

**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

5520 MUNICIPAL DRIVE, TOBYHANNA, PA. 18466

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

WWW.COOLBAUGHTWP.ORG

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION AGENDA
April 2, 2024, 6:00PM**

1. Discussion on Traffic Impact Study Review for 1545 Prospect Street, Tobyhanna, PA- (Attorney Erich Schock)

2. Public Comment

February 15, 2024

Coolbaugh Township Board of Supervisors

(via email to Erin Masker, Township Secretary/Administrative Assistant: emasker@coolbaughtwp.org)

RE: **Tobyhanna Development, LLC – 1545 Prospect Street
Transportation Impact Study Review**

Dear Supervisors:

This letter summarizes the findings from our traffic review of the "DRAFT" Transportation Impact Study for the Coolbaugh Township Wawa Project dated December 4, 2023 prepared by Traffic Planning & Design, Inc. and the ALTA/NSPS Land Title Survey Plan dated July 28, 2023 prepared by Greenman-Pedersen, Inc. for Summit Realty Advisors, LLC. in Coolbaugh Township. The development proposed for this project site includes a proposed 6,049 square foot Wawa Convenience Store with 16 Gas Pumps.

Our findings are as follows:

1. PennDOT review and approval of the TIS and HOP plans will be required for both driveway accesses onto State highways.
2. The scope of this TIS includes the following intersections:
 - a. Route 611 (SR 0611) and Prospect Street (SR 0423)
 - b. Route 611 (SR 0611) and Full Access Driveway
 - c. Prospect Street (SR 0423) and Full Access Driveway
3. Please note that the TIS includes left turn movement volumes from the full access driveway onto Route 611 and the ALTA/NSPS Land Title Survey Plan, which depicts the site layout, shows left turns being restricted out of this driveway. The driveway configuration shown supports a left-in, right-in and right-out only design. Please clarify if left turns will be permitted out of this proposed driveway. If left turns will be restricted, then the TIS must be revised.
4. The intersection of Prospect Street (SR 0423) and Main Street (SR 4008) should be included in the TIS based on local knowledge of the intersection.
5. The trip generation for the site uses ITE Land Use Code 945 for a proposed 6,049 sf Wawa Convenience Store with 16 Gas Pumps. We find the use of this land use code and the resulting trips acceptable except for the pass-by trip percentages. The Applicant has calculated the pass-by trip percentage to not exceed

15% of the adjacent roadway. Our independent review of the adjacent roadway volumes has determined that this percentage is more like 25% given the lower roadway traffic volumes. Documentation should be provided showing that the proposed pass-by trips meet the PennDOT 15% criteria or adjustments may have to be made to the pass-by trips. Approval of the pass-by trips will ultimately be under the purview of PennDOT.

6. The trip distribution percentage assignments shown in Table 5 appear reasonable.
7. The calculation of site trips and traffic projections appear reasonable subject to the resolution of the pass-by trip percentage issue and the left turn movement onto Route 611.
8. The Applicant reports that the 2025 and 2030 projected conditions, with implementation of the site recommendations, will operate at LOS "C" or better. This is confirmed by the LOS summaries provided; however, the capacity analyses were not included in the draft study. All capacity analyses should be submitted as part of the final traffic study for review. The final capacity analyses will be subject to the resolution of the pass-by trip percentage issue and the left turn movement onto Route 611.
9. The full access driveway onto Route 611 is located at the very beginning of the Route 611 left turn lane for Prospect Street. There is minimal or no left turn storage of vehicles turning into the driveway. The Executive Summary for the TIS discusses a 200-foot southbound left turn lane on Pocono Boulevard (SR 0611). This improvement should be shown on the plan for the left turn movement into the proposed driveway.
10. Please provide calculations for the Auxiliary Turning Lane Analysis.
11. Queuing for the Route 611 southbound left turn and through movement does not appear to block this driveway based on the Applicant's synchro calculations. However, the Applicant should provide queuing analyses using HCM methodology (95th percentile, BOQ) based on typical PennDOT requirements.
12. The Applicant has made existing queue observations on Prospect Street using Miovision cameras. The TIS states that the results included four time periods where the queue length reached the first camera placed at 130 feet. Two of the four queues reached the curve in the road at a distance of 350 feet. Please indicate which time period that the queue reached 350 feet.
13. The peak queue of 350 feet does not match the synchro queuing results. Therefore, the Applicant should provide queuing analyses using HCM methodology (95th percentile, BOQ) based on typical PennDOT requirements.
14. Please note that the peak queue of 350 feet will block the proposed Wawa driveway location which is 200 feet from the stop bar. Further analysis is required to make sure that the queuing conditions on Prospect Street will not create traffic congestion for motorists entering and exiting the Wawa site.
15. No improvements are proposed on Prospect Street based on the plan provided.

16. The Applicant should consider improvements to Prospect Street to reduce queuing in order to minimize blocking of the proposed driveway during peak periods.
17. Please note there is a short stacking distance on Prospect Street (SR 0423) between the Route 611 right turn island/ramp and the proposed Wawa driveway location. The Applicant should address the potential for rear end crashes given the short stacking distance for cars waiting to turn left into the site if the driveway is blocked or during peak times and heavier traffic flow.
18. The Applicant should evaluate the sight distance looking left out of the proposed Wawa driveway given the curve in the road, proposed driveway grade and large trees.

Sincerely,

KEYSTONE CONSULTING ENGINEERS, INC.

A handwritten signature in blue ink, appearing to read "J. Scott Stenroos", with a stylized flourish at the end.


J. Scott Stenroos, P.E.

Copy To: H. Clark Connor, Esquire (via email: hconnor@ptd.net)
Patrick Armstrong, Esquire (via email only: parmstrong@grimlaw.com)
Russell R. Kresge, P.E., KCE (via email: rkresge@kceinc.com)
Tomas Keane, Zoning Officer (via email: tkeane@coolbaughtwp.org)
Jake Schray, S.E.O., Hanover Engineering (via email: jschray@hanovereng.com)
Greg Haas, P.E., KCE (via email: ghaas@kceinc.com)

RE: Tobyhanna Development, LLC – Wawa Project located at 1545 Prospect Street





Scott Stenroos <sstenroos@kceinc.com>


To  Erin Masker

Cc  Greg Haas




 Reply

 Reply All

 Forward

Wed

 You replied to this message on 3/28/2024 1:27 PM.

Good Morning Erin,

I went through letter and found the following Aronyms:

1. TIS – Transportation Impact Study
2. HOP – Highway Occupancy Permit
3. SR – State Route
4. ALTA/NSPS – American Land Title Association / National Society of Professional Surveyors
5. ITE – Institute of Transportation Engineers
6. LOS – Level of Service
7. HCM – Highway Capacity Manual
8. BOQ – Back of Queue
9. Synchro – a traffic software program

I hope your Supervisor finds this email helpful. If there are any other questions, please contact me.

Thanks

Scott

Regards,

Scott Stenroos, P.E.

Senior Engineer

Keystone Consulting Engineers, Inc.

Allentown, PA | O 610.395.0971 | www.KCEinc.com

We're looking for exceptional people to join the KCE Team!

Learn about career opportunities [here](#).

From: Erin Masker <emasker@coolbaughtwp.org>

All folders are up to date. Connected to

COOLBAUGH TOWNSHIP WAWA TRANSPORTATION IMPACT STUDY

FOR SUBMISSION TO:

Coolbaugh Township, Monroe County, PA

Prepared For:

Summit Realty Advisors, LLC

John Cogan

201 S. Maple Avenue, Suite 100

Ambler, Pennsylvania 19002

(484) 532-7830

December 4, 2023

TPD # SUMR.00069



TRAFFIC PLANNING AND DESIGN, INC.

Prepared By:

Traffic Planning and Design, Inc.

Lehigh Valley Industrial Park

1720 Spillman Drive, Suite 260

Bethlehem, Pennsylvania 18015

Phone: (610) 326-3100

Fax: (610) 326-9410

E-mail: TPD@TrafficPD.com

Website: www.trafficpd.com

Robert Hoffman, P.E., PTOE

Regional Manager

Pennsylvania License Number PE 075571

Table of Contents

EXECUTIVE SUMMARY	I
INTRODUCTION	1
EXISTING ROADWAY NETWORK.....	1
Land Use Context	1
Roadway Type.....	1
Bicycle and Pedestrian Facilities	2
Mass Transit Facilities	2
EXISTING TRAFFIC CONDITIONS.....	2
Intersection Turning Movement Counts	2
QUEUE OBSERVATIONS.....	2
BASE (NO-BUILD) CONDITIONS.....	3
Annual Background Growth.....	3
SCHEDULED ROADWAY IMPROVEMENTS	3
Programmed Improvements.....	3
pROPOSED SITE ACCESS	3
TRIP GENERATION	3
TRIP DISTRIBUTION	5
PROJECTED (BUILD) CONDITION TRAFFIC VOLUMES	5
DRIVEWAY CLASSIFICATION.....	6
LEVELS OF SERVICE FOR AN INTERSECTION	6
CAPACITY ANALYSIS METHODOLOGY	7
LEVELS OF SERVICE IN THE STUDY AREA	7
GAP ANALYSIS.....	11
95TH PERCENTILE QUEUE ANALYSIS	12
AUXILIARY TURN LANE ANALYSIS.....	14
RECOMMENDATIONS.....	14
CONCLUSIONS.....	15

FIGURES 1 – 21

TECHNICAL APPENDICES

- Appendix A: Study Area Photographs
- Appendix B: Traffic Signal Diagram
- Appendix C: Traffic Count Printouts
- Appendix D: Traffic Volume Development Worksheets
- Appendix E: Capacity Analyses
- Appendix F: Gap Study Analysis
- Appendix G: Auxiliary Turn Lane Warrant Analyses

EXECUTIVE SUMMARY

The purpose of this study is to examine the potential traffic impact associated with the proposed convenience store with gas station development on the roadway network in Coolbaugh Township, Monroe County, PA. Based on this evaluation, the following conclusions were reached:

1. The proposed development is located on the northeastern corner of the intersection of Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423).
2. The proposed development will consist of a 6,049 square foot (SF) convenience store with 16 vehicle fueling positions.
3. Access to the site is proposed via two full-access driveways: one to Pocono Boulevard (S.R. 0611) and one to Prospect Street (S.R. 0423).
4. Upon full build-out, the proposed development is expected to generate 373 new trips during the weekday A.M. peak hour, 148 new trips during the weekday P.M. peak hour and 320 new trips during the Saturday midday peak hour.
5. Under the 2025 and 2030 projected conditions, with implementation of the site-related recommendations, all approaches and turning movements at the site driveway intersections with the external roadway network will operate at LOS C or better during weekday A.M., weekday P.M., and Saturday midday peak hours.
6. All study area intersections will operate at the same overall intersection level of service (ILOS) under 2030 base (no-build) conditions and 2030 projected (build) scenarios).
7. Traffic Planning and Design Inc. (TPD) recommends the following roadway improvements as outlined at the study area intersections:

Pocono Boulevard (S.R. 0611) & Proposed Full-Access Driveway

- » The proposed driveway approach will be classified and designed as a high-volume driveway.
- » Provide a stop sign (PennDOT designation R1-1) to control exiting traffic.
- » Construct a 200-foot-long southbound left-turn lane on Pocono Boulevard (S.R. 0611).

Prospect Street (S.R. 0423) & Proposed Full-Access Driveway

- » The proposed driveway approach will be classified as a medium-volume driveway.
- » Provide a stop sign (PennDOT designation R1-1) to control traffic.

As part of PennDOT's HOP process, the applicant will coordinate and fund the implementation of the recommended roadway improvements. Preliminary construction costs have not been determined at this time.

8. Levels of Service (LOS) for the study area intersections have been summarized in matrix form. **Tables I-III** detail the LOS for each study area intersection.

TABLE I
LEVEL OF SERVICE DELAY (SECONDS) SUMMARY
WEEKDAY A.M. PEAK HOUR

Intersection	Movement	Weekday A.M. Peak Hour				
		Existing Condition	Opening Year 2025		Design Year 2030	
			Base	Projected	Base	Projected
Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423)	EB LT	A (9.0)	A (9.0)	A (9.1)	A (9.1)	A (9.2)
	EB R	B (10.3)	B (10.3)	A (9.8)	B (10.3)	A (9.9)
	WB LTR	A (8.7)	A (8.7)	A (9.0)	A (8.8)	A (9.1)
	NB L	A (8.1)	A (8.1)	A (8.9)	A (8.2)	A (9.1)
	NB TR	A (7.4)	A (7.4)	A (8.1)	A (7.5)	A (8.2)
	SB L	A (7.7)	A (7.7)	A (8.5)	A (7.8)	A (8.6)
	SB T	A (7.6)	A (7.6)	A (8.3)	A (7.7)	A (8.5)
	SB R	A (0.0)	A (0.0)	A (0.0)	A (0.0)	A (0.0)
	ILOS	A (8.2)	A (8.2)	A (8.7)	A (8.3)	A (8.8)
Pocono Boulevard (S.R. 0611) & Site Driveway	WB LR	--	--	B (14.9)	--	B (14.9)
	SB L	--	--	B (10.1)	--	B (10.1)
	ILOS	--	--	A (4.6)	--	A (4.6)
Prospect Street (S.R. 0423) & Site Driveway	EB L	--	--	A (9.2)	--	A (9.2)
	SB LR	--	--	B (10.2)	--	B (10.2)
	ILOS	--	--	A (5.3)	--	A (5.3)

Base = No-Build scenario

Projected = Build scenario

ILOS = Overall Intersection Level of Service; Unsignalized ILOS calculated in accordance with Figure 5 of Policies and Procedures for Transportation Impact Studies.

TABLE II
LEVEL OF SERVICE DELAY (SECONDS) SUMMARY
WEEKDAY P.M. PEAK HOUR

Intersection	Movement	Weekday P.M. Peak Hour				
		Existing Condition	Opening Year 2025		Design Year 2030	
			Base	Projected	Base	Projected
Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423)	EB LT	B (12.8)	B (13.0)	B (13.2)	B (13.4)	B (13.6)
	EB R	B (11.4)	B (11.5)	B (12.0)	B (11.7)	B (12.3)
	WB LTR	B (11.5)	B (11.6)	B (12.1)	B (11.9)	B (12.4)
	NB L	B (10.7)	B (10.9)	B (11.4)	B (11.2)	B (11.7)
	NB TR	A (8.3)	A (8.3)	A (8.7)	A (8.5)	A (8.8)
	SB L	A (9.2)	A (9.3)	A (9.7)	A (9.5)	A (9.9)
	SB T	A (8.0)	A (8.1)	A (8.4)	A (8.2)	A (8.5)
	SB R	A (0.0)	A (0.0)	A (0.0)	A (0.0)	A (0.0)
	ILOS	B (10.1)	B (10.2)	B (10.7)	B (10.5)	B (10.9)
Pocono Boulevard (S.R. 0611) & Site Driveway	WB LR	--	--	C (19.2)	--	C (20.1)
	SB L	--	--	B (10.8)	--	B (10.9)
	ILOS	--	--	A (4.0)	--	A (4.0)
Prospect Street (S.R. 0423) & Site Driveway	EB LT	--	--	A (9.5)	--	A (9.5)
	SB LR	--	--	B (11.9)	--	B (12.1)
	ILOS	--	--	A (3.3)	--	A (3.2)

Base = No-Build scenario

Projected = Build scenario

ILOS = Overall Intersection Level of Service; Unsignalized ILOS calculated in accordance with Figure 5 of Policies and Procedures for Transportation Impact Studies.

TABLE III
LEVEL OF SERVICE DELAY (SECONDS) SUMMARY
SATURDAY MIDDAY PEAK HOUR

Intersection	Movement	Saturday Midday Peak Hour				
		Existing Condition	Opening Year 2025		Design Year 2030	
			Base	Projected	Base	Projected
Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423)	EB LT	A (9.0)	A (9.0)	A (9.0)	A (9.1)	A (9.1)
	EB R	A (8.7)	A (8.7)	A (8.6)	A (8.8)	A (8.7)
	WB LTR	A (8.8)	A (8.8)	A (9.2)	A (8.9)	A (9.2)
	NB L	A (7.9)	A (8.0)	A (8.6)	A (8.0)	A (8.7)
	NB TR	A (7.5)	A (7.5)	A (8.1)	A (7.5)	A (8.1)
	SB L	A (7.8)	A (7.8)	A (8.4)	A (7.8)	A (8.5)
	SB T	A (7.4)	A (7.4)	A (8.0)	A (7.4)	A (8.0)
	SB R	A (0.0)	A (0.0)	A (0.0)	A (0.0)	A (0.0)
	ILOS	A (8.2)	A (8.2)	A (8.6)	A (8.2)	A (8.6)
Pocono Boulevard (S.R. 0611) & Site Driveway	WB LR	--	--	B (11.4)	--	B (11.5)
	SB L	--	--	A (9.5)	--	A (9.6)
	ILOS	--	--	A (4.2)	--	A (4.1)
Prospect Street (S.R. 0423) & Site Driveway	EB L	--	--	A (9.4)	--	A (9.4)
	SB LR	--	--	B (10.9)	--	B (11.0)
	ILOS	--	--	A (4.6)	--	A (4.5)

Base = No-Build scenario

Projected = Build scenario

ILOS = Overall Intersection Level of Service; Unsignalized ILOS calculated in accordance with Figure 5 of Policies and Procedures for Transportation Impact Studies.

INTRODUCTION

Traffic Planning and Design, Inc. (TPD) has completed a Transportation Impact Study (TIS) for the proposed convenience store with gas station development in Coolbaugh Township, Monroe County, Pennsylvania. The project site is located on the northeastern corner of Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423) as shown in **Figure 1**. The proposed development will consist of a 6,049 square foot (SF) convenience store with 16 vehicle fueling positions. Access to the site is proposed via two full-access driveways: one to Pocono Boulevard (S.R. 0611) and one to Prospect Street (S.R. 0423). The site plan for the proposed development is shown in **Figure 2**.

EXISTING ROADWAY NETWORK

A field review of the existing roadway system in the study area was conducted. The existing roadway characteristics within the study area are summarized in **Table 1**. The existing lane configuration and intersection controls for the study area intersections are shown in **Figure 3**. Photographs of the study area intersections are included in **Appendix A**. The existing traffic signal permit plan is included in **Appendix B**.

TABLE 1
ROADWAY CHARACTERISTICS WITHIN STUDY AREA

Roadway	Ownership	Functional Classification/ Roadway Type	Predominant Directional Orientation	Average Daily Traffic	Posted Speed Limit
Pocono Boulevard	State (S.R. 0611)	Minor Arterial	North-South	6,200	50 mph
Prospect Street	State (S.R. 0423)	Major Collector	East-West	4,970	40 mph

Land Use Context

In Section 1.2 of the Design Manual, Part 2, there is guidance pertaining to defining the land use context(s) for a given area. Based upon review of this information, the land uses surrounding the proposed site best fits the Rural designation, as described below:

Rural, "consists of few houses and structures dotting a farm or forest landscape. The areas are predominately wetlands, woodlands, meadow or cultivated land. Small markets, gas stations, diners, farm supplies, convenience grocers, etc. are often seen at the intersections of arterial or collector road . . . Once the population of the settled area exceeds 250, it should be classified in the town/village context."

Roadway Type

In Section 1.2 of the Design Manual, Part 2, there is guidance pertaining to defining the transportation context(s) for a given area. Comparing the existing condition roadway characteristics to the various options presented in Table 1.2, the study area roadways best fit the following categories, as described below:

Community Arterial, traffic volumes of 5,000 to 25,000 vehicles per day, intersection spacing of 300 to 1,320 feet, a desired operating speed of 25-55 mph, and a description as follows: "often classified as Minor Arterial in traditional classification but may include road segments classified as Principal Arterial."

- Pocono Boulevard (S.R. 0611)

Neighborhood Collector, traffic volumes of <6,000 vehicles per day, intersection spacing of 300 to 660 feet, a desired operating speed of 25-35 mph, and a description as follows: *"similar in appearance to local roadways. Typically classified as Minor Collector."*

- Prospect Street (S.R. 0423)

Bicycle and Pedestrian Facilities

There are no sidewalks provided on Pocono Boulevard (S.R. 0611) or Prospect Street (S.R. 0423) in the vicinity of the proposed development. The intersection of Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423) is equipped with pedestrian crossing signals, pedestrian push buttons and crosswalks.

Mass Transit Facilities

Monroe County and Coolbaugh Township is provided with public transportation by Pocono Pony. Public transportation is available in the vicinity of the proposed site via Bus Route 102, the Blue Route, which provides service to Bartonsville, Mt. Pocono, and Coolbaugh Township. The nearest bus stop is located approximately one-half mile south of the site on Pocono Boulevard (S.R. 0611).

EXISTING TRAFFIC CONDITIONS

Intersection Turning Movement Counts

Intersection turning movement counts were conducted on 15-minute intervals during the weekday morning (7:00 to 9:00 A.M.), weekday evening (4:00 to 6:00 P.M.) and Saturday midday (11:00 A.M. to 1:00 P.M.) peak periods. Data pertaining to heavy vehicle and pedestrians were also recorded during the counts. Peak hours and count dates for the study area intersections are identified in **Table 2**.

TABLE 2
TRAFFIC COUNT INFORMATION

Intersection	Date of Traffic Counts	Time Period	Intersection Peak Hour ¹
Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423)	Thursday, October 19, 2023	Weekday A.M.	7:15 to 8:15 A.M.
		Weekday P.M.	4:30 to 5:30 P.M.
	Saturday, October 21, 2023	Saturday Midday	11:00 A.M. to 12:00 P.M.

¹Peak hour consists of the four consecutive 15-minute intervals where the highest traffic volumes occur.

Existing condition traffic volumes for the weekday A.M., weekday P.M., and Saturday peak hours are illustrated in **Figures 4-6**, respectively. Traffic count data sheets are provided in **Appendix C**.

