWP	276	1,067	209	915	32.06%	16.6%
MT POCONO BORO	60	224	53	254	13.21%	-11.8%
PARADISE TWP	51	184	30	145	70.00%	26.9%
PRICE TWP	19	81	32	126	-40.63%	-35.7%
TOBYHANNA TWP	140	474	98	478	42.86%	-0.8%
TUNKHANNOCK TWP	28	130	21	111	33.33%	17.1%
<b>TOTALS - INSIDE SERVICE AREA</b>	<b>613</b>	<b>2311</b>	<b>499</b>	<b>2238</b>	<b>22.8%</b>	<b>3.3%</b>
<b>Outside Primary SVC Area</b>						
CHESTNUT HILL TWP	2	5	2	10	0%	-50.0%
EAST STROUDSBURG	1	2	1	4	0%	-50.0%
HAMILTON/ROSS	0	1	0	2		-50.0%
POCONO TWP	13	89	20	81	-35%	9.9%
LEMAN	0	0	0	0		
JACKSON TWP	4	9	1	9	300%	0.0%
PIKE COUNTY/WAYNE	2	7	6	10	-67%	-30.0%
POLK TWP	0	1	0	1		0.0%
MIDDLE SMITHFIELD TWP.	0	5	1	14	-100%	-64.3%
STROUDSBURG BORO/DEL/GAP	2	8	4	20	-50%	-60.0%
OUTSIDE MONROE CO	0	3	2	8	-100%	-62.5%
<b>TOTAL OUTSIDE PRIMARY AREA</b>	<b>24</b>	<b>130</b>	<b>37</b>	<b>159</b>	<b>-35%</b>	<b>-18.2%</b>
<b>GRAND TOTAL</b>	<b>637</b>	<b>2441</b>	<b>536</b>	<b>2397</b>	<b>18.84%</b>	<b>1.84%</b>
<b>NON-EMERG TRANSPORTS</b>	<b>48</b>	<b>253</b>	<b>62</b>	<b>287</b>	<b>-23%</b>	<b>-11.8%</b>

FOR STATION 8 LVHN 3-3

**CALLS COVER BY OTHER AGENCIES**

<b>CALLS COVERED BY</b>	<b>CURRENT YEAR</b>		<b>LAST YEAR</b>		<b>PERCENTAGE CHANGE</b>	
	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>
LAKE HARMONY/CARBON	0	1	0	3		-66.7%
BUSHKILL/MARSHALLS/LEMAN	7	19	5	18	40%	5.6%
LVHN / WINDGAP	4	24	3	28	33%	-14.3%
ST LUKES	18	63	15	84	20%	-25.0%
SUBURBAN	5	20	3	28	67%	-28.6%
LACKAWANA/LUZERNE/GOULDS	0	0	1	2	-100%	-100.0%
TAD/ SAMARITAN	1	25	6	30	-83%	-16.7%
<b>GRAND TOTAL</b>	<b>35</b>	<b>152</b>	<b>33</b>	<b>193</b>	<b>6.06%</b>	<b>-21.24%</b>

**ALS ASSIST TO OTHER AGENCIES**

<b>UNITS RECEIVING ASSIST</b>	<b>CURRENT YEAR</b>		<b>LAST YEAR</b>		<b>PERCENTAGE CHANGE</b>	
	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>
BUSHKILL AMBULANCE	1	2	0	1		100.0%
ST LUKES	3	7	1	1	200%	600.0%
GOULDSBORO	0	0	0	0		
LAKE HARMONY/PENN/WHITE H	0	1	0	0		
MARSHALL CREEK STATION 5	0	0	1	2	-100%	-100.0%
NEWFOUNDLAND/TAFTON/LACK	0	2	1	4	-100%	-50.0%
PROMISE LAND /HAMLIN/HEM	0	0	0	0		
TAD/ VMSC	1	5	1	6	0%	-16.7%
LVHN /WIND GAP BLS/SUBURBAN	0	0	0	2		-100.0%
<b>GRAND TOTAL</b>	<b>5</b>	<b>17</b>	<b>4</b>	<b>16</b>	<b>25.00%</b>	<b>6.25%</b>

**ALS ASSIST RECEIVED FROM OTHER AGENCIES**

<b>UNITS PROVIDING ASSIST</b>	<b>CURRENT YEAR</b>		<b>LAST YEAR</b>		<b>PERCENTAGE CHANGE</b>	
	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>
ST LUKES	2	8	1	7	100%	14.3%
LVHN	1	2	0	2		0.0%
SUBURBAN ALS	0	0	1	2	-100%	-100.0%
<b>GRAND TOTAL</b>	<b>3</b>	<b>10</b>	<b>2</b>	<b>11</b>	<b>50.00%</b>	<b>-9.09%</b>

**TOWNSHIP MONTHLY ACTIVITY REPORT**  
**POCONO MOUNTAIN REGIONAL EMS**  
**March 2026 Dispatch Report**

<b>TOTAL RESPONSE VOLUME</b>						
<b>MUNICIPALITY</b>	<b>CURRENT YEAR</b>		<b>LAST YEAR</b>		<b>PERCENTAGE CHANGE</b>	
	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>
BARRETT TWP	40	112	53	153	-24.53%	-26.8%
COOLBAUGH TWP	261	791	213	706	22.54%	12.0%
MT POCONO BORO	59	164	50	201	18.00%	-18.4%
PARADISE TWP	48	133	35	115	37.14%	15.7%
PRICE TWP	20	62	32	84	-37.50%	-26.2%
TOBYHANNA TWP	110	334	145	380	-24.14%	-12.1%
TUNKHANNOCK TWP	26	102	23	90	13.04%	13.3%
<b>TOTALS - INSIDE SERVICE AREA</b>	<b>564</b>	<b>1698</b>	<b>551</b>	<b>1729</b>	<b>2.4%</b>	<b>-1.8%</b>
<b>Outside Primary SVC Area</b>						
CHESTNUT HILL TWP	0	3	1	8	-100%	-62.5%
EAST STROUDSBURG	1	1	2	3	-50%	-66.7%
HAMILTON/ROSS	0	1	1	2	-100%	-50.0%
POCONO TWP	16	76	14	61	14%	24.6%
LEMAN	0	0	0	0		
JACKSON TWP	1	5	2	8	-50%	-37.5%
PIKE COUNTY/WAYNE	2	5	1	4	100%	25.0%
POLK TWP	0	1	0	1		0.0%
MIDDLE SMITHFIELD TWP.	2	5	3	13	-33%	-61.5%
STROUDSBURG BORO/DEL/GAP	2	6	3	16	-33%	-62.5%
OUTSIDE MONROE CO	0	3	0	6		-50.0%
<b>TOTAL OUTSIDE PRIMARY AREA</b>	<b>24</b>	<b>106</b>	<b>27</b>	<b>122</b>	<b>-11%</b>	<b>-13.1%</b>
<b>GRAND TOTAL</b>	<b>588</b>	<b>1804</b>	<b>578</b>	<b>1851</b>	<b>1.73%</b>	<b>-2.54%</b>
<b>NON-EMERG TRANSPORTS</b>	<b>63</b>	<b>205</b>	<b>4</b>	<b>225</b>	<b>1475%</b>	<b>-8.9%</b>

FOR STATION 8 LVHN 3-3

**CALLS COVER BY OTHER AGENCIES**

<b>CALLS COVERED BY</b>	<b>CURRENT YEAR</b>		<b>LAST YEAR</b>		<b>PERCENTAGE CHANGE</b>	
	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>
LAKE HARMONY/CARBON	0	1	0	3		-66.7%
BUSHKILL/MARSHALLS/LEMAN	0	12	3	13	-100%	-7.7%
LVHN / WINDGAP	4	20	6	25	-33%	-20.0%
ST LUKES	8	45	22	69	-64%	-34.8%
SUBURBAN	5	15	8	25	-38%	-40.0%
LACKAWANA/LUZERNE/GOULDS	0	0	0	1		-100.0%
TAD/ SAMARITAN	6	24	3	24	100%	0.0%
<b>GRAND TOTAL</b>	<b>23</b>	<b>117</b>	<b>42</b>	<b>160</b>	<b>-45.24%</b>	<b>-26.88%</b>

**ALS ASSIST TO OTHER AGENCIES**

<b>UNITS RECEIVING ASSIST</b>	<b>CURRENT YEAR</b>		<b>LAST YEAR</b>		<b>PERCENTAGE CHANGE</b>	
	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>
BUSHKILL AMBULANCE	1	1	0	1		0.0%
ST LUKES	1	4	0	0		
GOULDSBORO	0	0	0	0		
LAKE HARMONY/PENN/WHITE H	0	1	0	0		
MARSHALL CREEK STATION 5	0	0	1	1	-100%	-100.0%
NEWFOUNDLAND/TAFTON/LACK	0	2	1	3	-100%	-33.3%
PROMISE LAND /HAMLIN/HEM	0	0	0	0		
TAD/ VMSC	1	4	3	5	-67%	-20.0%
LVHN /WIND GAP BLS/SUBURBAN	0	0	0	2		-100.0%
<b>GRAND TOTAL</b>	<b>3</b>	<b>12</b>	<b>5</b>	<b>12</b>	<b>-40.00%</b>	<b>0.00%</b>

**ALS ASSIST RECEIVED FROM OTHER AGENCIES**

<b>UNITS PROVIDING ASSIST</b>	<b>CURRENT YEAR</b>		<b>LAST YEAR</b>		<b>PERCENTAGE CHANGE</b>	
	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>	<b>MONTH</b>	<b>YR TO DATE</b>
ST LUKES	3	6	3	6	0%	0.0%
LVHN	0	1	1	2	-100%	-50.0%
SUBURBAN ALS	0	0	0	1		-100.0%
<b>GRAND TOTAL</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>9</b>	<b>-25.00%</b>	<b>-55.56%</b>

Fire Company: **Gouldsboro Vol Fire Co**

Month: Jan-March 2026

**Total Quarter Calls: 37**

**Total Calls YTD: 37**

Total dispatched in Coolbaugh QTD: 8

Total dispatched in Coolbaugh YTD: 8

**Total Mutual Aid Calls to Other Townships: 8**

Total Man Hours (Calls) QTD 127

Total Man Hours (Calls) YTD: 127

Training Hours QTD 134

Training Hours YTD: 134

Total Man Hours Business QTD 1709.5

Total Man Hours Business YTD: 1709.5

Total Hours QTD: 1970.5

Total Hours YTD: 1970.5

**Monthly Call Breakdown Report**

<b>Call Type</b>	<b># per Month</b>
Automatic Alarm	1
Dwelling Fire	1
Fire, other	1
Extrication	
Hazmat	3
Lift Assist/EMS Assist/ Medivac Landing	1
Mutual Aide	8
CO Alarm/Investigation	
Odor Investigation - remove smoke	
Structure (Commercial) Fire	
Traffic Control Only	
Vegetation (Brush) Fire	
Vehicle Accident	11
Vehicle Fire	3
Wires Down/ Tree on Wires/ Tree Across Road	7
Special Type of incident	1
<b>Total Calls per Month</b>	<b>37</b>

Average #firefighters per call: 4.8

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](mailto:emasker@coolbaughtwp.org)

Fax: 570-894-8413

Monthly report due by the Wednesday before the meeting.