QUEUE OBSERVATIONS

TPD installed Miovision cameras at three locations along Prospect Street (S.R. 0423) between Pocono Boulevard (S.R. 611) and Main Street to observe potential queuing of westbound vehicles backing up from the signal at Pocono Boulevard (S.R. 0611). The cameras were positioned approximately 130 feet, 500 feet and 880 feet east of Pocono Boulevard (S.R. 0611). Observations were made during 6:00 to 8:15 A.M. and 3:30 to 5:30 P.M. periods on Thursday, October 19, 2023, and from 11:00 A.M. to 12:00 P.M. on Saturday, October 21, 2023.

During the observed time periods, four occurrences of queues backing up into view of the western most camera (which was positioned approximately 130 feet east of Pocono Boulevard) were noted. These queues occurred at 12:34 PM, 3:37 PM, 4:39 PM and 5:00 PM. Two of these queues went to approximately the curve in the road (350 feet from the signal) and all lasted only one cycle each, clearing in their respective cycles. At no time were queues observed beyond the westernmost camera location at the middle or eastern cameras.

BASE (NO-BUILD) CONDITIONS

Annual Background Growth

A background growth factor for the roadways in the study area was developed based on growth factors for August 2023 to July 2024 obtained from the PennDOT Bureau of Planning and Research (BPR). The PennDOT BPR suggests using a background growth trend factor of 0.75% per year in Monroe County for rural non-interstate roadways. As such, the background growth factor was applied annually to yield overall growth percentages of 1.51% (0.75% per year, compounded over 2 years) for the 2025 opening year and 5.37% (0.75% per year, compounded over 7 years) for the 2030 design year.

The additional traffic volumes due to background growth were added to the existing traffic data to produce 2025 and 2030 base (no-build) condition traffic volumes. Base condition volumes for the weekday A.M., weekday P.M. and Saturday midday peak hours are illustrated in **Figures 7-9** for the 2025 opening year conditions and **Figures 10-12** for the 2030 design year conditions.

SCHEDULED ROADWAY IMPROVEMENTS

Programmed Improvements

Based on a review of the Pennsylvania Transportation Improvement Program (TIP) there is a programmed improvement at the signalized intersection of Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423). Project #116731 consists of adding retroreflective backplates and increasing signal head size from 8" to 12" lens at various intersections in Schuylkill, Carbon, and Monroe Counties. This project is estimated to be completed by November 1st, 2024.

PROPOSED SITE ACCESS

Access to the site is proposed via two full-access driveways: one to Pocono Boulevard (S.R. 0611) and one to Prospect Street (S.R. 0423).

TRIP GENERATION

The trip generation data were obtained from the *Trip Generation Manual*, Eleventh Edition, 2021, an Institute of Transportation Engineers (ITE) Informational Report. For the proposed development, Land Use Code #945 (Convenience Store/Gas Station) was used to calculate the number of vehicular trips the development will generate during the following time periods: (1) average weekday; (2) weekday A.M. peak hour; (3) weekday P.M. peak hour; and (4) Saturday midday peak hour.

The following should be noted with respect to the trip generation methodology:

- » Using the trip generation data for Land Use Code 945 the number of trips were calculated utilizing the independent variables of Vehicle Fueling Positions and 1,000 Square Feet Gross Floor Area, and the more conservative trip generation methodology (shown in bold in **Table 3**) was utilized for purposes of the calculations.
- » Based on the information provided in the *Trip Generation Manual*, not all of the trips generated by the site will be “new” to the nearby roadway system. In addition to the “new trips” generated by the development, there will be “pass-by trips”, which are trips that are drawn from the passing traffic stream and do not add trips to the adjacent roadways. Pass-by trip percentages were utilized as specified in the technical appendices of the manual *Trip Generation*, Eleventh Edition, 2021.
- » Published data related to the pass-by percentage is not available for the Saturday midday peak hour for Land Use Code 945. However, since it is reasonable to assume pass-by trips will occur during this time period, a pass-by percentage of 65% was utilized in accordance with Appendix G of PennDOT’s Policies and Procedures for Transportation Impact Studies, September 2022.
- » The pass-by trip percentages were reviewed in accordance with ITE’s *Transportation Impact Analyses for Site Development* to verify that pass-by trips diverted from a through-fare are no more than 15% of the traffic volume on that street. Since the existing through volumes along both Pocono Boulevard and Prospect Street are so low, TPD adjusted the pass-by percentages in order to be below the 15% threshold as noted above. The calculations are included in **Appendix D**.

Table 3 shows the ITE trip generation data for the analyzed time periods.

TABLE 3
ITE TRIP GENERATION DATA

Land Use	Independent Variable	Time Period	Rate	Directional Splits		Pass-By %
				Enter %	Exit %	
Convenience Store/ Gas Station (ITE #945)	16 VFP Subcategory GFA (5.5-10k)	Average Weekday	$T = 345.75*(X)$	50%	50%	--
		Weekday A.M. Peak Hour	$T = 31.60*(X)$	50%	50%	76%
		Weekday P.M. Peak Hour	$T = 26.90*(X)$	50%	50%	75%
		Saturday Midday Peak Hour	$T = 29.77*(X)$	49%	51%	33%²
	6.049 GFA Subcategory VFP (16-24)	Average Weekday	$T = 1283.38*(Y)$	50%	50%	--
		Weekday A.M. Peak Hour	$T = 91.35*(Y)$	50%	50%	33%²
		Weekday P.M. Peak Hour	$T = 78.95*(Y)$	50%	50%	69%²
		Saturday Midday Peak Hour	$T = 70.14*(Y)$	50%	50%	65% ¹

T = number of site-generated vehicular trips

X = independent variable (VFP = vehicle fueling positions)

Y = independent variable (GFA = 1,000 s.f. gross floor area)

1 = Published pass-by data not available, utilized 10% less than the published rate for the weekday P.M. peak hour

2 = Calculated to not exceed 15% of adjacent roadway

Table 4 summarizes the trip generation of the proposed development for the analyzed time periods.

TABLE 4
TRIP GENERATION SUMMARY

Time Period	Total Trips			New Trips			Pass-By Trips		
	Total	Enter	Exit	Total	Enter	Exit	Total	Enter	Exit
Average Weekday	7,763	3,882	3,881	--	--	--	--	--	--
Weekday A.M. Peak Hour	553	277	276	373	187	186	180	90	90
Weekday P.M. Peak Hour	478	239	239	148	74	74	330	165	165
Saturday Midday Peak Hour	476	233	243	320	155	165	156	78	78

Based on the trip generation analysis summarized in **Table 4**, the proposed development will generate approximately **373** new trips during the weekday A.M. peak hour, **148** new trips during the weekday P.M. peak hour and **320** new trips during the Saturday midday peak hour.

TRIP DISTRIBUTION

The distribution of trips generated by the proposed development was based on the local road network, the existing traffic patterns, the proposed use of the site, and the site driveway locations. The new trips for the proposed development were distributed to the local roadway network based on the percentages shown in **Table 5**. The pass-by trips for the proposed development were distributed to the local road network based on the existing traffic volumes passing the proposed site driveways.

TABLE 5
TRIP DISTRIBUTION PERCENTAGES – NEW TRIPS

Direction (To/From)	Assignment (To/From)	Distribution Percentage
West	via Prospect Street (S.R. 0423)	25%
East	via Prospect Street (S.R. 0423)	15%
North	via Pocono Boulevard (S.R. 0611)	30%
South	via Pocono Boulevard (S.R. 0611)	30%

The assignment of site-generated trips for the proposed development during the weekday A.M., weekday P.M., and Saturday midday peak hours are shown in **Figures 13-15**.

PROJECTED (BUILD) CONDITION TRAFFIC VOLUMES

The site-generated trips for the proposed development were added to the 2025 and 2030 base (no-build) condition traffic volumes to develop 2025 and 2030 projected (build) condition traffic volumes.

Projected condition traffic volumes for the opening year of 2025 for the weekday A.M., weekday P.M., and Saturday midday peak hours are shown in **Figures 16-18**. Projected condition traffic volumes for the design year of 2030 for the weekday A.M., weekday P.M., and Saturday midday peak hours are shown in **Figures 19-21**. Traffic volume development worksheets are contained in **Appendix D**.

DRIVEWAY CLASSIFICATION

Driveways intersecting state roads are classified in the Pennsylvania Code, Title 67, Chapter 441. Low volume driveways are used by 25 to 750 vehicles per day. A medium volume driveway is used by 750 to 1500 vehicles per day. High volume driveways are used by more than 1500 vehicles per day. Based on the anticipated site trip generation and the assignment of site traffic, the classifications of the site driveways are listed in **Table 6**.

TABLE 6
DRIVEWAY CLASSIFICATIONS

State Road	Driveway	Weekday Trips	Weekday Vehicles	Driveway Type
Pocono Boulevard (S.R. 0611)	Full-Access Driveway	4,856	2,428	High Volume
Prospect Street (S.R. 0423)	Full-Access Driveway	2,907	1,454	Medium Volume

Note: A "trip" equals an entering or a exiting vehicle. Therefore, weekday vehicles = weekday trips/2.

LEVELS OF SERVICE FOR AN INTERSECTION

For analysis of intersections, level of service is defined in terms of delay, which is a measure of driver discomfort and frustration, fuel consumption, and lost travel time. LOS criteria is stated in terms of control delay per vehicle for a one-hour analysis period. Control delay includes initial deceleration delay, queue move-up time, stopped delay, and final acceleration delay. The criteria are shown in **Table 7**. Delay, as it relates to level of service, is a complex measure and is dependent upon a number of variables. For signalized intersections, these variables include the quality of vehicle progression, the cycle length, the green time ratio, and the volume/capacity ratio for the lane group in question. For unsignalized intersections, delay is related to the availability of gaps in the flow of traffic on the major street and the driver's discretion in selecting an appropriate gap for a particular movement from the minor street (straight across, left or right turn).

TABLE 7
LEVEL OF SERVICE CRITERIA
UNSIGNALIZED AND SIGNALIZED INTERSECTIONS¹

Level of Service	Control Delay Per Vehicle (Seconds)	
	Signalized	Unsignalized
A	< 10	< 10
B	> 10 and < 20	> 10 and < 15
C	> 20 and < 35	> 15 and < 25
D	> 35 and < 55	> 25 and < 35
E	> 55 and < 80	> 35 and < 50
F	> 80 or v/c > 1.0	> 50 or v/c > 1.0

¹ Obtained from Exhibits 19-8 and 20-2 of the Transportation Research Board's Highway Capacity Manual 6th Edition

CAPACITY ANALYSIS METHODOLOGY

Capacity analyses were conducted for the weekday A.M., weekday P.M., and Saturday midday peak hours at the study area intersections. These analyses were conducted according to the methodologies contained in the *Highway Capacity Manual 6th Edition* (HCM) using *Synchro 11* software, a Trafficware product. The following conditions were analyzed, as applicable:

- » Existing conditions;
- » 2025 Base conditions (Build-out year without development);
- » 2025 Projected conditions (Build-out year with development);
- » 2030 Base conditions (Design year without development);
- » 2030 Projected conditions (Design year with development).

The following items should be noted with respect to the capacity analyses:

- » The Pennsylvania default values for signalized intersections in a rural land use context contained in Chapter 10 of PennDOT's Publication 46 were utilized for the base saturation flow rate (1650 pcphpl), start-up lost time (3 seconds), extension of effective green time (2.5 seconds) and number of left turn sneakers (2 vehicles).
- » The Pennsylvania default values for two-way stop-controlled intersections in a rural land use context contained in Chapter 10 of PennDOT's Publication 46 were utilized for the base critical headway and base follow-up headways.
- » Per PennDOT standards, a peak hour factor of 0.90 was utilized for the proposed site driveway intersections (as applicable).
- » Per PennDOT standards, a heavy vehicle percentage of 2% was utilized for all turning movements to/from the proposed site driveway intersections. TPD calculated the heavy vehicle percentages for the through movements at both site driveways. The calculated truck percentages were utilized in both the capacity analysis and the auxiliary turn lane warrant analysis.

The capacity analysis worksheets are included in **Appendix E**.

LEVELS OF SERVICE IN THE STUDY AREA

Level of service (LOS) matrices for the study area intersections are shown in **Tables 8-10** for the weekday A.M., weekday P.M., and Saturday midday peak hours.

TABLE 8
LEVEL OF SERVICE DELAY (SECONDS) SUMMARY
WEEKDAY A.M. PEAK HOUR

Intersection	Movement	Weekday A.M. Peak Hour				
		Existing Condition	Opening Year 2025		Design Year 2030	
			Base	Projected	Base	Projected
Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423)	EB LT	A (9.0)	A (9.0)	A (9.1)	A (9.1)	A (9.2)
	EB R	B (10.3)	B (10.3)	A (9.8)	B (10.3)	A (9.9)
	WB LTR	A (8.7)	A (8.7)	A (9.0)	A (8.8)	A (9.1)
	NB L	A (8.1)	A (8.1)	A (8.9)	A (8.2)	A (9.1)
	NB TR	A (7.4)	A (7.4)	A (8.1)	A (7.5)	A (8.2)
	SB L	A (7.7)	A (7.7)	A (8.5)	A (7.8)	A (8.6)
	SB T	A (7.6)	A (7.6)	A (8.3)	A (7.7)	A (8.5)
	SB R	A (0.0)	A (0.0)	A (0.0)	A (0.0)	A (0.0)
	ILOS	A (8.2)	A (8.2)	A (8.7)	A (8.3)	A (8.8)
Pocono Boulevard (S.R. 0611) & Site Driveway	WB LR	--	--	B (14.9)	--	B (14.9)
	SB L	--	--	B (10.1)	--	B (10.1)
	ILOS	--	--	A (4.6)	--	A (4.6)
Prospect Street (S.R. 0423) & Site Driveway	EB L	--	--	A (9.2)	--	A (9.2)
	SB LR	--	--	B (10.2)	--	B (10.2)
	ILOS	--	--	A (5.3)	--	A (5.3)

Base = No-Build scenario

Projected = Build scenario

ILOS = Overall Intersection Level of Service; Unsignalized ILOS calculated in accordance with Figure 5 of Policies and Procedures for Transportation Impact Studies.

TABLE 9
LEVEL OF SERVICE DELAY (SECONDS) SUMMARY
WEEKDAY P.M. PEAK HOUR

Intersection	Movement	Weekday P.M. Peak Hour				
		Existing Condition	Opening Year 2025		Design Year 2030	
			Base	Projected	Base	Projected
Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423)	EB LT	B (12.8)	B (13.0)	B (13.2)	B (13.4)	B (13.6)
	EB R	B (11.4)	B (11.5)	B (12.0)	B (11.7)	B (12.3)
	WB LTR	B (11.5)	B (11.6)	B (12.1)	B (11.9)	B (12.4)
	NB L	B (10.7)	B (10.9)	B (11.4)	B (11.2)	B (11.7)
	NB TR	A (8.3)	A (8.3)	A (8.7)	A (8.5)	A (8.8)
	SB L	A (9.2)	A (9.3)	A (9.7)	A (9.5)	A (9.9)
	SB T	A (8.0)	A (8.1)	A (8.4)	A (8.2)	A (8.5)
	SB R	A (0.0)	A (0.0)	A (0.0)	A (0.0)	A (0.0)
	ILOS	B (10.1)	B (10.2)	B (10.7)	B (10.5)	B (10.9)
Pocono Boulevard (S.R. 0611) & Site Driveway	WB LR	--	--	C (19.2)	--	C (20.1)
	SB L	--	--	B (10.8)	--	B (10.9)
	ILOS	--	--	A (4.0)	--	A (4.0)
Prospect Street (S.R. 0423) & Site Driveway	EB LT	--	--	A (9.5)	--	A (9.5)
	SB LR	--	--	B (11.9)	--	B (12.1)
	ILOS	--	--	A (3.3)	--	A (3.2)

Base = No-Build scenario

Projected = Build scenario

ILOS = Overall Intersection Level of Service; Unsignalized ILOS calculated in accordance with Figure 5 of Policies and Procedures for Transportation Impact Studies.

TABLE 10
LEVEL OF SERVICE DELAY (SECONDS) SUMMARY
SATURDAY MIDDAY PEAK HOUR

Intersection	Movement	Saturday Midday Peak Hour				
		Existing Condition	Opening Year 2025		Design Year 2030	
			Base	Projected	Base	Projected
Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423)	EB LT	A (9.0)	A (9.0)	A (9.0)	A (9.1)	A (9.1)
	EB R	A (8.7)	A (8.7)	A (8.6)	A (8.8)	A (8.7)
	WB LTR	A (8.8)	A (8.8)	A (9.2)	A (8.9)	A (9.2)
	NB L	A (7.9)	A (8.0)	A (8.6)	A (8.0)	A (8.7)
	NB TR	A (7.5)	A (7.5)	A (8.1)	A (7.5)	A (8.1)
	SB L	A (7.8)	A (7.8)	A (8.4)	A (7.8)	A (8.5)
	SB T	A (7.4)	A (7.4)	A (8.0)	A (7.4)	A (8.0)
	SB R	A (0.0)	A (0.0)	A (0.0)	A (0.0)	A (0.0)
	ILOS	A (8.2)	A (8.2)	A (8.6)	A (8.2)	A (8.6)
Pocono Boulevard (S.R. 0611) & Site Driveway	WB LR	--	--	B (11.4)	--	B (11.5)
	SB L	--	--	A (9.5)	--	A (9.6)
	ILOS	--	--	A (4.2)	--	A (4.1)
Prospect Street (S.R. 0423) & Site Driveway	EB L	--	--	A (9.4)	--	A (9.4)
	SB LR	--	--	B (10.9)	--	B (11.0)
	ILOS	--	--	A (4.6)	--	A (4.5)

Base = No-Build scenario

Projected = Build scenario

ILOS = Overall Intersection Level of Service; Unsignalized ILOS calculated in accordance with Figure 5 of Policies and Procedures for Transportation Impact Studies.

As shown in **Tables 8-10** under 2030 projected conditions with the development of the proposed site, the study area intersections will operate at the same overall intersection level of service (ILOS) as under 2030 base conditions during the weekday A.M., weekday P.M., and Saturday midday peak hours.

All approaches and turning movements at the site driveway intersections will operate at LOS C or better under 2030 Projected Conditions during the weekday A.M., weekday P.M., and Saturday midday peak hours.

All levels of service at the study area intersection comply with the requirement outlined in PennDOT's TIS Guidelines.

GAP ANALYSIS

In order to assess the operations for exiting traffic at the proposed full-access driveway Pocono Boulevard (S.R. 0611), TPD conducted a gap analysis at the proposed driveway location. The gap studies were conducted at the following times, based on the peak hours obtained from the intersection turning movement counts:

- » Thursday, October 19, 2023 – 7:45-8:45 A.M.
- » Thursday, October 19, 2023 – 4:45-5:45 P.M.
- » Saturday, October 21, 2023 – 12:00-1:00 P.M.

Exiting left-turns from the proposed full-movement site driveway require simultaneous gaps in traffic for both the northbound and southbound Pocono Boulevard (S.R. 611). Exiting right-turns from the proposed full-movement site driveway require only a gap in traffic for the southbound Pocono Boulevard (S.R. 611) approach. The number and duration of simultaneous (two-way) gaps in traffic along Pocono Boulevard (S.R. 611) were determined for the noted peak hours. For purposes of this analysis, the critical headway and follow-up headway were calculated based on the Pennsylvania default base values for two-way stop-controlled intersections with two lanes in a rural land use context contained in Chapter 10 of PennDOT's *Publication 46*.

Table 11 shows the capacity based on the gaps observed in the field and compares the available capacity for traffic exiting the proposed northern full-movement site driveway to Pocono Boulevard (S.R. 611) to the anticipated traffic exiting the subject driveway during the analyzed time periods.

TABLE 11
PROPOSED SITE ACCESS TO POCONO BOULEVARD (S.R. 0611)
LEFT TURN AND RIGHT TURN CAPACITY VS. EXITING SITE TRAFFIC

Time Period	Left Turns from Minor Road			Right Turns from Minor Road		
	Total Capacity Available	Total Exiting Volume	Reserve Capacity for Movement	Total Capacity Available	Total Exiting Volume	Reserve Capacity for Movement
AM	520	75	445	557	87	470
PM	346	77	269	550	73	477
SAT	631	59	572	551	72	479

As shown in **Table 11**, the capacity for vehicles completing both an exiting left turn and exiting right turn from the site exceeds the total exiting site traffic during the peak time periods. Therefore, based on the traffic volumes and the available gaps, it is TPD's opinion that exiting driveway movements from the site driveway will operate in an acceptable manner.

The gap analysis data and calculations are included in **Appendix F**.

95TH PERCENTILE QUEUE ANALYSIS

Queue analyses were conducted at the study area intersections using *Synchro 11* software. For this analysis, the 95th percentile queue is defined as the queue length that is exceeded in 5% of the signal cycles. As an example, for a signal with a 90-second cycle, this means that the 95th percentile queue length will be exceeded during 2 of the 40 signal cycles that occur during the peak hour. The queue analysis results are summarized in **Table 12-14** for the analyzed peak hours.