Fire Company: **Gouldsboro Vol Fire Co**

Month: April 2026

**Total Monthly Calls: 14**

**Total Calls YTD: 51**

Total dispatched in Coolbaugh MTD: 1

Total dispatched in Coolbaugh YTD: 9

**Total Mutual Aid Calls to Other Townships: 3**

Total Man Hours (Calls) Month: 98.5

Total Man Hours (Calls) YTD: 225.5

Training Hours Month: 210

Training Hours YTD: 344

Total Man Hours Business Month: 328.5

Total Man Hours Business YTD: 2038

Total Hours MTD: 637

Total Hours YTD: 2607.5

**Monthly Call Breakdown Report**

<b>Call Type</b>	<b># per Month</b>
Automatic Alarm	4
Dwelling Fire	2
Fire, other	
Extrication	1
Hazmat	
Lift Assist/EMS Assist/ Medivac Landing	1
Mutual Aide	3
CO Alarm/Investigation	
Odor Investigation - remove smoke	
Structure (Commercial) Fire	
Traffic Control Only	
Vegetation (Brush) Fire	1
Vehicle Accident	
Vehicle Fire	
Wires Down/ Tree on Wires/ Tree Across Road	1
Special Type of incident-Search	1
<b>Total Calls per Month</b>	<b>14</b>

Average #firefighters per call: 5.5

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](mailto:emasker@coolbaughtwp.org)

Fax: 570-894-8413

Monthly report due by the Wednesday before the meeting.

Fire Company: **Gouldsboro Vol Fire Co**

Month: March 2026

**Total Monthly Calls: 15**

**Total Calls YTD: 37**

Total dispatched in Coolbaugh MTD: 5

Total dispatched in Coolbaugh YTD: 8

**Total Mutual Aid Calls to Other Townships: 1**

Total Man Hours (Calls) Month: 50.25

Total Man Hours (Calls) YTD: 127

Training Hours Month: 48

Training Hours YTD: 134

Total Man Hours Business Month: 460.5

Total Man Hours Business YTD: 1709.5

Total Hours MTD: 558.75

Total Hours YTD: 1970.5

**Monthly Call Breakdown Report**

<b>Call Type</b>	<b># per Month</b>
Automatic Alarm	
Dwelling Fire	
Fire, other	1
Extrication	
Hazmat	2
Lift Assist/EMS Assist/ Medivac Landing	
Mutual Aide	1
CO Alarm/Investigation	
Odor Investigation - remove smoke	
Structure (Commercial) Fire	
Traffic Control Only	
Vegetation (Brush) Fire	
Vehicle Accident	6
Vehicle Fire	2
Wires Down/ Tree on Wires/ Tree Across Road	3
Special Type of incident	
<b>Total Calls per Month</b>	<b>15</b>

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](mailto:emasker@coolbaughtwp.org)

Fax: 570-894-8413

Monthly report due by the Wednesday before the meeting.

# Pocono Summit VFC

# Apr-26

**Total Monthly Calls: 18**

**Total Calls YTD: 100**

Tobyhanna 13

**Tobyhanna 64**

## Total Mutual Aid Calls to Other Townships:

Total dispatched in MTD:

Coolbaugh	3
Mt.Pocono	0
Pocono	2
Tunk	1
other	0

Total dispatched in YTD:

Coolbaugh	21
Mt.Pocono	0
Pocono	13
Tunk	2
other	0

Total Man Hours (Calls) Month: 84

Total Man Hours (Calls) YTD: 250

Training Hours Month: 38

Training Hours YTD: 110

Total Man Hours Business Month: 147

Total Man Hours Business YTD: 358

Total Hours MTD: 269

Total Hours YTD: 718

## Monthly Call Breakdown Report

**Call Type**

**# per Month**

Call Type	# per Month	
Automatic Alarm	3	21
Dwelling Fire	1	12
Fire, other	1	1
Extrication	0	3
Hazmat	0	0
Lift Assist/EMS Assist/ Medivac Landing	0	2
Severe Weather	0	0
Odor Investigation - remove smoke	4	7
Structure (Commercial) Fire	0	0
Traffic Control Only	0	1
Vegetation (Brush) Fire	1	6
Vehicle Accident	5	33
Vehicle Fire	2	9
Wires Down/ Tree on Wires/ Tree Across Road	0	2
Special Type of incident	1	3

**Total Calls per Month**

**18**

Average # of firefighters per call

**9.2**

# Pocono Summit VFC

# March

**Total Monthly Calls: 27**

**Total Calls YTD: 82**

Tobyhanna 20

Tobyhanna 51

## Total Mutual Aid Calls to Other Townships:

Total dispatched in MTD:

Coolbaugh	5
Mt.Pocono	0
Pocono	1
Tunk	1
other	0

Total dispatched in YTD:

Coolbaugh	19
Mt.Pocono	0
Pocono	11
Tunk	1
other	0

Total Man Hours (Calls) Month: 72

Total Man Hours (Calls) YTD: 166

Training Hours Month: 32

Training Hours YTD: 72

Total Man Hours Business Month: 119

Total Man Hours Business YTD: 211

Total Hours MTD: 223

Total Hours YTD: 449

## Monthly Call Breakdown Report

### Call Type # per Month

Call Type	# per Month	
Automatic Alarm	6	18
Dwelling Fire	2	11
Fire, other	0	0
Extrication	0	3
Hazmat	0	0
Lift Assist/EMS Assist/ Medivac Landing	1	2
Severe Weather	0	0
Odor Investigation - remove smoke	3	3
Structure (Commercial) Fire	0	0
Traffic Control Only	1	1
Vegetation (Brush) Fire	3	5
Vehicle Accident	9	28
Vehicle Fire	1	7
Wires Down/ Tree on Wires/ Tree Across Road	1	2
Special Type of incident	0	2
<b>Total Calls per Month</b>	<b>27</b>	

Average # of firefighters per call

9.2

**ATTN: ERIN MASKE**

**COOLBAUGH TOWNSHIP  
QUARTERLY VOLUNTEER HOURS REPORT  
THORNHURST VOLUNTEER FIRE & RESCUE COMPANY**

**Dates covered in report: 1/1/26 to 3/31/26**

**Calls Dispatched in Coolbaugh: 4**

**Calls Dispatched in Coolbaugh YTD: 4**

**Total Quarterly Calls: 14**

**Total Calls YTD: 14**

**Total VH Calls: 175.5**

**Total VH Calls YTD: 175.5**

**Fire Police Traffic Control: 6**

**Fire Police Traffic Control YTD: 6**

**Fire Police Call VH: 36.0 VH**

**Fire Police Call VH YTD: 36.0 VH**

**Total VH Training: 259.5 VH**

**Total VH Training YTD: 259.5 VH**

**Total VH Business: 938.5 VH**

**Total Business VH YTD: 938.5 VH**

**TOTAL 1<sup>ST</sup> QUARTER VH: 1,409 VH**

**TOTAL QUARTER VH YTD: 1,409 VH**

**Quarterly Call Type:  
Average Firefighters per Call: 5**

**Automatic Fire Alarms: 1**

**Brush Fire: 1**

**EMS Assist: 2**

**Electrical Fire/Incident: 2**

**MVA: 1**

**Odor/Smoke Investigation: 2**

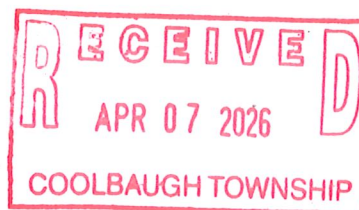
**Structure Fire Assist: 2**

**Structure Fire: 1**

**Propane Leak: 1**

**Vehicle Fire: 1**

**TOTAL CALLS:14**



**THORNHURST VOLUNTEER FIRE & RESCUE COMPANY  
BUSINESS VOLUNTEER HOURS 1<sup>ST</sup> QUARTER 2026**

**Meetings:**

Fire Regular Business:	68.0 VH
Auxiliary Regular Business:	36.0 VH
Clifton Twp Meeting:	3.0 VH
Coolbaugh Twp Meeting:	4.0 VH
Mutual Aid:	18.0 VH
Executive Meeting:	7.0 VH
Lackawanna Com Center:	6.0 VH
Thornhurst Twp B.D.S.:	3.0 VH
<b>TOTAL:</b>	<b>145.0 VH</b>

Man Firehouse for heat shelter:	108.0 VH
Parade North Pocono Girl's Basketball:	15.0 VH
Kids Easter Party:	93.0 VH

Fire Police Traffic Control (6 calls):	22.0 VH
Installation Dinner:	23 VH

Work/Equipment Maintenance:	407.5 VH
-----------------------------	----------

Treasurer:	67.0 VH
Secretary:	58.0 VH

**TOTAL BUSINESS VOLUNTEER HOURS 1<sup>ST</sup> QUARTER 2026**



<u>LIBRARY SERVICE</u>	<u>MARCH 2026</u>	<u>2026 To Date</u>	<u>2025 YEAR END</u>
Circulations	1,325	4,039	18,420
E-Books—All Platforms	246	675	4,374
Gate Count	1,610	4,199	21,105
Wi-Fi Usage	<u>2,562</u>	6,910	20,248
Computer Use	105	257	1,367
Printing, Faxing, Scanning	329	920	3,501
Essential Documents	89	114	312
Reference & Computer Help	<u>821</u>	2,049	8,288
Social Interactions (10 min+)	<u>290</u>	647	2,463
Kids Programs & Outreach	9	28	114
Kids Program Attendance	83	185	2,361
Adult & Teen Programs & Outreach	10	27	116
Adult & Teen Attendance	96	233	923
Website Views	1,270	3,783	16,430
New Patron Cards	33	77	337



## 10 Years of FREE Guitar Lessons at Pocono Mountain Public Library

On April 20th 2016, PMPL had its first guitar workshop, and has been helping people on their musical journeys ever since. If you have a guitar collecting dust in the corner, contact [joe@poconolibrary.org](mailto:joe@poconolibrary.org) to sign up for free group lessons.

Also, you can visit our YouTube channel for our beginner friendly guitar tutorials. Our next guitar workshop is on Monday, April 20th at 3:30 pm. 14 & up. Thank Joe for such a great program!

**4**

# Coolbaugh Township

5520 Municipal Drive  
 Tobyhanna PA 18466  
 Phone: 570-894-8490



## Permits by Type and Status 01/01/2026 to 04/30/2026

Permit Type	Submitted	Assigned	Pending	Active	Complete	Canceled	Denied
911 Code Citation	0	0	0	1	1	0	0
Alarm Permit	0	0	1	30	6	0	0
Driveway Permit	0	0	0	6	0	1	0
Establish a Business	0	1	2	5	0	0	0
Field/Pavilion Use Request	0	0	1	7	0	0	0
Final Zoning Certificate Application	0	6	0	0	3	0	0
Land Development Permit	3	0	0	4	0	0	0
Recycling Permit	3	0	0	302	15	4	0
Road Occupancy Permit	0	0	0	3	0	0	0
Sewage Permit	0	19	9	7	5	2	0
Sewage Pumping Report Permit	0	0	0	221	2	0	0
Short Term Rental/Renewal Application	2	38	95	287	1	100	0
Sign Permit	0	0	0	2	0	0	0
Tenant Registration Permit	0	0	0	134	21	0	0
Zoning Hearing Board Application	1	0	0	0	3	0	0
Zoning Permit	0	5	8	157	34	40	0
<b>Totals:</b>	9	69	116	1,166	91	147	0

TOTAL 1598

# Coolbaugh Township

5520 Municipal Drive  
Tobyhanna PA 18466  
Phone: 570-894-8490



## Permits Issued 01/01/2026 to 04/30/2026

---

Total Recycling Permits Issued: 324

Total Mulch Punches: 36

Total Recycle Punches: 122

---

# Coolbaugh Township

5520 Municipal Drive  
Tobyhanna PA 18466  
Phone: 570-894-8490



## Violation Totals 01/01/2026 to 04/30/2026

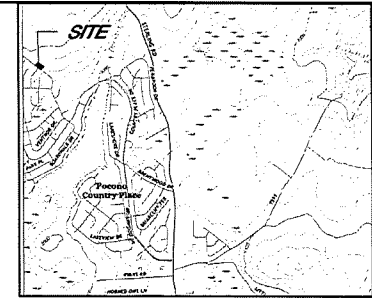
Permit Type	Submitted	Assigned	Pending	Active	Complete	Canceled
Alarm Violation	0	0	1	7	21	1
Dangerous Structure	0	0	0	2	1	0
No Tenant Violation	0	0	0	1	0	0
Nuisance Violation	0	0	0	3	0	0
Septic Pumping Violation	0	0	0	20	5	1
Short Term Rental Violation	0	0	0	5	5	0
Zoning Violation	0	0	0	8	6	0
<b>Totals:</b>	0	0	1	46	38	2

TOTAL 87

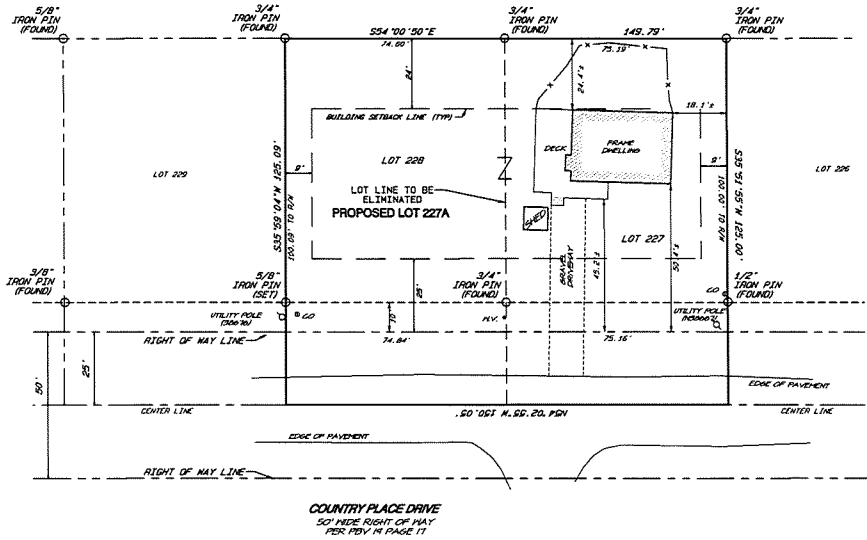
5



TAX ID 03.B.1.2  
LANDS  
N/F  
COMMONWEALTH OF PA



**LOCATION MAP**  
USGS BUICK HILL FALLS QUAD MAP  
SCALE 1"=200'  
1000 0 1000 2000  
FEET



**COUNTRY PLACE DRIVE**  
50' WIDE RIGHT OF WAY  
FOR 150' IN PAGE 11

**BOARD OF SUPERVISORS:**

AT A PUBLIC MEETING HELD ON \_\_\_\_\_ 2026, THE BOARD OF SUPERVISORS OF COOLBAUGH TOWNSHIP REVIEWED AND BY A MOTION DULY ENACTED, APPROVED THE JOINING OF LOTS 227 AND 228 AS ORIGINALLY SHOWN ON THE PLAN TITLED - A POCONO COUNTRY PLACE, SUBDIVISION PLAN SECTION G, DATED MARCH 1973.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**APPROVAL/REVIEW BLOCK**

REVIEWED BY THE COUNTY PLANNING COMMISSION

\_\_\_\_\_ COUNTY PLANNING COMMISSION STAFF PERSON \_\_\_\_\_ DATE \_\_\_\_\_

**SITE DATA:**

SOURCE OF TITLE: LOT 227  
TAX ID 03.80.1.325  
1135 COUNTRY PLACE DRIVE  
DB 2647 PG 6695  
AREA = 0.215 ACRES

LOT 228  
PARCEL 03.80.1.326  
(VACANT LOT)  
DB 2647 PG 6695  
0.215 ACRES

TOTAL ACREAGE: 0.430 ACRES  
NEW LOT NUMBER: LOT 227A  
ADDRESS: 1135 COUNTRY PLACE DRIVE

ZONING DISTRICT: R-3, MEDIUM DENSITY RESIDENTIAL DISTRICT

COOLBAUGH TOWNSHIP SETBACKS: FRONT YARD SETBACK - 25 FEET  
SIDE YARD SETBACK - 9 FEET  
REAR YARD SETBACK - 24 FEET

**OWNER'S STATEMENT:**

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026, BEFORE ME, THE UNDERSIGNED PERSONALLY APPEARED CARLA ROLAND, WHO BEING DULY SWORN ACCORDING TO THE LAW, DEPOSES, AFFIRMS, CONFIRMS AND SAYS THAT SHE IS THE LEGAL OWNER OF THE PROPERTY DEPICTED ON THIS PLAN AND THAT THERE ARE NO LAWSUITS, CLAIMS AND/OR LEGAL ACTIONS PENDING THAT WOULD AFFECT THE TITLE OF THE PROPERTY, AND FURTHER THAT THIS LOT JOINER PLAN WAS MADE AND SUBMITTED AT THE DIRECTION OF THE ABOVE REFERENCED OWNER OF THE PROPERTY AND THAT SHE ACKNOWLEDGES THAT THE SAME BE BY HER OWN ACT AND THAT SAID OWNER DESIRES THE SAME TO BE APPROVED AND RECORDED IN ACCORDANCE WITH THE LAW.

CARLA ROLAND  
130 BRADHURST AVENUE  
APT 103  
NEW YORK, NY 10039

MY COMMISSION EXPIRES \_\_\_\_\_

NOTARY PUBLIC

**GENERAL NOTES:**

1. THE APPROVAL OF THIS PLAN BY THE BOARD OF SUPERVISORS OF COOLBAUGH TOWNSHIP DOES NOT HAVE THE EFFECT OF ALTERING, RECEIVING OR EXTINGUISHING ANY EASEMENTS OF RECORD ON OR OVER THE SUBJECT PROPERTY.
2. THE LOTS BEING JOINED SHALL NOT BE SUBDIVIDED INTO SMALLER LOTS WITHOUT THE APPROVAL OF COOLBAUGH TOWNSHIP.
3. BY APPROVAL OF THIS PLAN THE TOWNSHIP HAS NOT CONFIRMED THE PRESENCE, ABSENCE AND/OR THE EXTENT OF WETLANDS, WETHER OR NOT DELINEATED ON THIS PLAN.
4. THE PROPERTY SHOWN ON THIS PLAN IS UNDER AND SUBJECT TO THE COOLBAUGH TOWNSHIP ORDINANCE CHAPTER 400 - ZONING, AS AMENDED.
5. WATER SUPPLY AND SEWAGE DISPOSAL ARE COMMUNITY CENTRAL.

**SURVEYOR'S CERTIFICATION:**

I, DEAN JOSEPH SLONAKER, A REGISTERED SURVEYOR OF THE COMMONWEALTH OF PENNSYLVANIA DO HEREBY CERTIFY THAT THE PLAN, PREPARED FROM A FIELD SURVEY IN MARCH OF 2026 AND CORRECTLY REPRESENTS THE PROPERTY BOUNDARY OF THE PROPOSED SUBDIVISION OR LAND DEVELOPMENT, TO THE BEST OF MY KNOWLEDGE.

DEAN JOSEPH SLONAKER, PLS (SU075362) \_\_\_\_\_ DATE \_\_\_\_\_

TAX ID PARCELS: 03.80.1.325 + 03.80.1.326	LANDS OF CARLA ROLAND
TOTAL AREA/TOTAL LOTS: 0.430 AC. / 2	LOT JOINER PLAN PROPOSED LOT 227A (EXISTING LOTS 227 & 228)
DATE: 4/1/26	SCALE: 1"=20'
SECTION G, A POCONO COUNTRY PLACE COOLBAUGH TOWNSHIP, MONROE COUNTY, PENNSYLVANIA	
<b>TROUT CREEK, LLC</b> PROFESSIONAL LAND SURVEYING SERVICES Lehigh Valley and Pocono Locations 484-714-9838 www.troutcreeksurvey.com	
20 0 20 40 SCALE IN FEET	JOB NO.: 2602026 SHEET NO.: 1 OF 1



May 12, 2026

COOL-26-012

Erin Masker, Township Secretary / Administrative Assistant (via email)

**RE: ROLAND LOT JOINDER PLAN - REVIEW #2**

Dear Erin,

I have reviewed the above-referenced submission which included the following information.

- Plan titled, "Lot Joinder Plan PROPOSED LOT 227A", prepared by Trout Creek, LLC, dated April 11, 2026 (sheet no. 1 of 1)
- Draft Joinder Deed, not dated

The submitted items were reviewed for compliance with the applicable requirements of the following ordinances.