TABLE 12
95TH PERCENTILE QUEUE ANALYSIS
WEEKDAY A.M. PEAK HOUR

Intersection	Movement	Existing / Projected Storage	Weekday A.M. Peak Hour			
			Opening Year 2025		Design Year 2030	
			Base	Projected	Base	Projected
Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423)	EB LT	--	<25	<25	<25	<25
	EB R	200' / 200'	<25	<25	<25	<25
	WB LTR	--	<25	<25	<25	<25
	NB L	200' / 200'	<25	<25	<25	<25
	NB TR	--	<25	<25	<25	<25
	SB L	230' / 230'	<25	<25	<25	<25
	SB T	--	<25	<25	<25	<25
	SB R	350' / 350'	<25	<25	<25	<25
Pocono Boulevard (S.R. 0611) & Site Driveway	WB LR	--	--	35	--	35
	SB L	-- / 200'	--	<25	--	<25
Prospect Street (S.R. 0423) & Site Driveway	EB L	--	--	<25	--	<25
	SB LR	--	--	<25	--	<25

TABLE 13
95TH PERCENTILE QUEUE ANALYSIS
WEEKDAY P.M. PEAK HOUR

Intersection	Movement	Existing / Projected Storage	Weekday P.M. Peak Hour			
			Opening Year 2025		Design Year 2030	
			Base	Projected	Base	Projected
Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423)	EB LT	--	65	73	73	80
	EB R	200' / 200'	<25	30	<25	30
	WB LTR	--	38	48	40	50
	NB L	200' / 200'	28	30	30	33
	NB TR	--	<25	25	25	28
	SB L	230' / 230'	<25	<25	<25	<25
	SB T	--	<25	<25	<25	<25
	SB R	350' / 350'	<25	<25	<25	<25
Pocono Boulevard (S.R. 0611) & Site Driveway	WB LR	--	--	45	--	48
	SB L	-- / 200'	--	<25	--	<25
Prospect Street (S.R. 0423) & Site Driveway	EB L	--	--	<25	--	<25
	SB LR	--	--	<25	--	<25

TABLE 14
95TH PERCENTILE QUEUE ANALYSIS
SATURDAY MIDDAY PEAK HOUR

Intersection	Movement	Existing / Projected Storage	Saturday Midday Peak Hour			
			Opening Year 2025		Design Year 2030	
			Base	Projected	Base	Projected
Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423)	EB LT	--	<25	<25	<25	<25
	EB R	200' / 200'	<25	<25	<25	<25
	WB LTR	--	<25	<25	<25	<25
	NB L	200' / 200'	<25	<25	<25	<25
	NB TR	--	<25	<25	<25	<25
	SB L	230' / 230'	<25	<25	<25	<25
	SB T	--	<25	<25	<25	<25
	SB R	350' / 350'	<25	<25	<25	<25
Pocono Boulevard (S.R. 0611) & Site Driveway	WB LR	--	--	<25	--	<25
	SB L	-- / 200'	--	<25	--	<25
Prospect Street (S.R. 0423) & Site Driveway	EB L	--	--	<25	--	<25
	SB LR	--	--	<25	--	<25

Queue analysis worksheets are included with the capacity analysis worksheets provided in **Appendix E**.

AUXILIARY TURN LANE ANALYSIS

TPD evaluated auxiliary turn lane warrants at the proposed site access locations. The warrant analysis methodology contained within Chapter 11 of PennDOT's *Publication 46*, Section 11.17 was utilized for this evaluation. The results are summarized in in **Table 15**.

TABLE 15
AUXILIARY TURN LANE ANALYSIS SUMMARY

Intersection	Auxiliary Lane	Warrant Satisfied?	Required Lane Length	Proposed Lane Length
Pocono Boulevard (S.R. 0611) & Site Driveway	SB Left-Turn Lane	Yes	200'	200'
	NB Right-Turn Lane	No	--	--
Prospect Street (S.R. 0423) & Site Driveway	EB Left-Turn Lane	No	--	--
	WB Right-Turn Lane	No	--	--

The calculations for the auxiliary turn lane warrants are included in **Appendix G**.

RECOMMENDATIONS

TPD has made the following recommendations in relation to the proposed development in Coolbaugh Township:

Pocono Boulevard (S.R. 0611) & Proposed Full-Access Driveway

- » The proposed driveway approach will be classified and designed as a high-volume driveway.
- » Provide a stop sign (PennDOT designation R1-1) to control exiting traffic.
- » Construct a 200-foot-long southbound left-turn lane on Pocono Boulevard (S.R. 0611).

Prospect Street (S.R. 0423) & Proposed Full-Access Driveway

- » The proposed driveway approach will be classified as a medium-volume driveway.
- » Provide a stop sign (PennDOT designation R1-1) to control traffic.

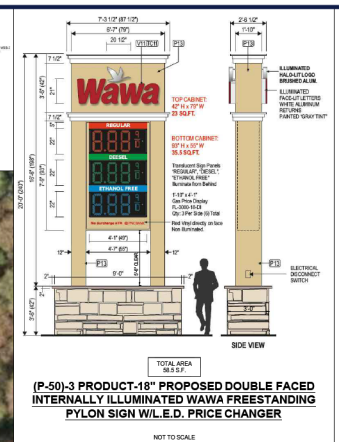
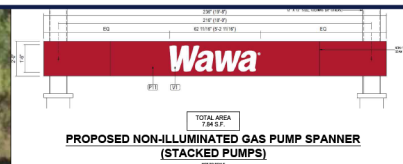
As part of PennDOT's HOP process, the applicant will coordinate and fund the implementation of the recommended roadway improvements. Preliminary construction costs have not been determined at this time.

CONCLUSIONS

Based on the results of the transportation impact study, TPD offers the following conclusions:

1. The proposed development is located on the northeastern corner of the intersection of Pocono Boulevard (S.R. 0611) & Prospect Street (S.R. 0423).
2. The proposed development will consist of a 6,049 square foot (SF) convenience store with 16 vehicle fueling positions.
3. Access to the site is proposed via two full-access driveways: one to Pocono Boulevard (S.R. 0611) and one to Prospect Street (S.R. 0423).
4. Upon full build-out, the proposed development is expected to generate 373 new trips during the weekday A.M. peak hour, 148 new trips during the weekday P.M. peak hour and 320 new trips during the Saturday midday peak hour.
5. Under the 2025 and 2030 projected conditions, with implementation of the site-related recommendations, all approaches and turning movements at the site driveway intersections with the external roadway network will operate at LOS C or better during weekday A.M., weekday P.M., and Saturday midday peak hours.
6. All study area intersections will operate at the same overall intersection level of service (ILOS) under 2030 base (no-build) conditions and 2030 projected (build) scenarios).
7. With the implementation of the site-related recommendations, it is TPD's opinion that the construction of the proposed development will not adversely affect the health, safety, and welfare of the community from a traffic engineering perspective.





SITE DATA

ROUTE 611 & ROUTE 423, COOLBAUGH TOWNSHIP, MONROE COUNTY, PENNSYLVANIA

TOTAL TRACT AREA: 4.18A AL

WAWA LEASE AREA: 4.18A AL

PARKING:

- ZONE A: 25 SPACES (INCLUDING 3 ADA SPACES)
- ZONE B: 4 SPACES (INCLUDING 2 OVERSIZED SPACES)
- ZONE C: 87 SPACES (INCLUDING 3 ADA SPACES & 2 OVERSIZED SPACES)

BUILDING TYPE: WAWA (P-50) (S.F.)

CANOPY CONFIGURATION: 17' (WIDE) x 11' (DEEP)

CANOPY TYPE: 8 (H+1) + 2 (H+1) + 1 (SLOPE)

CONCEPT PLAN GENERAL NOTES

1. THE CONCEPT REPRESENTED HEREIN IDENTIFIED A DESIGN CONCEPT RESULTING FROM LATEST PRELIMINARY REVIEW BY THE OWNER COUPLED WITH A PRELIMINARY REVIEW OF ZONING AND LAND DEVELOPMENT REQUIREMENTS AND ISSUES. THE FEASIBILITY WITH RESPECT TO OBTAINING LOCAL, STATE AND OTHER APPLICABLE APPROVALS ARE NOT WARRANTED AND CAN ONLY BE ASSESSED AFTER FURTHER EXAMINATION AND VERIFICATION OF SAME. REQUIREMENTS AND PROCEDURE OF JURISDICTION, APPROVALS.

2. THIS CONCEPT PLAN IS PREPARED FOR CONCEPTUAL PRESENTATION PURPOSES ONLY AND IS NOT INTENDED FOR UTILIZATION AS A ZONING AND/OR CONSTRUCTION DOCUMENT. THE EXISTING CONDITIONS SHOWN HEREON ARE BASED UPON INFORMATION THAT WAS SUPPLIED TO OUR OFFICE AT THE TIME OF PLAN PREPARATION AND MAY BE SUBJECT TO CHANGE AND MUST BE UPDATED UPON PERFORMANCE OF ADDITIONAL DUE DILIGENCE.

BOHLER

SITE CIVIL AND CONSULTING ENGINEERING

LANDSCAPE ARCHITECTURE

PLANNING MANAGEMENT

TRANSPORTATION SERVICES

REVISIONS

REV	DATE	COMMENT	BY	CHK
1	06/02/2023	GENERAL REVISIONS		

FOR CONCEPT PURPOSES ONLY

PROJECT No.: PA020195.02

DRAWN BY: JF

CHECKED BY: JF

DATE: 06/02/2023

CAD ID: PA020195.02-CPT-04

CONCEPT PLAN

FOR

Wawa

PROPOSED WAWA FOOD MARKET

ROUTE 611 & ROUTE 423
COOLBAUGH TOWNSHIP
MONROE COUNTY
TOBHAMMA, PENNSYLVANIA
16466

BOHLER

1600 MANOR DRIVE, SUITE 200
CHALFONT, PA 18914
Phone: (610) 366-5102
Fax: (610) 366-5102
www.BohlerEngineering.com

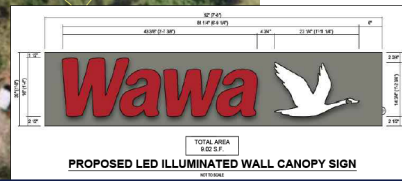
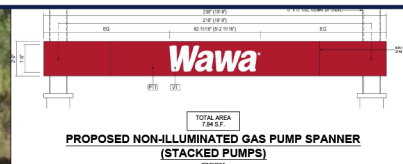
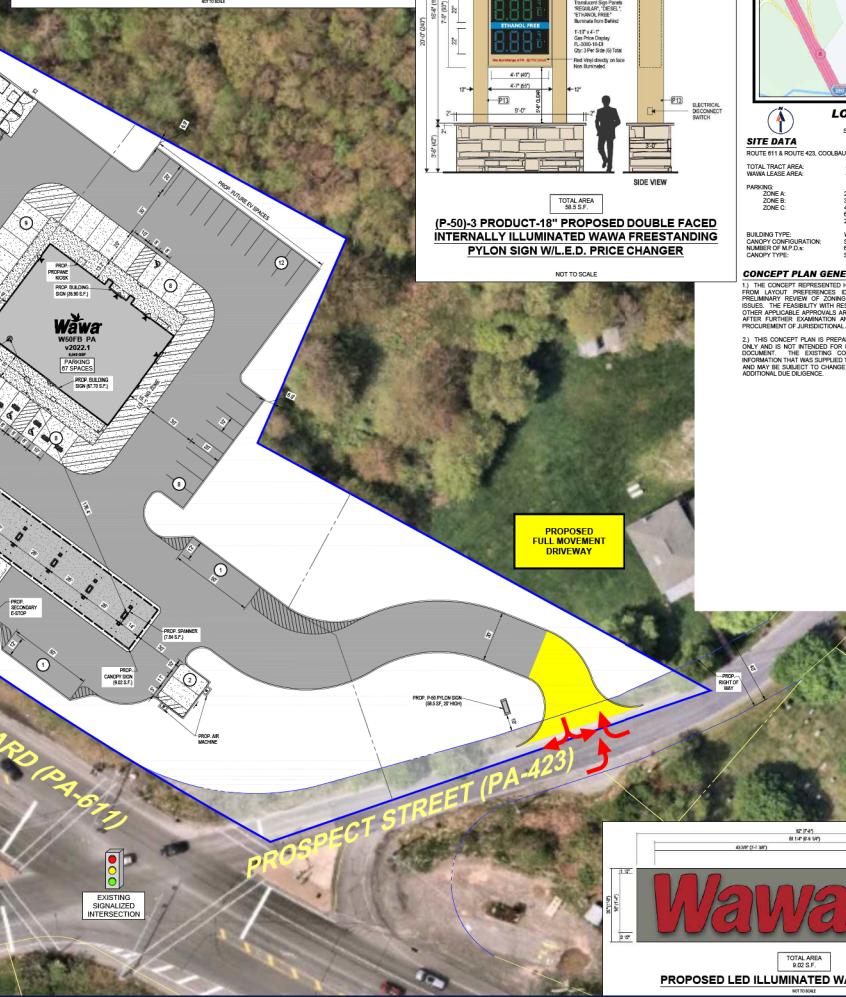
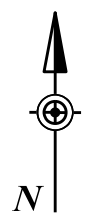
R.E. KLOS, JR.

PROFESSIONAL ENGINEER
PENNSYLVANIA LICENSE NO. 000000000
NEW JERSEY LICENSE NO. 3406040000

CONCEPT PLAN 'C'-1

SHEET NUMBER: 1 OF 1

REVISION 1 - 06/02/2023



KEY:

SCHEMATIC DRAWING: NOT TO SCALE

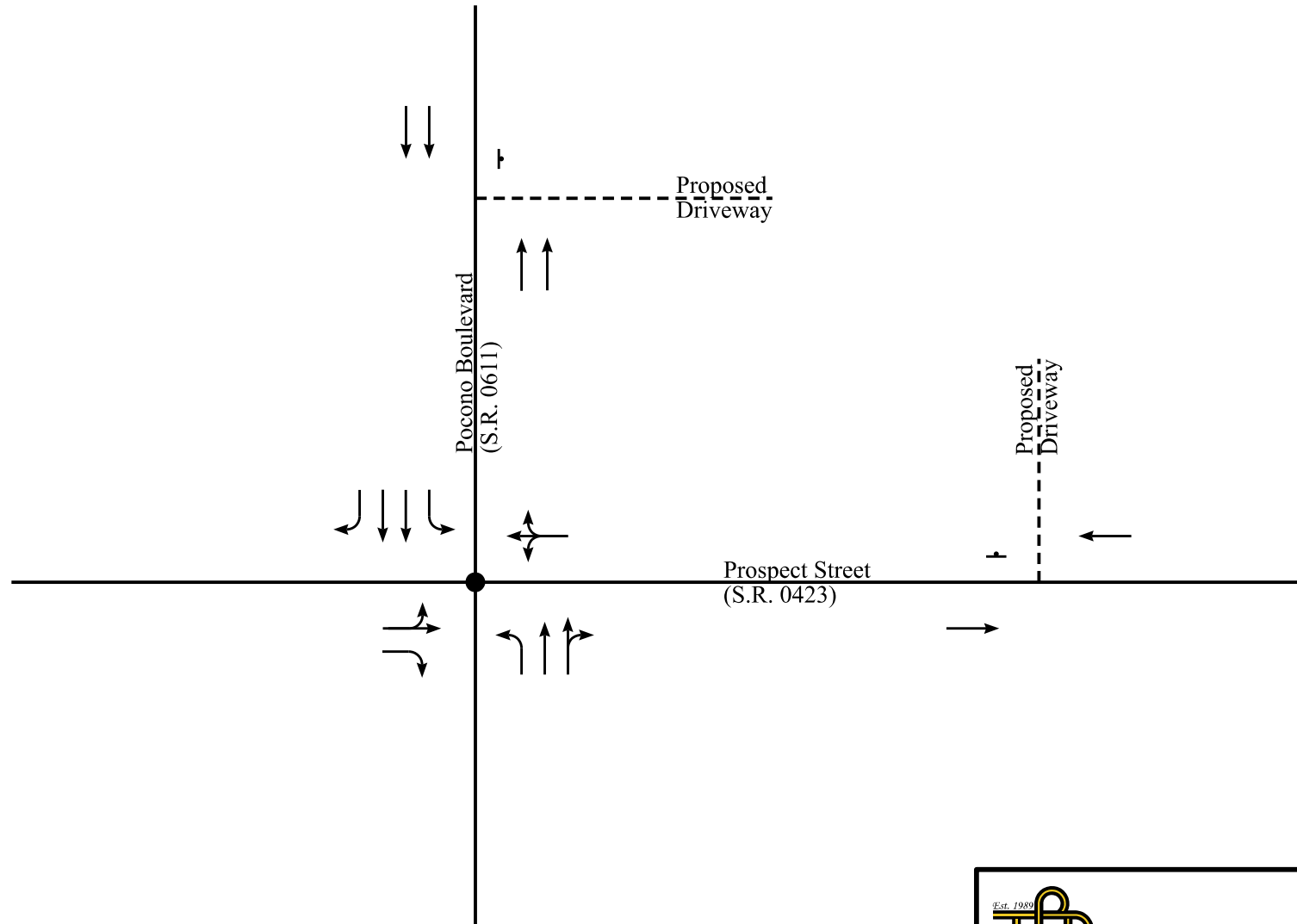
TPD

TRAFFIC PLANNING AND DESIGN, INC.

www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 2

SITE PLAN



KEY:

- +— STOP CONTROLLED
- SIGNALIZED INTERSECTION
- PROPOSED DRIVEWAY

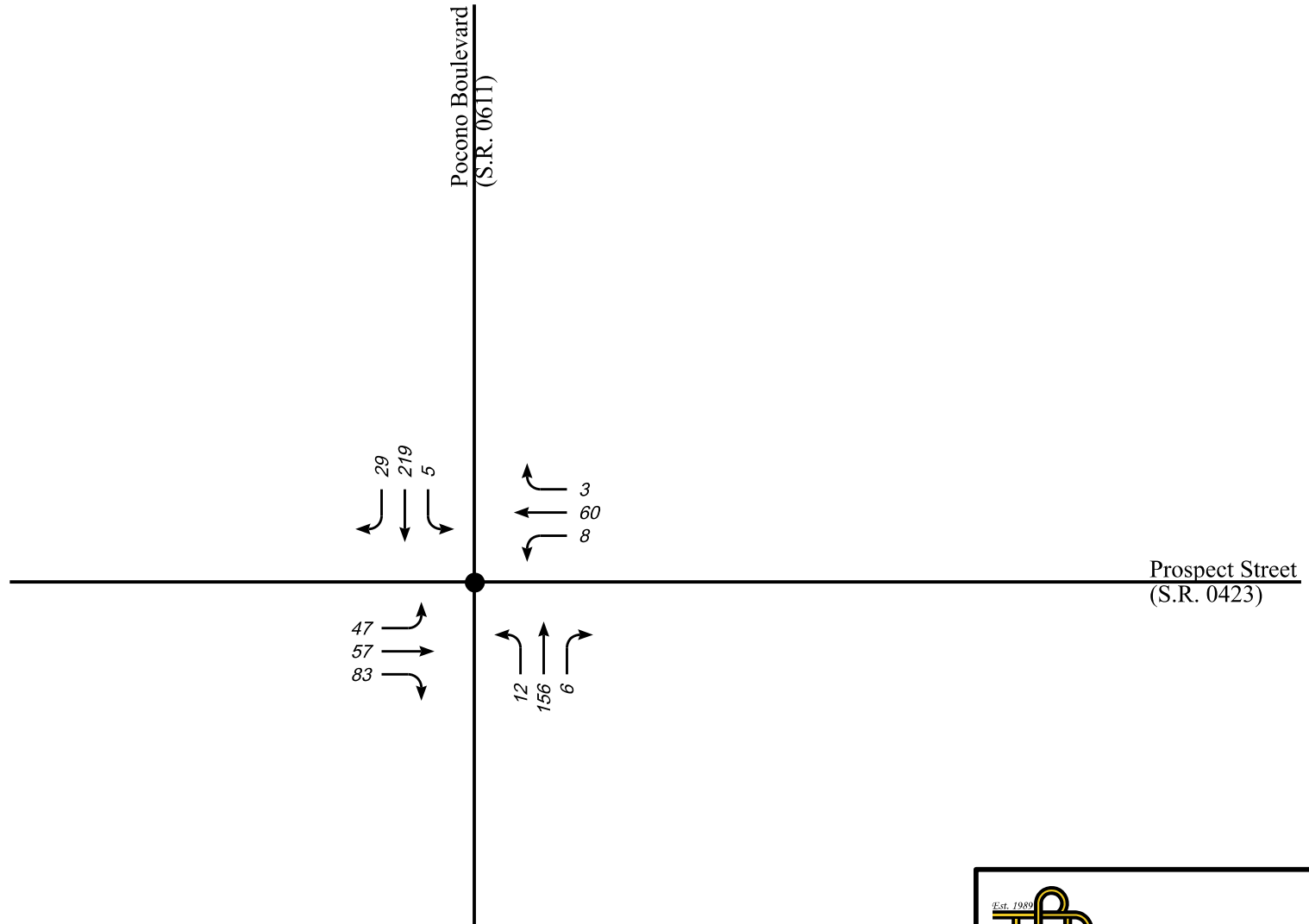
SCHEMATIC DRAWING:NOT TO SCALE



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 3

EXISTING LANE CONFIGURATIONS



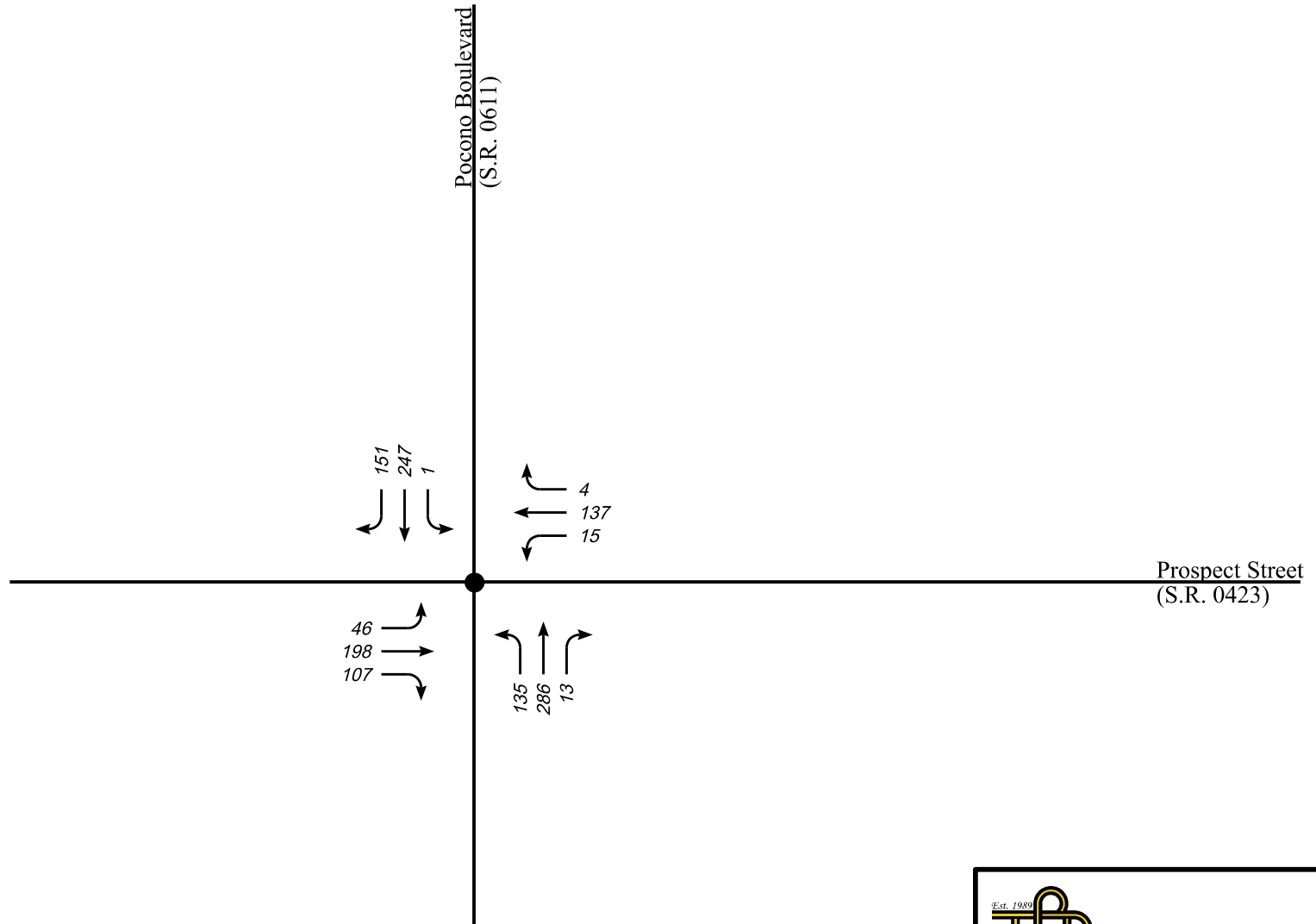
KEY:
● **SIGNALIZED INTERSECTION**
SCHEMATIC DRAWING:NOT TO SCALE



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 4

**EXISTING CONDITIONS
WEEKDAY A.M. PEAK HOUR
TRAFFIC VOLUMES**



KEY:



SIGNALIZED INTERSECTION

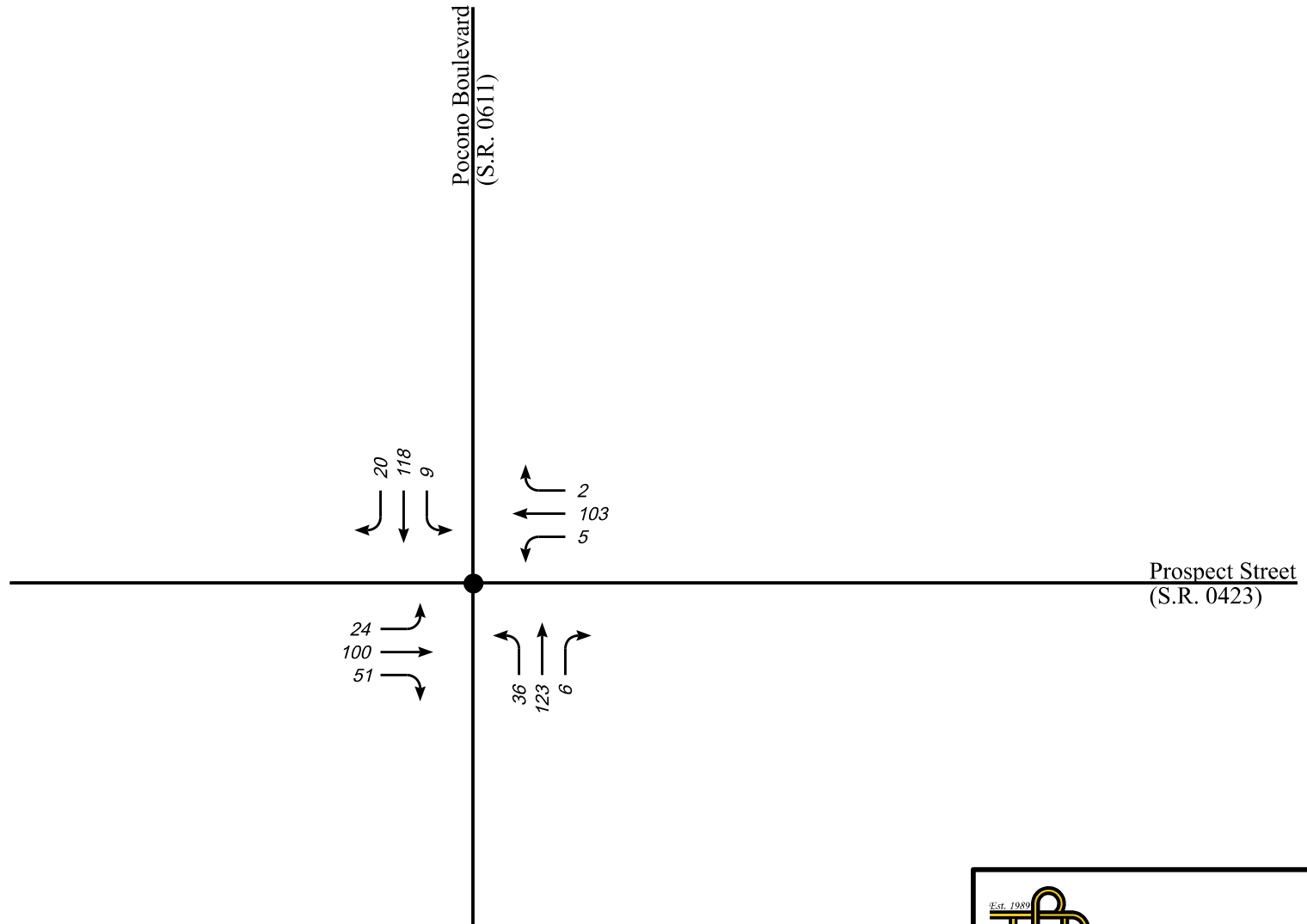
SCHEMATIC DRAWING:NOT TO SCALE



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 5

**EXISTING CONDITIONS
WEEKDAY P.M. PEAK HOUR
TRAFFIC VOLUMES**



KEY:



SIGNALIZED INTERSECTION

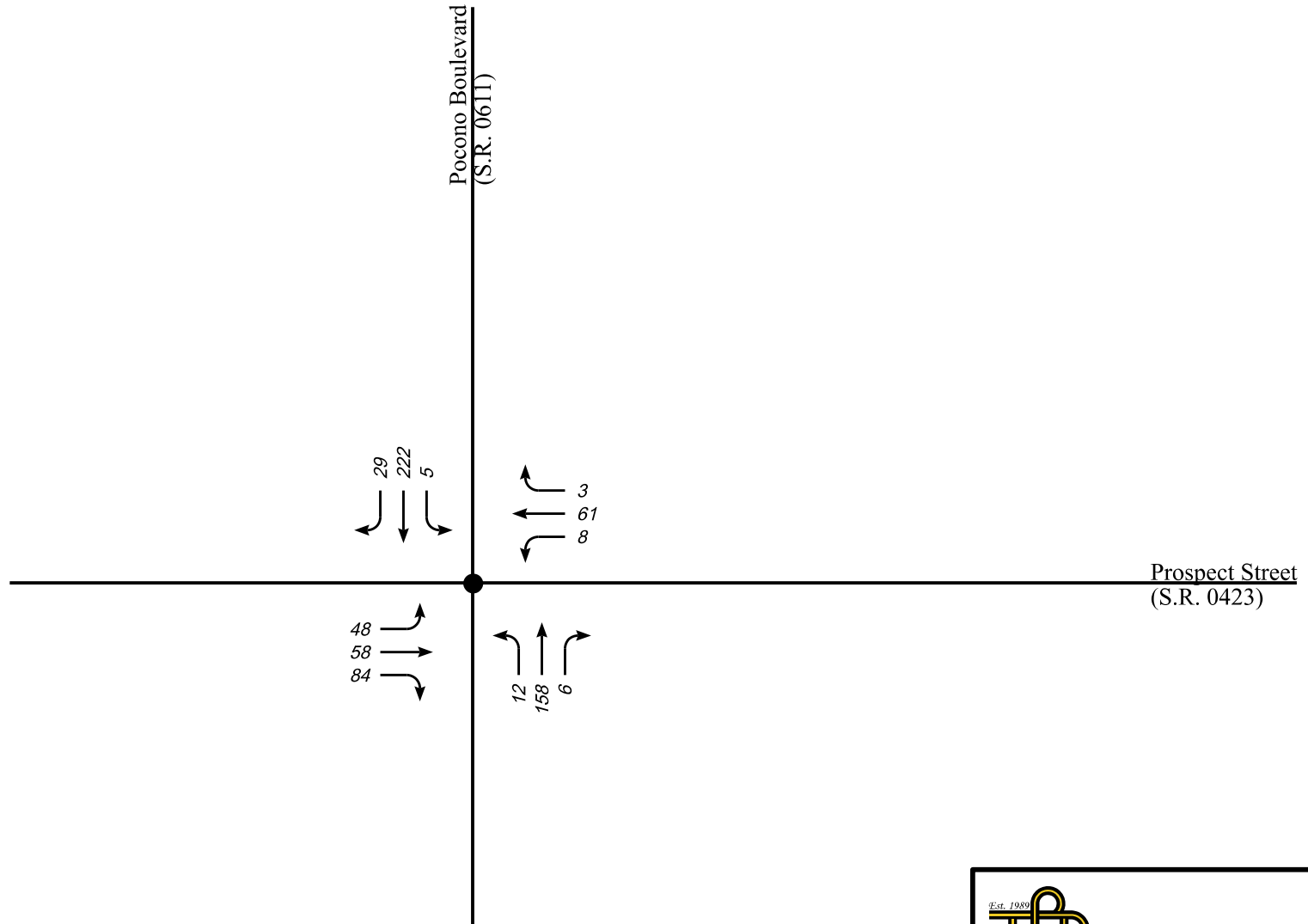
SCHEMATIC DRAWING:NOT TO SCALE



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 6

**EXISTING CONDITIONS
SATURDAY MIDDAY PEAK HOUR
TRAFFIC VOLUMES**



KEY:



SIGNALIZED INTERSECTION

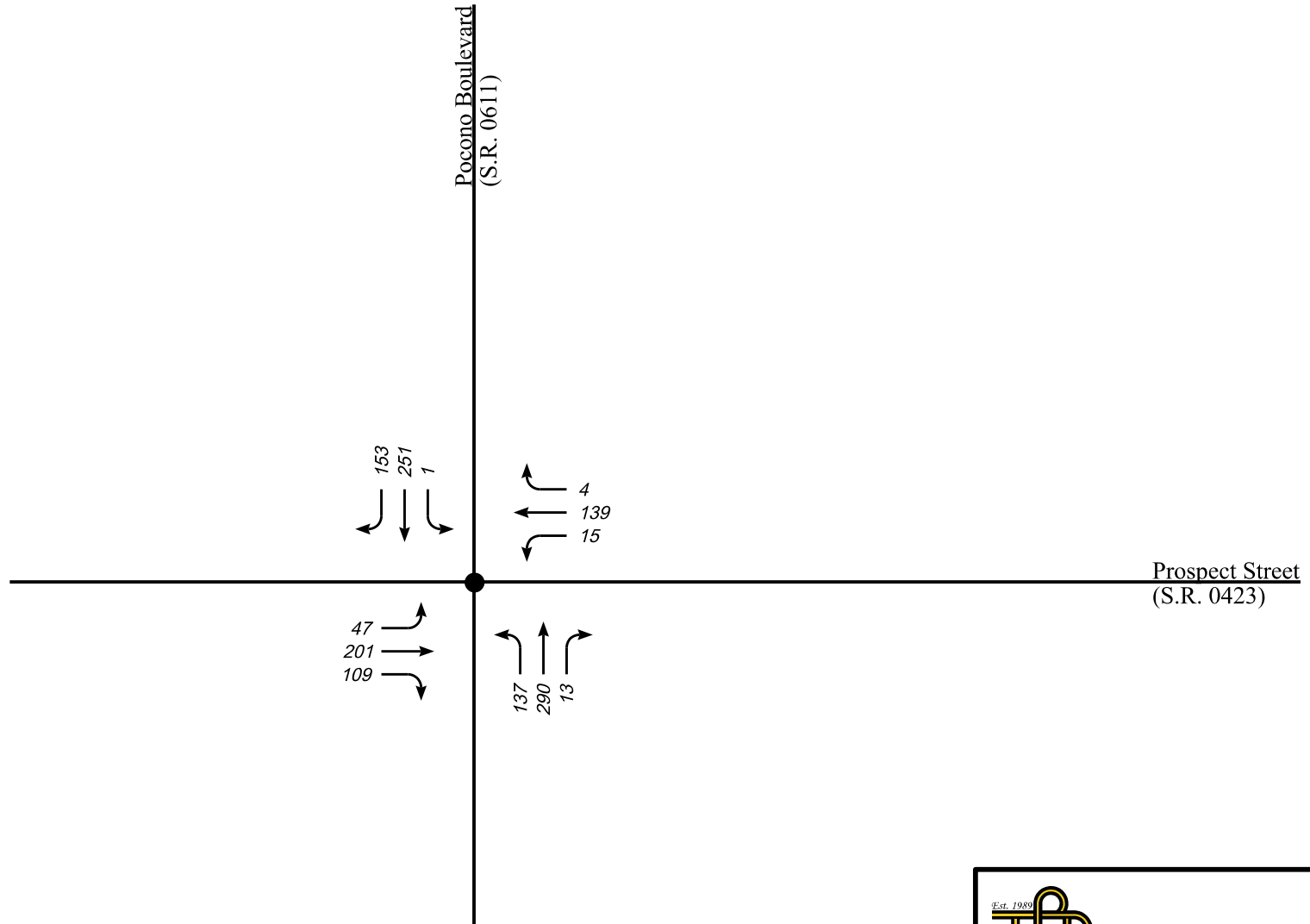
SCHEMATIC DRAWING:NOT TO SCALE



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 7

**2025 BASE CONDITIONS
WEEKDAY A.M. PEAK HOUR
TRAFFIC VOLUMES**



KEY:



SIGNALIZED INTERSECTION

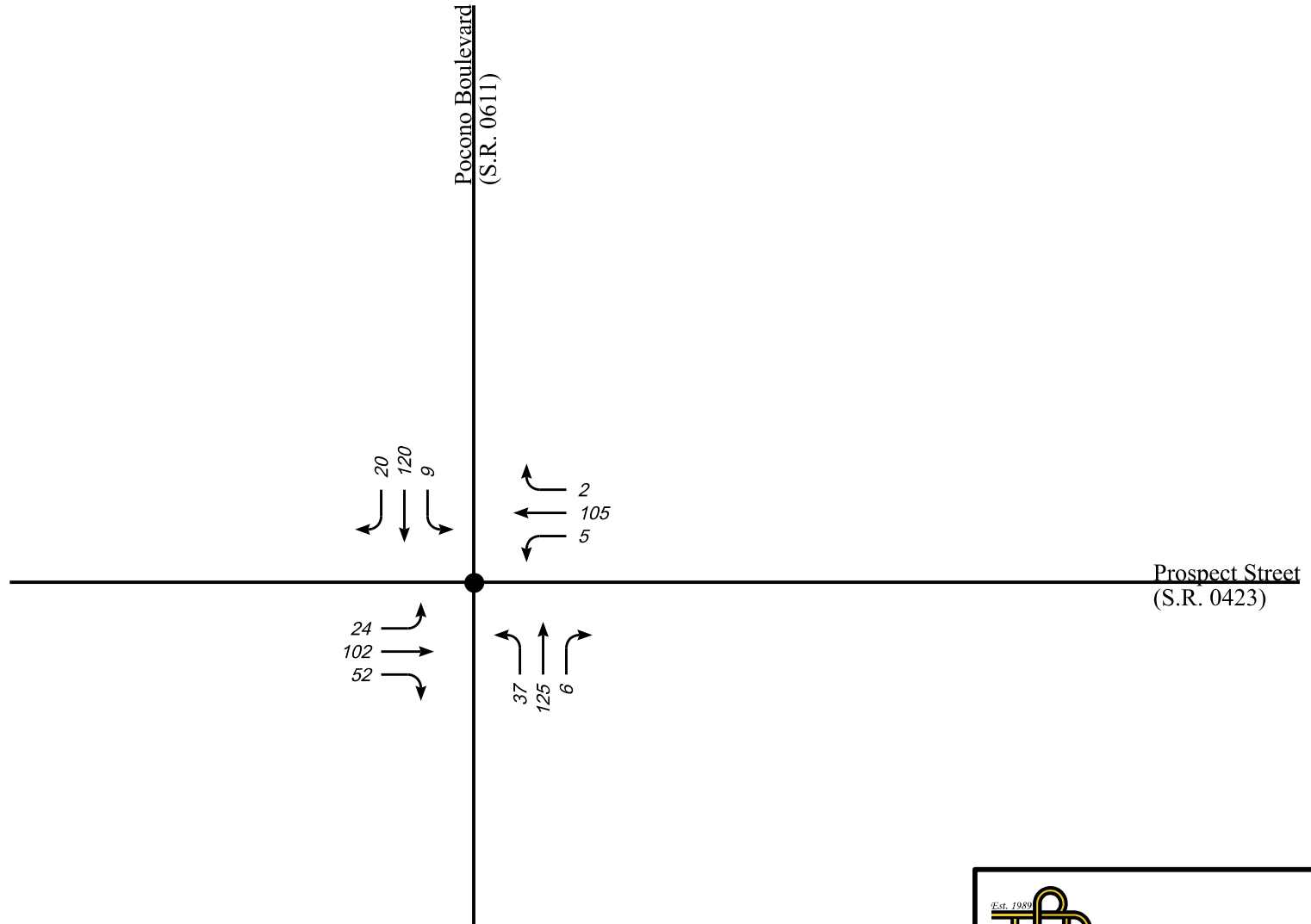
SCHEMATIC DRAWING:NOT TO SCALE



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 8

**2025 BASE CONDITIONS
WEEKDAY P.M. PEAK HOUR
TRAFFIC VOLUMES**



KEY:



SIGNALIZED INTERSECTION

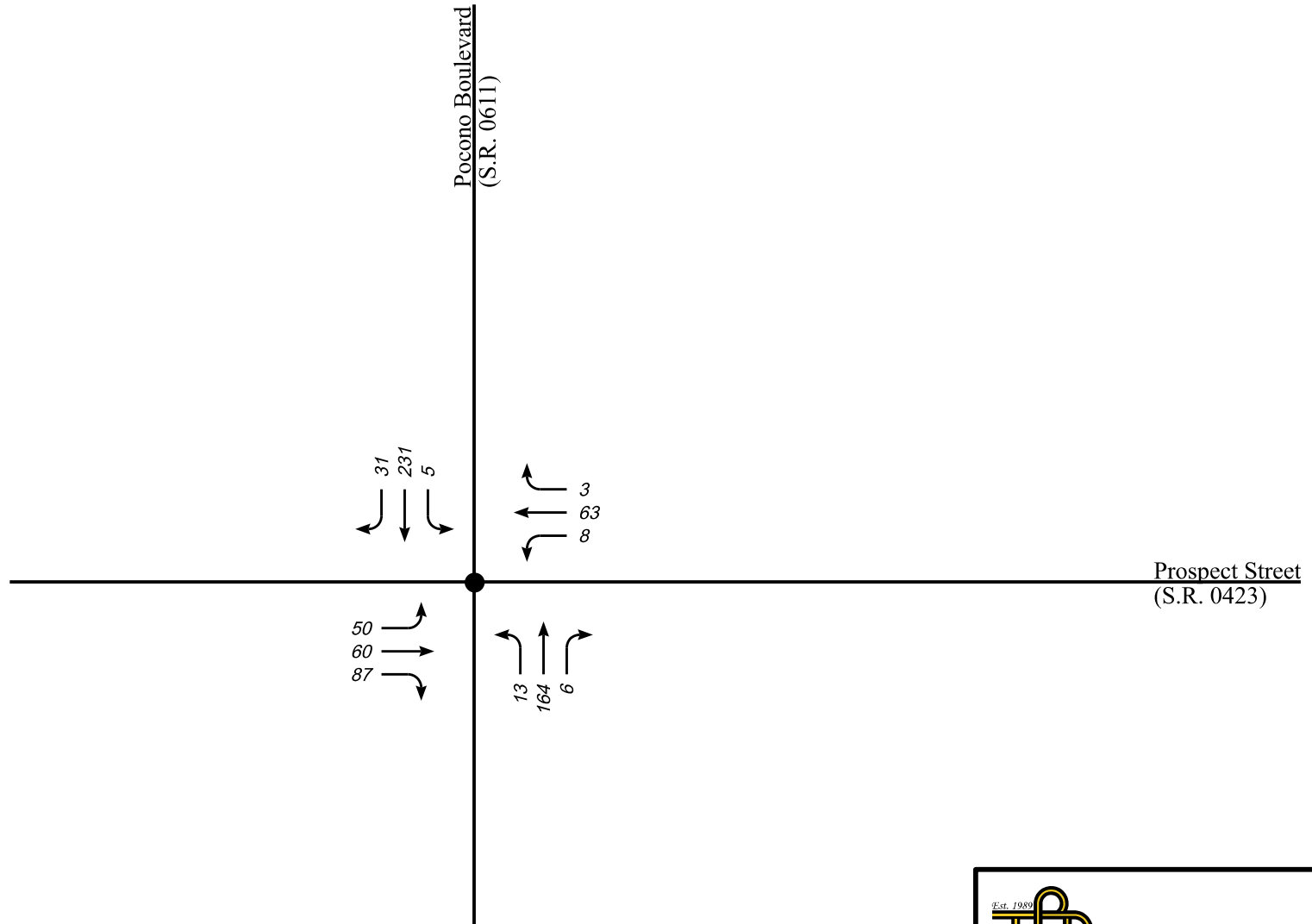
SCHEMATIC DRAWING:NOT TO SCALE



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 9

**2025 BASE CONDITIONS
SATURDAY MIDDAY PEAK HOUR
TRAFFIC VOLUMES**



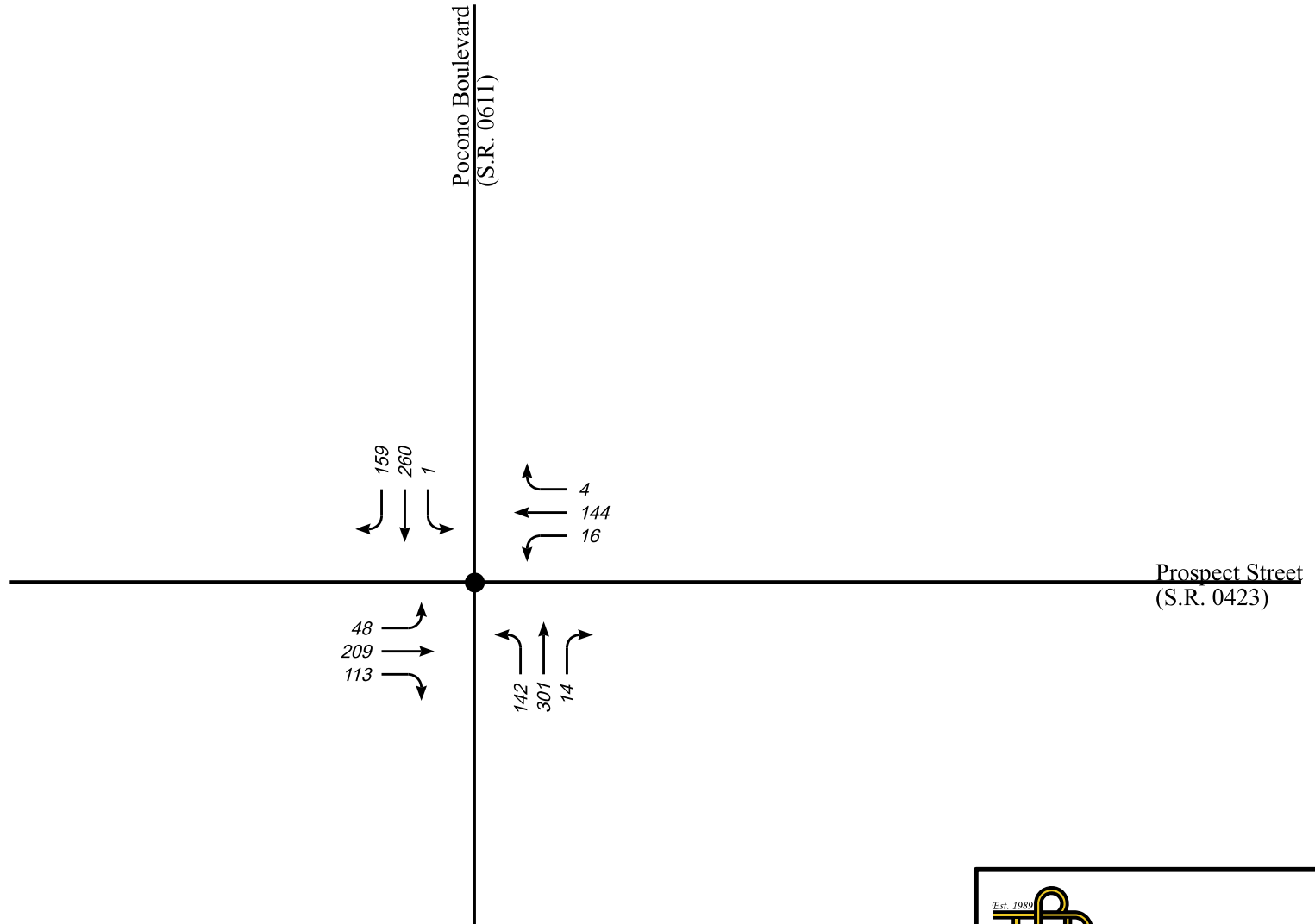
KEY:
● **SIGNALIZED INTERSECTION**
SCHEMATIC DRAWING:NOT TO SCALE



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 10

**2030 BASE CONDITIONS
WEEKDAY A.M. PEAK HOUR
TRAFFIC VOLUMES**



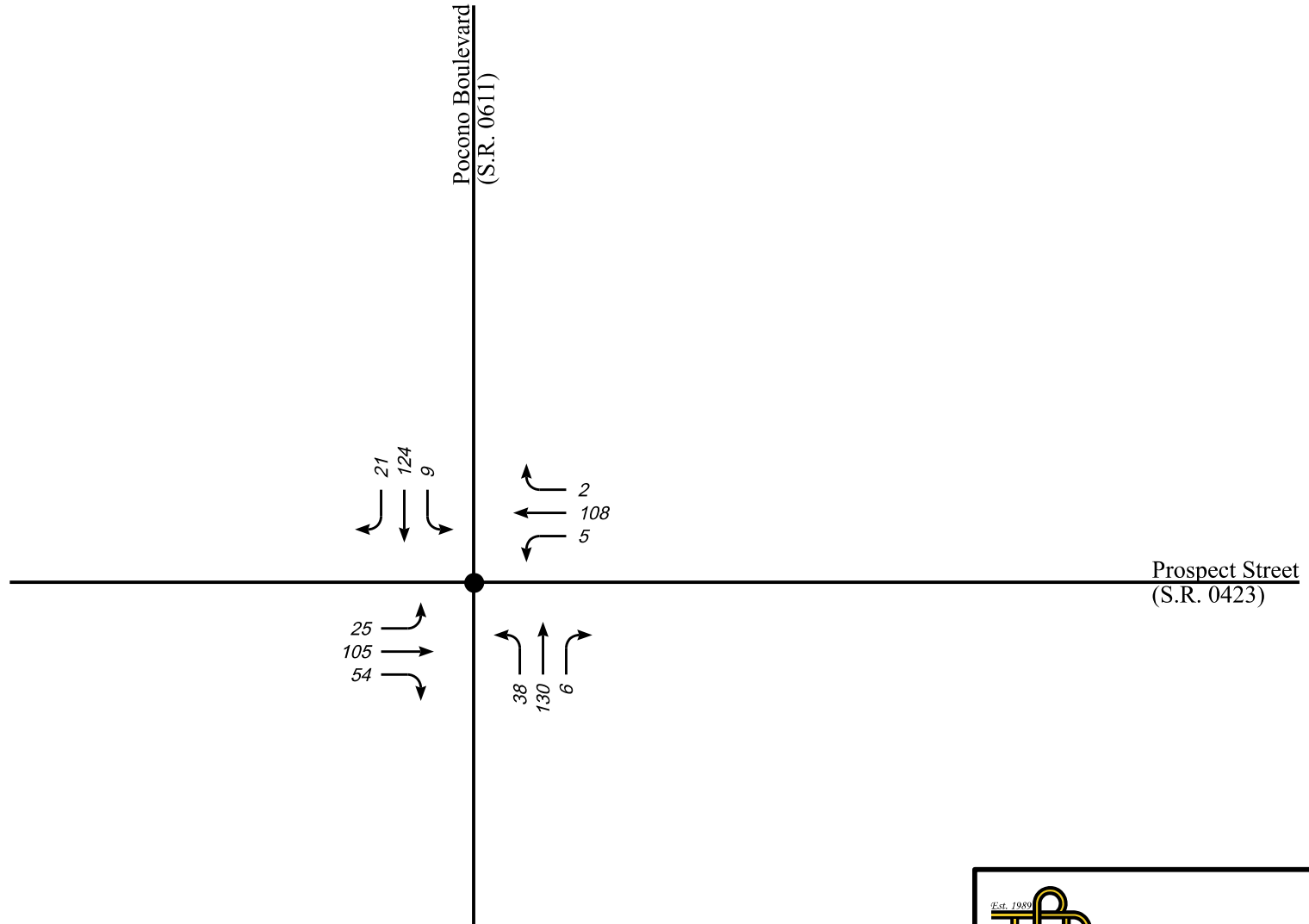
KEY:
● **SIGNALIZED INTERSECTION**
SCHEMATIC DRAWING:NOT TO SCALE



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 11

**2030 BASE CONDITIONS
WEEKDAY P.M. PEAK HOUR
TRAFFIC VOLUMES**



KEY:

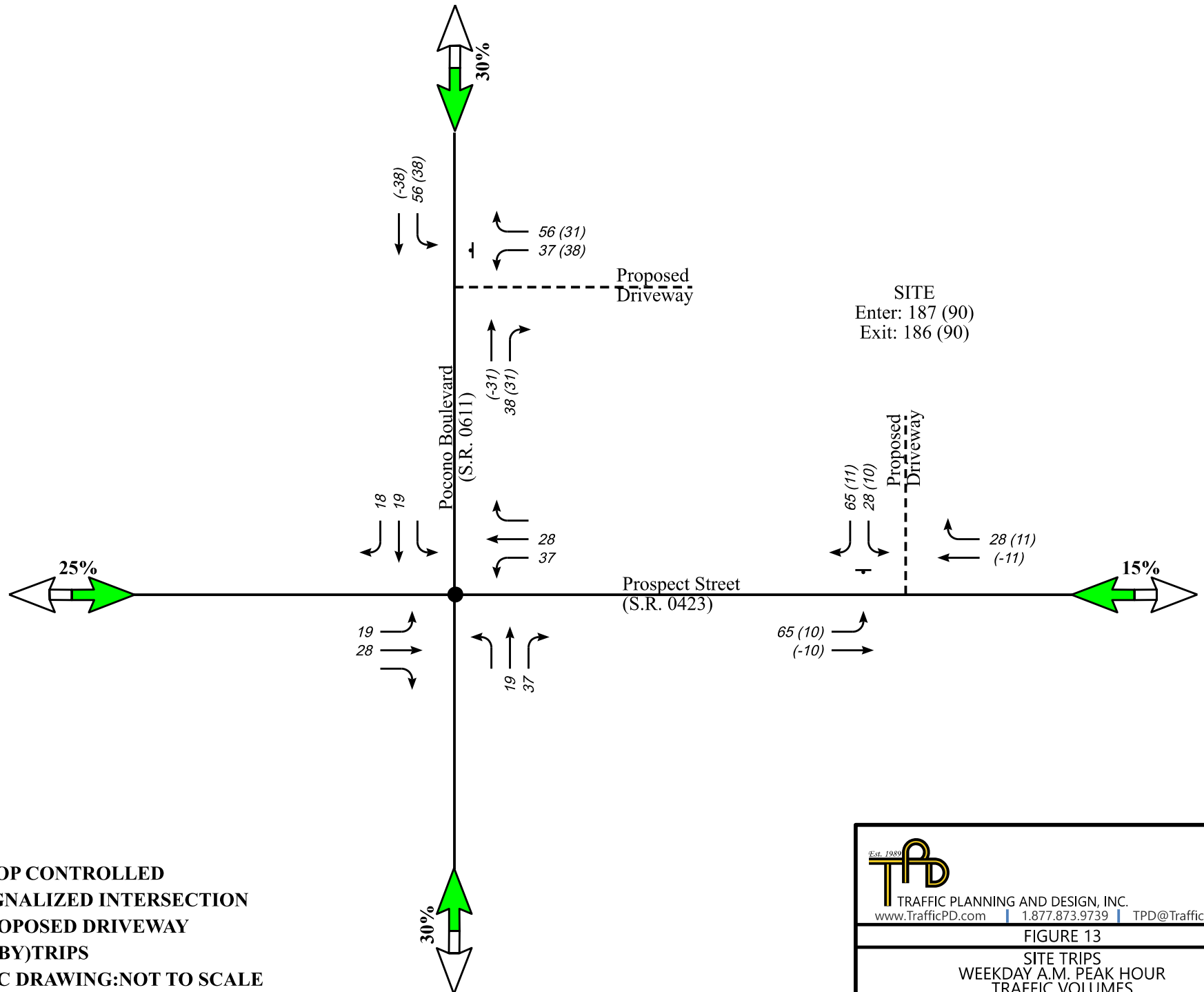
● **SIGNALIZED INTERSECTION**
SCHEMATIC DRAWING:NOT TO SCALE



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 12

**2030 BASE CONDITIONS
SATURDAY MIDDAY PEAK HOUR
TRAFFIC VOLUMES**



KEY:

- STOP CONTROLLED
- SIGNALIZED INTERSECTION
- PROPOSED DRIVEWAY

NEW(PASS-BY)TRIPS

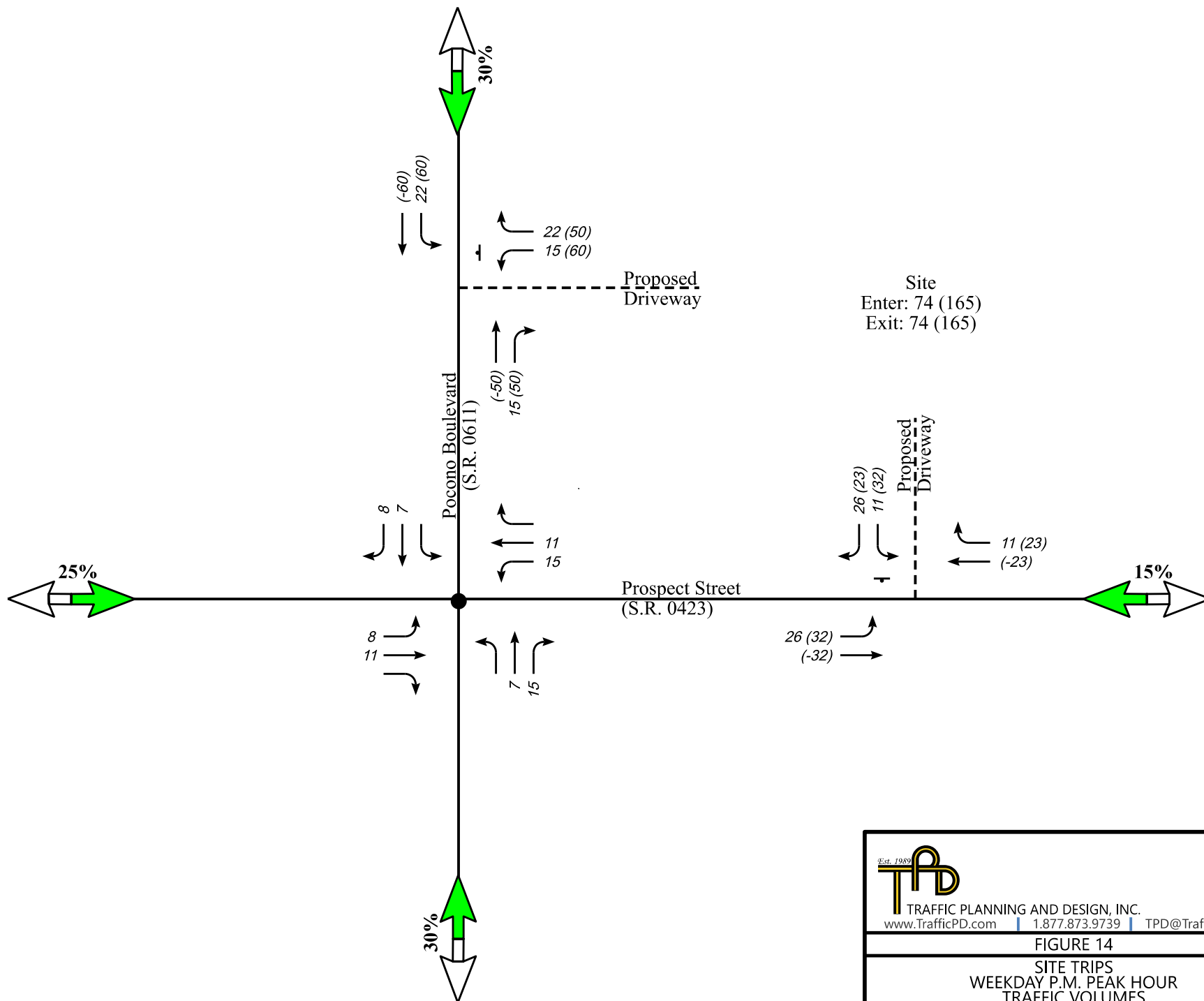
SCHEMATIC DRAWING:NOT TO SCALE



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

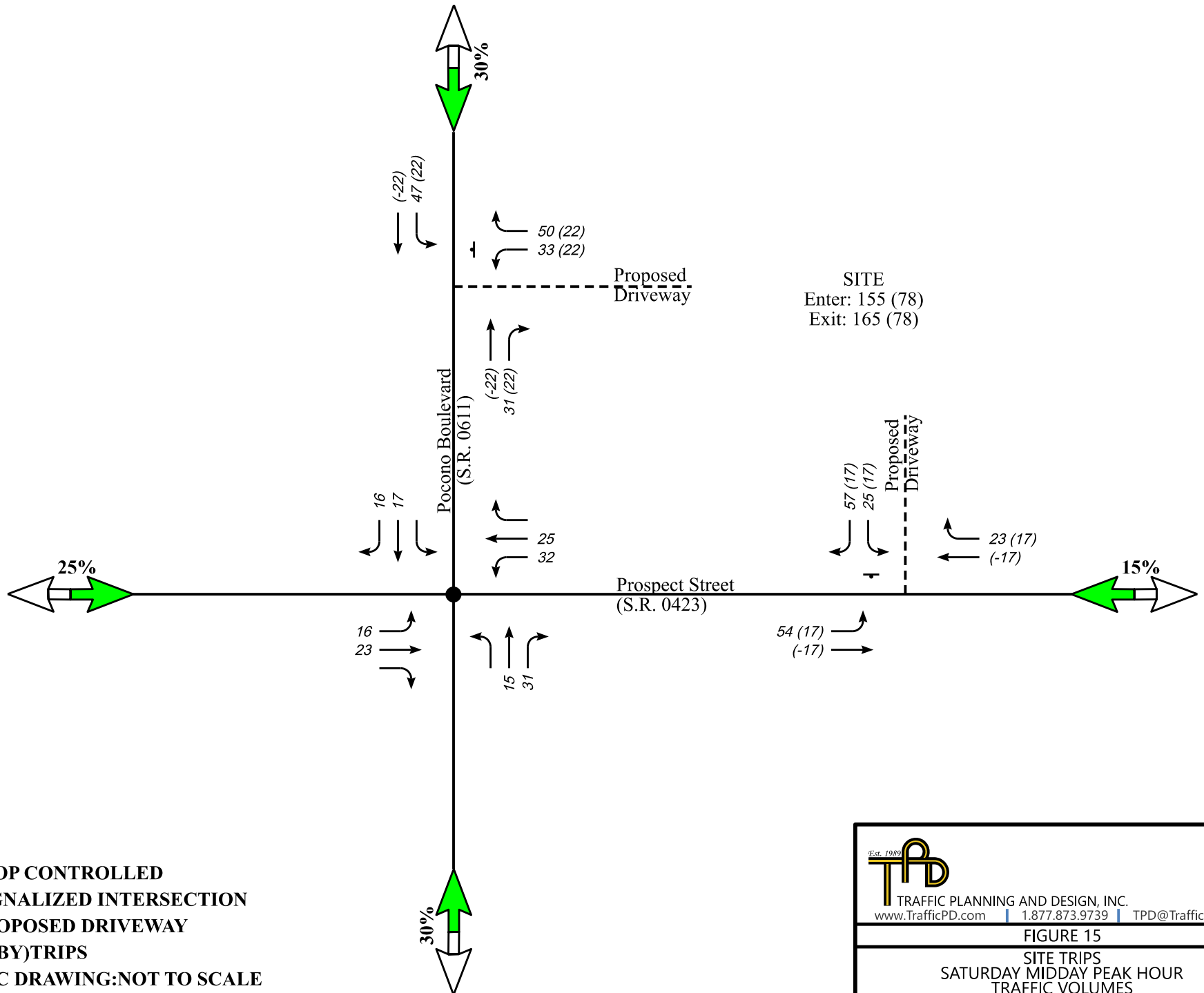
FIGURE 13

SITE TRIPS
WEEKDAY A.M. PEAK HOUR
TRAFFIC VOLUMES



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 14
SITE TRIPS
WEEKDAY P.M. PEAK HOUR
TRAFFIC VOLUMES



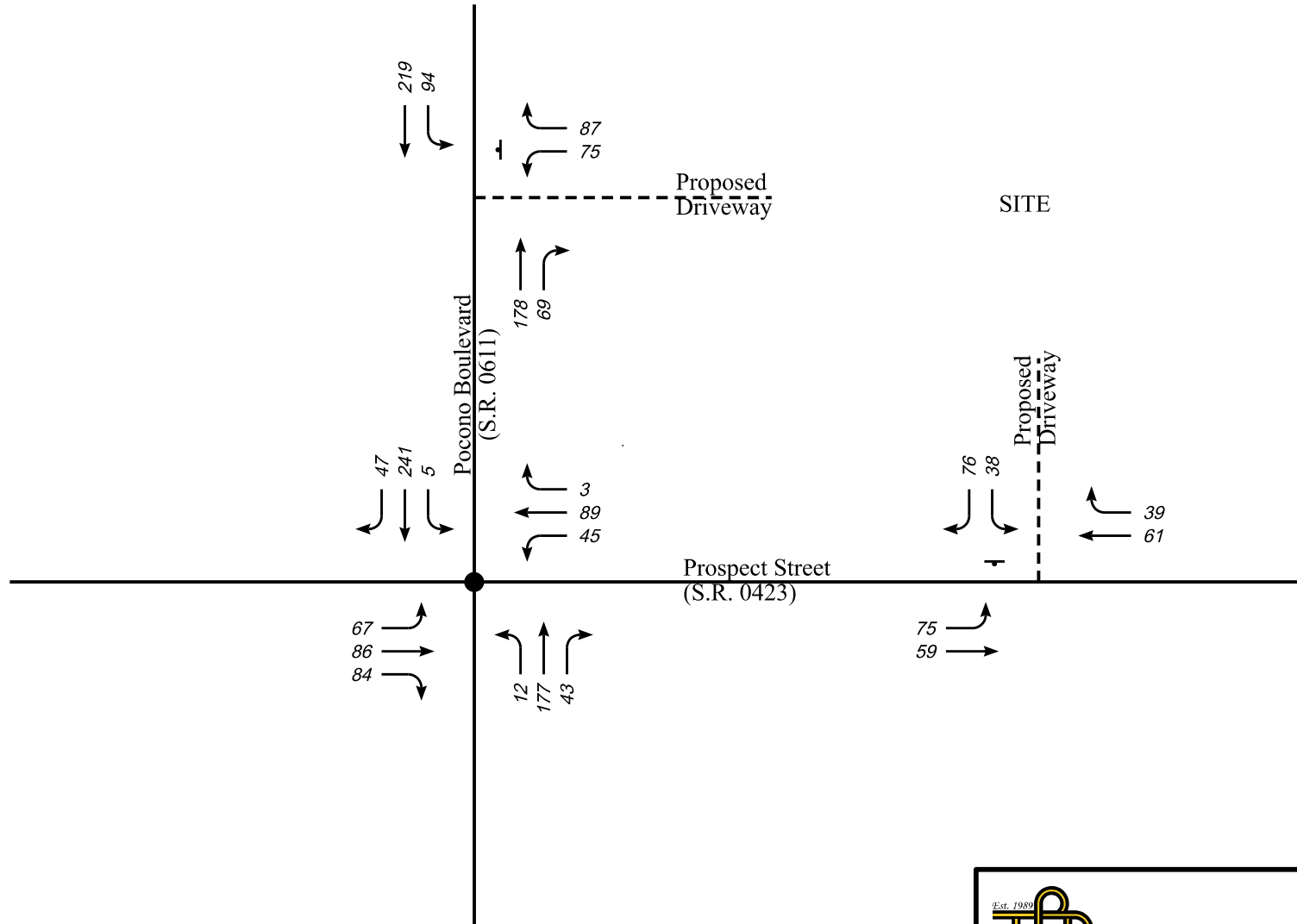
KEY:
—•— STOP CONTROLLED
● SIGNALIZED INTERSECTION
----- PROPOSED DRIVEWAY
NEW(PASS-BY)TRIPS
SCHEMATIC DRAWING:NOT TO SCALE