- **Chapter 355 Subdivision and Land Development**, adopted by the Board of Supervisors of the Township of Coolbaugh on February 5, 2013, with Amendments noted where applicable ("SALDO")

My review comments are as follows:

**CHAPTER 355. SUBDIVISION AND LAND DEVELOPMENT COMMENTS**

1. SALDO – Section 355-29.A.(2) – The '**SURVEYOR'S CERTIFICATION**' statement provided on the Plan shall be signed, sealed, and dated.

All previous comments have been satisfactorily addressed.

If you have any questions regarding this project, please do not hesitate to contact me at your convenience.

Sincerely,

**KEYSTONE CONSULTING ENGINEERS, INC.**

Gregory S. Haas, P.E.

**Engineering firm of choice since 1972**

Visit us at: [www.KCEinc.com](http://www.KCEinc.com)

701 Main Street, Suite 405  
Stroudsburg, PA 18360



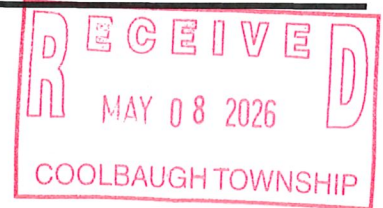
Phone: 570-517-3100  
Fax: 570-517-3858  
mcp@monroecountypa.gov  
www.monroecountypa.gov

## MONROE COUNTY PLANNING COMMISSION

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May 4<sup>th</sup>, 2026

Erin Masker, Secretary  
Coolbaugh Township  
5520 Municipal Drive  
Tobyhanna, PA 18466



Re: Roland Tract  
Minor Subdivision  
Coolbaugh Township  
MCPC Review #70-26

Dear Ms. Masker:

Our office has received a copy of the above noted minor subdivision plan with concerns to a 0.43-acre site located on the northerly side of Country Place Drive, directly north of its intersection with Rimrock Drive. The site is currently comprised of two parcels: Lot 227 (0.215-acres) and Lot 228 (0.215-acres). Currently, Lot 227 is developed, containing a residential dwelling, and Lot 228 is undeveloped. The site is served by community water and sewer systems. The plan proposes to combine both lots, creating Lot 227A of 0.43-acres. The site is located in the Medium Density Residential (R-3) zoning district of Coolbaugh Township where single-family detached dwellings are permitted.

I have reviewed the proposed minor subdivision based on generally accepted planning principles and environmental concern. The following comments are offered:

1. It appears the plan does not delineate site contour lines and the location of soils on the site as required by §355-28 of the Ordinance. It is recommended that these details be included to meet all ordinance requirements.
2. It appears the plan does not include the name, seal, and signature of the qualified professional responsible for the plan as required by §355-28. This information should be included to meet all ordinance requirements.
3. It appears that the existing shed and deck on Lot 227 are located within the side setback of the R-3 district (§400 Attachment 2). It should be noted that the proposed subdivision will eliminate this non-conformity.
4. Because this minor subdivision proposes no further development at this time, the submitted plan has addressed all other pertinent County review factors.

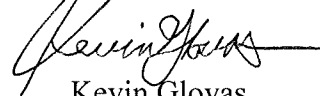
Page Two  
Roland Tract  
Minor Subdivision  
Coolbaugh Township  
MCPC Review #70-26

It is recommended that approval of this plan be conditioned upon the plan achieving compliance with applicable Township ordinances, and the Township Engineer's review.

All comments are preliminary and will be acted upon by the Planning Commission at its regular meeting on May 12<sup>th</sup>, 2026, at 5:00 p.m. at the Monroe County Planning Commission. This action is in keeping with the Planning Commission's review policy and allows the municipalities and other interested parties to respond to the review comments before the Planning Commission's public meeting.

If these comments are not amended and are found to be acceptable by the Board at the next meeting, they should be considered to be approved.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Glovas", with a horizontal line extending to the right.

Kevin Glovas  
Community Planner

6



MICHAEL J. McKEOWN, Founder  
 THOMAS G. McKEOWN, GAA  
 CHARLES F. McKEOWN, CGA

956 North Ninth Street  
 Stroudsburg, PA 18360

570-424-2762  
 570-424-2755 FAX

State Licensed and Certified  
 E-MAIL: [info@mckeownrealestate.com](mailto:info@mckeownrealestate.com)  
 WEBSITE: [www.mckeownrealestate.com](http://www.mckeownrealestate.com)

**QUALIFICATIONS OF APPRAISER-THOMAS G. MCKEOWN**

The undersigned Real Estate Broker and Appraiser engages in independent fee appraisals and consultation assignments. Qualifications are described below. In addition to performing appraisal services for various individuals, attorneys, and major clients have included:

- |   |  |
|---|--|
| PennStar Bank, Stroudsburg, PA              | Wayne Bank, Stroudsburg, PA                      |
| PNC Bank, Stroudsburg, PA                   | Valley Forge Savings & Loan, Bangor, PA          |
| PHH Home Equity, Danbury, CT                | Mortgage Guaranty Ins. Corp., Milwaukee, WI      |
| CitiCorp, Woodcliff, NJ                     | East Stroudsburg Savings Assoc., Stroudsburg, PA |
| First Valley Bank, Bethlehem, PA            | North Penn Bank, Stroudsburg, PA                 |
| M & T Bank, Stroudsburg, PA                 | Federal Deposit Ins. Corp., (F.D.I.C.)           |
| Federal National Mortg. Assoc. (Fannie Mae) | Federal Home Loan Mortgage Corp (Freddie Mac)    |
| Allstate Insurance Company                  | Dept. of the Interior/National Park Service      |
| Federal Bureau of Investigation             | PA Department of Transportation                  |
| Monroe County Tax Assessor, PA              | Borough of Stroudsburg, PA                       |
| Borough of East Stroudsburg, PA             | Borough of Mount Pocono, PA                      |
| Paradise Township, PA                       | Smithfield Township, PA                          |
| Lehman Township, PA                         | Pocono Township, PA                              |
| Jackson Township, PA                        | Chestnuthill Township, PA                        |
| Hamilton Township, PA                       | Stroud Township, PA                              |
| Washington Township, PA                     | Bureau of Reclamation, Phoenix, AZ               |

**APPRAISAL COURSES**

- |   |  |
|---|--|
| R.E. Appr. Princ. Appraisal Inst. 4/92          | R.E. Appraising/Penn State 1977                |
| Capitaliz. Theory & Tech (A)/Appr.Inst. 9/92    | R.E. Financing/Penn State 1978                 |
| Standards of Prof. Prac. A & B/Appr. Inst. 5/92 | Residential Valuation/App. Inst. 5/92          |
| Basic Valuation Proc./Appr. Inst. 5/92          | R.E. Investments/Penn State                    |
| Residential Appr. #2/Schicher-Katz 12/91        | Exam Prep. Seminar (Cert) Appr. Inst. 1/91     |
| Real Estate Law/Penn State 1979                 | Plus Continuing Education Courses 1995-Present |

**BUSINESS EXPERIENCE**

Licensed in real estate in Pennsylvania since 1971. Real Estate Broker and Independent Real Estate Appraiser and Consultant since 1979. Assignments have included most types of residential, commercial, industrial, and special purpose realty, along with divorce appraisals, estate appraisals, tax appeal appraisals and condemnation appraisals. State Certified General Appraiser.

**LICENSES, EDUCATION, ETC. - STATE LICENSE #GA-000830-I**

Attended Glassboro State College, NJ. Graduated from East Stroudsburg University with Bachelor of Science degree. Completed various appraisal courses offered by Penn State University, Appraisal Institute & Pocono Real Estate Academy. Member of Pocono Mountains Association of Realtors, Licensed Real Estate Broker and Auctioneer in PA, Candidate Member Appraisal Institute, Member National Association of Realtors.

**EXPERT WITNESS**

Court of Common Pleas for Monroe, Carbon, Lebanon, Lehigh, Lackawanna, Luzerne, Pike, Northampton, and Wayne Counties in Pennsylvania. Warren County in New Jersey. Tax Appeal Board of Monroe, Pike, Northampton, Carbon, and Wayne Counties in Pennsylvania. Federal Court, Manhattan, New York, Wilkes-Barre and Scranton, Pennsylvania, and Tampa, Florida. Zoning Hearing Board in the Boroughs of Stroudsburg, East Stroudsburg, Mt. Pocono, and the Townships of Coolbaugh, Hamilton, Middle Smithfield, Pocono, Smithfield, Stroud, all in Pennsylvania.

# RPD Analyzer Detail Report with Tax Map

## Monroe County, PA

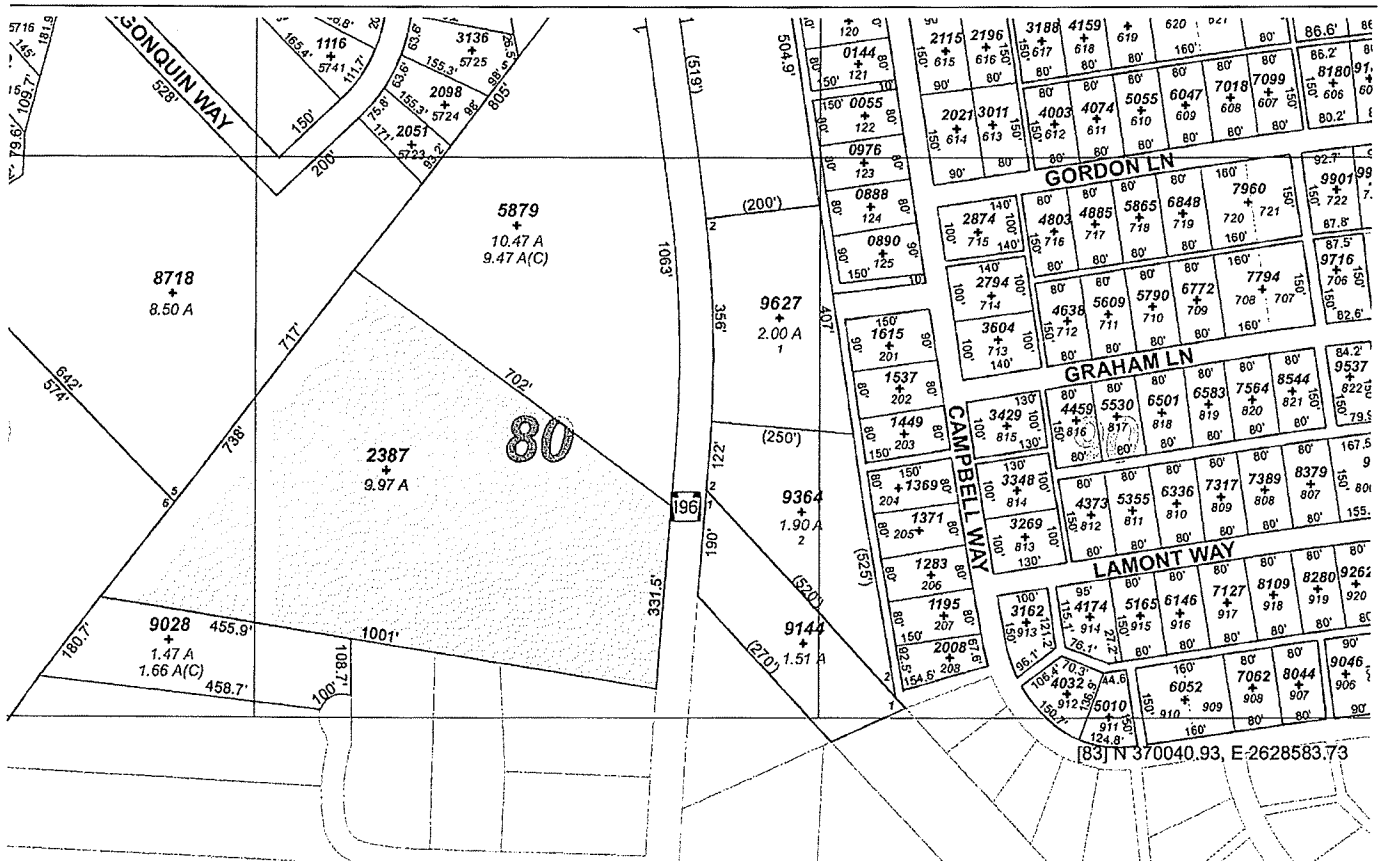
Owner:	LATZANICH ROBERT K	PIN:	03635704802387
Owner2:		Map:	03.7.1.6
Address:	PO BOX 759	Township:	COOLBAUGH TOWNSHIP 03
	MOUNT POCONO PA 18344	Dev Desc:	
Prop Addr:	489 ROUTE 196	School Dist:	Pocono Mountain
Gen Desc:			
Land Use:	Undeveloped/Unused Land (911)		

Deed Date:	10/31/2017	Land Asmt:	\$191,140	Section:		Acres:	9.97
Deed Book:	2500	Bldg Asmt:		Block:		Layout:	
Deed Page:	7015	Total Asmt:	\$191,140	Lot:		Zoning:	C-1
Sale Date:	10/31/2017	School Tax:		Year Built:		Prop Class:	Taxable Parcel
Sale Price:	\$185,000	Twp Tax:		Sq Ft:		Structure:	
Type:	Land	Total Tax:	\$6,155	Stories:		Style:	

Control #:		Water:		Loan Date 1:	
Ward Desc:		Sewer:		Amount 1:	
Owner Class:		Utility:		Loan Type 1:	
Living Units:		Heat Type:		Rate Type 1:	
Condition:		Heat Fuel:		Int Rate 1:	
Road:		Air Cond:		Holder 1:	
Frontage:					
Depth:		Total Rms:		Tax Rate:	
Garage:		Bedrooms:		Tax Ratio:	
Attic:		Full Baths:		Other 1:	
Basement:		Half Baths:		Other 2:	
Fireplaces:		Kitchens:			
Pool:		Family Rms:			



# MONROE COUNTY

*Pennsylvania*

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- [OBY](#)
- [Additional Owners](#)

PARID: 03.7.1.6 489 ROUTE 196

### Parcel

Parcel ID	03.7.1.6
Map Number	03635704802387
Property Location	489 ROUTE 196
Township	Coolbaugh
Land Use	911-Undeveloped Land
Property Class	9-Taxable
Living Units	0
Land Area (acreage)	9.97
Neighborhood Code	03C02
Zoning	C-1
Homestead/Farmstead Status	
Legal Desc	

1 of 1  
[Return to Search Results](#)

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### Owners

Owner(s)	LATZANICH ROBERT K
Mailing Address	PO BOX 759
	MOUNT POCONO PA 18344

### Property/Location Factors

Utilities	1-DNU
	-
	-

# MONROE COUNTY

*Pennsylvania*

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Profile	PARID: 03.7.1.6	489 ROUTE 196
Values	2026 Values	
Sales	Building Value	\$0
Permits	Land Value	\$191,140
Residential	Total Value	\$191,140
Commercial	C&G	
Sketch	Clean and Green	0
Photos	Taxable Land	191,140
Map	Taxable Building	0
OBY	Total Taxable Value	191,140
Additional Owners		

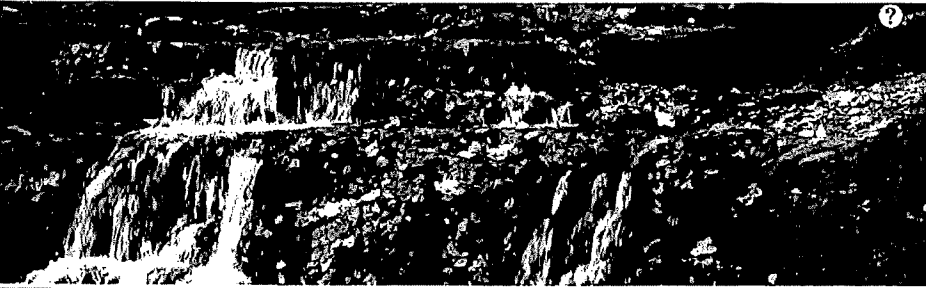
1 of 1  
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# MONROE COUNTY

*Pennsylvania*



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- [Photos](#)
- [Map](#)
- [OBY](#)
- [Additional Owners](#)

PARID: 03.7.1.6 489 ROUTE 196

**Sales History**

Date	Amount	Book	Page
10/31/2017	\$185,000	2500	7015
04/08/1980	\$65,000	1024	111
06/25/1979	\$18,900	957	294
10/07/1977	\$30,650	822	46
10/03/1972	\$22,000	427	520
01/29/1968	\$7,000	356	1054

**Additional Information** 1 of 6 >

Date	10/31/2017
Grantor	HIGGINS MICHAEL C MARGARET
Grantee	

1 of 1

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**Actions**

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**Civil Engineers & Surveyors**  
205 Rodenbach Lane  
Brodheadsville, PA 18322  
(610) 681-5233 | Fax: (610) 681-5248

May 15, 2026

COOL-26-008

Coolbaugh Township Board of Supervisors  
5520 Municipal Drive  
Tobyhanna, PA 18466

**RE: 2026 ROAD PAVING BIDS**

Dear Board Members:

As advertised, at 2:00 P.M., on Thursday, May 14, 2026, bids were opened and read aloud for the 2026 Road Paving Project.

The bids included nine roads to be paved as Base Bid Roads and four roads as Additional Bid Roads. Seven bids were received, as recorded on the attached Bid Tally Sheet, ranging from \$469,903.50 to \$679,909.20, for the Base Bid Roads. Individual amounts were bid for the Additional Bid Roads.

The lowest Base Bid was submitted by M + J Excavation, Inc., and after review of the bid documents, it was determined that this bid is complete, arithmetically correct, responsive, and contains no irregularities.

Therefore, it is recommended that the contract be awarded to the low bidder, **M + J Excavation, Inc.**, for the Base Bid Roads in the amount of **\$469,903.50**, which is within the budget of \$495,000. Oak Street, an Additional Bid Road with a bid of \$17,668.00, could also be included in the award of the contract, for a total amount of \$487,571.50, and still be within the budget, but this may not be advisable because of the potential for an upward price adjustment on the contract, based on a rising asphalt index, in accordance with the Contract Documents.

Any award of the contract should be conditioned upon the approval of the project by PennDOT Municipal Services.

If you require additional information or wish to discuss this matter in more detail, please do not hesitate to call me

Sincerely,  
**KEYSTONE CONSULTING ENGINEERS, INC.**

  
Russell R. Kresge, Jr., P.E., P.L.S.

Attachment

Coolbaugh Township  
 Bid Tally Sheet: 2026 Road Paving  
 Thursday May 14, 2026 @ 2:00pm

Company Name	Amount	Addenda	Bid Bond
Northeast Site Hendricks & Winot	Base: \$ 549,253.16 Additional: \$ 146,251.32		✓
New Enterprise Stone & Lime CO	Base: \$ 569,648.88 Additional: \$ 158,925.32	-	✓
M+J Excavation	Base: \$ 469,903.50 Additional: \$ 129,019.00		✓
Wayco, Inc.	Base: \$ 494,660.03 Additional: \$ 138,351.15		✓
H+K Group, Inc.	Base: \$ 661,625.28 Additional: \$ 208,247.10		✓
Kruger Construction, Inc.	Base: \$ 494,850.40 Additional: \$ 135,427.60		✓
Pennsy Supply	Base: \$ 679,909.20 Additional: \$ 188,026.20		✓

Coolbaugh Township 2026 Paving Bid will be considered for awarding at the Board of Supervisors meeting being held on Monday May 18, 2026

Witnessed:

Ames R. Fred

Date:

5/14/2026

Witnessed:

Erin Maskus

Date:

5/14/2026

8



## CIVIL ENGINEERS & SURVEYORS

---

863 Interchange Road, Kresgeville, PA 18333 • Phone 610-681-5233 • Fax 610-681-5248  
**East Office:** Bethlehem, **West Office:** Allentown, **North Office:** Kresgeville

COOL-20-011

May 15, 2026

Coolbaugh Township Board of Supervisors  
(via email to Erin Masker, Township Secretary / Administrative Assistant)

**RE: I-80-380 LOGISTICS CENTER (145 MARKET WAY)  
"POCONO MOUNTAINS BUSINESS PARK SOUTH, SECTION 2 – LOT #28"  
TENANT IMPROVEMENTS SKETCH PLAN  
REVIEW #1**

Dear Supervisors,

I have reviewed the above-referenced submission which included the following information.

- Plan titled, "145 MARKET WAY – TENANT IMPROVEMENTS", prepared by Ford & Associates, dated May 4, 2026, sheet 1 of 1, SD-1.0 ("Plan")
- Memo regarding Traffic, prepared by Monster Energy Company, not dated ("Memo")
- Email from Mark Ford of Ford & Associates, dated May 4, 2026, containing traffic volumes from Monster Energy ("Email")

My review comments are as follows:

1. The Plan depicts a "**guardhouse**" and a "**guard booth**" that will prohibit access to the site from outsiders. Local emergency responders should be provided with a copy of the Plan to review. At a minimum they should be provided with a method to access the site past these features in emergency situations.
2. The Plan shows the removal of eighteen (18) **parking spaces** from the number of 608 (which equates to the "Peak Period Demand – 85 Percentile" number required on the approved, recorded Land Development Plan for this site). This decrease may require a Conditional Use approval. [reference Zoning Ordinance – Section 400-19.F.(3)]
3. The provided Memo states that a **maximum number of employees** of 75 is anticipated at the site at the maximum shift. This number will not require a revision to the approved sewage planning for this property.