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 15

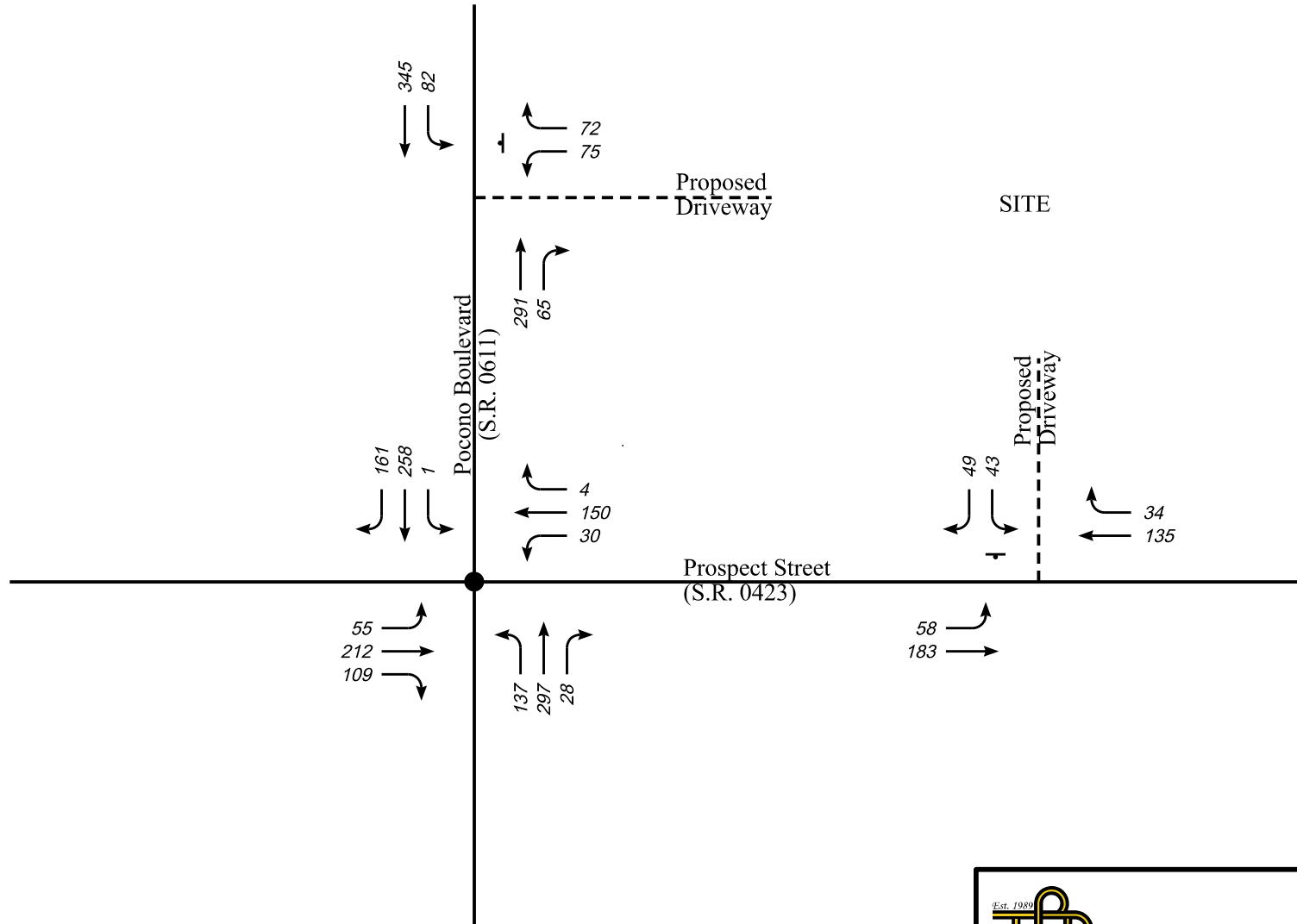
SITE TRIPS
SATURDAY MIDDAY PEAK HOUR
TRAFFIC VOLUMES



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 16

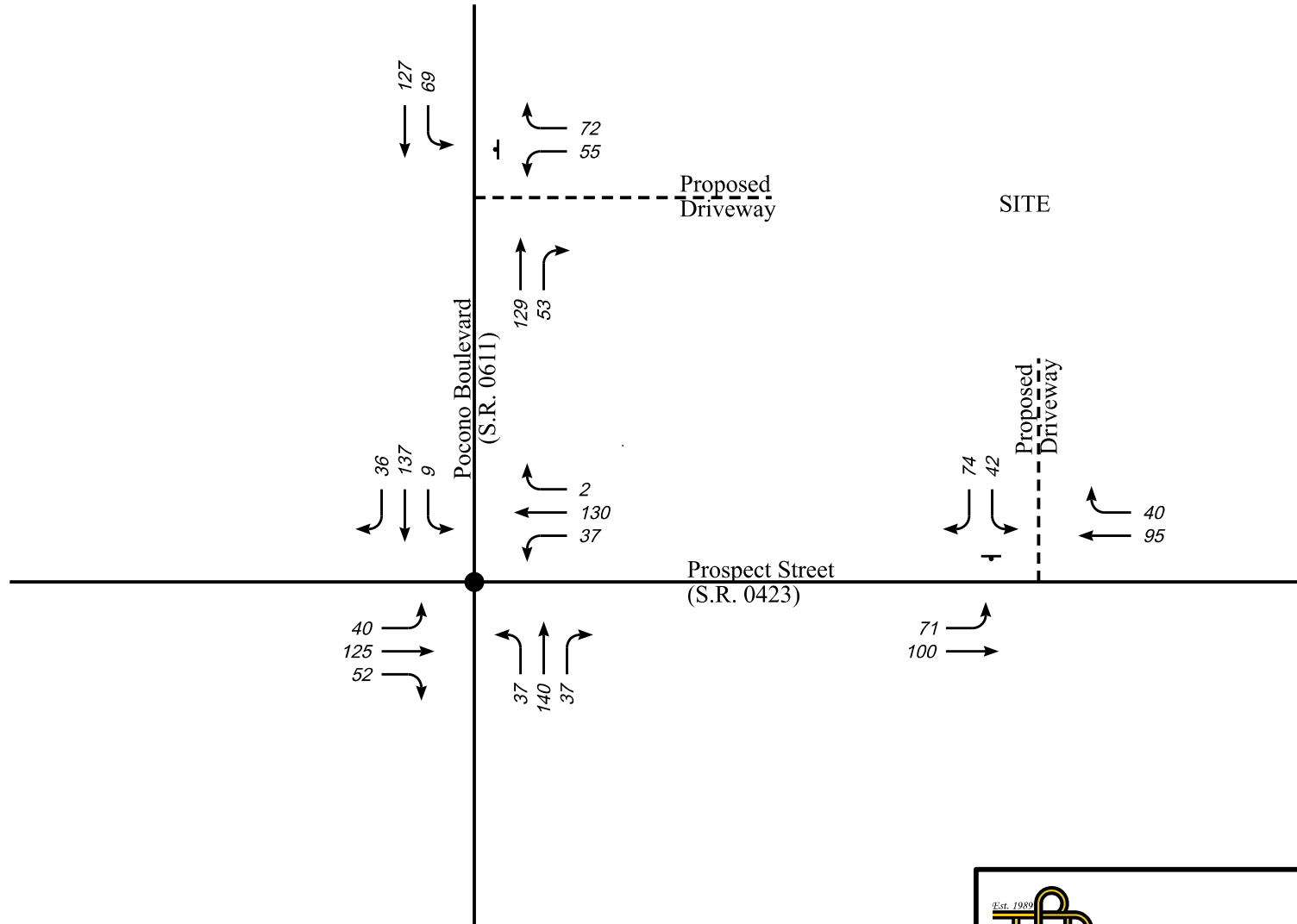
2025 PROJECTED CONDITIONS
WEEKDAY A.M. PEAK HOUR
TRAFFIC VOLUMES



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 17

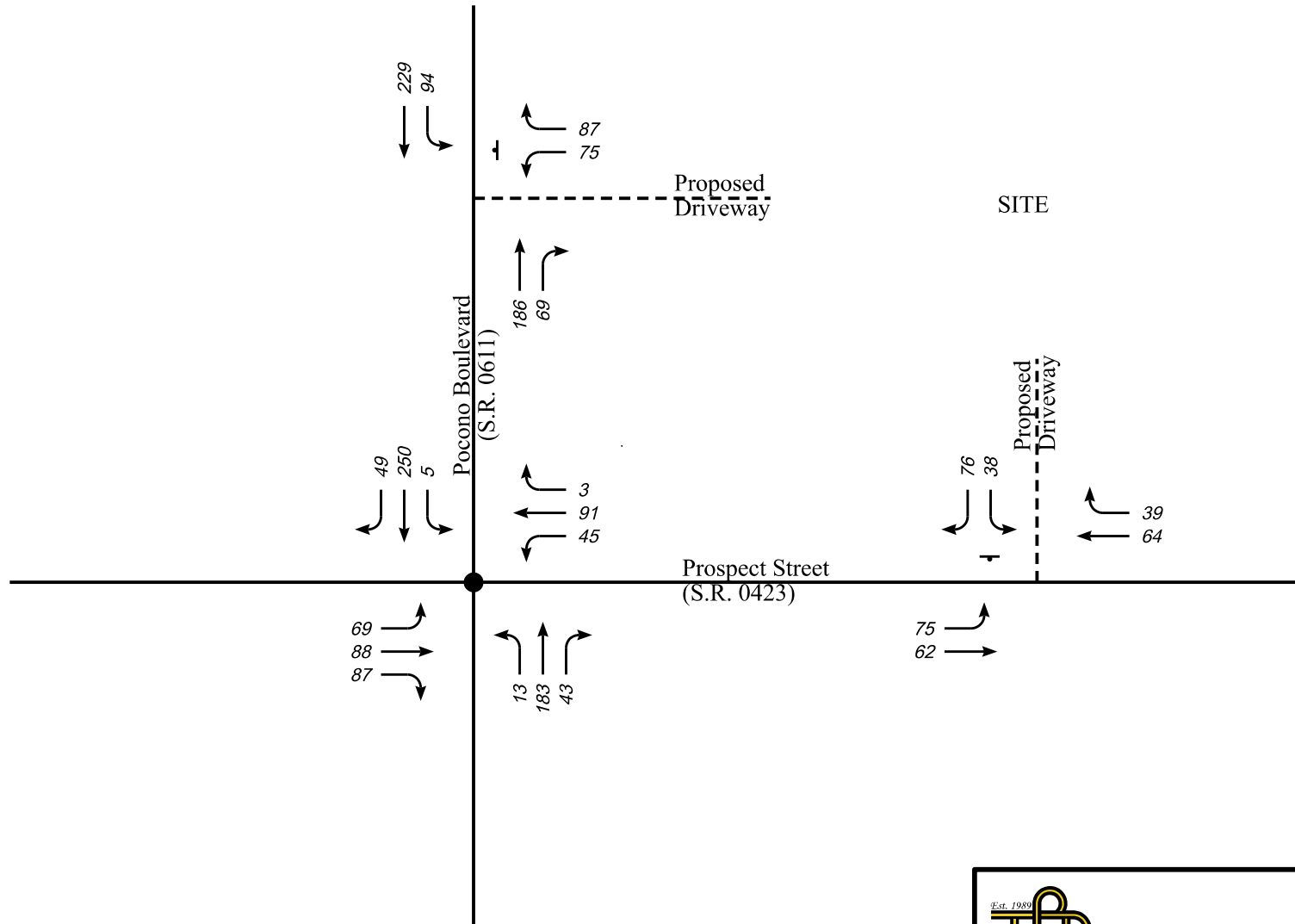
2025 PROJECTED CONDITIONS
WEEKDAY P.M. PEAK HOUR
TRAFFIC VOLUMES



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 18

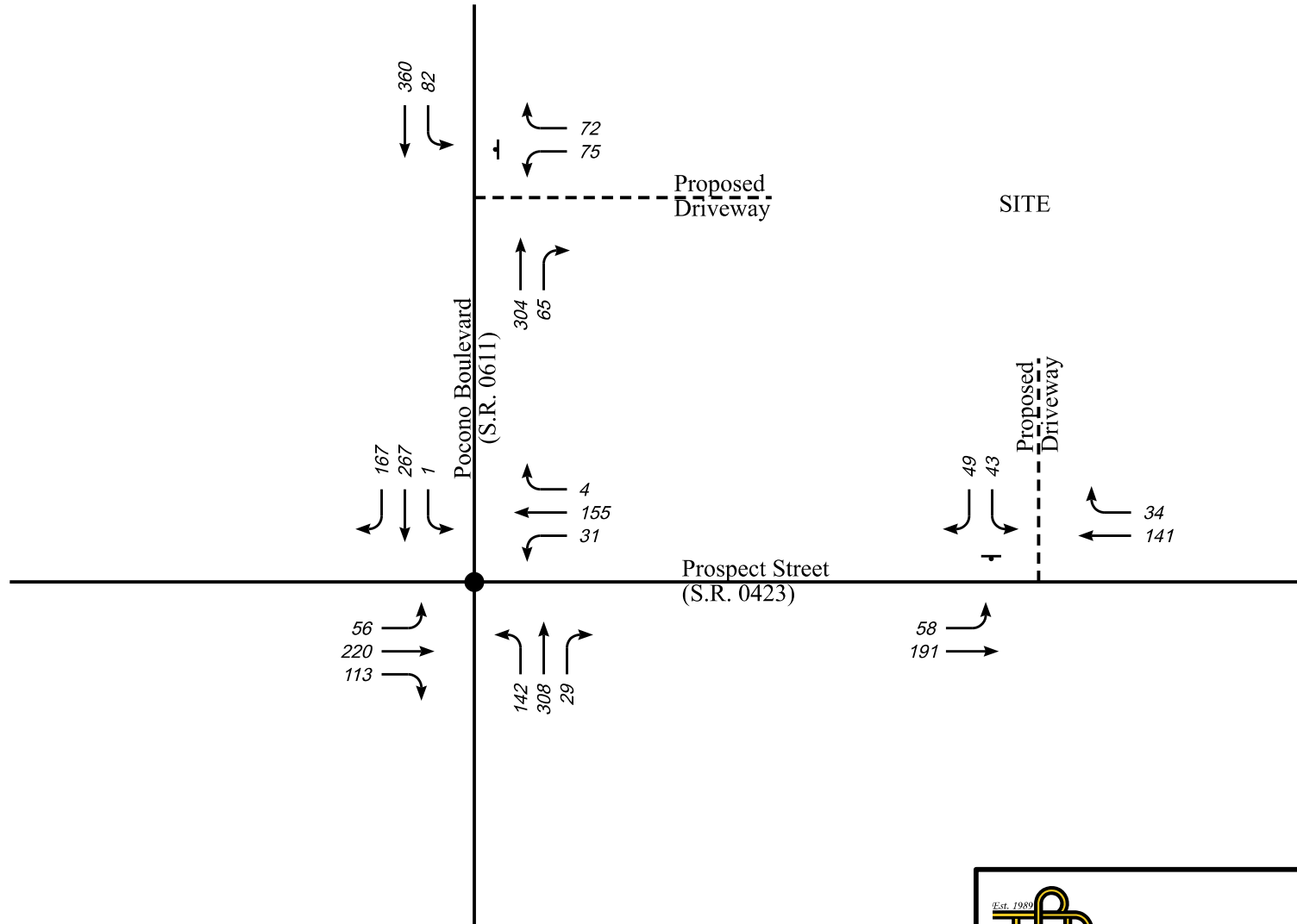
2025 PROJECTED CONDITIONS
SATURDAY MIDDAY PEAK HOUR
TRAFFIC VOLUMES



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 19

2030 PROJECTED CONDITIONS
WEEKDAY A.M. PEAK HOUR
TRAFFIC VOLUMES



KEY:

- +— STOP CONTROLLED
- SIGNALIZED INTERSECTION
- PROPOSED DRIVEWAY

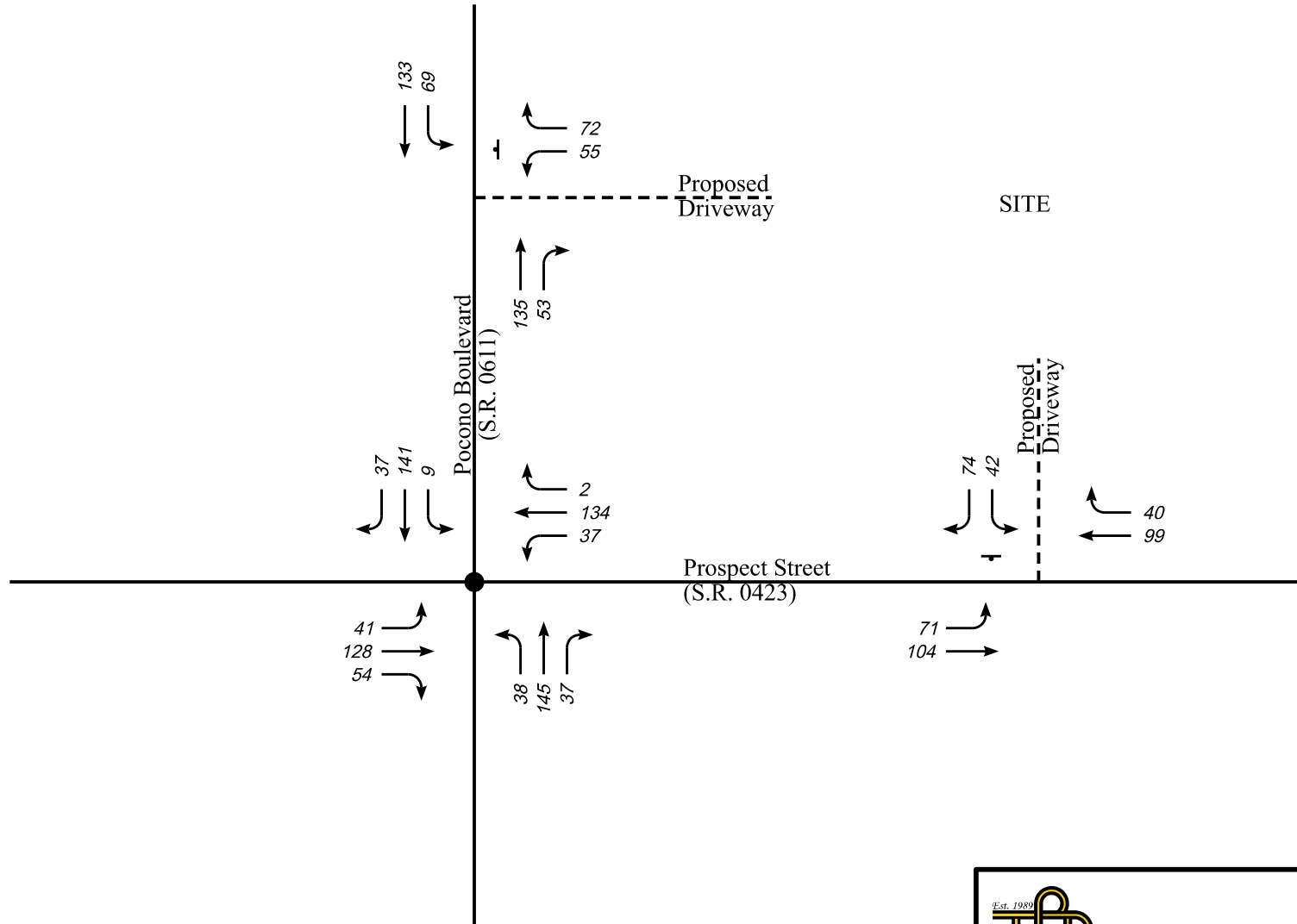
SCHEMATIC DRAWING:NOT TO SCALE



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 20

**2030 PROJECTED CONDITIONS
WEEKDAY P.M. PEAK HOUR
TRAFFIC VOLUMES**



KEY:

- +— STOP CONTROLLED
- SIGNALIZED INTERSECTION
- PROPOSED DRIVEWAY

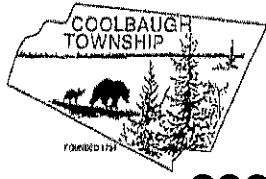
SCHEMATIC DRAWING:NOT TO SCALE



TRAFFIC PLANNING AND DESIGN, INC.
www.TrafficPD.com | 1.877.873.9739 | TPD@TrafficPD.com

FIGURE 21

**2030 PROJECTED CONDITIONS
SATURDAY MIDDAY PEAK HOUR
TRAFFIC VOLUMES**



**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**

April 2, 2024

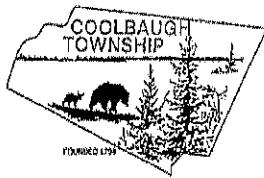
Roll Call

BOARD OF SUPERVISORS

____ **B. Weimer** ____ **C. Rogan** ____ **C. Colgan** ____ **A. Ruiz-Smith** ____ **L. Kelly**
____ **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:
 - March 19, 2024- Regular Meeting Minutes
3. Resolution #06-2024: Authorization for Township Secretary, Erin Masker to Sign the Act 537 Plan for Pocono Mountain Industries to Mount Pocono Waste Authority for Submission to PADEP
4. Pocono Mountain Corporate Center Warehouse Financial Security Release in the Amount of \$161,142.45 leaving a balance of \$185,63.60 (1901 Corporate Center Drive, Tobyhanna)
5. Authorization for Township Engineer(s), Russ Kresge/ Greg Haas to Review the Plan to Replace Pipe at the Coolbaugh Township Firehouse (652 Laurel Drive) and Obtain a Permit if necessary
6. Authorize Advertisement of the 2024 Paving Project
7. Acceptance of Municipapay Proposal and Approval of Mr. Darren Dixon as the authorized signer for setup
8. Parks and Recreation Recommendation for Pocono Farms Country Club to use the Freedom Field on Sundays from April 7th- September 1st, 2024 from 10am-12pm



COOLBAUGH TOWNSHIP MUNICIPAL CENTER

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

9. Parks and Recreation Recommendation of an Additional Porta Potty Unit for the Armed Forces Field on Saturday, April 27, 2024 for Little League Opening Day
10. Authorization to Advertise Parks and Recreation Meeting on April 8th, 2024 at 6pm for the purpose of discussing the Parks Master Plan
11. Authorization for Veterans Committee Memorial Event on June 1, 2024
12. Authorization to Execute the Cable Franchise Engagement Letter with Cohen Law Group
13. Resolution 07-2024: Resolution Amending Section 114, In Part 1 of the Coolbaugh Township Personnel Policy Manual
14. Current Obligations

• General Fund	\$ 422,868.12
• Escrow Fund	\$ 1,347.50
• Sewer Fund	<u>\$ 59,634.40</u>
Total Disbursements	\$ 483,850.02
15. Business Manager Comments/Updates
16. Solicitor Armstrong Comments/Updates
17. Board of Supervisors Executive Sessions
18. Adjournment

2

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION MINUTES
March 19, 2024

The work session was called to order by Chairman William Weimer at 6:00pm in the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

Board Members Present:

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

Board Members Absent:

None

Staff Present:

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary, Meredith Thompson, Business Manager, and Tomas Keane, Director of Codes and Zoning

Staff Absent:

None

1. Discussion on Mixed Uses Ordinance

It has been a while since the Board has discussed the requested changes to the mixed uses ordinance that was presented by Evergreen Farms/Lehigh Valley Underground developers. Mark Bahnick was in attendance on behalf of the Developer to review previous conversations and to field any questions or ideas that the Board has this evening. His client previously provided a sketch plan which showed multiple buildings with the lower level being commercial development, with the top two levels being apartments (potentially a mix of senior housing and work force housing). Ms. Ruiz-Smith stated that originally the discussion with Mr. Miklos was 10 apartments per building and then when she had a conversation with him in passing, he mentioned 40-50 apartments which she is not in favor of. Discussion took place about the height of the buildings which they would like to increase to allow for a more aesthetic roof to be constructed. It is currently 45' which would allow for a 3-story building. Ms. Kelly asked about the height of the ceilings per level, being advised 8-9' high and that the current sketch plan provides for 28,000 sq ft on the lower level for commercial. If they did not allow for commercial space it would provide for an additional 20 more apartments on the complex. The presented courtyard design shows 192 apartments. Solicitor Armstrong stated that there is also the potential to change the design to allow for a building specific to commercial and then other buildings that would be solely for apartments, which would do away with the amendment for mixed uses and simply require amendments to the apartment use including the building height and number of units permitted. Mr. Weimer discussed his concerns with the garden apartment concept as it relates to providing emergency services, also stating that they would be required to have sprinkler systems and another source of water available in case of an emergency. Discussion continued with the Board requesting a drawing of the other options that the developer may be interested in which would separate the commercial from residential and also that option of solely residential housing.

- **Discussion:** J. Miller stated that many seniors have dogs and asked that they be pet friendly and allow for a dog walking area on the premises. Mr. Keane stated that we have received a number of calls from people about housing apartments which were not feasible due to the minimum acreage required and coverage area limitations. Once new sketches are available the Board will continue the discussions.

2. Discussion on Cable Franchise Agreement

Ms. Thompson stated that the current cable franchise agreement is due for renewal and stated that that we have received correspondence from the prior legal firm that we used for the negotiations to reintroduce themselves. If the Board is interested, she will reach out to them for the current agreement. She advised that it appears based on the email that we received that there are other municipalities that they have reached out to as well in the area.

- **Discussion:** Mr. Weimer stated that he is hesitant in entering into the agreement stating that the work that they are doing with installing fiber optic lines are not dug down enough and when digging is being done by DPW or the water company they are hitting their lines. He stated that there is a continuous issue with their work. There is a requirement in the contract to provide free service to emergency services and municipalities. Ms. Rogan stated that she wanted to make sure that this contract is not exclusive for providing service to allow for other companies that may provide better service to the area. Ms. Thompson stated that she also received a letter from Blue Ridge inviting the township to extend the agreement. Solicitor Armstrong stated that there should be the ability to add provisions to the contract relating to the installation of lines in the ground that we would be able to hold them to if there was an issue moving forward.

3. Public Comment

None

Work Session ended at 6:58pm.

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
March 19, 2024

The meeting was called to order by Chairman Weimer at 7:33pm at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

Board Members Present:

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

Board Members Absent:

None

Staff Present:

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary, Meredith Thompson, Business Manager, Darren Dixon, Controller and Tomas Keane, Director of Codes and Zoning

Staff Absent:

None

Announcements

Mr. Weimer announced the following:

- Public input will be considered at the beginning of the meeting for non-agenda items. The public will be given an opportunity to speak on each agenda matter.
- The meeting is being recorded to aid in the preparation of the minutes. Please remember to state your name and community or city you reside in before speaking.

1. Public input

- M. Wood stated that the Historical Association will be hosting their Annual Art Show with many categories and age groups for submissions. She thanked Ms. Masker for sending it out on Savvy and stated that the alert included the application and flyer.

2. Approval of minutes / notes:

- March 5, 2024 Regular Meeting Minutes

Ms. Ruiz-Smith made a motion second by Ms. Colgan to Approve the minutes of the March 5, 2024 meeting as presented.

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

3. Monthly/Quarterly Reports

- Pocono Mountain Regional Police Commission- Presented by Mr. Weimer; he stated that the LSA grant has been completed and closed out. They have started the computer and camera upgrades as they are working through the ARP funding that they received. He asked that all residents send a letter to the state representatives encouraging passing a bill to allow the regional police to use radar. He stated that they now have plate readers in their cars. Mr. Weimer advised that they are in Coolbaugh Township dealing with tractor trailers and attending events in the community.
- Pocono Mountain Regional EMS- Report read by Ms. Cogan. She stated that the new ambulance was now in service.

4. Codes and Zoning/ Short Term Rental Report

The report was presented by Mr. Keane; and he stated that the new permitting system is currently being worked on by the company and stated that once it is done online applications and payment will be accepted.

5. Clarius Partners Request for Reduction of Financial Security in the Amount of \$453,061.83 leaving a Balance Required in the amount of \$20,000.00 (2077 Corporate Center Drive, Tobyhanna)

Mr. Weimer made a motion second by Ms. Colgan to Approve the Reduction of Financial Security in the Amount of \$453,061.83 leaving a Balance Required in the amount of \$20,000.00 .

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

6. Authorization to Hire Paul Grady for the Seasonal Parks Position

Ms. Rogan made a motion second by Ms. Colgan to hire Paul Grady for the Seasonal Parks Position.

- **Discussion:** Ms. Ruiz-Smith asked if this is the only position that we are hiring for, being advised that there were two positions, and we will continue working through the applicants for the other position. Ms. Thompson stated that Paul Grady worked as seasonal parks last year and everyone agrees that he is a good worker.
- **Vote:** All in favor, motion passes.

7. Adoption of Resolution #05-2024: Electricity Provider Auction

Mr Weimer made a motion second by Ms. Kelly to Adopt Resolution #05-2024: Electricity Provider Auction

- **Discussion:** Ms. Thompson stated that the market and rates are ever changing and that the auction will take place the Monday or Tuesday before the meeting for acceptance in order to be sure that the rate is locked in.
- **Vote:** All in favor, motion passes.

8. Authorization to Advertise Internship for a Record Clerk Position up to 15 weeks from May through August, up to 25 hours per week

Ms. Colgan made a motion second by Ms. Rogan to Authorize Advertising of the Internship for a Record Clerk for up to 15 weeks from May through August, up to 25 hours per week.

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

9. Authorize Sending the Proposed Ordinance for Logistics Centers to the Monroe County Planning Commission and the Township Planning Commission for Review

Ms. Ruiz-Smith made a motion second by Ms. Kelly to table the Authorization to Send the Proposed Ordinance for Logistics Center to the Monroe County Planning Commission and the Township Planning Commission for Review.

- **Discussion:** This item will be added to a future agenda.
- **Vote:** All in favor, motion passes.

10. Authorization of Attendance to the Pennsylvania Municipal Planning Education Institute Course in Community Planning

Ms. Thompson stated that there has been some interest amongst staff in attending and asked if any Board members may be interested, stating it may also be beneficial to offer it to Planning Commission members. She then stated that Ms. Masker suggested offering it to the Zoning Hearing Board Members as well.

Mr. Weimer made a motion second by Ms. Colgan to Authorize up to 17 attendees for the Pennsylvania Municipal Planning Education Institute Course in Community Planning, with overtime being paid to hourly employees, if class is not fully completed for Township to be reimbursed by the County, attendees that do not complete the course will be required to pay the fee back in the amount of \$110.00 per person.

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

11. Controller Report

Presented by Mr. Dixon; he stated that we are on target with last year, noting that the only change is that transfer tax and building code fees are down. Mr. Dixon also stated that along with the transfer to the new website, we are

looking into changing over to Municipay payment software as it integrates with the new permitting system. He stated that the only difference between the system that we have in place and that system is just the turnaround time for deposits to hit the township bank account, as opposed to next day, it is two days.

12. Current obligations

• General Fund	\$ 140,641.50
• Escrow Fund	\$ 4,166.94
• Liquid Fuels Fund	\$ 76,112.00
• Sewer Fund	\$ 11,976.19
Total Disbursements	\$ 232,896.63

Ms. Colgan made a motion second by Ms. Rogan to Pay the Current Obligations in the amount of \$232,896.63 as presented.

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

13. Business Manager Comments/Updates

- Ms. Thompson stated that it was originally anticipated that the membrane replacement was going to be delayed into 2025 but stated that it seems that the parts will be available, and the repair may take place in June or July. She stated that she is trying to coordinate having the replacement done at the same time as the necessary cleaning to cut down on the cost for an additional visit.
- She stated that the Waste Authority is working on cleaning up the litter on Industrial Park Drive. Ms. Thompson stated that she, Mr. Knecht, and Mr. DeRoo had a long call regarding the 902 recycling grant, stating that it has become very competitive and advised that the previously anticipated grant of \$350,000.00 has now been lessened to \$200,000.00 per grant cycle. She stated that the grant writer will be providing a fee schedule for the Board to approve at a future meeting but advised that the grant writer has been actively in reapplication meetings to be sure that we are ready to proceed with applying.
- Ms. Thompson stated that there is now a Chromecast installed and that she is working on a separate guest password for presenters to be able to cast from their phones to the tv's for presentations.
- She stated that she along with Mr. Weimer, DPW Foreman and Assistant Foreman and Township Engineer, Greg Haas attended a meeting on Route 196 with PennDot to discuss the future project relating to safety concerns. There is potential lane widening and turning lanes that will be required which may result in power outages for the moving of powerlines to make it possible. She stated that the project will be from Pine Hill Rd up Route 196 and is anticipated to begin in 2025 pending funding. Currently, PennDot has funding for the engineering portion of the project. Township Engineer, Greg Haas spoke with the PennDot engineer about the stormwater/drainage issues along Route 196. Mr. Weimer stated that he requested a light at Route 196 and Renaissance, stating that there were almost a few accidents at that intersection while they were on site.
- Ms. Thompson stated that there are three hard copies of the International Fire Code available in the office and stated that it is also available online for reading.
- Ms. Thompson requested a brief executive session for legal and personnel.

14. Solicitor Armstrong Comments/Updates

- Solicitor Armstrong stated that a meeting or two ago he was asked to file a Right to Know Request with the County Control Center for a recording; he stated that he will provide Ms. Thompson with the recording for dissemination to the Board.
- Mr. Weimer stated that there are some developers looking to build townhomes in Pocono Township down Route 611, he would like to review the ordinance to ensure that we are ahead of the potential requests to build them here. Mr. Keane stated that the Coolbaugh Township ordinance is very restrictive on townhomes.
- Ms. Kelly asked Solicitor Armstrong about moving the Act 167 Stormwater ordinance forward to advertise for a public hearing, discussion took place, and this item will be on a meeting agenda when the Township Engineer is in attendance to answer any questions.

15. Board of Supervisors Executive Sessions

- Tuesday March 19, 2024 from 8:33pm – 8:40pm – Personnel

16. Adjournment

Ms. Rogan made a motion second by Ms. Colgan adjourn at 7:53pm.

NEXT BOARD WORK SESSION / MEETINGS:

At the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna PA 18466

- Work Session/ Business Meeting Tuesday, April 22, 2024 at 6:00pm

Submitted by: _____
Erin Masker, Township Secretary

Witnessed by: _____
William Weimer, Chairman

Date: _____

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
SPECIAL WORK SESSION NOTES
March 15, 2024

The meeting was called to order by Vice Chair Cara Rogan at 5:00pm at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

Board Members Present:

Cara Rogan, Alma I. Ruiz-Smith, and Lynn Kelly

Board Members Absent:

William Weimer, and Clare Colgan

Staff Present:

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary and Meredith Thompson, Business Manager

Staff Absent:

None

1. Discussion on Proposed Act 167 Stormwater Ordinance

Mr. Kozen, Ms. Shincovich, Mr. Peterson and Mr. Schlegel were in attendance representing the Planning Commission for discussions on the proposed ordinance amendments. Solicitor Armstrong and Township Engineer, Greg Haas reviewed the Act 167 Ordinance changes and stated that the township model is based off of information from the County Model. He stated that he has prepared a draft stormwater maintenance agreement that would be for projects and that it would be tailored as needed based on the scope of the work. Discussion took place on vernal pools, high quality waters in the township, and hardscaping; stone that is being put down at many properties in the township in place of grass. The Board agreed that the coverage area should be 10,000 sq. ft. as opposed to the 5,000 sq. ft. that was proposed in the model ordinance.

- **Discussion:** Ms. Shincovich stated that putting stone down requires more maintenance than mowing grass, from the Planning Commission was . C. Leonard from the Pocono Mountain Economic Development Corporation was in attendance stating that based on the new ordinance/ buffers that were put in place, there are 16 properties out of the 32 that they own that would be a complete loss and not able to be developed. He stated that many years ago the EDC helped out the previous Board of Supervisors and the Township by purchasing the lots because that township was facing financial hardship and now they are making changes which are making it nearly impossible to market the properties. He stated that by the properties being developed the Township was benefitting from the tax funds and transfer funds that have been generated or will be generated. The previous ordinance allowed the wetlands to be included when calculating coverage area and now they can't. Ms. Rogan stated that this is a new Board of Supervisors and that what the previous boards have done is not their responsibility. She stated that times have changed, and development has changed. Solicitor Armstrong and Mr. Haas will work together to make the changes that were discussed.

2. Discussion on Proposed Logistics Center Ordinance

Solicitor Armstrong stated that he made some minor formatting changes to the proposed ordinance for the Board's review. Mr. Haas stated that the PC worked through the draft that is before them and stated that it was created based on the county model ordinance and the Penn Future ordinance. The term that they are proposing is Logistics Centers which is all encompassing of warehouses, distribution centers, fulfillment centers and truck terminals. This will take the guess work out of what it will be used for, and it will focus more on the size and where it is allowed. Anything that is smaller than 25,000 sq. ft. would not be considered a small logistics center and will adhere to the requirements as outlined in the ordinance and anything over 25,000 would be a large logistics center and will adhere to those guidelines. Discussion took place on the ordinance overall as well as some specific items including the truck trips, traffic impact studies and berm height to help with noise and visibility.

- **Discussion:** Bridget Myer was in attendance and stated that she wrote the Penn Future ordinance, stating that including the truck trips in the ordinance will be the trigger for enforcement. Mr. Haas stated that he would rather keep it simple by using the building size then there is no questions what will be required,

stating that either way they will need to complete the traffic impact Assessment as Penndot will require it for on-site improvements. Ms. Kelly expressed her concerns about trucks that are not traveling on the proper routes, stating that she would like the developers to make the effort to make the drivers aware of the routes that they are supposed to be traveling. Solicitor Armstrong stated that it is something that could be called out in the development agreement. Discussions continued, Solicitor Armstrong stated that he will make the modifications to the ordinance and circulate it to the Board. Ms. Masker stated that this is on the Supervisors meeting agenda for Tuesday evening as she was unsure if it would be ready to be moved forward, and stated that the Board could consider tabling it until it is in final form.

3. Public Comment

M. Wood stated that her property value is dropping because of the development that is going up in the township and right behind her home.

Meeting adjourned at 7:29pm.

3

COOLBAUGH TOWNSHIP RESOLUTION OF ADOPTION

**Coolbaugh Township
Monroe County Pennsylvania
Resolution 06-2024**

RESOLUTION OF THE SUPERVISORS OF COOLBAUGH TOWNSHIP, MONROE COUNTY PENNSYLVANIA (hereinafter "the municipality").

WHEREAS, Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the "Pennsylvania Sewage Facilities Act," as amended, and the Rules and Regulations of the Department of Environmental Protection (Department) adopted thereunder, Chapter 71 of Title 25 of the **Pennsylvania Code**, requires the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters and/or environmental health hazards with sewage wastes, and to revise said plan whenever it is necessary to meet the sewage disposal needs of the municipality, and

WHEREAS, Pocono Mountain Industries (hereinafter "PMI") and Pocono Mountain Industrial Park Authority (hereinafter "PMIPA") has prepared an Official Plan Update Revision to the Official Sewage Facilities Plan for Coolbaugh Township and Mount Pocono Borough. The purpose of plan update revises the institutional alternative related to the sewage collection, conveyance and treatment systems within the Pocono Mountain Industrial Park in Coolbaugh Township and transfers ownership including operation and maintenance responsibility to the Mount Pocono Municipal Authority in Mount Pocono Borough. The cost of the transfer of the systems is \$1. There are no anticipated adjustments to the rate structure for any existing customers at this time.

The key implementation activities/dates include adoption and approval of this Plan Update Revision by Coolbaugh Township and Mount Pocono Borough and submission and approval of the PADEP Application For Water Quality Management Permit Transfer from Pocono Mountain Industries and Pocono Mountain Industrial Park Authority to the Mount Pocono Municipal Authority.

WHEREAS, Coolbaugh Township finds that the Facility Plan described above conforms to applicable zoning, subdivision, other municipal ordinances and plans and to a comprehensive and regional program of pollution control and water quality management.

NOW, THEREFORE, BE IT RESOLVED that the Supervisors of the Township of Coolbaugh hereby adopt and submit to the Department of Environmental Protection for its approval as a revision to the "Official Plan" of the municipality, the above referenced Facility Plan. The municipality hereby assures the Department of the complete and timely implementation of the said plan as required by law. (Section 5, Pennsylvania Sewage Facilities Act as amended).

I, _____, Secretary, Coolbaugh Township Board of Supervisors hereby certify that the foregoing is a true copy of the Township's Resolution No. _____, adopted _____, 20____.

AUTHORIZED SIGNATURE

TOWNSHIP SEAL

COOL-23-024

December 30, 2023

Coolbaugh Township Planning Commission and Board of Supervisors

(via email to Erin Masker, Township Secretary / Administrative Assistant: emasker@coolbaughtwp.org)

**RE: ACT 537 PLAN FOR POCONO MOUNTAIN INDUSTRIAL PARK AUTHORITY
SANITARY SEWAGE SYSTEM TRANSFER
REVIEW #1**

Dear Planning Commission Members and Board of Supervisors,

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

- Report titled "Act 537 Plan for Pocono Mountain Industrial Park Authority Sanitary Sewage System Transfer", prepared by Barry Isett & Associates, Inc., dated November 2023 ("Report")

My review comments are as follows:

1. Plan Summary, Sections B & D, of the provided Report states that the existing Agreement in place between the Township and the Mount Pocono Municipal Authority (MPMA) will need to be amended prior to the transfer date. A copy of the draft amended Agreement shall be provided and circulated for review if not already begun.
2. Plan Summary, Section C, of the provided Report states that the transfer of the systems will have no effect on the current rate schedule. This section shall be expanded and/or clarified. When does the current rate schedule end and a new rate schedule begin? It shall be indicated that the rates needed to be paid by Users are/will be paid to the MPMA and that the Township will not be involved in any future collection of fees.
3. Corporate Center East Service Area plan exhibit – The lots containing the Land Development entitled "Corporate Center Warehouse" at the intersection of Corporate Center Drive East and Kolb Court has received sewage planning approval for onlot sewage disposal. Therefore, the service area boundary line should be shown to not include the lot (lots) involved with that Plan.