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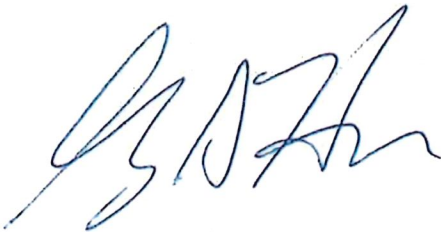
Visit us at: [www.KCEinc.com](http://www.KCEinc.com)

4. The provided Email contains a computation which determines a maximum of **625 trips per day** for the new tenant. The email states that "This is nearly identical to the previous tenants' trip generation, and certainly well under an amount that would warrant consideration of a **traffic signal.**" I concur with this statement because the total trip ends value contained within the POST DEVELOPMENT TRAFFIC ANALYSIS FOR THE CORPORATE CENTER SOUTH LOT #28 – MARKET WAY report, prepared by Benchmark Civil Engineering Service, Inc., dated August 2022, for the original Land Development, was computed to be 653.
5. The site improvements proposed on the Plan do not necessitate the submittal of an **Amended Land Development Plan.**

If you have any questions regarding this project, please do not hesitate to contact me at your convenience.

Sincerely,

**KEYSTONE CONSULTING ENGINEERS, INC.**



Gregory S. Haas, P.E.

c.c. (all via email): Patrick Armstrong, Esquire  
Tomas Keane, Zoning Officer

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# COOLBAUGH TOWNSHIP

## Codes & Zoning Department

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

5/11/2026

Wawa 1545 Prospect St - Sign Variance Request.

1. Applicants are requesting relief from the requirement of the free-standing business identification/monument sign.
  - One free-standing business identification sign is permitted per street frontage.
  - One sign being no more than 80sf and a second being no more than 40sf.
  - Applicant requests:
    - Freestanding Sign as per applicant is 58.8sf and Monument Sign 49.9sf
    - Freestanding Sign shows 13'3" x 6'7" to be 87.2sf. No area relief requested
2. Fuel Letter Sign Height for Freestanding and Monument Sign
  - Applicant is requesting relief from the maximum letter height of 15" for fuel signs.
  - Applicant is proposing 22" letters.
3. Business Directional Signs.
  - A maximum of 3 business directional signs is permitted per parcel of land.
  - Surface area of each sign shall not be more than 6sf in area.
  - Applicants are requesting to install 4 business directional signs with each sign being 6.25sf in area.
4. Canopy Signs.
  - One sign with maximum square footage of 16sf permitted.
  - Applicants are requesting relief to install 3 signs with a total of 24.7sf

Tomas Keane  
Director of Zoning

BEFORE THE BOROUGH COUNCIL  
OF THE TOWNSHIP OF COOLBAUGH, MONROE COUNTY, PENNSYLVANIA

In re: Tobyhanna Development, LLC

SUPPLEMENTAL STATEMENT

I. BACKGROUND

Tobyhanna Development, LLC (“Applicant”) is the owner of a 4.54-acre parcel located at 1545 Prospect Street, Parcel ID: 03.11.2.35 (the “Property”). The Property is zoned C-3 Commercial Village District. Applicant seeks to develop the Property as a convenience store with fuel service as shown on the attached plan (“Plan”).

II. REQUESTED RELIEF

Applicant seeks variances from the following signage requirements:

- A. §400-114.A.(2)(b) to erect a freestanding sign of 58.5 SF and a freestanding monument sign of 49.9 SF where two freestanding signs, one being no more than 80 SF and a second being no more than 40 SF, are permitted.
- B. §400-114.F to use 22” letters for the retail fuels sales sign when 15” letters are the maximum letter size allowed. (Request pertains to both the freestanding and monument signs.)
- C. §400-114.E.(2) to install four (4) business directional signs each having an area of 6.25 SF when 5 SF is allowed.
- D. §400-111.G.(1) and (2) to place three (3) signs on the gasoline canopy (being 7.84 SF, 9.02 SF and 7.84 SF) when one (1) sign not exceeding 16 SF is allowed.

III. BASIS FOR ZONING RELIEF

A. Maximum Freestanding/Monument Sign Area - § 400-114.A(2)(b)

Applicant is proposing one freestanding sign of 58.5 SF and a second freestanding monument-style sign of 49.9 SF. Under § 400-114.A(2)(b), two signs are permitted with the area of one not to exceed 80 SF and the area of the second not to exceed 40 SF.

The Property is a corner lot. Based on its location along both State Route 611 and Prospect Street, Applicant is anticipating that traffic will enter the Property from both roadways. Applicant proposes similarly-sized signage along both roadways and believes such signage is appropriate.

For the primary driveway along State Route 611, which will have a full-access driveway, a freestanding sign of 58.5 SF is proposed. That area complies with and actually is 20+SF less than permitted, but based upon Applicants analysis is sufficient. Also, the total area of the two proposed

signs is 108.4SF, which is less than the total maximum area allowed under the Ordinance for the two signs (120 SF). Due to its belief that the gas prices also should be displayed adequately on the Prospect Street sign, the area then exceeds 40SF. However, Applicant still believes the request is *de minimis* and granting this variance allows for both entrances to the Property to have adequate signage.

B. Fuel Sales Sign Letter Height – §400-114.F

Applicant is proposing 22” letters for the retail fuel sales signs which Applicant believes is the minimum to provide adequate visibility. Further, as noted above, that lettering is located on the two freestanding signs which together are of an area less than the total free standing signage allowance.

C. Area of Directional Signs -- §400.114.E.2(n)

Applicant will be installing four (4) business directional signs. The maximum area allows is 5 SF, while Applicant’s signs are of 6.25 SF. The actual sign lettering on each sign is less than 5 SF. Further, it is typical for Applicant to utilize both the “enter/exit” words with a small Wawa logo. Along busier roadways Applicant believes having not only the designation of the location marked by enter or exit but also to which business the driveway leads is beneficial for traffic movement.

D. Canopy Signs -- §400-111.G(1) and (2)

Applicant is proposing to place three (3) signs on the gasoline canopy. The Township Zoning Ordinance allows one (1) sign not to exceed 16SF. None of the three (3) proposed signs individually exceed the 16 SF limit. However, Wawa does propose to place signs on three sides of the canopy which together total 24.7 SF. Applicant believes this additional signage assists patrons to locate and access the store.

The Property is located at an intersection along a primary corridor, Route 611, and also located on a corner. The grade of the Property slopes up from the roadways. These physical conditions justify the requested minor modifications to the signage requirements. Applicant’s purpose is to create the safest and most efficient movements of traffic to and from the Property and throughout the Property. Applicant determines the appropriate signage for a store based on factors such as location and layout. All of the relief is dimensional and therefore subject to the lesser standard for a dimensional variance.

IV. CONCLUSION

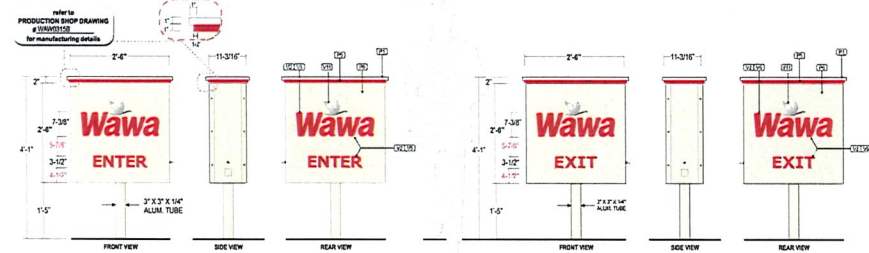
For the above reasons, Applicant requests that the zoning relief be granted.





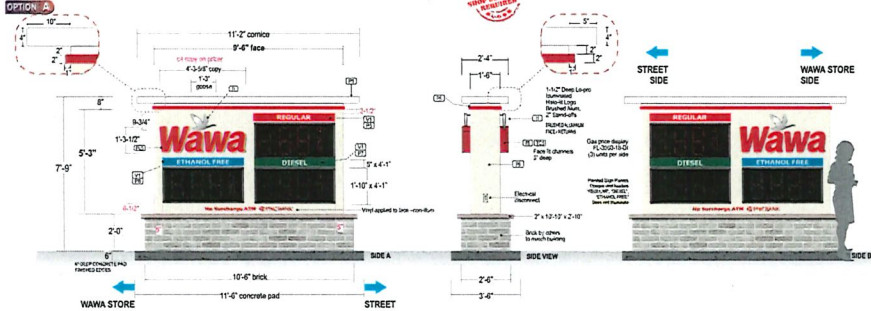
DIF ILLUM. VEHICULAR DIRECTIONAL

Scale: 3/4"=1'-0" 30 Inch 6.3 square feet



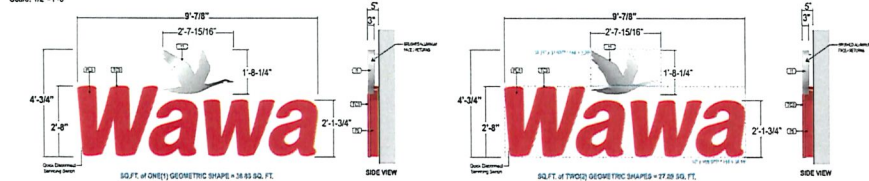
DIF ILLUMINATED MONUMENT

Scale: 3/8"=1'-0" M-50 / 18 Inch / 3 product 49.9 square feet



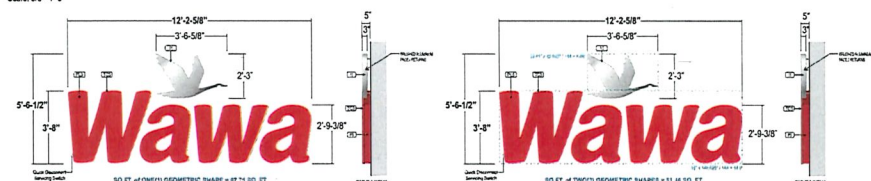
FACE LIT CHANNEL LETTERS w/ ALUM. HALO LIT GOOSE LOGO

Scale: 1/2"=1'-0" 32 Inch



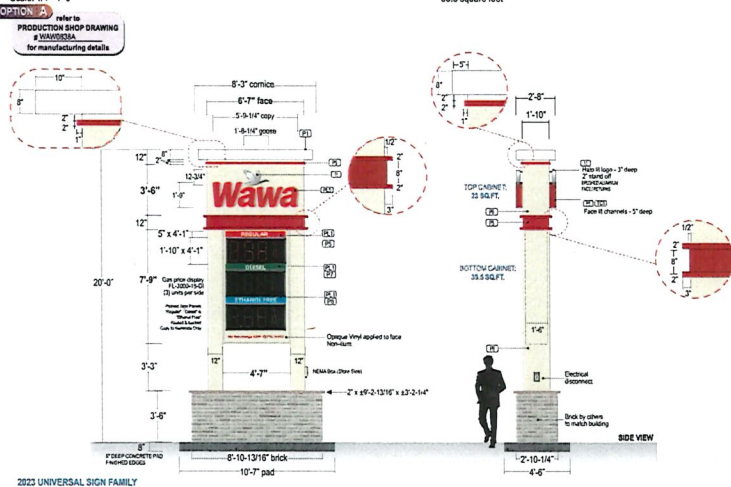
FACE LIT CHANNEL LETTERS w/ ALUM. HALO LIT GOOSE LOGO

Scale: 3/8"=1'-0" 44 Inch



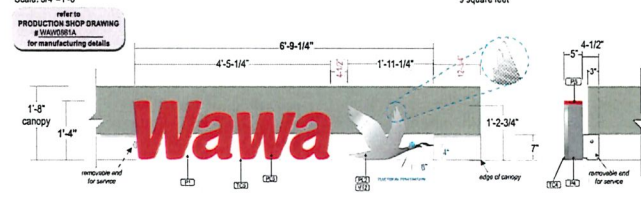
DIF ILLUMINATED PYLON

Scale: 1/4"=1'-0" P-50 / 18 Inch / 3 product 58.5 square feet



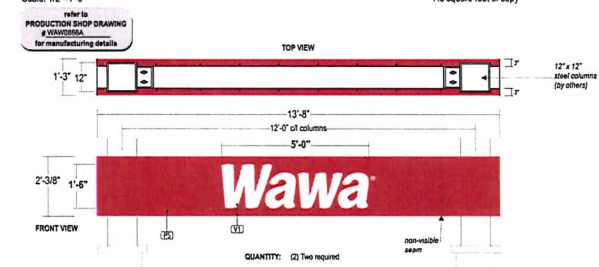
CANOPY SIGNAGE: Face lit Channel letters - Raceway (Right Side)

Scale: 3/4"=1'-0" 16 Inch 9 square feet



CANOPY SIGNAGE: Non-Illuminated Pump Spanner - Straight Pumps

Scale: 1/2"=1'-0" 2'-3/8" x 13'-8" 7.5 square feet of copy



2023 UNIVERSAL SIGN FAMILY



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**JUSTINA SCORNIOTTI**  
PHYSICIAN IN CHARGE  
PENNSYLVANIA LICENSE # 000429

---

**MATTHEW MAZZELLA**  
PROFESSIONAL ENGINEER

---

TITLE:  
**SIGNAGE DETAILS**

SCALE: 1/2"=1'-0" DATE: 04/29/2026  
PROJECT: 15027-24-01549

SHEET NO: **3** OF 3

Project: 04/29/2026 - 04:44 AM By: Matthew Mazzella  
 File: P:\0200 PROJECTS\15027-24-01549\04290426.dwg ----- 03 SIGNAGE DETAILS

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## COOLBAUGH TOWNSHIP Board of Supervisors

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5520 Municipal Drive, Tobyhanna, PA 18466  
570-894-8490 Fax 570-894-8413  
[www.coolbaughtwp.org](http://www.coolbaughtwp.org)

May 18 , 2026

The Honorable Secretary Rick Siger  
Department of Community and Economic Development  
400 North Street, 4th Floor  
Harrisburg, PA 17120-0225

RE: Exhibit 3- Matching Funds Commitment

Dear Secretary, Siger:

If Coolbaugh Township is awarded a DCED Greenways, Trails, and Recreation Program (GTRP) grant for \$250,000 through the Commonwealth Financing Authority, it will provide matching funds of \$146,167.50, which exceeds the 15% Match required.

If you have any other questions, please contact me at any time.

Sincerely,  
Coolbaugh Township Board of Supervisors

---

William Weimer, Chairman

***11***



# COOLBAUGH TOWNSHIP

## Board of Supervisors

5520 Municipal Drive, Tobyhanna, PA 18466  
 570-894-8490 Fax 570-894-8413  
[www.coolbaughtwp.org](http://www.coolbaughtwp.org)

**FINANCIAL REPORT - BOARD OF SUPERVISORS**  
**MAY 18, 2026 BOARD MEETING**  
**AS OF APRIL 30, 2026**

**Revenue**

2026 General Fund Budget = \$10,033,396

<u>ITEM</u>	<u>AMOUNT</u>	<u>% BUDGET LINE</u>
Real Estate Taxes (Current & Delinquent)	\$ 651,821	15%
Earned Income Tax	732,382	33%
Real Estate Transfer Tax	428,624	45%
LST	123,627	34%
Licenses & Permits	103,586	33%
Rents	13,073	32%
Zoning Fees	44,023	24%
Fines & Forfeits	5,646	21%
Building Code Fees	9,986	25%
Grant Proceeds	-	0%
All other sources	98,312	7%
<b>Total Revenue</b>	<b>\$ 2,211,081</b>	

**Expense**

2026 General Fund Budget = \$10,033,396

<u>ITEM</u>	<u>AMOUNT</u>	<u>% BUDGET LINE</u>
Pocono Mountain Regional Police Dept.	\$ 1,149,715	33%
Salaries	516,611	30%
Capital Purchases	320,429	60%
Employee Benefits	368,997	37%
Fire	6,948	2%
Interfund Transfers	230,868	26%
Contracted Services	52,721	15%
Road Materials	144,064	76%
Pocono Mountain EMS	40,000	40%
Insurance	77,550	28%
Vehicle Repair & Maintenance	54,458	44%
Fuel	45,631	45%
Legal Fees	49,335	55%
Utilities	37,672	46%
Engineering	14,262	20%
Control Center	22,864	50%
All other sources	106,482	17%
<b>Total Expense</b>	<b>\$ 3,238,608</b>	



## COOLBAUGH TOWNSHIP Board of Supervisors

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

**FINANCIAL REPORT SEWER - BOARD OF SUPERVISORS**  
**MAY 18, 2026 BOARD MEETING**  
**AS OF APRIL 30, 2026**

**Revenue**

2026 Sewer Fund Budget = \$1,032,448

<u>ITEM</u>	<u>AMOUNT</u>	<u>% BUDGET LINE</u>
Interfund Transfers	\$ 230,868	26%
Interest	223	45%
User fees	51,998	32%
<b>Total Revenue</b>	<b>\$ 283,088</b>	

**Expense**

2026 Sewer Fund Budget = \$1,032,448

<u>ITEM</u>	<u>AMOUNT</u>	<u>% BUDGET LINE</u>
All other Sources	\$ 13,815	20%
Capital Purchases	-	0%
Legal Fees	3,407	34%
Utilities	22,864	46%
Contracted Services	17,374	30%
Plant Operators	17,400	25%
Engineering	77,328	27%
Maintenance & Repair	73,961	114%
Outstanding Loans	22,761	31%
<b>Total Expense</b>	<b>\$ 248,910</b>	

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**COOLBAUGH TOWNSHIP  
CASH DISBURSEMENTS REPORT  
MAY 19, 2026**

DATE	CK #	DESCRIPTION	AMOUNT
5/12/2026		Payroll	\$ 51,000.00
5/19/2026		General Fund	\$ 230,374.84
5/19/2026		<b>Total General Fund</b>	<b>\$ 281,374.84</b>
5/19/2026		Coolbaugh Township VFC Tax Fund	\$ 150,000.00
5/19/2026		<b>Total Coolbaugh Twp. VFC Tax Fund</b>	<b>\$ 150,000.00</b>
5/19/2026		Sewer Fund	\$ 21,521.36
5/19/2026		<b>Total Sewer Fund</b>	<b>\$ 21,521.36</b>
5/19/2026		Escrow Fund	\$ 3,547.75
5/19/2026		<b>Total Escrow Fund</b>	<b>\$ 3,547.75</b>
5/19/2026		<b>TOTAL DISBURSEMENTS</b>	<b>\$ 456,443.95</b>

0

**CASH TRIAL BALANCE AS OF MAY 19, 2026**

General Fund Checking	\$ 9,736,174.36
American Rescue Plan	1,631,497.97
Payroll Checking	915.53
Rainy Day Fund Savings	1,015,916.89
<b>Total General Fund</b>	<b>\$ 12,384,504.75</b>
Fire Tax/Coolbaugh Twp VFD	997,425.22
Fire Tax- Volunteer Fire Departments	101,328.67
Fire Tax- Coolbaugh Fire Building Fund	1,038,061.27
<b>Total Fire Fund</b>	<b>\$ 2,136,815.16</b>
EMS	375,378.18
<b>Total EMS Fund</b>	<b>\$ 375,378.18</b>
Sewer Fund Checking	6,547.03
Sewer PennVest Checking	50.97
<b>Total Sewer Fund</b>	<b>\$ 6,598.00</b>
Capital Projects Fund Checking	17,200.71
<b>Total Capital Projects Fund</b>	<b>\$ 17,200.71</b>
Emerg. Services Fund Money Market	211,520.86
Emerg. Services Fund Checking	21,954.76
<b>Total Emergency Services Fund</b>	<b>\$ 233,475.62</b>
Liquid Fuels Fund Checking	610,152.03
<b>Total Liquid Fuels Fund</b>	<b>\$ 610,152.03</b>
Escrow Fund Checking	648,886.03
Escrow Fund Clarius Checking	63,214.21
<b>Total Escrow Fund</b>	<b>\$ 712,100.24</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 16,476,224.69</b>