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

Sincerely,

KEYSTONE CONSULTING ENGINEERS, INC.

A handwritten signature in blue ink, appearing to read 'G. Haas', is positioned above the printed name.

Gregory S. Haas, P.E.

- c.c. Patrick Armstrong, Esquire (via email only: parmstrong@grimlaw.com)
H. Clark Connor, Esquire (via email only: hconnor@ptd.net)
Russell R. Kresge, P.E., KCE (via email only: rkresge@kceinc.com)
Andreas J. Martin, EIT, BIA (via email only: amartin@barryisett.com)



COOLBAUGH TOWNSHIP Planning Commission

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

To: Coolbaugh Township Board of Supervisors/ Township Solicitor Patrick Armstrong

From: The Coolbaugh Township Planning Commission

Date: January 23, 2024

Subject: Recommendation of Conditional Approval of the Act 537 Plan for Pocono Mountain Industries/ Mount Pocono Municipal Authority

At their meeting held on January 18, 2024, the Coolbaugh Township Planning Commission recommended that the Board consider approving the Act 537 Plan for Pocono Mountain Industries-Mount Pocono Municipal Authority for submission to DEP for review contingent on all comments in Township Engineer, Greg Haas's review letter dated December 30, 2023 being addressed.

Thank you for your consideration of our recommendation.

Sincerely,
Coolbaugh Township Planning Commission

Erin Masker
Township Secretary/ Administrative Assistant

4



COOL-21-003

March 25, 2024

Coolbaugh Township Board of Supervisors

(via email to Erin Masker, Township Secretary / Administrative Assistant: emasker@coolbaughtwp.org)

**RE: POCONO MOUNTAINS CORPORATE CENTER (SOUTH)
WAREHOUSE LAND DEVELOPMENT
1901 CORPORATE CENTER DRIVE EAST
FINANCIAL SECURITY REQUEST #2**

Dear Board of Supervisors,

Shortly after the presentation of my Financial Security Request #1 letter for the above referenced project, the Applicant's Engineer provided me with supplemental as-built information. I have reviewed that provided information to verify what additional items can now be considered complete and have determined that more financial security that can be released to the Developer.

The amount of financial security remaining will cover the following:

Items not yet installed, completed, provided, or requiring modifications.

1. The conversion of Basin 2 from a temporary sediment basin to a permanent stormwater management basin. Basin 2 still has standing water at its entire bottom as of last week. This implies that it is not properly draining. (25% of original Lump Sum Amount = \$6,073.63)
2. The permanent stabilization on the bottom of Basin 2. (100% of original Lump Sum Amount = \$20,100.93)
3. The Landscape Plan proposed to utilize existing vegetation along the west side of SR 0196 from across the street from Battle Monument Partners to the Knable/Villablanca property line (about 400 feet). Although there are sections of existing evergreen trees in that length, the intent of a landscape buffer is not being met for the entire length. Therefore, additional plantings shall be installed. The Applicant shall present an amended Landscape Plan for this area and submit it for review. I have assumed fifty (50) evergreen trees for financial security purposes to remain. (50 Evergreen Trees @ \$500/EA = \$25,000.00)

4. Adjustments shall be made to fourteen (14) of the installed building wall pack lights. Two (2) were observed to be broken, or dangling from the edge of building, and the others were installed at different angles. (14 lights @ \$750.00/EA = \$10,500.00)

Subtotal to Remain = \$61,674.56 (items 1 to 4 above)
Plus 10% Contingency = \$6,167.46
Total to Remain = \$67,842.02

However, this Total to Remain amount is less than the required "Maintenance Retainage" of \$185,363.60 as described within the DEVELOPMENT AGREEMENT for this project.

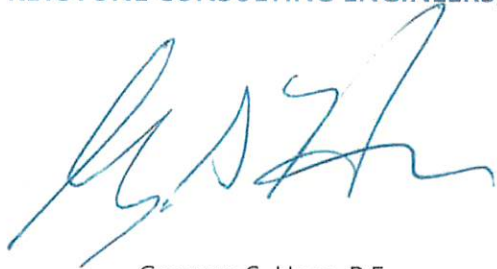
Therefore, the Total to Remain shall be the same as the "Maintenance Retainage" and the amount of financial security being held for the project can be decreased to **\$185,363.60**.

It shall be noted that the eighteen (18) month Maintenance Period shall NOT begin until all items above 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.

- c.c. Patrick Armstrong, Esquire (via email: parmstrong@grimlaw.com)
Tomas Keane, Zoning Officer (via email: tkeane@coolbaughtwp.org)
Russell R. Kresge, P.E., KCE (via email: rkresge@kceinc.com)
Michael Fitzgibbons, US Capital Development (via email: mfitzgibbons@uscd.com)
Michael Hartman, P.E., Schlouch Inc (via email: mhartman@schlouch.com)

6

COOLBAUGH TOWNSHIP**2024 Road Paving Project Estimate****Base Bid Roads**

Maple Street, T-647 (Lakeside Dr to Dead End)	3,273' 0.62 Mile	20' wide	\$110,195
Ross Road, T-659 (Sussex Dr to Drexel Rd)	1,480' 0.28 Mile	20.6' wide	\$ 51,258
Sussex Drive, T-658 (SR 611 to Ross Rd (2nd))	2,112' 0.40 Mile	22.5' wide	\$ 79,137
Jester Court, T-721 (Titania Rd to Victoria Dr)	1,003' 0.19 Mile	21' wide	\$ 35,312
Graham Lane, T-756 (Rob Roy Dr to Campbell Way)	1,242' 0.24 Mile	19' wide	\$ 39,974
Echo Lake Road, T-591 (SR 196 to Paupack Ln)	2,400' 0.45 Mile	26' wide	\$104,608
Cayuga Drive, T-650 (SR 611 to Lake Rd (2nd))	<u>1,536' 0.29 Mile</u>	20' wide	<u>\$ 51,632</u>
TOTALS	13,046' 2.47 Miles		\$472,116

Budget \$482,776**Additional Roads - Based on Available Funding**

Echo Lake Road, T-591 (Paupack Ln to Monroe Dr)	1003' 0.19 Mile	26' wide	\$ 43,744
John's Way, T-762 (Titania Dr to Oberon Dr)	310' 0.06 Mile	19' wide	\$ 10,123
Pine Valley Dr., T-665 (Hemlock Dr to Fairway Dr)	3,053' 0.58 Mile	20.5' wide	\$105,182
Goose Pond Road, T-666 (Hemlock Dr to Lake Rd)	1,642' 0.31 Mile	20' wide	\$ 55,194

Based on: Leveling Course \$130/TON - Wearing Course \$110/TON - Shoulders (2A) \$38/TON - DY Centerline \$ 0.72/LF

8

To: Coolbaugh Township Board of Supervisors

From: Coolbaugh Township Parks and Recreation Commission

Date: Wednesday March 27, 2024

Re: Pocono Farms Softball Freedom Field Usage Recommendation

Dear Coolbaugh Township Board of Supervisors,

The Coolbaugh Township Parks and Recreation Commission recommends the approval of the Freedom Field Usage for Pocono Farms Coed softball team April 7th, 2024 through September 1st, 2024, Sundays 10:00AM – 12:00PM.

Thank you for your consideration of our recommendation and for your continued support.

Sincerely,

Coolbaugh Township Parks and Recreation Commission

9

To: Coolbaugh Township Board of Supervisors

From: Coolbaugh Township Parks and Recreation Commission

Date: Wednesday March 27, 2024

Re: Additional Port-A-Potty for TAA Opening Day

Dear Coolbaugh Township Board of Supervisors,

The Coolbaugh Township Parks and Recreation Commission recommends the approval of an additional handicap port-a-potty rental for Tobyhanna Athletic Association opening day April 27, 2024. Cost to be covered by the township.

Thank you for your consideration of our recommendation and for your continued support.

Sincerely,

Coolbaugh Township Parks and Recreation Commission

13

**COOLBAUGH TOWNSHIP
MONROE COUNTY, PENNSYLVANIA**

RESOLUTION 07-2024

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF COOLBAUGH, MONROE COUNTY, PENNSYLVANIA, AMENDING THE PERSONNEL POLICY MANUAL OF COOLBAUGH TOWNSHIP ADOPTED UNDER RESOLUTION 06-2002 BY AMENDING SECTION 114 IN PART 1 OF THE PERSONNEL POLICY MANUAL.

WHEREAS, Coolbaugh Township adopted Resolution 06-2002 on or about January 15, 2002 which approved and adopted the Personnel Policy Manual of Coolbaugh Township; and,

WHEREAS, the Board of Supervisors of Coolbaugh Township intends to amend section 114 in Part 1 of the Personnel Policy Manual of Coolbaugh Township as set forth herein.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Coolbaugh Township, Monroe County, Pennsylvania, that it intends to and hereby does amend the Personnel Policy Manual of Coolbaugh Township, as adopted by Resolution 06-2002, at Part 1, Section 114 as follows:

I. AMENDMENT TO PART 1, SECTION 114 - BEREAVEMENT

Part 1, Section 114 of the Personnel Policy Manual of Coolbaugh Township, as adopted under Resolution 06-2002, is hereby amended to read as follows:

- 114.1. Upon the death of an employee's/spouse's immediate family member, defined as spouse, parent, stepparent, brother, sister, child, stepchild, **son-in-law, daughter-in-law**, grandparent, or grandchild, he/she shall be given a five (5) day leave of absence with pay for 5 consecutive workdays - one of which may be saved for the date of service. Upon the death of an employee's extended family member, defined as aunt, uncle, niece, nephew, **brother-in-law, or sister-in-law**, the employee shall be given a three (3) day leave of absence with pay for 3 consecutive workdays - one of which may be saved for the date of service.

II. EFFECTIVE DATE

This Resolution and amendment to the Personnel Policy Manual of Coolbaugh Township shall become effective immediately upon final enactment.

COOLBAUGH TOWNSHIP
BOARD OF SUPERVISORS

ATTEST:

Erin Masker, Township Secretary

William Weimer, Chairman

Joseph Rogan, Vice Chair

Clare Colgan, Supervisor

Alma I. Ruiz-Smith, Supervisor

Lynn Kelly, Supervisor

DRAFT

14

**COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS REPORT
APRIL 02,2024**

DATE	CK #	DESCRIPTION	AMOUNT
3/20/2024		Payroll Transfer	\$ 50,000.00
3/27/2024		Pension	\$ 11,000.00
4/2/2024		General Fund	\$ 361,868.12
4/2/2024		Total General Fund	\$ 422,868.12
4/2/2024		Escrow Fund	\$ 1,347.50
4/2/2024		Total Escrow Fund	\$ 1,347.50
4/2/2024		Sewer Fund	\$ 59,634.40
4/2/2024		Total Sewer Fuels	\$ 59,634.40
		TOTAL DISBURSEMENTS	\$ 483,850.02

CASH TRIAL BALANCE AS OF APRIL 02 ,2024

General Fund Checking	\$ 5,859,279.04
Fire Tax/Coolbaugh Twp VFD	115,740.80
Fire Tax- Volunteer Fire Departments	80.98
Fire Tax- Coolbaugh Fire Building Fund	666,020.68
EMS	12,543.09
American Rescue Plan	2,027,898.63
Payroll Checking	717.61
Rainy Day Fund Savings	969,582.64
Total General Fund	\$9,651,863.47
Sewer Fund Checking	14,918.84
Sewer PennVest Checking	77.72
Total Sewer Fund	\$ 14,996.56
Capital Projects Fund Checking	\$ 15,635.77
Emerg. Services Fund Money Market	203,170.58
Emerg. Services Fund Checking	21,088.04
Total Emergency Services Fund	\$ 224,258.62
Liquid Fuels Fund Checking	\$ 613,497.71
Escrow Fund Checking	721,449.74
Escrow Fund Clarius Checking	60,718.68
Total Escrow Fund	\$ 782,168.42
TOTAL ALL FUNDS	\$ 11,302,420.55

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

Check#	Vendor	Description	Payment	Check Total
10825	1258 - AM TRUST NORTH AMERICA	PO 24748 WORKERS COMP	2,520.00	2,520.00
10826	1330 - AMAZON CAPITAL SERVICES	PO 24725 SUPPLIES NEW CREW CAB	388.04	
		PO 24762 TOOL BOX	121.58	509.62
10827	1039 - AMERICAN UNITED LIFE INS. CO.	PO 24751 APRIL	1,457.59	1,457.59
10828	1483 - AUTO PARTS OF MT POCONO	PO 24715 F-250 FORD PICK-UP 4 DOOR OIL FILTER	104.75	
		PO 24716 FUEL SPIN-ON	40.35	
		PO 24724 Oil	26.18	
		PO 24769 OIL FILTER	98.34	269.62
10829	1059 - BILL'S SHOPRITE	PO 24736 FUEL	44.35	44.35
10830	1478 - BLUE RIDGE LUMBER	PO 24768 DUGOUTS	419.70	
		PO 24770 DUGOUTS	488.37	908.07
10831	724 - CINTAS -	PO 24761 DPW/ADMIN/GARAGE	142.36	142.36
10832	1240 - CINTAS CORPORATION	PO 24713 SHOP TOWELS/UNIFORMS	66.73	
		PO 24735 UNIFORMS	53.28	
		PO 24741 SHOP TOWELS/UNIFORMS	66.73	
		PO 24742 UNIFORMS	53.28	240.02
10833	652 - CYPHERS TRUCK PARTS	PO 24717 AIR CANS	455.60	455.60
10834	51 - EDWARDS CONCRETE	PO 24721 PSI-PARK	418.00	418.00
10835	1384 - FRASER ADVANCED INFO.SYSTEMS	PO 24731 3/1/-3/31/2024 COPIERS	309.19	309.19
10836	1064 - GREEN POND NURSERY INC	PO 24718 CERTI-PLAY	675.00	675.00
10837	1064 - GREEN POND NURSERY INC	PO 24772 CERTI-PLAY	1,012.50	1,012.50
10838	1296 - GRIM,BIEHN & THATCHER	PO 24740 196/MAPLETREE/RAY PRICE/PM WAREHOUSE/TOL	7,227.50	7,227.50
10839	535 - HANOVER ENGINEERING ASSOC.,INC.	PO 24722 SEO	9,040.04	9,040.04
10840	1192 - HIGHMARK BLUE SHIELD	PO 24711 APRIL	46,362.56	46,362.56
10841	697 - LEON CLAPPER, INC.	PO 24757 REQUIRED BACKFLOW TEST	870.00	870.00
10842	1361 - LOCUST RIDGE QUARRY	PO 24737 ANTI-SKID	3,908.08	
		PO 24750 ANTI SKID	5,203.99	9,112.07
10843	1429 - MARSHALLS CREEK QUARRY	PO 24756 AASHTO #10	276.93	276.93
10844	232 - MECHANICAL SERVICE COMPANY	PO 24747 GARAGE GENERATOR	1,119.96	1,119.96
10845	81 - P P & L	PO 24728 43281-27004 MUNICIPAL CENTER	2,042.40	
		PO 24729 89631-95000 TRAFFIC SIGNAL	29.62	
		PO 24730 64488-49005 RTE 611	71.82	
		PO 24732 54691-27003 DPW	659.50	
		PO 24744 36034-04005 ECHO LAKE	34.76	
		PO 24745 88900-24001 GARAGE	30.31	
		PO 24755 39910-23005 196	44.04	
		PO 24758 51540-24008 196	26.61	2,939.06
10846	81 - P P & L	PO 24759 07251-41006 RESTROOMS PARK	14.72	14.72
10847	804 - P & D EMERGENCY SERVICE	PO 24749 2023 F350 RADIO INSTALL	570.00	570.00
10848	219 - PA DEPT. OF LABOR & INDUSTRY -	PO 24726 BOILER CERTIFICATES	306.44	306.44
10849	86 - PENNSYLVANIA AMERICAN WATER CO	PO 24760 DPW/MUNICIPAL CENTER/FIRE HYDRANT	2,198.76	2,198.76
10850	1254 - PHILADELPHIA INS. COMPANIES	PO 24712 LIABILITY INS	300.00	300.00
10851	94 - POCONO MOUNTAIN REGIONAL EMS	PO 24719 APRIL	10,000.00	10,000.00
10852	93 - POCONO MOUNTAIN REGIONAL POLICE DEP	PO 24720 APRIL	257,364.45	257,364.45
10853	1273 - POCONO MT INDUSTRIES	PO 24765 DUES- 2024	400.00	400.00
10854	206 - PSATS	PO 24723 ZONING ACADEMY	249.00	249.00
10855	892 - VERIZON WIRELESS	PO 24753 PHONES	1,095.49	1,095.49
10856	122 - WEST END PRINTING	PO 24771 WINDOW ENVELOPES	254.00	254.00
10857	1551 - WORLD FUEL SERVICES,INC	PO 24738 HEATING OIL -DPW	1,150.70	
		PO 24746 DIESEL FUEL	2,054.82	3,205.52
TOTAL				361,868.42

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01.101.000	GENERAL FUND CHECKING			0.00	361,868.42
01.400.000	GENERAL GOV'T	8,630.19			
01.404.000	LAW	6,615.00			
01.405.000	MUNICIPAL OFFICE	254.00			
01.409.000	BUILDING & PLANTS	5,311.65			
01.410.000	POLICE	257,364.45			
01.411.000	FIRE	2,058.08			
01.412.000	AMBULANCE / RESCUE	10,000.00			
01.413.000	SEO / BUILDING CODE	9,040.04			
01.414.000	ZONING OFFICE	905.85			
01.430.000	DPW-HIGHWAYS ROADS STREETS	3,399.83			

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01.432.000	DPW-SNOW & ICE REMOVAL	9,112.07			
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	206.85			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	1,804.84			
01.454.000	PARKS	3,305.22			
01.486.000	INSURANCE	2,820.00			
01.487.000	EMPLOYEE BENEFITS	41,040.35			
TOTALS FOR	GENERAL FUND	361,868.42	0.00	0.00	361,868.42

Total to be paid from Fund 01 GENERAL FUND

361,868.42

361,868.42

List of Bills - (85101000) ESCROW FUND CHECKING ESCROW

Check#	Vendor	Description	Payment	Check Total
1343	1296 - GRIM,BIEHN & THATCHER	PO 24740 196/MAPLETREE/RAY PRICE/PM WAREHOUSE/TOL	1,347.50	1,347.50
TOTAL				1,347.50

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
85.101.000	ESCROW FUND CHECKING			0.00	1,347.50
85.250.229	WGH TRUCKING / HERRERA			52.50	
85.250.312	Ray Price			35.00	
85.250.328	TOBYHANNA DEVELOPMENT - 1545 PROSPECT ST			122.50	
85.250.392	MAPLETREE			437.50	
85.250.398	TOLANI PLAZA			35.00	
85.250.458	LANDSTON EQUITIES LLC			420.00	
85.250.595	COOLBAUGH SOUTH OWNER LLC			192.50	
85.250.598	NORTHAMPTON FARMS			52.50	
TOTALS FOR	ESCROW	0.00	0.00	1,347.50	1,347.50

Total to be paid from Fund 85 ESCROW

1,347.50

=====

1,347.50

List of Bills - (08101000) CHECKING SEWER FUND

Check#	Vendor	Description	Payment	Check Total
3187	228 - ATC GROUP SERVICES,LLC DEPOSITORY	PO 24752 MISC /WWTP/CHAPTER 94 REPORT	7,983.26	7,983.26
3188	1483 - AUTO PARTS OF MT POCONO	PO 24766 V-BELT	120.48	120.48
3189	771 - COMMONWEALTH OF PA	PO 24739 APRIL LN#P24001544-429	965.35	965.35
3190	1251 - ENVIRONMENTAL SERV. CORP.	PO 24714 3/20/2024 - 3/15/2024 SLUDGE HAULING	714.60	
		PO 24763 03/26/2024 SLUDGE HAULING	357.30	1,071.90
3191	1296 - GRIM,BIEHN & THATCHER	PO 24740 196/MAPLETREE/RAY PRICE/PM WAREHOUSE/TOL	752.50	752.50
3192	1484 - NAPA AUTO PARTS	PO 24767 V-BELT	33.54	33.54
3193	81 - P P & L	PO 24733 26491-26001 WWTP	4,387.67	
		PO 24734 04090-21003 PUMP STA	184.46	4,572.13
3194	318 - PA RURAL WATER	PO 24743 MEMBERSHIP	282.00	282.00
3195	162 - USA BLUE BOOK	PO 24754 SUPPLIES	618.24	618.24
3196	439 - YOUNG & HAROS,LLC	PO 24727 WAL-MART	65.00	65.00
3197	612 - ZENON ENVIRONMENTAL CORP	PO 24764 MEMBRANE	43,170.00	43,170.00
TOTAL				59,634.40

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
08.101.000	CHECKING			0.00	59,634.40
08.269.500	PENNWORKS 2008 GOB			886.68	
08.429.200	SUPPLIES	772.26			
08.429.300	OTHER SERVICES & CHARGES	282.00			
08.429.313	ENGINEERING SERVICES	7,983.26			
08.429.314	PROFESSIONAL FEE SOLICITOR	817.50			
08.429.361	ELECTRIC	4,572.13			
08.429.452	SLUDGE HAULING	1,071.90			
08.429.700	CAPITAL PURCHASES	43,170.00			
08.472.106	PENNWORKS INTEREST LN #99900048	78.67			
TOTALS FOR	SEWER FUND	58,747.72	0.00	886.68	59,634.40

Total to be paid from Fund 08 SEWER FUND

59,634.40

59,634.40