## List of Bills

### GENERAL FUND CHECKING

Check#	Vendor	PO	Description	Amount	Check Total
13134	ACRISURE MID-ATLANTIC PARTNERS INS.	28714	ADMIN FEE	500.00	500.00
13135	AIRGAS USA,LLC	28641	SUPPLIES	161.88	161.88
13136	ALL DOOR SALES,INC	28697	GARAGE DOOR -MUNICIPAL CENTER	637.00	637.00
13137	ALLSTATE SEPTIC SYSTEM,LLP	28656	PARK RENTALS	500.00	500.00
13138	AUTO PARTS OF MT POCONO	28657	SUPPLIES	41.40	
		28658	SUPPLIES	72.61	
		28659	ZONING CAR #3	46.80	
		28660	ANTIFREEZE/BRAKE FLUID	28.17	
		28681	HOSE CLAMPS	7.57	
		28682	PARTS	28.11	
		28685	EXHAUST FLUID BACKHOE	43.81	268.47
13139	CINTAS -	28653	FEBRUARY	1,215.00	
		28654	MARCH	1,215.00	
		28655	AED'S	1,215.00	
		28665	EYEWASH STATION	130.00	3,775.00
13140	CINTAS CORPORATION	28642	UNIFORMS	42.49	
		28643	SHOP TOWELS/UNIFORMS	108.56	
		28662	4261939511 UNIFORMS	53.05	
		28663	UNIFORMS	42.49	
		28664	SHOP TOWELS/UNIFORMS	108.56	
		28694	SHOP TOWELS	108.56	
		28695	UNIFORMS	42.49	506.20
13141	COOLBAUGH TWP. VOL. FIRE CO.	28680	2026	165,000.00	165,000.00
13142	DALEVILLE ACE HARDWARE	28633	SUPPLIES	29.94	
		28704	SUPPLIES	64.97	
		28715	SUPPLIES	138.92	233.83
13143	DE LAGE LANDEN	28673	COPIER	494.03	494.03
13144	DEVELOPMENTAL EDUCATION SERVICES	28709	RECYCLING	24.00	24.00
13145	DONNA KENDERDINE	28638	CLASSIC HOMES	175.00	175.00
13146	FIDELITY SECURITY LIFE INSURANCE/EY	28632	MAY	252.66	252.66
13147	GEORGE DOBSON	28716	BOOT ALLOWANCE	300.00	300.00
13148	GRAINGER	28684	FLAG POLE HOOKS	147.60	147.60
13149	GRIM,BIEHN & THATCHER	28640	GENERAL MATTERS/FIRE/LANDSTON/EVERGREEN/	7,491.38	7,491.38
13150	H & K GROUP, INC	28635	ANTI-SKID	2,634.97	
		28645	ANTI SKID	412.40	
		28693	AASHTO -WAH OUTS	460.63	3,508.00
13151	H.A. BERKHEIMER,INC.	28661	LST	798.15	798.15
13152	HANOVER ENGINEERING ASSOC.,INC.	28652	SEO	11,920.34	11,920.34
13153	HOURIGAN KLUGER & QUINN	28688	GENERAL	122.50	122.50
13154	KIMBALL MIDWEST	28700	SHOP SUPPLIES	494.27	494.27
13155	LOWE'S	28691	PARKS/EAC/MUNCIPAL CENTER	896.38	896.38
13156	MONROE COUNTY TREASURERS OFFICE	28707	TAX FORMS	1,360.84	1,360.84
13157	P P & L	28631	85457-02009 BASEBALL FIELD	632.50	
		28646	98496-55008 7 KINGSWAY	54.53	
		28647	88094-98000 940 SUMMIT	47.01	
		28648	84771-32002 507 SIGNAL	29.20	
		28670	83201-80003 STREET LIGHTS	1,246.28	

List of Bills continued...

Check#	Vendor	PO	Description	Amount	Check Total
		28703	49924-86007 IND'L PARK	27.98	2,037.50
13158	PA DEPT. OF LABOR & INDUSTRY -	28699	BOILER INSPECTION	440.34	440.34
13159	PENN STRATEGIES	28644	MAY	4,000.00	4,000.00
13160	PENNSYLVANIA ONE CALL SYSTEM, INC.	28689	CBT	119.61	119.61
13161	PENNSYLVANIA PAPER & SUPPLY CO.	28711	SUPPLIES	765.97	765.97
13162	PRIMO BRANDS	28705	BOTTLE WATER	116.67	116.67
13163	RANDALL KICE	28710	BOOT ALLOWANCE	300.00	300.00
13164	RJH ELECTRONICS	28630	CAMERA REPAIR Service Call	187.50	187.50
13165	S & H SUPPLY CO., INC.	28629	RENTAL Well PUMP PROJECT- PARK	120.00	
		28679	GRASS SEED	42.08	
		28701	TRANSFER TANK	24.28	186.36
13166	SERVICE TIRE TRUCK CENTERS	28634	TIRE 2019 VOLVO	2,348.48	2,348.48
13167	SHERWOOD FREIGHTLINER,& WESTERN STA	28667	TRUCK#8 WESTERN STAR	427.93	
		28696	PART	39.52	467.45
13168	STEPHENSON EQUIPMENT INC.	28683	PARTS	3,574.60	
		28712	SAFETY BAR	382.50	3,957.10
13169	SUBURBAN PROPANE	28687	DIESEL	4,382.67	
		28702	DIESEL	2,351.67	6,734.34
13170	SUNDANCE NETWORKS INC.	28650	SERVICE	550.50	550.50
13171	TEAMSTERS LOCAL 773	28706	MAY DUES	792.00	792.00
13172	TK ELEVATOR CORPORATION	28649	5/1-5/31/2026 MAINT.	430.21	430.21
13173	UGI Utilities	28671	411002865458 GARAGE	36.44	
		28672	411002865219 MUNICIPAL CENTER	2,411.01	2,447.45
13174	ULINE	28668	36 VINYL FOLDING CHAIRS	1,415.63	1,415.63
13175	UNITED CONCORDIA LIFE & HE	28690	JUNE	1,661.64	1,661.64
13176	VERIZON WIRELESS	28666	MAY	1,149.25	1,149.25
13177	WM CORPORATE SERVICES,INC	28676	PARK	258.05	
		28677	MUNCIPAL CENTER	222.63	
		28686	DPW	222.63	703.31
<b>Totals</b>				<b>230,378.84</b>	<b>230,378.84</b>

Total By Account

Account	Description	Current Yr	Approp. Yr	Other	Credit
01.101.000	GENERAL FUND CHECKING			-	230,378.84
01.230.650	UNION DUES			792.00	
01.400.000	GENERAL GOV'T	6,547.64			
01.403.000	TAX COLLECTION	2,158.99			
01.404.000	LAW	7,613.88			
01.409.000	BUILDING & PLANTS	12,434.52			
01.411.000	FIRE	165,000.00			
01.413.000	SEO / BUILDING CODE	11,920.34			
01.414.000	ZONING OFFICE	119.41			
01.418.000	ZONING HEARING BOARD	175.00			
01.426.000	COMPOST FACILITY	3,574.60			
01.430.000	DPW-HIGHWAYS ROADS STREETS	8,252.03			
01.432.000	DPW-SNOW & ICE REMOVAL	3,577.84			
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	158.72			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	3,866.04			
01.454.000	PARKS	1,932.66			

Total By Account continued...

Account	Description	Current Yr	Approp. Yr	Other	Credit
01.458.000	CONTRIBUTIONS		170.73		
01.487.000	EMPLOYEE BENEFITS		2,084.44		
<b>Totals</b>		<b>229,586.84</b>		<b>- 792.00</b>	<b>230,378.84</b>

Total By Fund

Fund	Amount
01 - GENERAL FUND	230,378.84

**List of Bills**

**Fire Tax - Coolbaugh Twp VFC**

Check#	Vendor	PO	Description	Amount	Check Total
1047	COOLBAUGH TWP. VOL. FIRE CO.	28713	ANNUAL RESCUE TRUCK	150,000.00	150,000.00
<b>Totals</b>				<b>150,000.00</b>	<b>150,000.00</b>

**Total By Account**

Account	Description	Current Yr	Approp. Yr	Other	Credit
04.102.001	Fire Tax - Coolbaugh Twp VFC			-	150,000.00
04.411.000	TAX DISBURSEMENTS	150,000.00			
<b>Totals</b>		<b>150,000.00</b>		<b>-</b>	<b>- 150,000.00</b>

**Total By Fund**

Fund	Amount
04 - FIRE TAX FUND	150,000.00

**List of Bills**  
**CHECKING**

Check#	Vendor	PO	Description	Amount	Check Total
3615	CINTAS -	28665	EYEWASH STATION	130.00	130.00
3616	ENVIRONMENTAL SERV. CORP.	28675	MANHOLE REPAIR	7,803.78	7,803.78
3617	GRIM,BIEHN & THATCHER	28640	GENERAL MATTERS/FIRE/LANDSTON/EVERGREEN/	203.50	203.50
3618	K.L. FULFORD ASSOCIATES,INC	28651	APRIL	5,800.00	11,600.00
		28692	MAY	5,800.00	
3619	Microbac Laboratories, Inc.	28636	TESTING 4/16	248.31	1,316.37
		28637	4/17 TESTING	248.31	
		28669	4/27/2026	273.25	
		28674	LAB TESTING	273.25	
		28708	TESTING WWTP	273.25	
3620	VERIZON	28698	PHONES	395.29	395.29
3621	WM CORPORATE SERVICES,INC	28678	WWTP	72.42	72.42
<b>Totals</b>				<b>21,521.36</b>	<b>21,521.36</b>

**Total By Account**

Account	Description	Current Yr	Approp. Yr	Other	Credit
08.101.000	CHECKING				- 21,521.36
08.429.125	CONTRACT SERVICE PLANT	11,600.00			
08.429.300	OTHER SERVICES & CHARGES	130.00			
08.429.314	PROFESSIONAL FEE SOLICITOR	203.50			
08.429.320	TELEPHONE	395.29			
08.429.374	MAINT/REPAIR EQUIPMENT	7,803.78			
08.429.451	OUTSIDE LAB TESTING	1,316.37			
08.429.453	CONTRACTED SERVICE -TRASH	72.42			
<b>Totals</b>		<b>21,521.36</b>			<b>- 21,521.36</b>

**Total By Fund**

Fund	Amount
08 - SEWER FUND	21,521.36

## List of Bills

### ESCROW FUND CHECKING

Check#	Vendor	PO	Description	Amount	Check Total
1409	GRIM,BIEHN & THATCHER	28640	GENERAL MATTERS/FIRE/LANDSTON/EVERGREEN/	3,496.50	3,496.50
1410	HANOVER ENGINEERING ASSOC.,INC.	28639	611 IND'L	51.25	51.25
<b>Totals</b>				<b>3,547.75</b>	<b>3,547.75</b>

#### Total By Account

Account	Description	Current Yr	Approp. Yr	Other	Credit
85.101.000	ESCROW FUND CHECKING			-	3,547.75
85.250.327	PMI / MPMA ACT 537			351.50	
85.250.328	TOBYHANNA DEVELOPMENT - 1545 PROSPECT ST			814.00	
85.250.340	LPC (FORMERLY RIDGE DEVELOPMENT)			129.50	
85.250.354	OU - SUBDIVISION PLAN			111.00	
85.250.363	EVERGREEN FARMS - TEXT AMENDMENT			166.50	
85.250.391	LANDSTON EQUITIES SEWAGE PLANNING MODULE			51.25	
85.250.458	LANDSTON EQUITIES LLC			1,332.00	
85.250.595	COOLBAUGH SOUTH OWNER LLC			74.00	
85.250.598	NORTHAMPTON FARMS			518.00	
<b>Totals</b>		-	-	<b>3,547.75</b>	<b>3,547.75</b>

#### Total By Fund

Fund	Amount
85 - ESCROW	3,547.75